

PART - B

REPORT OF THE COMMITTEE

ON

REVISION OF PAY SCALES OF LIBRARIANS AND
DIRECTORS OF PHYSICAL EDUCATION

IN

UNIVERSITIES AND COLLEGES

UNIVERSITY GRANTS COMMISSION

NEW DELHI

1986

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LIBRARY & DOCUMENTATION CENTRE

**National Institute of Educational
Planning and Administration.**

17-B, Sri Aurobindo Marg,

New Delhi-110016

DOC. No. D-8015

Date 13-04-94

R.C. Mehrotra,
Professor Emeritus,
University of Rajasthan, Jaipur
And

Chairman,
Committee on Revision of
Scales of Teachers.

New Delhi - 110 002

August 9, 1986

Dear Professor Yash Pal,

In continuation of my letter dated May 21, 1986 forwarding part 'A' of the recommendations of the Pay Committee for University and College teachers, I am enclosing part 'B' of the report relating to Librarians and Directors of Physical Education.

Considering the importance of the Library and Physical Education facilities in the educational system, the Committee deliberated on the steps to strengthen and improve these services in the institutions of higher learning. While the Committee has been able to make recommendations in general terms about the qualifications and professional development of the librarians and directors of Physical Education, the Committee felt constrained in making specific and detailed recommendations in these directions and has suggested the constitution of two expert Committees with suitable academic components by the UGC to make recommendations on the point suggested in para No. 5.5.2 of the enclosed report.

With regards,

Yours Sincerely,

Encl: Part 'B' of the report

Professor Yash Pal,
Chairman,
University Grants Commission,
New Delhi.

(R.C. MEHROTRA)

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CHAPTER-I

SETTING UP OF THE COMMITTEE

1 The University Grants Commission appointed a Committee on December 24, 1983 under the Chairmanship of Professor R.C. Mehrotra, Emeritus Professor, Rajasthan University to consider the revision of pay scales, career/professional development and service conditions of teachers in the universities and colleges. The composition of the Committee and terms of reference are given at Appendix-I.

In October, 1985, the Commission, in consultation with the Government of India, requested the Committee to consider the revision of Pay Scales of Librarians and Directors of Physical Education in addition to the pay scales of University and College teachers.

2 The Committee decided to submit the first part of its report on the original terms of reference and to take up subsequently the second part of the report on pay scales of Librarians and Directors of Physical Education in the Universities and Colleges.

3 The Committee met on 11th June, 1986, 2-3rd July, 1986, 18th July, 1986, 31st July, 1986 and 9th August, 1986. The Committee also consulted some representatives of the Associations of University and College Librarians, Associations of Directors of Physical Education and also some experts in the field of library management, physical education and sports.

1.4 The main points which emerged from the discussions with the representatives of association of university and colleges librarians, associations of Directors of Physical Education and representations received from some prominent persons in the field, are as follows:

- i) While revising the scales of pay of Librarians and Directors of Physical Education w.e.f. 1st April, 1980 the Government of India had agreed that the Librarians and DPEs. in the universities and colleges should be treated on par with their counterparts in the teaching departments and given the pay scales due to them. This parity should be maintained.
- ii) The minimum qualifications for Librarians should be equivalent to those of teachers in universities and colleges. As at present the minimum qualifications prescribed for Assistant Librarian/College Librarian is Master's degree in any one of the disciplines; and Master's degree in library science; which is not the case with teachers.
- iii) Relaxation in qualifications for the existing library staff should be on lines similar to that for teachers.
- iv) Promotional avenues, facilities for training and improvement of qualifications, fellowships, study leave and sabbatical leave should be made available to Librarians and DPEs. as are available to teachers

- v) Posts of Documentation officer in the Universities are created in the centres of area study programmes, and for such posts, knowledge of language in the particular field is essential. Keeping this in view, the qualifications for Documentation Officer should be revised and provision should be made for further promotional avenues.
- vi) It was reported that a critical situation has been created in some of the universities due to the implementation of the Merit Promotion scheme. More than one librarians are working in the same university library. In such a situation there is a need for creating post(s) of Associate Librarian.
- vii) The standard of Master's degree in the library science is not upto the expectations and hence, a national qualifying test may be introduced for selection of Assistant Librarian/College Librarian.
- viii) There should be close collaboration between the department of library science and library staff. University Department of library science should organise refresher courses for library staff.
- ix) There is a need for modernising libraries by computerisation and by introducing modern management techniques for which the present university staff requires to be trained and for the newly recruited staff, orientation programmes should be organised. Computer facilities should be made available in the libraries.

- x) At present there are different designations given to the officers coming under the category of DPEs. Therefore, there is a need to prescribe the designation as Director of Sports or Director of Physical Education and Sports.
- xi) Since the Directors of Physical Education in the universities with a large number of affiliated colleges have to coordinate sports activities of these colleges, such DPEs. should be placed in the Reader's or Professor's grade, as the case may be.
- xii) To avoid in-breeding and to ensure appointment of right type of persons in the profession, national qualifying test for recruitment will be a welcome step.
- xiii) The qualifications for DPEs. should be:
- a) Master's degree in Physical Education.
 - b) Position in national games.
 - c) Participation in national games more than once.
 - d) Participation in inter-university games and winning of medal.
 - e) Diploma in coaching sports. (This is eight months' course conducted by NSI, Patiala, and its regional centres at Bangalore and Calcutta.)

CHAPTER-II

BRIEF HISTORY

- 2.1 The scales of pay of the librarians and professional staff upto the level of professional assistants were revised in the third five year plan. The Ministry of Education and Social Welfare on the recommendations of the University Grants Commission, further revised the scales of pay for professionally qualified library staff with effect from April 1, 1966.
- 2.2 The Sen Committee on the Governance of Universities and Colleges" in its report on "Teachers" made the following recommendations:
- "The Committee is not making any recommendations regarding the revision of scales of pay of Librarian and other staff in the libraries and Physical Instructors in universities and colleges and suggests that this may be considered along with the revision of scales of pay of non-teaching staff. However, when teachers are appointed in the universities/ colleges for teaching in the departments of Library Science and Physical Education, they should be treated on par with other teachers provided they fulfil the qualifications."
- 2.3 In 1974, the University Grants Commission appointed two committees under the Chairmanship of Dr. S.N. Sen, Vice-Chancellor, Calcutta University to consider (a) the scales of pay and qualifications etc. for the library staff in

universities and colleges, and (b) the revision of scales of pay of Directors/Instructors of Physical Education in universities and colleges.

2.4 The Committee on revision of scales of pay of Librarians in the universities and colleges made the following recommendations:

2.4.1 On the principle of equal pay for equal qualifications the Committee recommended the scales of pay and qualifications for the staff in the university libraries as under:-

Post	Qualifications	Scales of pay
Librarian	<u>Essential</u>	
	(i) A scholar of eminence (good academic record with first or second class Master's degree in an academic subject other than Library Science, with a Doctor's Degree or equivalent published work of high standard in an academic subject and preferably with experience of guiding research).	Rs.1500-60-1800-100 2000-125/2-2500
	(ii) At least 10 years' experience of teaching postgraduate classes and research or of research in an independent capacity in an organisation of higher learning and research; or of a responsible	

post in a library catering to the needs of advanced students and research workers.

