

**Hazara University Meritorious
Professors Basic Pay Scales-22 and
Tenured Meritorious Professor,
Statutes, 2016**

Title

These statutes shall be called Hazara University Meritorious Professors Basic Pay Scales-22 and Tenured Meritorious Professor Statutes, 2016

Commencement

These statutes shall come into force at once.

A. Criteria for Conferment of Meritorious Professor

1. Provision of Posts

- 1.1 The number of Professors to be promoted to the status of Meritorious Professor (BPS-22) in University shall be calculated on the basis of 12.5% of the sanctioned posts of the Professors in BPS-21.

2. Eligibility

- 2.1 Minimum service in BPS-17/equivalent and above should be 20 years.
- 2.2 Only those Professors who have served at least for 05 (Five) years in BPS-21 in the University with PhD degree/equivalent terminal degree as determined by HEC.
- 2.3 Should have five (5) research publications in the past 5 years with at least three (3) research publications in the past 2 years in HEC recognized journals.
- 2.4 Must have produced two PhDs or one PhD and five (5) M.Phil in the last 5 years.

3. Procedure of Promotion

- 3.1 Requirement for advertisement of posts as provided in the relevant section of the University Act will be dispensed with.
- 3.2 Each eligible University Professor shall be invited to submit papers for consideration by the Special Selection Board (permanent members of the Selection Board, one representative of Chairperson, HEC and one representative of Chancellor) for the award of Meritorious Professorship in BPS-22.
- 3.3 The Vice Chancellor shall prepare the cases of Professors in BPS-21 for the award of Meritorious Professorship in BPS-22 and present the record of each such Professor on the proforma (Annexure A-E) along with (a) Performance Evaluation Reports (PERs) for the last five years, and (b) a resume of the Professor and his/her achievements in research, teaching and educational administration.
- 3.4 The University shall calculate total score of each eligible applicant according to the parameters detailed in Clause 4 (Grading Procedure). Those who secure a minimum score of 60 will be presented before the Special Selection Board for consideration.
- 3.5 A meeting of the Special Selection Board shall be called to consider cases for award of Meritorious Professorship in BPS-22 and the recommendations shall be placed before the Syndicate. Finally, the recommendations of the Syndicate shall be sent to the Senate for approval.

- 3.6 The grant of Meritorious Professorship in BPS-22 will be effective from the date of approval of the Syndicate.

4. Grading Procedure (Total 100 marks) (Proforma's Appended as A to E)

4.1 Length of service (maximum 15 marks)

- 4.1.1. 03 marks of service per year rendered as Professor in BPS-21 over and above the minimum qualifying requirement of 2 (two) years in BPS-21, subject to a maximum of 15 marks.

4.2 Research Publications: Papers/books/monograph/patents/Crop varieties (approved) (maximum 30 marks).

- 4.2.1. 2 marks per paper published in HEC recognized journals with impact factor or journals cited in Social Science citation Index.
- 4.2.2. 0.5 mark per paper published in local HEC recognized journals
- 4.2.3. 2 marks per Patent/Crop Variety (approved), subject to a maximum of 6 marks.
- 4.2.4. 2 marks per book authored or edited internationally, subject to a maximum of 4 marks.
- 4.2.5. 1 mark per book authored or edited locally, subject to a maximum of 2 marks.

4.3 Academic Performance (maximum 30 marks)

- 4.3.1. No. of M.Phil produced 1 mark per M.Phil. maximum of 6 marks.
(M.Phil or equivalent qualification of 18 years of schooling with requirement of thesis of at least two semester duration for partial fulfillment of the terminal degree)
- 4.3.2. No. of Ph.D produced 5 marks per Ph.D., maximum of 15 marks.
- 4.3.3. Research Grant Awards (3 Marks for up to 1 million and 5 marks for more than 1 million) as Principal Investigator (other than the research grants given by the university).
- 4.3.4. Awards/Honors (maximum 6 marks)
- 4.3.4.1 National Awards (Civil/ President) 2 marks per award maximum of 4 marks
- 4.3.4.2 International Awards/ Honours, 2 marks per award recognized by HEC maximum of 4 marks
- 4.3.4.3. HEC Best Teacher Award, 1 mark per award *Izaz-e-Kamal / Izaz-e-Fazeelat* maximum of 4 marks

4.4 Post-Ph.D Qualification (maximum 5 marks)

- 4.4.1. Two marks for 6 months to 1 year post doctorate at foreign University/ Institute to a maximum of 4 marks

- 4.4.2 5 marks for one year or more post-doctorate at foreign institute/university.

