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Government of Kerala
കേരള സർക്കാർ
1994



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KERALA GAZETTE
കേരള ഗസറ്റ്
EXTRAORDINARY

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GOVERNMENT OF KERALA

Higher Education (F) Department

NOTIFICATION

G. O. (P) No. 41/94/H. Edn.

Dated, Thiruvananthapuram, 21st March, 1994.

S. R. O. No. 350/94.—In exercise of the powers conferred, by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), the Government of Kerala hereby make the following Special Rules for the Kerala Collegiate Education Service, namely:—

RULES

1. *Short title, extent and commencement:*—(1) These rules may be called the Special Rules for the Kerala Collegiate Education Service, 1994.

(2) They apply to the educational institutions coming under the Kerala Collegiate Education Department and the Law Colleges, except the following institutions, namely:—

- (i) Physical Education Colleges; and
- (ii) Muffe Colleges.

33/1179/MC.

(3) These rules shall be deemed to have come into force on the 13th day of March 1990.

2. *Constitution*:—The service shall consist of the following sections, classes and categories of officers, namely:—

SECTION A-ADMINISTRATION

- | | |
|------------|--|
| Category 1 | Director of Collegiate Education. |
| Category 2 | Additional Director of Collegiate Education. |
| Category 3 | Deputy Director of Collegiate Education. |

SECTION B-POSTS IN COLLEGES

Class I Arts and Science Colleges

- | | |
|-------------|--|
| Category 1 | Principal (Special Grade) |
| Category 2 | Principal |
| Category 3 | Reader |
| Category 4 | Lecturer (Selection Grade) † |
| Category 5 | Lecturer (Senior Scale) |
| Category 6 | Lecturer |
| Category 7 | ✓ Lecturer (Non-UGC Scheme) † |
| Category 8 | Lecturer in Physical Education (Selection Grade) |
| Category 9 | Lecturer in Physical Education (Senior Scale) |
| Category 10 | Lecturer in Physical Education. |

Class II Training Colleges

- | | |
|------------|------------------------------|
| Category 1 | Principal |
| Category 2 | Reader |
| Category 3 | Lecturer (Selection Grade) † |
| Category 4 | Lecturer (Senior Scale) |
| Category 5 | Lecturer. |

Class III Law Colleges

- | | |
|------------|------------------------------|
| Category 1 | Principal |
| Category 2 | Reader |
| Category 3 | Lecturer (Selection Grade) † |
| Category 4 | Lecturer (Senior Scale) |
| Category 5 | Lecturer. |

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Class IV Sanskrit Colleges

- Category 1 Principal
- Category 2 Reader.
- Category 3 Lecturer (Selection Grade) A
- Category 4 Lecturer (Senior Scale)
- Category 5 Lecturer
- Category 6 Lecturer (Non-U.G.C. Scheme) P

3. *Method of appointment*:—(a) Appointment to different categories shall be made as follows, namely:—

SECTION A—ADMINISTRATION

<i>Category</i>	<i>Method of recruitment</i>
1. Director of Collegiate Education	I.A.S. cadre
2. Additional Director of Collegiate Education	By promotion from the category of Deputy Director of Collegiate Education
3. Deputy Director of Collegiate Education	By promotion from the category of Principal (Special Grade)

SECTION B—POSTS IN COLLEGES

Class I Arts and Science Colleges

1. Principal (Special Grade)	By promotion from the category of Principal
2. Principal	By appointment from the Category of Reader and Lecturer (Selection Grade)
3. Reader	By promotion from the category of Lecturer (Senior Scale)
4. Lecturer (Selection Grade)	By placement from the category of Lecturer (Senior Scale)
5. Lecturer (Senior Scale)	By placement from the category of Lecturer

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8. Lecturer in Physical Education (Selection Grade)
9. Lecturer in Physical Education (Senior Scale)
10. Lecturer in Physical Education

By direct recruitment and placement from the category of Lecturer (Non-U.G.C. Scheme)

By placement from the category of Lecturer in Physical Education (Senior Scale)

By placement from the category of Lecturer in Physical Education.

(a) By transfer from the qualified Physical Education Instructors of Physical Education Colleges and Government Poly Technics.