Desirable qualifications

A degree in Library Science
(At least Second Class)

- | | | | |
|----------------------------|-------|---|-------------------------|
| Deputy Librarian | (i) | Good Academic record with first or high second class Master's degree in an academic subject other than Library Science with a Doctor's degree or equivalent published work of high standard in an academic subject. | Rs.1200-50-1300-60-1900 |
| | (ii) | At least five years' experience of teaching post-graduate classes; or of research in an independent capacity in an organisation of higher learning and research; or of a responsible post in any library catering to the needs of advanced students and research workers. | |
| | (iii) | A degree in Library Science (at least second class). | |
| Assistant Librarian | (i) | Good academic record with first or high second class Master's degree in an academic subject other than library science. | Rs.700-40-1100-50-1600 |

(ii) M.Phil or equivalent published work or 2 years' research experience.

(iii) A degree in Library Science (at least second class)

2.4.2 The Committee recommended the following alternate scales of pay for the members of the Library staff, then existing, who were getting the scales of pay recommended by the University Grants Commission with effect from 1.4.1966 and who did not fulfil the requisite qualifications as in para 2.4.1 recommended by the Committee:

<u>Designation</u>	<u>Existing</u> Rs.	<u>Revised</u> Rs.
Librarian	1100-1600	1500-60-1800-100-2000
Dy.Librarian	700-1250	1100-50-1300-60-1600
Asstt. Librarian	400-950	700-40-1100-50-1300

2.4.3 The Committee recommended following qualifications and scales of pay for the college librarians:

Qualifications:

(i) Good academic record with first or high second class Master's degree in an academic subject other than Library Science.

(ii) M.Phil or equivalent published work or two years research experience.

(iii) A degree in Library Science
(at least second class)

In order to ensure the recruitment of properly qualified librarians in colleges, the university concerned may lay down uniform recruitment procedure. The Selection Committee to be constituted for the purpose should have the representatives of the university.

Scales of pay: Rs.700-40-1100-50-1600

2.4.4 The following alternate scales were suggested for those who did not fulfil the above qualifications:

<u>Existing</u>	<u>Revised</u>
Rs.300-600	Rs.550-25-750-EB-30-900
Rs.400-800	Rs.700-40-1100
Rs.400-950	Rs.700-40-1100-50-1300

2.5 The Committee on revision of scales of pay of Directors/ Instructors of Physical Education in universities and colleges made the following recommendations:

"(i) The question of the status of teachers teaching in the Departments of Physical Education has already been settled. They are teachers and have to be treated at par with teachers in other departments with regard to designation, scale of pay, academic privileges etc.

(ii) For appointment to the post of Director/Instructor of Physical Education in universities and colleges, the person selected should have the following qualifications:

a) A bachelor's degree with at least a second class postgraduate diploma in Physical Education;

or

At least second class bachelor's degree in Physical Education with diploma in sports coaching from a recognised institution;

or

a master's degree in Physical Education.

b) Ability to organise sports and games.

(iii) The existing pay scales may be revised as follows:

<u>Existing</u>	<u>Revised</u>
Rs.700-1250	Rs.1100-50-1300-60-1600
Rs.400-950)	
Rs.400-800)	Rs. 700-40-1100-50-1300
Rs.300-600)	

However, persons in the scale of Rs.300-600 who do not possess the qualifications indicated above while being placed in the revised scales would be expected to attain these qualifications within five years of their placement in the revised scale. If they are

unable to do so, they would not be eligible to draw their increments in the revised scale till they obtain these qualifications.

- (iv) Consequent upon the revision of scales of pay of Directors/Instructors of Physical Education in the colleges, it would be desirable that future recruitment to these posts should be made through regularly constituted Selection Committees on which there should be a representative of the university concerned.
- (v) In the case of universities with a large number of affiliated colleges where sports and games are to be organised on inter-collegiate basis, it may be desirable to have at the university headquarters a Director/Instructor of Physical Education in the scale of Rs.1100-1600. Such person should, in addition to the qualifications indicated at (ii) above, possess proven qualities of organisational abilities.
- (vi) The Committee has recommended the same qualifications for Director/Instructor in Physical Education in universities as well as in colleges as the nature of work in both the cases is essentially the same. If this is accepted, the scales have also to be same in both the cases."

6.1 The Commission at its meeting held on 2/3.6.1974 considered the report of the Committee on the revision of Pay Scales of Librarians and decided to recommend to the Government of India that the scales of pay of

library staff in universities and colleges be revised as indicated below, with effect from 1st January, 1973:

<u>Designation</u>	<u>Existing</u> Rs.	<u>Revised</u> Rs.
Librarian	1000-1600	1500-60-1800-100-2000
Dy.Librarian	700-1250	1000-50-1600
Asstt. Librarian	400-950	700-40-1100-50-1300

2.6.2 The Documentation Officers in the university libraries may be placed in the revised scale of Assistant Librarian or Deputy Librarian, according to their present placements.

2.6.3 In the case of college librarians, the revised scales were as follows:

<u>Existing</u>	<u>Revised</u>
Rs.300-600	500-25-750-EB-30-900
Rs.400-800	700-40-1100
Rs.400-950	700-40-1100-50-1300

2.6.4 The Commission further desired that as recommended by the Committee, if a university decides to appoint a scholar of standing in any discipline as a University Librarian, the following qualifications and scale of salary may be prescribed:

Scales of Salary: Rs.1500-60-1800-100-2000-
125/2-2500

Qualifications:

- (i) Good academic record with first or high second class Master's Degree in a subject other than Library science with a doctorate degree or equivalent published work of high standard and preferably with experience of guiding research and with knowledge/experience of library services and management.
- (ii) At least ten years' experience of teaching post-graduate classes and research, or of research in an independent capacity in an organisation of higher learning and research or in a responsible post in a library for advanced studies and research work.

2.7.1 The Commission at its meeting held on 2/3.6.1974 generally accepted the recommendations of the Committee on revision of pay scales of Directors/Instructors of Physical education in Universities and Colleges and agreed that for appointment to the post of Director/Instructor of Physical Education in universities and colleges, the person selected should have the following qualifications:

- a) A bachelor's degree with at least a second class postgraduate diploma in Physical Education;

OR

At least second class bachelor's degree in Physical Education with diploma in sports

coaching from a recognised institution;

OR

A Mater's degree in Physical Education

b) Ability to organise sports and games.

2.7.2 The Commission recommended that the scales of pay of Directors/Instructors of Physical Education in the universities and colleges be revised as follows with effect from 1st January, 1973:

Existing

Revised

Rs. 400-950)

Rs. 400-800)

Rs. 300-600)

Rs.700-40-1100-50-1300

2.7.3 The existing incumbents who do not possess the qualifications as indicated above may, while being placed in the revised scale, be required to attain these qualifications within a period of five years from the date of placement in the revised scale and if they fail to do so, they be not allowed to draw further increments in the revised scale until such period they fulfil these qualifications..

2.7.4 The Commission further agreed that the Directors/Instructors of Physical Education in colleges who are at present in the scale of Rs.250-400 may be placed in the revised scale of Rs.425-15-500-EB-15-560-20-700.

2.7.5 It was agreed that in the case of Directors/Instructors of Physical Education in universities who are already placed in the scale of Rs.700-1250, the revised scale be Rs.1100-50-1600.