Note: Only Post-doctorate of at least 6 months duration will be counted.

4.5 Annual Confidential Reports (maximum 10 marks)

- 4.5.1. Outstanding 2.0 marks

- 4.5.2. Excellent 1.5 marks

- 4.5.3. Good 1.0 mark

Note:

1. Sum score of ACRs for the last 5 years shall be taken into account.
2. Top 3 categories irrespective of nomenclature shall be considered.
3. In case the candidate is a serving Vice Chancellor, ACRs of the last five years preceding to his appointment as Vice Chancellor shall be considered.

4.6 Educational Administration (maximum 10 marks)

- 4.6.1 Vice Chancellor: 4 marks per year up to maximum of 10 marks

- 4.6.2 Pro-Vice Chancellor: 3 marks per year up to maximum of 8 marks

- 4.6.3 Dean 2 marks per year up to maximum of 6 marks

- 4.6.4 Principal of Constituent College/Chairperson of the Department/
Director of Institute: 1 mark per year up to maximum of 3 marks

4.7 General Provisions

- 4.7.1 In case of numbers in fraction, then 0.50 or above shall be considered as 1 (e.g. 59.5 or above will be 60.0 whereas 59.49 or less will be 59).

- 4.7.2. A Professor appointed as Vice Chancellor in BPS-22 shall be allowed personal grade of BPS-22 as Professor after he/she relinquishes the charge of the office of Vice Chancellor, *provided he/she has completed one tenure of three years as Vice Chancellor and has been a regular Professor in a Public Sector University prior to his/her appointment as Vice Chancellor. The personal grade so granted to him/her shall be counted towards the 12.5% quota of BPS-22.*

- 4.7.3 Award of BS-22 to a Professor shall be personal to him and there should be no need to upgrade the post. He will carry the scale in the event of his transfer to another post.

B. Criteria for Conferment of Tenured Meritorious Professor

1. Provision of Posts

The number of Tenured Professors to be conferred as Tenured Meritorious Professor in each University shall be calculated on the basis of 12.5% of the filled posts of tenured professors.

2. Eligibility:

For TTS faculty in the field of Sciences:

- 2.1. Professor who has served at least for 05 years as Tenured Professor.
- 2.2. Has at least 50 research publications with at least 10 publications in the last 5 years in HEC Recognized Journals (W Category with Impact Factor).
- 2.3. Has produced 5 PhDs including 2 in the last five years.
- 2.4. Has produced 40 MPhils/MS including 5 in the last five years.
- 2.5. Has 500 citations of the published articles
- 2.6. Has impact factor of 200 of the published articles

For TTS faculty in the field of Social Sciences

- 2.7. Professor who has served at least for 05 years as Tenured Professor.
- 2.8. Has at least 40 research publications with at least 5 publications in the last 5 years in HEC Recognized Journals (W, X, Y Category).
- 2.9. Has produced 5 PhDs including 2 in the last 5 years.
- 2.10. Has produced 40 MPhils including 5 in the last 5 years.

3. Procedure of Promotion

- 3.1. University shall advertise the posts by a circular within the University.
- 3.2. Each eligible Tenured Professor will be invited to submit documents for consideration by the Special Selection Board for the award of position of Meritorious Professor. The Special Selection Board may comprise of the following:
 - a. Vice Chancellor of the University,
 - b. Dean of the faculty concerned,
 - c. Permanent Members of the Selection Board,
 - d. Representative of Chairman HEC,
 - e. Representative of the Chancellor
- 3.3. In order to prepare the cases of Tenured Professors for the conferment of title of Tenured Meritorious Professor, the university shall present the record of each such Professor on the proforma designed for this purpose, along with resume of the Tenured Professor including his/her achievements in research, teaching and academic administration.

- 3.4. The University shall calculate the total score of each eligible applicant according to the parameters detailed in Clause-4 (Grading Procedure). Those who secure a minimum score of 65 will be presented to the Selection Board for consideration.
- 3.5. A meeting of the Special Selection Board shall be called to consider cases for selection of Tenured Meritorious Professors. The recommendations of the Board shall be placed before the highest statutory body of the University (Senate/Syndicate/BoG) for approval.
- 3.6. The conferment of title Tenured Meritorious Professor shall be effective from the date of the recommendations by the highest statutory body of the University.