(b) In the absence of suitable candidates in item (a) above by direct recruitment.

Class II Training Colleges

1. Principal

(a) By appointment from the category of Reader and Lecturer (Selection Grade)

(b) In the absence of suitable candidates in item (a) above, by appointment from the category of Lecturer (Senior Scale)

2. Reader

By promotion from the category of Lecturer (Senior Scale)

3. Lecturer (Selection Grade)

By placement from category of Lecturer (Senior Scale)

4. Lecturer (Senior Scale)

By placement from the Category of Lecturer.

5. Lecturer

(i) Recruitment by transfer through Kerala Public Service Commission from among the High School Assistants in the Kerala General Education Subordinate Service.

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(ii) In the absence of qualified candidate for appointment under item (i) above, by direct recruitment.

Class III Law Colleges

1. Principal

By appointment from the category of Reader and Lecturer (Selection Grade)

2. Reader

By promotion from the category of Lecturer (Senior Scale)

3. Lecturer (Selection Grade)

By placement from the category of Lecturer (Senior Scale)

4. Lecturer (Senior Scale)

By placement from the category of Lecturer

5. Lecturer

By direct recruitment.

Class IV Sanskrit College

1. Principal

By appointment from the category of Reader and Lecturer (Selection Grade).

2. Reader

By promotion from the category of Lecturer (Senior Scale)

3. Lecturer (Selection Grade)

By placement from the category of Lecturer (Senior Scale)

4. Lecturer (Senior Scale)

By placement from the category of Lecturer.

5. Lecturer

By direct recruitment and by placement from the category of Lecturer (Non-U.G.C. Scheme)

(b) Appointment to the post of Lecturer in category 6 of class I and category 5 of class IV of Section-B shall be as follows, namely:—

(i) Twenty-five per cent by direct recruitment.

(ii) Seventy-five per cent by placement of Lecturer (Non-U.G.C. Scheme).

(c) Out of every four appointments made under sub-rule (b), the first, third and fourth vacancies shall be filled by placement of Lecturers (Non-UGC Scheme) and the second vacancy by direct recruitment.

(d) Promotion to all posts in the service shall be made on the basis of merit and ability assessed with reference to consistently good performance appraisal reports. Seniority will be considered only when merit and ability are approximately equal. Persons included in the select list shall be ranked in the order of their seniority.

(e) Nothing contained in these rules shall operate to invalidate:

(i) Appointments of Junior Lecturers, Lecturers and Second Grade Professors made on the advice of the Kerala Public Service Commission on or after the date of publication of these rules either under general recruitment or under special recruitment.

(ii) Selections pending with the Kerala Public Service Commission on the date of publication of these rules on the basis of prior notification, provided that the candidates finally selected and advised shall have secured not less than 55% marks at the Post Graduate examination.

4. *Qualification regarding age*:—No person shall be eligible for appointment by direct recruitment to any of the posts if he has not completed 22 years of age or is above 35 years of age on the first day of January of the year in which the applications for appointment are invited. Usual relaxation in upper age limit shall be allowed to candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes.

5. *Other qualifications*:—No person shall be eligible for appointment to any of the categories mentioned in column (1) of the table below by the method of appointment specified in column (2) unless he possesses the qualifications prescribed in the corresponding entry in column (3) thereof.

TABLE

<i>Category of post</i>	<i>Method of recruitment</i>	<i>Qualifications</i>
(1)	(2)	(3)

SECTION A ADMINISTRATION

1. Director of Collegiate Education	I.A.S. Cadre	
2. Additional Director of Collegiate Education	By Promotion	Educational qualifications as in category 6 Class I, in Section-B.

3 Deputy Director of Collegiate Education

.7 By promotion

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1. Educational Qualifications as in category G, Class I in Section B.
 2. Should have completed a minimum period of twenty years of service in the Collegiate Education Service.

SECTION B—POSTS IN COLLEGES
 Class I Arts and Science Colleges

1. Principal (Special Grade)

By promotion

Educational Qualifications as in category G, Class I in Section B.

2. Principal

By appointment

Educational Qualifications as in category G, Class I in Section B.