2.8.1 The Government of India revised the scales of pay of Librarians and Directors/Instructors of Physical Education in Central Universities and also agreed to provide 80% of the additional expenditure involved giving effect to the revised scales of pay to the State Governments who wished to adopt these revised scales of pay.

2.9.2 Revision of scales of pay of Librarians and Directors/Instructors of Physical Education agreed were as follow:

Name of the Post	Existing Scale	Revised Scale
<u>1. LIBRARY STAFF</u>		
<u>(a) Universities</u>		
i) Librarian	1100-1600	i) 1500-60-1800-100-2000-125/2-2500 ii) 1500-60-1800-100-2000
ii) Dy. Librarian	700-1250	1100-50-1600
iii) Asstt. Librarian	400-950	700-40-1100-50-1300
iv) Documentation Officer	i) 700-1250 ii) 400-950	1100-50-1600 700-40-1100-50-1300

b) Colleges

Librarian	i) 400-950	700-40-1100-50-1300
	ii) 400-800	700-40-1100
	iii) 300-600	550-25-700-EB-30-900

II. DIRECTORS/INSTRUCTORS OF PHYSICAL EDUCATION IN UNIVERSITIES AND COLLEGES.

Directors/	i) 700-1250	1100-50-1600
Instructors	ii) 400-950	700-40-1100-50-1300
of Physical	iii) 300-600	550-25-750-EB-30-900
Education	iv) 250-400	425-15-500-EB-15-560- 20-700

Note: The scale of pay of Rs.1500-2500 for the Librarian will be admissible only in case a University decides to appoint a scholar of standing in any of the disciplines, as University Librarian. For eligibility to this scale of pay, the essential qualifications would be:

- i) Good academic record with first or high second class Master's degree in a subject other than Library Science with a Doctorate degree or equivalent published work of high standard and preferably with experience of guiding research and with knowledge/experience of library services and management.

- ii) At least ten years experience of teaching post-graduate classes and research or of research in an independent capacity in an organisation of

higher learning and research or in a responsible post in a library for advanced students and research workers. Such existing university librarians who fulfil the above qualifications would also be eligible for the scale of Rs.1500-2500.

2.8.3 There had been wide-spread demand from Associations of Librarians and Directors of Physical Education for parity of pay scales with those of teachers. Several deputations of their Associations had met the Education Minister. Considering all these aspects, it was agreed that this matter may be reviewed by a Committee.

2.8.4 Accordingly, it was referred to a Committee under the Chairmanship of Chairman UGC, which recommended upgradation of the scales as follows:

I) LIBRARY STAFF

Universities

<u>Designation</u>	<u>Existing</u> Rs.	<u>Upgraded</u> Rs.
Librarian	1500-2000	1500-2500
Dy.Librarian	1100-1600	1200-1900
Asstt.Librarian	700-1300	700-1600

Colleges

Librarian	550-900)	700-1300-
	700-1100)	Assessment-50-1600
	700-1300)	

II) DIRECTORS OF PHYSICAL EDUCATION

Universities

Existing

Upgraded

Rs.700-1300

Rs. 700-1600

Colleges

Rs.700-1300)

Rs. 700-1300-

Rs.700-1100)

Assessment-

Rs.550-900)

50-1600

The upgraded scales were to be made admissible only to persons who possessed the qualifications prescribed by the Government of India w.e.f. 1.4.1966.

- 2.8.5 In the case of Directors of Physical Education whose scale were revised from Rs.250-400 to Rs.425-700 were placed in the upgraded scale of Rs.700-1300-assessment-1600, if they possessed the following qualifications:

A Postgraduate diploma or certificate or a degree in Physical Education.

In case they did not possess this, they were eligible to be placed in the upgraded scale from the date they obtained the above qualifications.

- 2.8.6 The Committee also made the following recommendations regarding minimum qualifications for future recruitment of the staff in the libraries and that of Director/ Instructor of Physical Education.

Assistant Librarian in the Universities/
College Librarian

- i) Good Academic record with at least a high second class Master's degree in a subject other than library science.
- ii) Master's degree in Library Science with first or high second class.

The Committee further recommended that the Panel on Library Science be requested to suggest the minimum qualifications for future recruitment for the posts of Dy. Librarian and Librarian.

2.8.7 Directors of Physical Education in Universities/Colleges.

- I. A Master's Degree in Physical Education (at least high second class) with diploma in Sports Coaching from a recognised institution.

OR

A Master's degree in Physical Education (at least second class) with a record of having represented his university at the Inter-University/State level in the National Championship.

- II. Experience in organising games and sports (as exemplified in handling of about half a dozen teams in a year in his institution and their participation in University/Inter-Collegiate Tournaments) and ability to encourage mass participation in games and sports.

2.9.1 The Government of India, conveyed to the State Governments (Appendix-II) in December 1982, its decision to upgrade the scales of pay of Librarians and Directors of Physical Education with effect from 1st April, 1980:

Post	Scale as on 31.12.72	Scale as on 1.1.73	Upgrade scale w.e.f. 1.4.1980
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I. LIBRARY STAFF

(a) Universities

Librarian	1100-1600	1500-2000	1500-60-1800-190-2000- 125/2-2500
Dy. Librarian	700-1250	1100-1600	1200-50-1300-60-1900
Asstt. Librarian	400-950	700-1300	700-40-1100-50-1600
Documentation Officer	i) 700-1250 ii) 400-950	1100-1600 700-1300	1200-50-1300-60-1900 700-40-1100-50-1600

b) Colleges

Librarian	i) 400-950	700-1300)	
	ii) 400-800	700-1100)	700-40-1100-50-1300-
	iii) 300-600	550-900)	Assessment-50-1600

II Directors of Physical Education

a) Universities

Director/ Instructor	400-950	700-1300	700-40-1100-50-1600
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b) Colleges

Director/	i) 400-950	700-1300)	
Instructor	ii) 400-800	700-1100)	700-40-1100-50-1300-
	iii) 300-600	550-900)	Assessment-50-1600

2.9.2 The upgraded scales as mentioned in column (4) of para 2.9.1. above were subject to the following conditions:

- i) These scales were admissible to only those existing incumbents who possessed the qualifications mentioned at Appendix II (Annexure-I).
- ii) For future recruitment to the various categories of Librarians and Directors of Physical Education the minimum qualifications were those as determined by the University Grants Commission from time to time. The selections were to be made by duly constituted Committee of experts.

The minimum qualifications for future recruitment to the post of Assistant Librarian/College Librarian and Documentation Officer (Scale of Rs.700-1600) and Directors of Physical Education as recommended by the U.G.C. are at Appendix-II (Annexure-II).

2.9.3 Keeping in view the recommendations made by the Panel on Library and Information Science, the University Grants Commission at its meeting held on 7th July, 1984 approved

the following qualifications for the recruitment to the post of Librarian/Dy.Librarian/Asstt. Librarian in Universities/Colleges, consequent upon the revision of scale of pay:

A. UNIVERSITIES

1. Librarian (Rs.1500-60-1800-100-2000-125/2-2500)

a) First or second class M.Lib. Science

OR

M.A./M.Sc./M.Com. plus a first or second class B.Lib. Science or Diploma in Lib. Science.

b) At least ten years experience as Librarian or in a responsible professional capacity in a university library.

c) Ph.D. degree or equivalent research work in the field relevant to the profession.

d) In certain situations in academic libraries training in Computerization/Information Technology/Specialised areas may be taken into consideration.

