

## **(02) Post**

Lecturer (Probationary) Non- (Medical/Dental)  
U-AC-3(IV)

### **Method of Recruitment**

By open advertisement

### **Qualifications**

(1) A Degree with specialization in the relevant subject with First or Second Class (Upper Division) Honours

**OR**

(2) A Degree with specialization in the relevant subject with Second Class (Lower Division) Honours

**OR**

(3) **(I)** (a) A Degree with specialization in the relevant subject-without Honours **or** any other degree with at least Second Class Honours, and (b) a Postgraduate Degree. The required postgraduate degree shall be

i. A doctoral Degree in the relevant field

**or**

ii. A Masters Degree in the relevant field obtained after a full time course of study of at least 24 months duration ( or an equivalent part-time course of study) with a research component by way of thesis/ dissertation.

**or**

iii. A full time Masters Degree in the relevant field of a minimum of 18 months duration with at least 60 credits Units\* of which not less than 15 credit units of research by way of thesis/ dissertation.

*(\*A credit unit considered per course should be within the 'Definition of a Credit' given in sub-section 2.2 of the Sri Lanka Qualifications Framework (SLQF)*

**(II) In the case of Faculties of Science/Applied Science /Engineering/ Agriculture**

i. A doctoral Degree in the relevant field

**or**

ii. Masters Degree in the relevant field with full-time research of at least 24 months duration

**OR**

(4) Such academic or professional qualifications or professional experience as may be approved by the University Grants Commission upon the recommendation of the Higher Educational Institution concerned.

**All candidates as specified in the above scheme of recruitment are required to make a presentation before the Selection Committee in order to prove his/her teaching ability as Lecturer (Probationary).**

Contd (2)

**Notes:**

- (a) Candidates who are eligible under category (1) of the scheme of recruitment be interviewed and evaluated first
- (b) Candidates eligible under (2) and (3) above can be invited for an interview only either candidates under category (1) are not available or found to be unsuitable by the Selection Committee after interview and evaluation. Appointment of the candidates under category (2) & (3) requires special justification of the Selection Committee and the approval of the Council and the UGC. If no candidates are available under category (1) approval of the UGC to appoint applicants under Category (2) & (3) is not necessary.
- (c) Only if there are no suitable candidates under the first three categories the candidates under category (4) may be invited for an interview. After evaluation the Selection Committee can submit its recommendation to the Council with valid justifications. Approval of the UGC is thereafter required to appoint a candidate eligible under category (4) of the scheme of recruitment.
- (d) If the Selection Committee is not satisfied with the performance of candidate/ candidates, but otherwise well qualified, such candidate/ candidates be appointed as temporary Lecturer/Lectures for the period of one year and at the end of such period they may be appointed as Lecturer (Probationary) having subjected them for the another interview and presentation.
- (e) Such temporary Lecturers be paid the initial step of U-AC-3(IV) salary scale having included the allowances approved by the UGC for temporary posts at present as a fixed salary per month. Temporary Lecturers are not entitled to receive academic allowance
- (f) All new appointments to the Post of Lecturer (Probationary) be made at the initial of the salary scale concerned.

**Special Note:**

All Lecturers (Probationary) shall complete an induction training course (which includes Teaching/Learning Methodologies) within a period of one year from the date of first appointment. This is a pre-requisite for probationary study leave and confirmation in the post. The University Grants Commission will organize this course of training twice a year i.e. December/January and June/July.

**(Ref. Commission Circulars No.721, 08/2005, 935, 975 and 08/2016)**

## **(06) Post**

Senior Lecturer, Gr. II [ Non - (Medical/Dental)]  
U-AC-3(II)

### **Method of Recruitment**

By open advertisement

### **Qualifications**

- (1) Candidates shall possess the academic qualifications required for Lecturer (Probationary) [Non-(Medical/Dental)] as specified under post 2 in this document.

**AND**

- (2) (i) A Doctoral Degree in the relevant field **or** a Masters Degree in the relevant field obtained after a full-time course of study of at least 24 months duration (or an equivalent part-time course of study) with a research component by way of thesis/dissertation **or** a full time Masters degree in the relevant field of a minimum of 18 months duration with at least 60 credit units\* of which not less than 15 credit units of research by way of thesis/dissertation.