3. Reader

By promotion

1. Educational Qualifications as in category G, Class I in Section B.

2. Must have completed 8 years of service as Lecturer (Senior Scale) provided that the requirement of 8 years will be relaxed if the total teaching service as Lecturer is not less than 16 years.

3. Ph.D. degree or its equivalent published work.

4. Must have made some mark in the areas of Scholarship and research as evidenced by self assessment, report of referees, quality of publications, contribution to educational renovation, design of new courses, curricula etc.

5. Must have participated in two refresher courses/summer institutes each of not less than three weeks duration or engaged in other continuing educational programmes as specified by UGC or other similar agencies after placement as Lecturer (Senior Scale)
6. Must have consistently good performance appraisal reports.

4. Lecturer (Selection Grade) By Placement

1. Educational qualification as in category 6, Class I in Section B.
2. Must have completed 8 years service as Lecturer (Senior Scale):

Provided that the requirement of 8 years shall not be insisted if the total teaching service as lecturer is not less than 16 years.

Provided further that in the case of Lecturer (Senior Scale) who acquire M.Phil. or Ph.D. degree will be allowed a relaxation of one year and three years respectively for placement as Lecturer (Selection Grade). In the case of those who possess both the degrees the period of reduction shall be limited to three years.

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3. Must have participated in two refresher courses/summer institutes each of not less than three weeks duration or engaged in other appropriate continuing educational programmes as specified by UGC or other similar agencies after placement as Lecturer (Senior Scale)

Note:—After acquiring the qualifications for the post of Reader, Lecturer (Selection Grade) shall be re-designated as Reader after a fresh assessment.

5. Lecturer (Senior Scale) By Placement

1. Educational qualifications as in category G, Class 1 in Section B.
2. Must have completed 4 years Service as Lecturer after regular appointment provided that one year and three years of reduction shall be allowed in the case of those who possess M.Phil. or Ph.D. degree respectively. In the case of those who possess both the degree the period of reduction shall be limited to three years.
3. Must have participated in two refresher courses/summer institutes each of not less than three weeks duration or engaged in other appropriate continuing educational programmes as specified by UGC or other similar agencies.

6. Lecturer

By Direct
Recruitment

1. Masters degree in the concerned subject with atleast 55% marks or its equivalent and good academic record.

2. Must have passed a comprehensive test specifically conducted for the purpose by UGC or any agency duly constituted by the State Government in this behalf. When qualifications being equal, preference shall be given to candidates who possess adequate knowledge in Malayalam.

Note:—All the Lecturers in service on the date of commencement of these rules and not covered by the UGC Scheme i.e. Lecturer (Non U.G.C. Scheme) shall be placed as Lecturers as and when vacancy arises in accordance with sub-rule (b) and (c) of rule 3.

8. Lecturer in Physical Education (Selection Grade)

By placement

Educational qualifications as in Category 10 Class I in Section B.

9. Lecturer in Physical Education (Senior Scale)

By placement

Educational qualifications as in category 10, Class I in Section B.

10. Lecturer in Physical Education

By transfer or by direct recruitment

1. Masters degree in Physical Education with atleast 55% marks or its equivalent and good academic record.

2. Must have passed a comprehensive test specifically conducted for the purpose by the UGC or any agency duly constituted by the State Government in

this regard. When qualifications are equal, preference shall be given to candidates who possess adequate knowledge in Malayalam.

Class II Training Colleges

1. Principal

By appointment

Educational Qualifications as in category 5, Class II in Section B.

2. Reader

By promotion

1. Educational qualifications as in category 5, Class II in Section B.

2. Must have completed 8 years of service as Lecturer (Senior Scale) provided that the requirement of 8 years service will be relaxed if the total teaching service as Lecturer is not less than 16 years.

3. Ph.D. degree or equivalent published work.

4. Must have made some mark in the areas of scholarship and research as evidenced by self assessment, report of referees, quality of publications, contribution to Educational renovation, design of new courses, Curricula, etc.

5. Must have participated in two refresher courses/summer institutes each not less than three

3. Lecturer
(Selection Grade)

By placement

weeks duration & engaged in other continuing educational programmes as specified by UGC or other similar agencies after placement as Lecturer (Senior Scale).

