



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

("ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯವಿಶ್ವ ವಿದ್ಯಾಲಯ)

Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India



Dr. B.E Rangaswamy, Ph.D.
REGISTRAR

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Ref No. VTU/Aca//2023/ 2314

Date: 30 JUL 2023

CIRCULAR

Sub: Appointment of Principal/Faculty members as per the TAAS

Ref: Hon'ble Vice Chancellors approval dated: 30-7-2023

With reference to the above subject. It is observed that the college /management are appointing new principal /Faculty members without following the procedure laid down by VTU. The college has to request for the VTU nominee for recruitment by sending a request to the registrar's office and e- mail the request to aca.taas@gmail.com. Recruitment should be scheduled only upon the receipt of VTU nominee letter.

Kindly note that the quorum to constitute a meeting of the selection committee for the post of Principal / Professor/Associate Professor/Assistant Professor in a college/management shall be four members including at least two experts and the Vice Chancellor's nominee. Experts for the selection of the faculty shall be Principals or Professors from recognized institutions, colleges affiliated to University or other experts nominated /approved by the university.

Kindly note that appointments not following the guidelines of the university are treated as adhoc. The university will not consider such appointments and violating of guidelines of appointment will be viewed seriously. Hence college/management need to request for a VTU nominee (if not requested) and follow the guidelines and submit the documents as per the checklist enclosed in order to get the approval for the appointments. The appointments will be scrutinized by the LIC Committee during the visit.

By Order,

Sd/-

REGISTRAR

To,

All the Principals and management of Affiliated and Constituent Engineering Colleges of VTU Belagavi
Copy to:

1. The Hon'ble Vice Chancellor to the Secretary to VC, VTU Belgaum, for information
2. The Registrar (Evaluation) for information
3. The Director (I/C) ITISMU to Upload on VTU Website
4. The In-charge Regional Directors.(Bangalore,Belagavi Mysore Kalburgi
5. The Special Officers of VTU Academic section.

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30/07/23
REGISTRAR
VSA P. P. Ti



Check list for Teachers Appointment and Approval System

Sl.No	Title	Enclosure by college along with request for approval	Status
1	Advertisement/news paper copy (all India circulation)		
2	Vacancy position and justification for recruitment (cadrewise and Departmentwise)		
3	Number of applications Received (Departmentwise)		
4	Number of applicants attended (Departmentwise)		
5	List of shortlisted candidates with merit list (name, post, qualification, Qualified from (degree awarding university/institution), class/grade obtained /experience)(Departmentwise)		
6	VTU nominee appointment letter		
7	Subject expert for each subject (subjectwise/departmentwise)		
8	Selection committee detailed evaluation report along with the members signature (departmentwise)		
9	Selection committee proceedings with the members signature (departmentwise)		
10	Copies of all the documents pertaining to eligible qualification as per UGC and AICTE guidelines (UG/PG/PhD/other) , name of the institution awarding UG/PG/PhD/other , class/grade obtained s and experience of the shortlisted/recommended candidates needs to be submitted to the University (Along with No Objection Certificate or Relieving letter of candidate from previous institute) (Departmentwise)		
11	Copy of AICTE pay band		
12	Undertaking letter on Rs.200 Bond paper with Notary signature (Sample attached below)		
13	The softcopy of list of selected faculty members departmentwise (name and designation) to be mailed to aca.taas@gmail.com (Serial nos. 1 to 12 in the checklist to be posted in hardcopy to the Office of Registrar,VTU, Belagavi)		



Below details need to be printed on Rs. 200 Bond papers

UNDERTAKING

FOR CERTIFICATE VERIFICATION OF THE CANDIDATES WHO HAVE APPLIED FOR FACULTY POSITION IN OUR INSTITUTE

I undertake that original qualifications and other certificates of selected candidates listed below for faculty positions are verified by me. I agree that if any falsified records are detected, I am solely responsible for the same.

I also confirm that the candidate possess the qualification and experience as per the norms of AICTE, and VTU Belagav as prescribed by the University from time to time.

I agree that I shall abide by the Rules and Regulations of the University. I also hereby undertake that I shall accept the decision of the University as final if the selected candidate/s is disproved/cancelled due to submission of incorrect certificates. In future any consequences arise due to false certificates of any of the candidates, I am solely responsible for the same and University is not a party to any legal prosecution.

List of the candidates whose Xerox copies attested by me after comparing with originals are sent for university for approval

Sl.No	Name of Candidate	Experience (In years)	Selected for the Post of

Signature of Principal