*(\*A credit unit considered per course should be within the 'Definition of a Credit' given in sub-section 2.2 of the Sri Lanka Qualifications Framework (SLQF)*

### **In the case of Faculties of Science/Applied Science/Engineering/ Agriculture**

A Doctoral Degree in the relevant field **or** a Masters Degree in the relevant field with full-time research of at least 24 months duration

**OR**

- (ii) Such professional qualifications and experience as may be approved by the University Grants Commission upon the recommendation of the Higher Educational Institution concerned.

**AND**

- (3) At least six (06) years experience in one or more of the following :-
- (i) Teaching at University Level,
  - (ii) Professional experience,
  - (iii) Research in a recognized Institution,
  - (iv) Postgraduate Studies to acquire the qualifications stipulated at (2) above.

Contd. (2)

**Notes:**

- (a) An applicant who qualifies only under (3) of the qualifications for Lecturer (Probationary) as specified under post 2 in this document may be exempted from (2)(i) above if he/she has a Doctoral Degree in the relevant field.
- (b) An applicant who qualifies only under (3) of the qualifications for Lecturer (Probationary) as specified under post 2 in this document and has a Masters Degree as specified under (2)(i) above may be exempted from (2)(i) if he/she has evaluated research and dissemination of knowledge in conformity with current guidelines.
- (c) The current guidelines in regard to evaluated research and dissemination is that a candidate should obtain a minimum total of 15 marks and the marking scheme for this purpose is section 2.0 and 3.1 of the marking scheme for post of Associate Professor/Professor.

**Special Notes:**

1. Candidates who shall possess the academic qualifications required for Lecturer (Probationary) Non-Medical/Dental in the Scheme of Recruitment and who have obtained Master's or Doctoral Degree but less than 06 years of experience as specified in the scheme of recruitment for Senior Lecturer by open advertisement may be considered for appointment of Lecturer (but Unconfirmed) at the initial step of U-AC 3(III) subject to a three year period of probation.
2. A Lecturer (Non-Medical/Dental) so recruited, who has completed the three year period of satisfactory service and the induction training course within a period of one year from the date of appointment may be confirmed in the post of Lecturer, provided such Lecturer has fulfilled all other requirements specified in the letter of appointment.
3. A Senior Lecturer Grade II may be confirmed in the post on completion of 03 years of satisfactory service in the permanent cadre and completion of an induction training course which included (Teaching/Learning methodologies) within a period of one year from the date of first appointment.
4. The Higher Educational Institutions/Institutes shall obtain approval of the commission for appointment of Lecturers under the provision specified in Special Note 1.
5. A confirmed Lecturer may be considered for promotion to Senior Lecturer Grade II as specified in the scheme of Recruitment under Post No.07 of Commission Circular No.721 having considered the experience gained as Lecturer and the time devoted to acquire a Master's or Doctoral Degree.
6. All new recruitments be made to the initial step of the relevant salary scale.

**(Ref. Commission Circulars No.721, 975,996 and 08/2016)**

## **(10) Post**

Senior Lecturer, Gr. I Non- (Medical/Dental)  
U-AC-3(I)

### **Method of Recruitment**

By open advertisement

### **Qualifications**

1. Candidates should possess the academic qualifications required for Lecturer (Probationary) Non-(Medical/Dental) as stipulated under Post 2 in this document.

**AND**

2. (i) A Doctoral Degree in the relevant field **or** a Masters Degree in the relevant field obtained after a full-time course of study of at least 24 months duration (or an equivalent part-time course of study) with a research component by way of thesis/dissertation **or** a full time Masters degree in the relevant field of a minimum of 18 months duration with at least 60 credit units\* of which not less than 15 credit units of research by way of thesis/dissertation.

*(\*A credit unit considered per course should be within the 'Definition of a Credit' given in sub-section 2.2 of the Sri Lanka Qualifications Framework (SLQF)*

### **In the case of Faculties of Science/Applied Science/Engineering/ Agriculture**

A Doctoral Degree in the relevant field **or** Masters Degree in the relevant field with full-time research of at least 24 months duration

**OR**

- (ii) Such professional qualifications and experience as may be approved by the University Grants Commission upon the recommendation of the Higher Educational Institution concerned.