6. Must have consistently good performance appraisal reports.

Educational qualifications as category 5, class II in Section B.

2. Must have completed 8 years service as Lecturer (Senior Scale);

Provided that the requirement of 8 years service shall not be insisted if the total teaching as Lecturer is not less than 16 years;

Provided further that in the case of Lecturer (Senior Scale) who acquire M. Phil. or Ph.D. degree will be allowed a relaxation of one year and three years respectively for placement as Lecturer (Selection Grade). In the case of those who possess both the degrees the period of reduction shall be limited to three years.

3. Must have participated in two refresher courses/summer institutes each of not less than three weeks

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duration or engaged in other appropriate continuing educational programme as specified by the UGC or other similar agencies after placement as Lecturer (Senior Scale)

Note:—After acquiring the qualifications for the post of Reader, Lecturer (Selection Grade) shall be re-designated as Reader after a fresh assessment.

Lecturer
(Senior Scale)

By Placement

1. Educational qualifications as in Category 5, Class II in Section B.
2. Must have completed 8 years service as Lecturer after regular appointment provided that one year and 3 years reduction shall be allowed to those who possess M. Phil. or Ph. D. Degree respectively. In the case of those who possess both the degrees the period of reduction shall be limited to three years.
3. Must have participated in two refresher Courses/summer institutes each not less than three weeks duration or engaged in other appropriate continuing educational programmes as specified by UGC or other similar agencies

Lecturer

By Transfer or
by Direct recruitment.

1. Masters degree in the concerned subject or discipline with at least 55% marks or its equivalent and good academic records

Age limit

2. M.Ed degree with knowledge of special methods of teaching the subjects.
3. Three years teaching experience in schools or colleges after acquiring the professional qualification.

(A)
1. Must have passed a comprehensive test specifically conducted for the purpose by UGC or any agency duly constituted by the State Government in this behalf. When qualification are equal preference shall be given to candidates who possess adequate knowledge in Malayalam.

Note:—Lecturers in Physical Science shall possess M.Sc. degree in Physics or Chemistry and Lecturers in Natural Science shall possess M.Sc. degree in Botany or Zoology. These two categories of Lecturers must possess specialisation in methods of teaching Physical Science and methods of teaching Natural Science respectively.

Class III law Colleges

1. Principal	By appointment	Educational qualifications as in Category 5, Class III in Section -B.
2. Reader	By Promotion	<ol style="list-style-type: none"> 1. Educational qualifications as in Category 5, Class III in Section B. 2. Must have completed 8 years service as Lecturer (Senior Scale) provided that the

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requirement of eight years shall be relaxed if the total service of the Lecturer is not less than 16 years.

3. Ph. D. degree or equivalent published work.

4. Must have made some mark in the areas of scholarship and research as evidenced by self assessment, report of referees, quality of publications contribution to design of new courses, curricula etc.

5. Must have participated in two refresher courses/summer institutes each not less than three weeks duration or engaged in other continuing educational programme as specified by U.G.C. or other similar agencies after placement as Lecturer (Senior Scale)

6. Must have consistently good performance appraisal reports.

By placement

Lecturer (Selection Grade)

Educational qualifications as in category 5, class III in Section B

2. Must have completed 8 years service as Lecturer (Senior Scale).

Provided that the requirement of 5 years service shall not be insisted if the total teaching service as Lecturer is not less than 16 years.

Provided further that in the case of Lecturer (Senior Scale) who acquire M. Phil or Ph.D. degree will be allowed a relaxation of one year and three years respectively for placement as Lecturer (Selection Grade). In the case of those who possess both the degrees the period of reduction shall be limited to three years.

3. Must have participated in two refresher courses/Summer institutes each not less than three weeks duration or engaged in other appropriate continuing educational programme as specified by the UGC or other similar agencies after placement as Lecturer (Senior Scale).

Note:—After acquiring the qualifications for the post of Reader, Lecturer (Selection Grade) shall be redesignated as Reader after a fitness assessment.