4. Grading Procedure

(Total 100 Marks)

4.1 Length of Service as Professor on TTS (Maximum 15 Marks)

- 4.1.1 3 marks of service per year rendered as TTS Professor over and above the minimum qualifying requirement of two years as TTS Professor, subject to a maximum of 15 marks.

4.2 Research Publications: research papers in HEC Recognized Journals/Patents/Crop Varieties etc. (Maximum 40 Marks)

- 4.2.1. 2 marks per paper in HEC recognized journals [W category (impact factor) for Sciences, and W, X, Y categories for Social Sciences].
- 4.2.2. 2 marks per patent/crop variety (approved internationally), subject to maximum of six marks, subject to condition that weightage to patent/crop variety has not been considered in terms of research publication.

4.3 Academic Performance

(Maximum 30 Marks)

- 4.3.1. Number of MPhil/MS Produced: 1 mark for each MPhil/MS produced with maximum of 6 marks.
- 4.3.2. Number of PhD produced: 3 marks for each PhD produced with maximum of 12 marks.
- 4.3.3. Research Grants Awards: 2 marks for National 0.5-1.0 Million and 3 marks for more than 1.0 Million, and 5 marks for International as Principal Investigator. Grants awarded by the parent University will not be considered (Maximum 6 marks).

4.3.4. Awards/Honors

(Maximum 6 marks)

National Awards (Civil/President):

2 marks per award
(maximum of 4 marks).

International Awards/
Honors recognized by HEC:

2 marks per award
(maximum of 4 marks).

HEC-Best Teacher Award:

1 mark per award

**Izaz-e-Kamal,
Izaz-e-Fazeelat**

(maximum of 4 marks).

4.4 (Post-PhD Qualifications

(Maximum 5 marks)

Only continuous Post-doctorate of at least six-months shall be counted.

4.4.1. 2 marks per year post-doctorate at foreign University/Institute recognized by HEC to a maximum of 5 marks.

4.5 Educational Administration

(Maximum 10 Marks)

President/Rector/Vice Chancellor:

3 marks per year up to a maximum of 10 marks

Dean of the Faculty:

2 marks per year up to a maximum of 6 marks

Chairman of the Department or equivalent:

1 mark per year up to a maximum of 3 marks

5. Miscellaneous

5.1. In case of numbers in fraction, then 0.50 or above will be considered as one (e.g. 64.5 or above will be 65.0 whereas 64.49 or less will be 64.0).

5.2. In case of applicants securing the same score, the one with higher age shall be selected

APPENDIX - A**Details of Length of Service**
Maximum Marks: 15

Designation of Post Held	Pay Scale	Appointment Held		Calculation		Marks Scored
		From	To	Years	Months	
	BS-17					
	BS-18					
	BS-19					
	BS-20					
	BS-21					
	BS-22					

Explanation for Awarding Marks:

(i)	5 marks of service per year rendered as Professor in BPS-21 over and above the minimum qualifying requirement of 5 years in BPS-21, subject to a maximum of 15 marks.	Maximum of 15 marks.
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Research Publications

Maximum Marks:

30

6.2	Research Publications: Papers/books/monograph/patents /Crop varieties (approved) (maximum 30 marks).	Marks Admissible
6.2.1.	2 marks per paper published in HEC recognized journals with impact factor or journals cited in Social Science citation Index.	
6.2.2.	0.5 mark per paper published in local HEC recognized journals	
6.2.3.	2 marks per Patent/Crop Variety (approved), subject to a maximum of 6 marks.	
6.2.4.	2 marks per books authored or edited internationally, subject to a maximum of 4 marks.	
6.2.5.	1 mark per book <i>authored</i> or edited <i>locally</i> , subject to a maximum of 2 marks.	

MISCELLANEOUS

Maximum Marks: 55

1. Academic Performance (maximum 30 marks)
2. Post-PhD qualification (maximum 5 marks).
3. Annual Confidential Reports (maximum 10 marks)
4. Educational Administration (maximum 10 marks)