**AND**

3. At least twelve (12) years of experience [of which not less than six (06) years should have been after obtaining qualifications stipulated in 2 above] in one or more of the following ;-
  - (i) Teaching at University Level
  - (ii) Professional experience
  - (iii) Research in a recognized Institution
  - (iv) Postgraduate Studies

Contd. (2)

**Notes:**

- (a) An applicant who is recruited under (3) of the qualifications for Lecturer (Probationary) Non- (Medical/Dental) as given in Post 2 of this document, may be exempted from 2(i) above if he/she has a Doctoral Degree in the relevant field.
- (b) An applicant who is recruited under (3) of the qualifications for Lecturer (Probationary) (Non-Medical) with a Masters Degree as specified under 2(i) above may be exempted from 2(i) if he/she has evaluated research and dissemination of knowledge in conformity with current guidelines (See note (c) below).
- (c) The current guidelines for evaluated research record is that a candidate should obtain a minimum of 15 marks. The marking scheme for this purpose is Sections 2.0 and 3.1 of the marking scheme for posts of Associate Professor/Professor.
- (d) All new recruitments be made to the initial step of the relevant salary scale.
- (e) A Senior Lecturer, Gr. I may be confirmed in the post on completion of 03 years satisfactory service in the permanent cadre which shall include a satisfactory completion of a course of training in Teaching / Learning Methodologies for which facilities will be provided by the University Grants Commission.

**(Ref. Commission Circulars No.721, 975 and 08/2016)**

## **Professor (All Faculties)**

U-AC-5(II)

### **Method of recruitment**

By open advertisement

### **Qualifications**

- (i) The minimum Academic Qualifications required for a post of Senior Lecturer Grade II in the relevant subject

**And**

- (ii) (a) Should possess a Ph.D/Doctoral degree in the relevant field

*(In Medical/ Dental Disciplines, the qualification of MD and Board certification by the Postgraduate Institute of Medicine shall also be accepted)*

**or**

- (b) Should possess fifteen (15) publications in indexed journals

*(However, for the existing staff, in terms of Commission Circular No.04/2014, above (a) and (b) will be fully operative with effect from 01.04.2017)*

**And**

- (iii) Fifteen (15) years after obtaining the qualifications for Lecturer (Probationary) as laid down in the University Grants Commission circular No.721

**And**

- (iv) Obtain at least the minimum marks laid in the marking Scheme for Professorship

### **Method of Application and Selection Process**

Applications should be accompanied by:

- a) The curriculum Vitae of the applicant
- b) A self assessment of his/her whole career specifying the contribution to
  - i. Teaching and Academic Development
  - ii. Research and Creative Work
  - iii. Dissemination of Knowledge and University and National Developmentas given in the marking scheme in the University Grants Commission Circular No. 916 and the UGC Establishments Circular letter No.04/2010.
- c) Three copies of the publications, research papers and other relevant documents by the candidate. Other relevant documents and materials may also be submitted in three copies in a form can be evaluated
- d) Titles of five outstanding research papers/publications by the candidate

**These documents shall be sent to the Vice-Chancellor by each candidate with a covering letter applying for the position**

**(Ref. Commission Circulars No.916, 04/2014 and the UGC Est.Cir. 04/2010)**

## **Senior Professor (All Faculties)**

U-AC-5(I)

### **Method of recruitment**

By open advertisement

### **Qualifications**

- (i) A Professor who has completed a total of eight (08) years of service as a Professor in recognized Higher Educational Institutions

#### **And**

- (a) Has passed a Ph.D/Doctoral degree in the relevant field or MD and Board certification by the Postgraduate Institute of Medicine for Medical/Dental disciplines

#### **Or**

- (b) Twenty (20) publications in indexed journals

*(However, in terms of Commission Circular No.04/2014, above (a) and (b) will be fully operative with effect from 01.04.2017)*

#### **OR**

- (ii) A Professor who has obtained a higher doctoral degree (D.Sc. or D.Litt. or L.L.D. or an equivalent degree) from a recognized University

### **Method of Application and Selection Process**

As part of the application for the post, the applicant should submit a suitable covering letter, a completed application form, his/her Curriculum Vitae and Self-assessment of his/her contribution to the following fields after he/she became a Professor:

- i. Teaching and Academic Development
- ii. Research and Creative Work
- iii. Dissemination of Knowledge and contribution to University and National Development

### **Note:**

In simultaneously advertising the Post of Senior Professor and Professor, should there be applicants for the Post of Professor as well as Senior Professor, or more than one applicant for the Post of Senior Professor, then such candidates shall be considered as one pool of applicants and subjected to the rigorous marking scheme applicable to Professors, and the final selection made accordingly.