2. Deputy Librarian/Documentation Officer
(1200-50-1300-60-1900)

a) First or second class M.Lib. Science.

OR

M.A./M.Sc./M.Com. plus a first or second class B.Lib. Science or Diploma in Lib. Science.

- b) At least ten years experience as Librarian or in a responsible professional capacity in a university library.
- c) Ph.D. degree or equivalent research work in the field relevant to the profession.
- d) In certain situations in academic libraries training in Computerization/Information Technology/Specialised areas may be taken into consideration.

3. Assistant Librarian/Documentation Officer
(Rs.700-40-1100-50-1600)

- a) Good academic record with at least a high second class Master's degree in a subject other than Library Science.
- b) Master's Degree in Library Science with a first or high second class

B. COLLEGES

College Librarian (Rs.700-40-1100-50-1300-Assessment-50-1600)

- a) Good academic record with at least a high second class Master's degree in a subject other than Library Science.
- b) Master's Degree in Library Science with a first or high second class

2.10 Status of implementation of the revision of pay scales of Librarians and DPES.

2.10.1 Ministry of Education, Government of India, accepted the revised scales of pay for Librarians and Directors of Physical Education w.e.f. 1.1.1973, and a communication in this regard was sent to the State Governments. The State Governments* which implemented the revised scales (with dates) are as under:-

1)	Gujarat	1.1.1973
2)	Haryana	1.1.1973
3)	Karnataka	1.1.1977
4)	Madhya Pradesh	1.4.1976
5)	Nagaland	1.9.1976
6)	Pondicherry	1.4.1976
7)	Tamil Nadu	1.4.1976
8)	West Bengal	1.1.1973

2.10.2 In 1982, Government of India, agreed to upgrade the pay scales of Librarians and DPES. to bring them at par with teachers and implemented the upgraded scales w.e.f. 1.4.1980. The formula for fixation of pay in the upgraded scale is at Appendix-II (Annexure-III)

* In addition to Central Universities.

The States which implemented these scales are as follows:

1. Gujarat
2. Haryana
3. Karnataka
4. Maharashtra
5. Punjab
6. Rajasthan
7. Tamil Nadu
8. West Bengal

2.10.3 The position regarding the payment of interim relief was the same as for teachers.

CHAPTER-III

ROLE OF LIBRARIANS

3.1 Importance of Libraries

3.1.1 The Library performs a crucial role in the educational process. It expands and supplements curricular learning. It widens the horizon. What is more important, the library even as it satisfies the quest for learning, spurs it to greater effort. While passing on to the youthful generation the distilled wisdom of the human mind as it has evolved over the ages, the library sharpens the mind and clarifies concepts. It is the most durable bridge across time. The easiest way to assess the climate, temper and academic achievements of an educational institution is to visit its library and see how it is being maintained and utilised.

3.1.2 The importance of the library's role in imparting and disseminating knowledge has, of late, been enhanced by developments in continuing education, distance education and the open university system. The introduction and expansion of a nation-wide scheme of these systems is essential for a country which faces a huge backlog of illiteracy and which nevertheless is keen to embark on the 21st Century in the company of the educationally and scientifically most advanced nations of the world. The University/College libraries assume an even greater importance in a country like India where the majority of students cannot purchase any, but the most essential books.

in a convenient and attractive form to students and faculty members, a well-organised and properly arranged stock of books, journals and other relevant material which is to be kept properly indexed, catalogued and up-dated. The librarian has to provide reading and lending facilities and services relating to reference and bibliography, extension, documentation and reprography. It should be his constant endeavour to widen and update his range of knowledge so that he can extend valuable guidance to teachers as well as students.

3.2.2 Because of the rapid expansion of knowledge which is assessed to be doubling itself every seven years, and a continuous flow of data and information, the use in libraries of modern technological innovation has become inevitable. The librarian, therefore, has to be fully conversant with the modern techniques of library management. It is undeniable that a librarian, although he is not a formal member of the teaching faculty, performs academic functions, and sustain and enriches the academic process. While a teacher may have specialised in a particular branch, the librarian is required to have a wide overall acquaintance with various disciplines in order to be able to bring the scholars face to face with knowledge in diverse areas. The students' contact with the librarian should be exhilarating and educative. The Librarian's interaction with members of the faculty should be of mutual benefit. It is expected that the accession of latest books and journals, the queries of students and interaction with teachers would keep the librarian mentally alert and sufficiently knowledgeable. Evidently, he must be

qualified and trained for the purpose. It follows that the emoluments of the duly qualified librarians should match those of the teachers and that they should have about the same promotional opportunities as have been recommended for the teachers.

3.2.3 The librarians in colleges and universities should be provided adequate facilities to enable them to improve their qualifications and bring them to the level of the desired standards. The universities that have departments of library and Information Science should draw up appropriate courses for summer schools. These courses should be specially designed to impart education about modern technological developments in the field of library science. The purpose shall be to improve services to the students and faculty members.

3.2.4 In Part-A of the report, the Committee has dealt at length with the qualifications for recruitment of teachers in colleges and universities. In order to draw upon a wider range of talent, the Committee did not lay down M.Phil./Ph.D. as an essential qualification for recruitment. Recognising, however, the importance of exposure to research as an important input for teaching, the Committee did recommend higher salary for candidates recruited with M.Phil/Ph.D. degrees. For those recruited without these, the Committee recommended the provision of adequate in-service facilities. It further suggested a national qualifying test for eligibility. The Committee recommends a similar eligibility test for Librarianship at the initial stage of recruitment. Librarians will be recruited out of those who have passed the eligibility test. This would

facilitate the work of selection committees, even out the effect of disparities in standards of marking, and improve the quality of entrants:

3.2.5 In order to base career prospects on merit, competence and ability, it is essential to introduce a system of assessment for the librarians. As in the case of teachers, this assessment should consist of a combination of self-assessment and external assessment. It is suggested that every librarian should be asked to prepare a self-assessment report at the end of each academic session. This report should include items like number of days the library was kept open, daily average of readers, average number of books issued, new acquisitions, book exhibition, if any, additions to data bank, documentation, introduction of new techniques/procedures to improve service to the users, participation in conferences, seminars, refresher courses, workshops etc., list of publications, documentation/bibliography abstraction and reviews. The improvements effected and the facilities and guidance provided should, in particular, be highlighted.

3.2.6 In addition to self-assessment, assessment by users should constitute an important index to the Librarian's performance. A method should be devised whereby faculty and students are asked about the quality of library services made available to them. Some of the suggestions given by the users can, in fact, form the basis for improvement in library services. Besides self-assessment and assessment by users, the work of the librarian should also be annually reviewed by the Principal in a College and Dean or Vice-Chancellor in a

University. Good performance as reflected in the assessment will constitute the basis for further promotion, which will be performance-bound. The Librarian should be equipped and disposed to innovate and to introduce modern techniques. He should also strive to bring about improvements within the existing facilities.

