

Maharshi Karve Stree Shikshan Samstha's  
**Cummins College of Engineering for Women**  
 Karvenagar - Pune – 411052

**An Autonomous Institute affiliated to Savitribai Phule Pune University**

**Service Rules for Teachers**

The college is approved by All India Council for Technical Education (AICTE - Apex Body of Government of India). The College is also recognized by State Government and affiliated to Savitribai Phule Pune University. University Grants Commission and Savitribai Phule Pune University has conferred Autonomous status to the College from A.Y. 2016-17. The College is unaided and self-financed. Service Conditions of the Teacher are as per the **University Statutes of Savitribai Phule Pune University and all rules of Samstha are applicable.**

1	Rules of Appointment & Qualifications	<ul style="list-style-type: none"> <li>• University Statute rules and Maharashtra Public University Act 2016 is applicable to all the Teachers.</li> <li>• The Teacher is selected through University Selection Committee (As per UGC guidelines) / Local Selection Committee and should be approved by the Savitribai Phule Pune University.</li> <li>• All the appointments are as per the rule 415(a) of the University Statute.</li> <li>• Qualifications are applicable as declared by AICTE &amp; University from time to time.</li> </ul>
2	Probation and Confirmation	<ul style="list-style-type: none"> <li>• The Teacher selected through University selection procedure is appointed on one years' Probation. This period can be extended subject to the performance of the Teacher.</li> <li>• The teacher will be confirmed in the services of the College after the completion of his/her probation period subject to the satisfactory performance of the teacher.</li> </ul>
3	Pay Scales	<p>Pay scale is as per the G.R. 20th August, 2010 as per sixth Pay Commission. The Pay Scale may be revised from time to time as per the AICTE &amp; Samstha's rules &amp; regulations.                      Pay Band is as follows.</p> <ul style="list-style-type: none"> <li>• Assistant Professor - 15600-39100 AGP - Rs. 6000/-</li> <li>• Associate Professor - 37400- 67000 AGP - Rs. 9000/-</li> <li>• Professor - 37400 -67000 AGP - Rs. 10000/-                      (Minimum Basic Pay for Professor is Rs. 43000/-)</li> </ul>
4	Career Advancement Scheme is applicable  <b>(CAS)</b>	<p>Career Advancement Scheme is applicable in the College as per AICTE guidelines.</p> <ul style="list-style-type: none"> <li>• Assistant Professors possessing Master's degree is eligible for the AGP of Rs. 7,000 after completion of 5 years' service as Assistant Professor subject to their satisfying other conditions as laid down by AICTE.</li> <li>• Assistant Professors with 5 years' service at the AGP of Rs. 7000 shall be eligible, subject to other requirements laid down by the AICTE, to move up to the AGP of Rs. 8000 subject to their satisfying other conditions as laid down by AICTE.</li> <li>• All advancements to higher grade pays in various cadres will be effected subject to completion of two AICTE approved refresher Programs of not less than two weeks duration each and two TEQIP sponsored programs, each of one week duration.</li> </ul>

5	Vacation	The Teacher is entitled to avail vacation of <b>70 days</b> during the period of 12 months commencing from the beginning of the academic year. The Teacher shall be expected to work in the college during the vacation relevant to his/her duties as a Teacher and as may be assigned to him by the Competent Authority. However he is expected to perform the duties if any assigned by the Competent Authority.
6	<b>Study Leave</b>	The confirmed Teacher can avail the 2 years full pay Study Leave facility to complete their Ph.D.
7	Leave applicable	<p>a) <b>Special Leave (Duty Leave)</b> – The Teacher attending the Meeting, Conference, Seminar, any other non-remunerative official business of the University/College/Institution provided prior sanction is obtained thereof shall be treated on duty. The Teacher attending the examination work of the University shall be treated to be on special leave.</p> <p>b) <b>Casual Leave – 15 days (1<sup>st</sup>July to 30<sup>th</sup>June)</b> every year admissible to every Teacher. and not transferable to next year</p> <p>c) <b>Earned Leave</b> – Admissible to confirmed employees only and those employees who are detained during vacation.</p> <p>d) <b>Medical Leave</b> – The Confirmed Teacher shall be entitled to avail leave on medical ground for 10 days on commutation basis or 20 days on half of pay for each year of completed service. The Medical Certificate is mandatory. The Teacher shall produce the Fitness Certificate at the time of joining.</p> <p>e) <b>Maternity Leave</b> - The Confirmed Lady Teacher having not more than 2 alive children shall be entitled to Maternity Leave on full pay and allowances for a maximum period of 180 days. The Lady Teacher appointed on probation after 1 year's continuous service shall be entitled to Maternity Leave on half pay and allowances.</p>
8	Provident Fund & Pension Scheme	<p>a) As per the existing rules of Government 12% of the Basic Pay + Grade Pay + DA of the Salary or Rs. 1800/- whichever is less is credited to the Employee's Provident Fund Account and the equal amount is contributed by MKSSS.</p> <p>b) 8.33% out of 12% MKSSS's contribution goes to Provident Fund Pension Scheme and 3.67% to employees Provident Fund. (8.33% + 3.67% = 12%)</p> <p>c) After the retirement the pension is given from this 8.33% amount to the retired employee subject to the conditions laid down for this scheme.</p> <p>d) Family Pension scheme is also applicable.</p> <p>e) The remaining 3.67% and the P.F. share of the employee are given to the employee.</p> <p>f) MKSSS also contributes 0.5% of the (Basic Pay + Grade Pay + DA) for Employees Deposit Linked Insurance scheme. This EDLI scheme is applicable in case of unfortunate death during the service and for Provident Fund scheme holders only.</p>
9	Gratuity	As per the present MKSSS policy after 5 years of Permanent service Gratuity is payable to the employee.
10	Insurance Scheme	Maharshi Karve Stree Shikshan Samstha has adopted the Mediclaim Policy. The maximum limit is Rs.100000/-
11	Retirement Age	60 Years & as per the conditions laid down by AICTE & Samstha from time to time.