**(Ref. Commission Circulars No. 05/2015 and the UGC Est.Cir. 17/2005)**



**MARKING SCHEME FOR APPOINTMENT/PROMOTION TO THE POSTS OF ASSOCIATE  
PROFESSOR/PROFESSOR**

**(Commission Circular No: 916 of 30.09.2009 and Establishments Circular Letter No: 04/2010 dated 19.03.2010)**

Note: In using the term "up to" in the sections that follow, what is implied is that the best possible item in a category in terms of quality and relevance get the highest limit. Experts ought not to assign the highest marks routinely to every item.

<b>1.0 TEACHING, SCHOLARSHIP AND ACADEMIC DEVELOPMENT</b>	Maximum
<b>1.1 Academic/Professional Preparation</b> Service after being promoted as a Senior Lecturer Gr. II or service in equivalent teaching position or relevant professional experience in other organizations. <b>1 point/year</b>	16
<b>1.2. Qualifications for Teaching</b> 1.2.1 Doctorate or equivalent higher degree 1.2.2 Fellowship of a Professional Body 1.2.3 Masters degrees (M.Phil/M.Sc./M.A.) of two years duration with a research component (dissertation or thesis)	04 02 02
<b>1.3. Extra Teaching Load</b> 1.3.1 Outside the Discipline Teaching officially in areas other than a staff member's specialty. For example: a) Teaching Sinhalese to non-Sinhalese speaking and Tamil to non-Tamil speaking students, by a teacher in the Faculty of Science b) Teaching Professional Ethics or Management by Science or Engineering Lecturers c) Teaching English to undergraduates etc., <b>0.5 point/year</b>	01
1.3.2 Excess Load Carrying a teaching load of more than 25% above the norm on the basis of the approved cadre <b>0.5 point/year</b>	04
<b>1.4. Postgraduate Supervision (Max. For Section 1.4 is 12 points)</b> Supervision of Ph.D., M.Phil, or other postgraduate theses and dissertations (Only for each candidate who has successfully completed the degree) 1.4.1 Ph.D., D.M. <b>4 points/thesis</b> 1.4.2 M.Phil.(Two-year full-time research degree) <b>2 points/thesis</b> 1.4.3 Two year full-time postgraduate degree (M.Sc, M.A. etc.) <b>1 point/dissertation</b> 1.4.4 M.Sc, M.A.. M.D. or other postgraduate degrees of less than 2 years' duration (postgraduate reports to be excluded) <b>0.5 point/dissertation</b> Note: For joint supervision in section 1.4, the marks should be appropriately apportioned.	No Limit 08 04 04
<b>1.5. Participation in Continuing Professional Development (CPD) Programmes/Extension Courses/Short Courses</b> As a <u>resource person</u> in Seminars / Workshops / Staff Development Programmes / CPD Programmes / Extension Courses / Short Courses <b>1 point/Activity</b>	10
<b>1.6 Institutional Development</b> (a) Introduction of new courses/new degree programmes (b) Curriculum planning and development (c) Development of new material for existing courses (both Undergraduate and Postgraduate) (d) Laboratory planning and development (e) Strengthening research capacity in the particular HEI as well as in other HEIs (f) Inter-faculty teaching A detailed report prepared by the applicant should be submitted for evaluation by the Panel of the Senate along with the recommendations and observations of the Head of the Department and the Dean of the Faculty.	20
<b>1.7 Transitioning to Dual Delivery of Lessons</b> Preparation and use of audio and video material and Computer-Aided Instructional Software for or in Preparation of dual delivery of lessons, particularly with a view to distance education needs <b>Up to 1 point/item</b>	08