3.2.7 The promotion of librarians should be linked with the acquisition of additional qualifications. In the context of the rapid developments in modern technology in management of libraries, it becomes essential that librarians be given opportunities, like duty leave etc., for improving their competence. They should also be enabled to attend summer schools, workshops and seminars and satisfactory performance in these summer schools may be taken into account for promotion. While the progress in information science and technology demands a substantial increase in the technical competence of librarians, their academic (i.e. subject) competence and general awareness have also to be upgraded continuously.

3.2.8 The Committee has suggested three thrust areas for the Librarians:

1. Training in modern library technology.
2. General awareness and acquaintance with the gamut of disciplines.
3. Making visit to the library an exciting and elevating experience.

The preceding suggestions would make it necessary to restructure and reinforce B.Lib. and M.Lib. courses.

3.2.9 In Universities, where there is a network of departmental libraries, the central Library should not function in isolation as some-times the departmental libraries do not receive adequate attention from the university librarian. Often the staff posted to the departmental libraries lacks both supervisory control and promotion prospects. The Committee would, therefore, recommend that the staff of the departmental libraries should invariably be on the pooled cadre and under the administrative control of the Central Library. The University Librarian and his Deputies should be responsible for overseeing or running on periodical basis the functioning of these departmental libraries.

CHAPTER-IV

ROLE AND RESPONSIBILITIES OF DIRECTOR OF PHYSICAL INSTRUCTIONS AND SPORTS IN THE UNIVERSITIES AND COLLEGES.

1.1.1 The importance of sports and other physical fitness activities in manpower building has been reflected in the resolution on National Sports Policy and in the National Policy on Education. Sports and Physical development, says the sports policy resolution, promote social harmony and discipline and increase productivity. "The need of every citizen to participate in and enjoy games, sports and recreational activities" is imperative. Another important aspect that merits emphasis is national kudos earned in international competitions. "It is the duty of the Central and State Governments, therefore, to accord to sports and physical education a very high priority in the process of all round development." Flowing from this statement of objectives, it has been suggested that "necessary facilities and infrastructure be provided on a large scale" and the masses be made sports conscious. The infrastructure would, of course, include play-fields, swimming pools, gymnasia, stadia and skating rinks. Timely spotting out of talent and its grooming is yet another plank of the policy. Nutrition has received the much needed emphasis.

The resolution goes on to say that "Sports and Physical education should be made an integral part of the curriculum as a regular subject in schools and similar educational institutions. A great deal of emphasis

should be laid on participation in sports activities also in universities, colleges and other institutions awarding degrees and diplomas" The provision of appropriate equipment has received attention. The resolution concludes by declaring that "investment in the promotion of sports and physical education, being investment in health, fitness, productivity and social well-being of the people, is really for upgradation of our human resources for development. Such investment in sports and physical education should, therefore, be adequately increased."

4.1.2 The National Policy document on Education is equally emphatic about importance of sports. "Sports and Physical Education are an integral part of the learning process and will be included in the evaluation of performance. A nation wide infrastructure for physical education, sports and games will be built into the educational edifice."

"The infrastructure will consist of play-fields, equipment, coaches and teachers of physical education as part of the School Improvement Programme. Available open spaces will be reserved for playgrounds. Efforts will be made to establish sports institutions and hostels where specialised attention will be given to sports activities and sports-related studies, along with normal education."

From the above policy statements, two main streams flow; first; a massive effort should be mounted to broad base interest in sports and physical development, the objective being better health, greater fitness and

productivity, better team work and social cohesion and a healthy recreation; second, pursuit of excellence in the realm of international games and sports.

4.1.3 It seems that the two objectives have inevitably overlapped. To get the best results, these should be kept distinct and separate when the objectives are translated into the action plan. In fact, the country is faced with the problem of what proportion of effort and funds should be assigned (a) to the broad-basing of the culture and activities of sports and physical development, and (b) to earning medals in Asian, Commonwealth, Olympics, other global competitions and in test matches. To avoid distortions, separate earmarking of funds and effort for (a) and (b) above would be necessary. In the limited context of an educational institution, the problem acquires greater poignancy. Sports fees are realised from all the students; the subsidy or the investment made by the institution hinges broadly on the number of students on roll; but the beneficiaries mainly are members of the university and college teams and an equal number of extras and few athletes who plough their lonely furrow. The teams virtually absorb all the funds because the general run of students is not interested in games and sports and physical development. In the bigger cities distances are large and a second trip to college or university would be expensive in terms both of time and money. The sports efforts are thus robbed of their primary objective of promoting health, physical fitness, healthy competition, team-work and social cohesion among the general body of students. The effective sports cover in an average institution on a rough estimate

would range between 3 to 5 per cent of the student population. The country's sports policy should be directed towards covering the majority of students.

4.2 ROLE AND RESPONSIBILITIES OF DPEs.

4.2.1 Directors of Physical Education and Sports play a pivotal role in organising and managing physical education in the form of games and sports and in imparting skills required for them. The National Policy on Education (1968) has stated:

"Games and sports should be developed on large scale with the object of improving physical fitness and sportsmanship of the average student as well as of those who excel in this department where playing field and other facilities for developing a nation-wide programme of physical education do not exist, these should be provided on a priority basis."

4.2.2 Physical Education, however, need not be confined to sports and games only. It is a vital and integral part of the total education process. The National Education Policy (1986) has recognised this and recommended inclusion of sports as well as physical education in the evaluation of performance of students. It has suggested that a nation-wide infrastructure for physical education. Sports and games shall be built into the edifice of education.

4.2.3 Physical Education equips the recipients with knowledge and techniques of developing an integrated, emotionally balanced health personality. Besides sports and games and technical skills associated therewith, physical education studies include biomechanics, exercises, physiology, hygiene, physical culture and training, health and recreation and sports medicine. A well directed programme of physical education helps train younger people in skills for fruitful use of leisure (time) leading to healthy living and helps develop the individual socially and improve his physical and mental health.

4.2.4 In educational institutions, physical instruction, is either not given at all, or is given only haphazardly. This deficiency affects the standard of sports as well. The sports performance of our colleges and universities is nowhere near the international standards. The training of sportsmen lacks the scientific method and their health, stamina and knowledge of techniques leave much to be desired. If the development objectives of physical education are to be achieved and the sweep of the programme broadened, it is imperative that the role of leaders in physical instruction i.e. the Directors of Physical Education in colleges and universities, is conceived appropriately and their place in the programme of total education recognised.

4.2.5 The University Grants Commission has laid down qualifications for appointment of Directors of Physical Education in colleges and universities that should ensure that the new entrants are (a) appropriately trained professionally in teaching physical education, and

(b) have themselves either received intensive training in coaching techniques or attained a defined level of performance in games and sports. This has brought about an improvement in the quality of the Directors of Physical Education. Professionally trained in the organisation, management and administration of games and sports and equipped with the knowledge of various subjects included in Physical Education, the newer generation of Directors of Physical Education has requisite skills to implement a programme of physical education as an integral part of total education. A look at the present duties of the Directors of Physical Education, however, reveals that only a small number of them are engaged in physical education as conceived above. They are at best organizers, coordinators or managers of sports and games. Physical education imparted on the play ground is neither properly conceived nor imparted along scientific lines. One way to remedy this situation would be to recognise the importance of physical education in the physical and mental health on a large body of students and introduce it as a subject like any other subject at the undergraduate level, wherever possible, as some universities in India have already done.

Care should however, be taken all the time that physical education acquires and retains a practical tilt, an outdoor competition, and a universal fitness bias.