4. Lecturer
(Senior Scale)

By Placement

1. Educational qualifications as in category 5, Class III in Section B.

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5. Lecturer

By Direct
recruitment

2. Must have completed 8 years service as Lecturer after regular appointment provided that one year/three years reduction shall be allowed to those who possess M. Phil or Ph. D. degree respectively. In the case of those who possess both the degrees the period of reduction shall be limited to three years.
3. Must have participated in two summer institutes/refresher courses each not less than three weeks duration or engaged in other appropriate continuing educational programmes as specified by the U.G.C. or other similar agencies.
 1. Degree of Master of Law with at least 55% marks.
 2. Experience at the Bar for a period of not less than three years.
 3. Must have passed a comprehensive test specifically conducted for the purpose by U.G.C. or any agency duly constituted by the State Government in this behalf. When qualifications are equal, preference shall

be given to candidate, who possess adequate knowledge in Malayalam.

Class IV Sanskrit College

1. Principal

By appointment

Educational qualifications as in category 5, Class IV in Section B.

2. Reader

By promotion

1. Educational qualifications as in Category 5, Class IV in Section B.

2. Must have completed 8 years service as Lecturer (Senior Scale) provided that the requirement of 8 years of service shall be relaxed if the total service of the Lecturer is not less than 16 years.

3. Ph.D. degree or equivalent published work.

4. Must have made some mark in the areas of Scholarship and research as evidenced by self-assessment, report of referees, quality of publications, contribution to educational renovation, design of new courses/curricula, etc.

5. Must have participated in two refresher courses/summer institutes each not less than three weeks

3. Must have participated in two refresher courses/summer institutes each not less than three weeks duration or engaged in other appropriate continuing educational programme as specified by the U.G.C. or other similar agencies after placement as Lecturer (Senior Scale)

Note.—After acquiring the qualifications for the post of Reader, Lecturer (Selection Grade) shall be re-designated as Reader after a fresh assessment.

4. Lecturer
(Senior Scale)

By placement

1. Educational qualifications as in category 5, Class IV in Section B.
2. Must have completed 8 years service as Lecturer after regular appointment provided that one year/three years reduction shall be allowed to those who possess M.Phil. or Ph.D. degree respectively. In the case of those who possess both the degrees the period of reduction shall be limited to three years.
3. Must have participated in two summer institutes/refresher courses each not less than three weeks duration or engaged in other appropriate continuing

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5. Lecturer

By Direct
recruitment

educational Programmes as specified by the UGC or other similar agencies.

1. Masters Degree in Sanskrit with at least 55% marks.
2. Must have passed a comprehensive test specially conducted for the purpose by U.G.C. or any agency duly constituted by the State Government in this behalf. When qualifications are equal preference shall be given to candidates who possess adequate knowledge in Malayalam.

- Note:—(1) All the Lecturers in service on the date of commencement of these rules and not covered by the UGC Scheme i.e. Lecturer (non UGC Scheme) shall be placed as Lecturers as and when vacancy arises in accordance with sub-rule (b) and (c) of rule 3.
- (2) Whenever the requirement is for a Lecturer in a particular subject to be taught in Sanskrit, candidates with M.A. (General) with specialisation in the subject to be taught or with M.A. (Special) in the subject to be taught shall be eligible for selection.
- (3) For recruitment to various posts under these rules degrees awarded by the Universities recognised by U.G.C. alone shall be considered.
- (4) Promotion/placement to the posts of Reader/Lecturer (Selection Grade) under Class I, Class II, Class III and Class IV shall be made through a process of selection by a Screening/Selection Committee constituted by Government in accordance with the guidelines laid down by the U.G.C. from time to time.
- (5) The Educational qualifications prescribed shall not be insisted in the case of those who were in service on or before 13th day of March 1990.

6. *Appointing Authority*:—The appointing authority in respect of Director of Collegiate Education, Additional Director of Collegiate Education, Deputy Director of Collegiate Education, Principal (Special Grade), Principals Arts and Science Colleges/Training Colleges/Law Colleges/Sanskrit Colleges, Reader/Lecturer (Selection Grade)/Lecturer (Senior Scale)/Lecturer in Law Colleges shall be the Government and in respect of Reader, Lecturer (Selection Grade), Lecturer (Senior Scale), and Lecturer including Physical Education in Arts and Science Colleges, Training Colleges/Sanskrit Colleges shall be the Director of Collegiate Education.