<p><b>2.0 RESEARCH, SCHOLARSHIP AND CREATIVE WORK</b></p> <p>Note - 1: In the case of papers/publications with joint authorship, applicants should indicate their actual contribution to the work published and marks should be allocated accordingly.</p> <p>Note -2: In evaluating and assigning marks to papers, the Selection Committee and Outside Experts should bear in mind and strictly enforce the following well, widely and long understood definitions:</p> <p>(i) A Journal Paper : A fully scripted essay of academic significance in a serial publication in numbered volumes to which articles may be submitted at any time and are published only if they pass peer review.</p> <p>A Conference Paper: A fully scripted essay reported in the bound report of the proceedings or transactions of a meeting of academic significance, which is circulated at or after the meeting. Such meetings may also be known by other names such as Conference, Seminar, Colloquium, Forum, Workshop, Congress, and Sessions.</p> <p>(ii) Book : A publicly available bound text with ISBN Number.</p>	Maximum
<p><b>2.1 Peer reviewed publications (including invited editorials in indexed journals)</b></p> <p>2.1.1 Research publications in <u>refereed</u> journals (full paper published)</p> <p>i) Up to 3 points/paper in a journal that publishes at least two issues per year  ii) Up to 2 points/paper in a journal that publishes less than two issues per year  iii) Add 2 points/paper if the paper is published in a recognized indexed journal</p> <p>Note 1: Recognized Index journals are listed at <a href="http://www.isinet.com/journals">http://www.isinet.com/journals</a> under:  1. Science Citation Indexed Expanded (™) (Web of Science)  2. Social Sciences Citation Index® (Web of Science)  3. Arts and humanities citation index® (Web of Science), etc.</p> <p>Note 2: The candidate must produce evidence that the journals claimed under 2.1.1 are published at least twice a year and are indexed</p>	No limit
<p>2.1.2 Peer reviewed Presentations with evidence at National / International Conferences / Symposia</p> <p>a) Published as full papers - <b>up to 1 point /paper</b>  b) Published in abstract form - <b>up to 0.75 point/abstract</b>  c) Presented with evidence - <b>up to 0.5 point/presentation</b></p>	<p>15  05  10</p>
<p>2.1.3 Citation of the applicant's work by others in books and refereed journals - <b>0.5 point per citation subject to a maximum of 10 points for repeated citations of the same work</b></p>	No limit
<p><b>2.2 Scholarly Work</b></p> <p>2.2.1 Chapters and Books of Scholarly Work (other than Textbooks) published in the relevant field.</p> <p>(a) Recognized publisher - <b>up to 3 points/chapter or up to 6 points/book, whichever is less</b>  (b) Other publishers - <b>up to 1 point/chapter or up to 2 points/book, whichever is less</b></p> <p>2.2.2 Editing of Collections of Essays and Books <b>up to 3 points/book</b>  2.2.3 Editing of Classical Work/Book Reviews <b>up to 4 points/book</b>  2.2.4 (a) Translation and publication of Books of Scholarly Work <b>up to 2 points/book</b>  (b) Bonus for publication with recognized publishers <b>up to 4 points/book</b>  2.2.5 Editor-in-Chief of journals published at least twice a year <b>up to 1 point/ journal/year</b>  2.2.6 Reviewer/Editorial Board Member of journals published at least twice a year <b>up to 0.5 point/journal/year</b>  2.2.7 Monographs <b>up to 01 point/Monograph</b></p>	<p>No limit  25  09  08  04  04  04  02  05</p>