The existing practice in all colleges situated in cosmopolitan cities is to engage coaches trained by NIS and other similar institutions to impart technical training to sportsmen in various games. The Director of

Physical Education may himself be a trained coach or may have acquired on-the-job training for the purpose. A system should, therefore, be devised in which the other teachers in colleges who possess the necessary skills and aptitudes in games and sports supplement the sports efforts.

4.2.6 Students who represent the university in various games or sports or give practice to university teams also deserve greater professional attention. No average college or university can afford to have as many coaches as the games. The preceding discussion will help us (a) to delineate the structure of sports instruction in a university/college and (b) to define the qualifications of those entrusted with the promotion of games and physical culture. Assuming that the more important objective is the broad-basing of sports and physical fitness activities, the Director of Physical Education should be a person with extra-ordinary organising capacity and with a knack for creating wide-spread interest in games and sports and physical development. He should have in abundant measure the qualities of leadership. He should be able to inspire and enthuse. He should know how to break diffidence, apathy and resistance and how to move youngmen to action. He should have a flair for drawing students out of their homes and hostels and to make them play with gusto. This he will never be able to do unless he plays with the students and can play better and longer than most of them. He should, therefore, be in the pink of condition not only when selected but also throughout his career. He

should, therefore, undergo periodical fitness and stamina tests. Those who fail in these tests may have to forfeit their promotion prospects.

4.2.7 Considering that nutrition is extremely important for general health and stamina; the Director should be given a thorough and intensive training in nutrition. He should be able to suggest inexpensive nutritive food available in different regions of the country.

4.2.8 The Director selected for a college should be able to coach students in at least three major games and give general guidance about the rest.

4.2.9 It seems to us that part of the reason for sports policies being ineffective in so far as educational institutions are concerned, is that active sportsmen have not been associated with their formulation. These appear to have been framed on the academic pattern. The very designation 'Director of Physical Education' betrays the academic tilt. It savours of the class room and appears to be overlaid with theory. The physical instruction should be based on field work. Theory could be brought in only for purposes of imparting techniques and explaining strategy and discussing such items as sports, medicine and nutrition; and the evolution of various games and atheletic events as the landmarks.

The Committee feels that stress should be on active and strenuous work on the playground rather than on creation of yet another theory oriented activity.

4.2.10 In order to stress the practical and outdoor aspects, the Committee recommends that the designation of the post should be changed to 'Director of Physical Instructions and Sports.

4.2.11 The principle of parity in pay scale and promotional prospects is unexceptionable. But to sustain them, ground-work would be necessary. The sports hierarchy at present is not tiered like the academic hierarchy. The requirements and the structure of the two sets of posts are different. These will have to be gone into in detail.

CHAPTER - V

REVISION OF PAY SCALES - RECOMMENDATIONS

5.1 It is evident that in order to fulfil the important role that:

(a) Libraries,

(b) Games, Sports & Programmes of Physical fitness are required to play in the intellectual and physical development of the nation, the two systems will have to be over-hauled, expanded and modernised. But the revision of scales of pay need not await that; it can precede the re-organisation and be sustained by it. The core of this Committee's recommendations, therefore, relate to the revision of scales of pay. The recommendations that it makes regarding qualifications and professional development are tentative and provisional in character.

5.2 The Committee noted that the principle of parity has been established in the matter of scales of pay between university and college teachers and Librarians and Directors/Instructors of Physical Education in the Universities and Colleges. In the case of teachers, the Committee has recommended pay scales in the existing framework; the same may be applied to pay scales of these categories. These pay scales may, therefore, be treated as notional and would have to be converted in the light of the recommendations of the Fourth Pay Commission. The Committee recommends that while converting these scales, it should be ensured that the

Librarians and Directors/Instructors of Physical Education in Universities and Colleges are not put to any financial disadvantage and envisaged parity is maintained.

5.3 Recommendations for Librarians: Pay Scales:

The pay scales recommended for the various categories of Librarians in Universities and Colleges are as follows:

	<u>Pay scale in the existing framework.</u>
<u>UNIVERSITIES</u>	
i. Asstt. University Librarian/Documentation Officer	Rs.700-40-1100-50-1600
ii. Asstt. University Librarian (Senior Scale)/Documentation Officer (Senior Scale)	Rs.1200-50-1300-60-1900
iii. Asstt. University Librarian (Selection Grade)/Documentation Officer (Selection Grade)	Rs.2000-125/2-2250
iv. Deputy University Librarian	Rs.1500-60-1800-100-2000- 125/2-2250
v. University Librarian	Rs.1800-100-2000-125/2- 2750-125-3000

COLLEGES

- | | | |
|------|--|-------------------------|
| i. | College Librarian | Rs.700-40-1100-50-1600 |
| ii. | College Librarian
(Senior Scale) | Rs.1200-50-1300-60-1900 |
| iii. | College Librarian
(Selection Grade) | Rs.2000-125/2-2250 |

5.4 Recommendations for Directors of Physical
Instructions & Sports

The categories of Directors of Physical Instructions and Sports in the Universities and Colleges and the pay scales recommended for them are as follows:

<u>University/College</u>	<u>Pay Scale in the Existing framework.</u>
i. Director of Physical Instructions & Sports	Rs.700-40-1100-50-1600
ii. D.P.I.S (Senior Scale)	Rs.1200-50-1300-60-1900
iii. D.P.I.S. (Selection Grade)	Rs.2000-125/2-2250

The Committee felt that in the new set-up of Physical Instructions & Sports it might be necessary to appoint Coordinator(s) of Physical Instructions & Sports in affiliating universities. Where there is a large network of colleges having substantial sports and physical

fitness activities, the post of a Chief Coordinator of Physical Instructions may also be required in the University. Details regarding these may be worked out by the expert committee suggested hereafter.

5.5 Qualifications & Professional Development

5.5.1 In order that the library and physical education staff are able to discharge their responsibilities adequately, it is essential to attract talent at initial stage. This should be accompanied by the creation of infrastructural facilities on a massive scale. The continuous self-improvement and professional development of the entrants should be secured through well-organised orientation programme, distance education courses, refresher courses, training programmes for emerging specialisations. At present two deficiencies in the library system attract adverse notice. First, the library staff is not qualified or trained for running a modern library system; second, the librarians tend to ignore academic excellence and concentrate on the routine functions. It is, therefore, recommended that:

(a) the Libraries should be liberally funded to support modernisation and computerisation; and librarians and library staff should be appropriately trained for the purpose.

(b) Among the qualifications prescribed for librarians, academic (subject) excellence should figure prominently.

Similarly, in respect of Directors of Physical Instructions and Sports, stress should be laid on (i) training in modern techniques and (ii) stamina and fitness.