S.#.	Description of Entitlement of Marks	At credit of Professors:	Marks Admissible
6.3	Academic Performance (maximum 30 marks)		
6.3.1.	No. of M.Phil.* produced 1 mark per M.Phil., maximum of 6 marks		
6.3.2.	No. of Ph.D. produced 5 marks per Ph.D., maximum of 15 marks *M.Phil.or equivalent qualification of 18 years of schooling with requirement of thesis of at least two semester duration for partial fulfillment of the terminal degree.		
6.3.3.	Research Grant Awards (3 Marks for less than 1 million and 5 marks for more than 1 million) as Principal Investigator (other than the research grants given by the university).		
6.3.4.	Awards/Honors (maximum 6 marks)		
6..3.4.1	National Awards (Civil/President) 2 marks per award maximum of 4 marks		
6..3.4.2	International Awards/Honours, 2 marks per award recognized by HEC maximum of 4 marks		
6.3.4.3.	HEC Best Teacher Award, 1 mark per award maximum Izaz-e-Kamal of 4 marks Izaz-e- Fazeelat		
6.4	Postdoc (maximum 5 marks).		
6.4.1.	Two marks for a 6 months to 1 year post doctorate at foreign University/ Institute to a maximum of 4 marks		
6.4.2	5 marks for one year or more post-doctorate at foreign institute/university.		
	Note: Only Post-doctorate of at least 6 months duration will be counted.		
S.#.	Description of Entitlement of Marks	At credit of Professors:	Marks Admissible
6.5	Annual Confidential Reports (maximum 10 marks)		
6.5.1.	Outstanding 2.0 marks		
6.5.2.	Excellent 1.5 marks		
6.5.3.	Good 1.0 mark		
NOTE			
1.	Sum score of ACRs for the last 5 years shall be taken into account.		
2.	Top 3 categories irrespective of nomenclature shall be considered.		

3.	In case the candidate is a serving Vice Chancellor. ACRs of the last five years preceding to his appointment as Vice Chancellor shall be considered.		
6.6	Educational Administration (maximum 10 marks)	See Appendix-D	
6.6.1	Vice Chancellor: 4 marks per year up to maximum of 10 marks		
6.6.2	Pro Vice Chancellor: 3 marks per year up to maximum of 8 marks		
6.6.3	Dean 2 marks per year up to maximum of 6 marks		
6.6.4	Principal of Constituent College/Chairman of the Department/ Director of Institute: 1 mark per year up to maximum of 3 marks		
6.7	General provisions		
6.7.1	In case of numbers in fraction, then 0.50 or above shall be considered as 1 (e.g. 59.5 or above will be 60.0 whereas 59.49 or less will be 59).		
6.7.2.	A Professor appointed as Vice Chancellor in BPS-22 shall be allowed personal grade of BPS-22 as Professor after he/she relinquishes the charge of the office of Vice Chancellor, provided he/she has completed one tenure of three years as Vice Chancellor and has been a regular Professor in a Public Sector University prior to his/her appointment as Vice Chancellor. The personal grade so granted to him/her shall not be counted towards the 12.5 % quota of BPS-22.		
6.7.3	Award of BS-22 to a Professor shall be personal to him and there should be no need to upgrade the post. He will carry the scale in the event of his transfer to another post.		

APPENDIX - D

Educational Administration

Maximum Marks: 10

Type	Period	
	From	To
Vice Chancellor: 4 marks per year up to maximum of 10 marks		
Pro Vice Chancellor: 3 marks per year up to maximum of 8 marks		
Dean 2 marks per year up to maximum of 6 marks		
Principal of Constituent College/Chairman of the Department/ Director of Institute: 1 mark per year up to maximum of 3 marks		

Note: It is clarified that person working on more than one administrative job simultaneously will be graded only for the job carrying higher marks.

APPENDIX - E

Overall Grading

Name of Professor: _____

S. No.		Maximum Marks	Marks Obtained
1.	Length of Service (Appendix-A)	15	
2.	Research/Publications (Appendix-B)	30	
3.	Annual Confidential Reports (Appendix-C)	10	
4	Educational Administration (Appendix-C)	10	
5..	Post PhD Qualification (Appendix-C).	05	
6.	Academic Performance (Appendix-C).	30	
	Total:-	100	

Particulars of Professors Proposed for Grant of BS-22:

- Name of the Professor _____
- Date of Birth. _____
- Qualification including technical qualification possessed by the Professor. _____
- Present Posting. _____
- Date of regular appointment to a post in BS-21. _____

6. Total length of service in post in Basic Pay Scale 17 and above possessed by the Professor (Appendix-A). _____
7. Analysis of Confidential Reports (Appendix-B). _____
8. Overall grading (Appendix -F). _____
9. State whether he has been suspended or any penalty has been imposed or any proposal for disciplinary action or suspension is under consideration. _____
10. State the reasons for which his case is considered to be a "Special Meritorious" case. _____