<b>2.3 Creative Work</b> Creative work in literature, culture, theater, music, dancing, arts and design in the academic discipline of the professorship <p style="text-align: right;"><b>(up to 5 points/work)</b></p>	15
<b>2.4 Patents in the relevant field</b> National patents International patents	- up to 2 points per patent - up to 4 points per patent No limit No limit
<b>3.0 CONTRIBUTIONS TO UNIVERSITY AND NATIONAL / INTERNATIONAL DEVELOPMENT</b> Note : In the case of books/awards/reports with joint authorship, applicants should indicate their actual contribution and marks should be allocated accordingly. A book is as specified in Note (ii) to Section 2.	
<b>3.1 Dissemination of knowledge</b>	
3.1.1 Textbooks for University Students published in the relevant field a) Recognized Publisher b) Other publisher	18 - up to 6 points/book - up to 3 points/book
3.1.2 Scientific and Literary Communications (Feature articles in Newsletters and Scientific Magazines)	04 <b>(up to 1 point/article)</b>
3.1.3 Published Orations and Presidential Addresses at National, Academic and Professional Bodies. A Published Oration in this context is an invited ceremonial presentation of distinctive academic or scientific significance under the auspices of a recognized academic or professional body where, (a) it is the only presentation, (b) there is no discussion at the end and, (c) the speech is printed and made available publicly.	04 <b>- up to 2 points/oration or address</b>
3.1.4 Commissioned Reports for National/International Bodies:	03 <b>up to 1.5 points/Report</b>
<b>3.2 Awards</b> Special Academic/Professional Awards or recognized Academic/Professional Distinctions in research or teaching	
	10 <b>- up to 2 points/award</b>
<b>3.3 University, National and International Development Activities</b>	
3.3.1 Vice-Chancellor	10 <i>up to 2 points/year</i>
3.3.2 Deputy Vice-Chancellor/Rector/Dean of a Faculty/ Director of a University/institute or a Research Institute	06 <i>up to 1.5 points/year</i>
3.3.3 Head of a Department of a University or equivalent position in any other Institution	03 <i>up to 1 point/year</i>
3.3.4 Director/Co-ordinator of a Centre/Unit or Equivalent recognized by the Senate of the relevant University and approved by the UGC	03 <i>up to 1 point/year</i>
3.3.5 Co-ordinators for Postgraduate Programmes, University level Projects	03 <i>up to 1 point/year</i>
3.3.6 Chief Student Counsellor/Warden of a Residential Hall/Proctor/Director, Career Guidance Unit/Director, Staff Development Unit	03 <i>up to 1 point/year</i>
3.3.7 Student Counsellor/Career Guidance Counsellor/Academic Counsellor at least at faculty level	03 <i>up to 1 point/year</i>
3.3.8 President/Secretary/Treasurer of an approved Society in the University	03 <i>up to 1 point/year</i>
3.3.9 President / Secretary / Treasurer in University Teacher Union / University Alumni Associations at National level	03 <i>up to 1 point/year</i>
3.3.10 Membership of Councils, Boards of Management / Boards of Study in <u>other</u> Universities / Higher Educational Institutes, which are not ex-officio posts	03 <i>up to 1 point/year</i>

3.3.11 President of a Professional/Academic Association at National/ International level	<b>up to 2 points/year</b>	04
3.3.12 Secretary/Treasurer of a Professional/Academic Association at National / International level	<b>up to 1 point/year</b>	03
3.3.13 Chairman, Secretary, Member of National / International Committees, Task Forces or Statutory Bodies -	<b>up to 1 point/year</b>	03
3.3.14 Other appropriate contributions at national/international level	<b>up to 1 point/assignment</b>	03
<b>Note 1:</b> For each of the 14 items under 3.3, evidence of participation, attendance and contributions needs to be produced as appropriate.		
<b>Note 2:</b> An applicant from outside the university system can be allocated similar marks for 3.3 on the basis of holding equivalent positions.		

#### 4.0 MINIMUM MARKS / STANDARDS

To qualify for a professorial position, a candidate should earn at least 12 marks from Section 2.1.1 (namely, from journal articles). In addition, the minimum marks for each component of evaluation (1, 2 and 3 as specified below) and the minimum total marks that an applicant should obtain in order to qualify for the relevant appointment are given below.

	Associate Professor		Professor (Merit)	Professor (Cadre/Advertised)
	Internal	External		
1. Contribution to teaching a Academic Development	10	05	20	25
2. Research & Creative Work	25	35	50	55
3. Dissemination of Knowledge & contribution to University & National Development	10	05	10	15
<b>Minimum Required Total Marks</b>	<b>70</b>	<b>70</b>	<b>105</b>	<b>115</b>

**Note :** An internal candidate is an applicant already in the University System applying for a promotion. An external candidate is an applicant from outside the University System who has worked extensively outside Universities and other Higher Educational Institutions.