5.5.2 The Committee, however, stops short of making detailed recommendations in this direction and would suggest the constitution by the UGC of two expert committees with suitable academic components. The committees be required respectively to review the existing systems of the management of (a) Libraries, (b) Physical instructions & sports, and to make recommendations for their re-organisation in the context of the roles devolving on them under the Education Policy (1986). The recommendations should cover the provision of infra-structure and equipment, qualifications and training of personnel, avenues of self-improvement and career development, motivation, monitoring, modernisation, periodical appraisal, accountability and performance-based promotion. It should be the effort of the Expert Committee on Libraries to bring about through its recommendations a transformation in the status, funding and functioning of the Libraries so that they could create a climate of general awareness and intellectual clarity and objective thinking. It should be the endeavour of the Expert Committee on Physical Instructions & Sports to recommend the restructuring and broad-basing of the system in such a manner that physical fitness becomes a byword in educational institutions, which should also make in full measure their overdue contribution to national prowess in games and sports. The basic recommendations of the Committee being made in Part B of the report, therefore, relate to

(a) scales of pay; (b) avenues of promotion and (c) conditions of service. The remaining recommendations may be taken as tentative in character. While making their recommendations on the restructuring of the systems, the Expert Committees may be requested to pay special attention to the following:

1. Minimum Qualifications

- (a) for open All India recruitment at different levels;
 - (b) for promotion to higher grades within the same cadre; and
 - (c) for completion of satisfactory period of probation.
2. Specific items to be included in the self-appraisal and evaluation forms.
3. Facilities for professional training and development, taking into account the expansion of activities and augmentation of refresher courses and tests.
4. Workload to be defined, specifically to meet the special nature of their duties and functions (i.e. staggering of hours etc.)

5.6 Conditions of Service

5.6.1 Selection Procedure

Selection for the post of University Librarian, Deputy University Librarian, Assistant University Librarian/ College Librarian/Documentation Officer, and Director of

Physical Instructions and Sports should be made strictly on merit on an All India basis. The selection committee should include at least two experts not connected with the university.

Promotion of candidates to the senior scale and selection grade should also be done on the recommendations of a Selection Committee having at least one expert not connected with the university.

5.6.2 Probation

An Assistant University Librarian, Dy. University Librarian, University Librarian, College Librarian and Director of Physical Instructions and Sports may normally be put on probation for a period of two years.

5.6.3 The Committee has dealt in detail in Part A of the Report with the conditions of service of teachers.

Broadly, the same conditions should apply to the Librarians and Directors of Physical Instructions & Sports. However, the very nature of duties of Librarians and DPIS would necessitate some change in conditions of service. The Committee would recommend the following modifications:

5.6.4 The Librarians and the DPIS. should be treated as non-vacation staff and entitled to the leave admissible to other non-vacation staff in universities. The work-load of the Directors of Physical Instructions and Sports would be different from the class room teaching because of the nature of the job which they have to

perform. Therefore, the norms of work in their case would be different. The hours of work would be staggered: early morning, late after-noon and during the working day, the total work load aggregating to 40 hours a week. The working hours of librarians will similarly conform to the library timings. During the vacations, the Librarians and Directors of Physical Instructions & Sports should participate in programmes for their professional development. The DPIS. should also organise games and camps during the vacations.

5.6.5 Housing Facilities

The Committee would urge that keeping in view the special duties of the DPIS. which are to be performed both in the mornings and in the evenings, they should receive priority in allotment of houses on the campus.

5.6.6 Age of Superannuation

The Committee recommends that the age of superannuation of the Librarians and DPIS. may continue to be 60 years. No extension or re-employment be given.

5.6.7 Code of Conduct

The Committee had recommended a Code of Ethics for the teachers in Part A of the Report. The recommendations regarding this may be suitably modified in the case of DPIS. and Librarians keeping in view the duties to be assigned to them.

ACKNOWLEDGMENT

The Committee would like to place on record its appreciation for the valuable suggestions received from different associations. The Committee would also like to thank the representatives of different associations and other distinguished experts in the relevant fields who met the Committee.

The Committee would further like to thank the officers and staff of the University Grants Commission for their continued and helpful assistance in finalising this part of the report.

(R.C. MEHROTRA)
Chairman

A P P E N D I C E S

LIST OF APPENDICES

S1.
No.

- I. Terms of reference and composition of the Committee
- II. A copy of the letter No.2-1/82-U.1 dated 15th December, 1982 received from Govt. of India addressed to the State Education Secretaries regarding upgradation in salary scales in Librarians/Directors/Instructors of Physical Education; and Documentation Officers in Universities and colleges.

Annexure-I

The minimum qualifications for Librarians and Directors of Physical Education prescribed by the Government of India, Ministry of Education and Culture for existing incumbents.

Annexure-II

Minimum qualifications for future recruitment to the post of Assistant Librarian/College Librarian and Documentation Officer (Scale Rs.700-1600) and Director of Physical Education prescribed by the Government of India, Ministry of Education on the recommendations of the University Grants Commission.

Annexure-III

Formula for fixation of pay in the upgraded scale from 1.4.1980 for Librarians, Directors/Instructors of Physical Education and Documentation Officer in universities and colleges.

TERMS OF REFERENCE AND COMPOSITION OF THE COMMITTEE

Terms of Reference:

- i. To examine the present structure of emoluments and conditions of service of university and college teachers, taking into account the total packet of benefits (such as superannuation/medical/housing etc.).

- ii. To make recommendations on the above having regard to the necessity of attracting and retaining talented persons in the teaching profession and providing professional advancement opportunities to teachers of universities and colleges.

The Committee while formulating its recommendations may keep in view the relevant recommendations of the National Commission on Teachers-II.

Composition of the Committee

1. Professor R.C. Mehrotra, Chairman
Professor Emeritus,
Department of Chemistry,
Rajasthan University,
Jaipur.

Members

2. Shri Saiyid Hamid,
then Vice-Chancellor,
Aligarh Muslim University,
Aligarh.
3. Dr. D.M. Nanjundappa,
(then Vice-Chancellor, Karnataka University),
Commissioner & Secretary to the
Government of Karnataka,
Institutional Finance Department,
Bangalore.
4. Dr. (Mrs) Vanaja Iyengar,
Vice Chancellor,
Sri Padmavathi Mahila Vishwavidyalaya,
Tirupati.
5. Shri Anand Swarup,
(Former Vice-Chancellor,
Govind Ballabh Pant University
of Agriculture and Technology),
Additional Secretary,
Ministry of Commerce,
New Delhi.

* Resigned w.e.f. February, 1985 after taking charge
as Secretary, Ministry of Education, New Delhi.

6. Professor N.M. Swani,
Director,
Indian Institute of Technology,
New Delhi.
- * 7. Professor S.Ramaseshan,
Director,
Indian Institute of Science,
Bangalore.
8. Professor G.S. Bhalla,
Chairman,
Agricultural Prices Commission,
New Delhi.
9. Professor C. Mande,
Department of Physics,
Nagpur University,
Nagpur.
10. Professor R.K. Parimoo,
Department of Art History and Aesthetics,
Faculty of Fine Arts,
M.S. University of Baroda,
Baroda.
11. Professor (Mrs) Anita Banerjee,
Professor of Economics,
Jadavpur University,
Calcutta.
12. Dr. K.N. Udupa,
Professor Emeritus,
Institute of Medical Sciences,
Banaras Hindu University,
Varanasi.