7. *Probation*:—Every person, appointed to any of the categories shall from the date on which he joins duty be on probation—

(i) If recruited direct or by transfer from any other service, for a period of two years on duty within a continuous period of three years; and

(ii) If appointed by promotion, for a period of one year on duty within a continuous period of two years.

8. *Reservation*:—The rules regarding reservation of appointment contained in rules 14 to 17 of Part II of the Kerala State and Subordinate Service Rules, 1958 shall apply to appointments to the service by direct recruitment.

9. *General*:—(1) All appointments to the category of Principal and all promotions to the various categories shall be made only if performance appraisal reports are consistently satisfactory.

(2) All existing Lecturers who have completed 3 years of service as on 1-1-1986 or thereafter shall be placed as Lecturer (Senior Scale) through a process of screening/selection.

(3) (a) (i) Candidates who at the time of initial appointment as Lecturer possess Ph. D. degree will be sanctioned three advance increments along with the benefit of three years reduction of service for the purpose of placement as Lecturer (Senior Scale).

(ii) Candidates who at the time of initial appointment as Lecturer possess M. Phil degree will be sanctioned one advance increment with the benefit of one year reduction of service for the purpose of placement as Lecturer (Senior Scale).

(b) The existing Lecturers without Ph. D/M. Phil degree and such Lecturers recruited in future shall be eligible for the benefit of sub-rule (3) (a) for the purpose of promotion/placement as and when they acquire the Ph. D/M. Phil degree but shall not be eligible for advance increments.

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(c) Existing Lecturers with Ph. D/M. Phil degree shall also be eligible for the benefit stipulated in sub-rule (3) (b).

(4) Lecturers in the Senior Scale who on 1-1-1986 or thereafter possess the qualifications of Lecturer (Selection Grade) shall be placed as Lecturer (Selection Grade) through a process of screening/selection.

(5) Appointment to the category of Principal shall be made from a common seniority list of Readers and Lecturers (Selection Grade).

10. Tests:—A person appointed to any of the categories mentioned below shall during the period of probation pass the Account Test for Executive Officers (Kerala) or Account Test (Lower), if he has not previously passed the test.

Categories:

1. Additional Director of Collegiate Education.
2. Deputy Director of Collegiate Education.
3. Principal (Special Grade).
4. Principal Arts and Science Colleges, Law Colleges, Training Colleges and Sanskrit Colleges.

11. Unit for discharge, re-appointment and appointment as full members:—For the purpose of discharge and re-appointment and appointment as full members every post or group of posts in any class or category for which qualification in a particular subject or language is prescribed shall be deemed to be a separate category.

12. Repeal:—The special rules for the Kerala Collegiate Education Service issued, under Notification G. O. (P) No. 357/PD dated the 28th October, 1967 in so far as they relate to the Sections, Classes and Categories covered by the provisions of these rules shall hereby stand repealed.

By order of the Governor,

SUDHA PILLAI,

Secretary to Government.

Explanatory Note

(This note does not form part of the notification but it is intended to indicate its general purport.)

As per G. O. (Ms.) No. 66/90/H. Edn. dated 13-3-1990 Government have ordered that UGC Scheme will be implemented for teachers in Universities and Colleges in the State with effect from 1-1-1986. As per G. O. (P) 79/90/H. Edn. dated 27-3-1990, Government have approved detailed scheme for implementation of the scheme. Consequent on the implementation of UGC Scheme in the state, the existing Special Rules of the Kerala Collegiate Education Service have become inadequate to satisfy the specification for appointment including qualifications and method of appointment to the posts like Additional Director, Deputy Director, Principal (Special Grade), Principal, Reader, Lecturer (Selection Grade), Lecturer (Senior Scale) and Lecturer. All the posts under the scheme are not covered by the existing Special Rules. College Teachers have opted the UGC scheme and they are no longer governed by the existing Special Rules for Collegiate Education Service. Due to the above reasons it has become necessary to amend suitably the Special Rules for the posts covered by the UGC Scheme in order to facilitate appointments to be made to these posts. These rules are intended to achieve the above object.