** Resigned with effect from 9.10.1984.

13. Shri Gladwin M. Ram,
Principal,
St. John's College,
Agra.
14. Shri R.K. Chhabra,
Former Secretary,
University Grants Commission,
New Delhi.
15. Representative of the Ministry of
Education and Culture
Shri M.R. Kolhatkar (upto August, 1984)/
Shri J.D. Gupta (w.e.f. August 17,1984)
Joint Secretary
Ministry of Education & Culture.
New Delhi.
- * 16. Dr. (Mrs) Lata Singh,
Secretary,
Council of Scientific and Industrial Research
New Delhi.
17. Representative of the Ministry of Finance,
Shri S.C. Mahalik (upto February 14, 1986)/
Shri B.P. Verma (w.e.f. March 11, 1986)
Joint Secretary (Per.),
Ministry of Finance,
Department of Expenditure,
New Delhi.
18. Professor S.K. Khanna, Member Secretary
Secretary,
University Grants Commission,
New Delhi.

* Resigned with effect from 8.4.1985

APPENDIX II

No.F.2-1/82.U1
Government of India
Ministry of Education & Culture
(Department of Education)

New Delhi
Dated the 15th December, 1982

The Secretary,
Education Department
Government of

Subject: Upgradation in Salary Scales of Librarians; Directors/
Instructors of Physical Education and Documentation
Officers in Universities and Colleges.

Sir,

I am directed to refer to this Ministry's letter No.F.1-41/74-U.1 dated 7.1.1977 vide which the State Government was requested to revise the scales of pay of Librarians and Directors of Physical Education in Universities and Colleges with effect from 1.1.1973 and to say that on representation from various quarters suggesting acceptance of parity in their pay scales with those of teachers, the Government of India, after careful consideration, has decided to upgrade the scales of pay of Librarians and Directors of Physical Education with effect

from 1st April, 1980. A copy of the letter addressed to the University Grants Commission together with its enclosures is attached (Appendix).

2. The Government of India has also decided to assist the State Governments if they wish to upgrade the scales of pay of Librarians and Directors of Physical Education, in State Universities and in colleges affiliated to them. In case the State Government is willing to adopt the upgraded scales, financial assistance to the extent of 80% of the additional expenditure involved in upgrading the scales will be made available subject to the following conditions:

- i) Central assistance to this extent will be available for the period from 1.4.1980 to 31.3.1985 in respect of only those posts which were in existence as on 1.1.1973. Posts created subsequent to this date may be provided in the upgraded scales w.e.f. 1.4.1980 subject to fulfilment of prescribed qualification etc. but these will not be eligible for Central assistance.
- ii) The State Government would bear the entire balance of expenditure and will not pass on the liability for any portion of it to Universities or managements of private colleges; and
- iii) The State Government will take over the entire responsibility for maintaining the upgraded scales with effect from 1.4.1985.

3. The adoption of the upgraded scales shall be subject to the following conditions:

- i) These scales will be admissible to only those existing incumbents who possess the qualifications as mentioned in Annexure-I.
 - ii) For future recruitment to the various categories of Librarians and Directors of Physical Education the minimum qualifications shall be those as determined by the University Grants Commission from time to time. The Selection should be made by duly constituted Committees of Experts. The minimum qualifications for future recruitment to the post of Asstt. Librarian/College Librarian and Documentation Officer (Scale Rs.700-1600) and Directors of Physical Education, as recommended by U.G.C. are given in Annexure-II.
 - iii) The fixation of pay in these scales shall be according to the formula given in Annexure-III. Where the pay fixation formula cannot cover cases without giving rise to some anomalies, such cases could be referred to the Government of India for consideration.
4. It is requested that necessary action to introduce these scales may be taken at a very early date and proposals submitted to the Government to enable them to release their share.
5. The receipt of this letter may please be acknowledged.

Yours faithfully,

(S.K. SEN GUPTA)
UNDER SECRETARY TO THE
GOVERNMENT OF INDIA

APPENDIX

No.F.2-1/82-U.1
Government of India
Ministry of Education & Culture
(Deptt of Education)

New Delhi

Dated the 15th December, 1982

To,
The Secretary,
University Grants Commission,
New Delhi.

Subject: Upgradation in Salary Scales of Librarians,
Directors/Instructors of Physical Education, and
Documentation Officers in Universities and Colleges.

Sir,

I am directed to refer to this Ministry's letter No.F.1-41/74-U.1 dated 7.1.1977 vide which the University Grants Commission was requested to revise the scales of pay of Librarians and Directors of Physical Education in Universities and colleges with effect from 1.1.1973 and to say that on representation from various quarters suggesting acceptance of parity in their pay scales with those of teachers, the Government of India, after careful consideration has decided to upgrade the scales of pay

of Librarians and Directors of Physical Education, with effect from 1st April, 1980 as mentioned below:

Post	Scale as on 31.12.72	Scale as on 1.1.73	Revised scale w.e.f. 1.4.1980
1.	2.	3.	4.

1. LIBRARY STAFF

(a) Universities

Librarian	1100-1600	1500-2000	1500-60-1800-100-2000- 125/2-2500
Dy. Librarian	700-1250	1100-1600	1200-50-1300-60-1900
Asstt. Librarian	400-950	700-1300	700-40-1100-50-1600
Documentation Officer	i) 700-1250 ii) 400-950	1100-1600 700-1300	1200-50-1300-60-1900 700-40-1100-50-1600

b) Colleges

Librarian	i) 400-950	700-1300)	
	ii) 400-800	700-1100)	700-40-1100-50-1300-
	iii) 300-600	550-900)	Assessment-50-1600

II Directors of Physical Education

a) Universities

Director/ Instructor	400-950	700-1300	700-40-1100-50-1600
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b) Colleges

Director/	i) 400-950	700-1300)	
Instructor	ii) 400-800	700-1100)	700-40-1100-50-1300-
	iii) 300-600	550-900)	Assessment-50-1600

2. The upgraded scales as mentioned in column (4) in para 1 above shall be subject to the following conditions:

- i) These scales will be admissible to only those existing incumbents who possess the qualifications mentioned in (Annexure-I).
- ii) For future recruitment to the various categories of Librarians and Directors of Physical Education the minimum qualifications shall be those as determined by the University Grants Commission from time to time. The selections should be made by duly constituted Committee of Experts.

The minimum qualifications for future recruitment to the post of Assistant Librarian/College Librarian and Documentation Officer (Scale of Rs.700-1600) and Directors of Physical Education as recommended by the U.G.C. are at (Annexure-II).

- iii) The fixation of pay in these scales shall be according to the formula given at Annexure-III. Where the pay fixation formula cannot cover cases without giving rise to some anomalies such cases should be referred to the Government of India for consideration.

3. It is requested that necessary action to place their personnel in the revised scales of pay may be taken and the expenditure met from the funds already placed at the disposal of the Commission.

The receipt of this letter may please be acknowledged.

Yours faithfully,

(S.K.SEN GUPTA)
UNDER SECRETARY

ANNEXURE-I

The minimum qualifications for Librarians and Directors of Physical Education (for existing incumbents)

Category of Post

Qualifications

I. Library Staff

(Universities and Colleges)

1. Librarian

(Rs.1500-2500)
(Rs.1500-60-1800-100-
2000-125/2-2500)

- a) First or second class M.A./M.Sc./M.Com. plus a first or second class B.Lib. Science or Diploma in Library Science. The degree of M.Lib. Sc. being a preferential qualifications.
- b) At least ten years experience as Librarian or in a responsible professional capacity in a university library.
- c) Good academic qualifications and research experience (with publications). The qualifications must be in general, comparable to those of Professors in the Universities.

**2. Deputy Librarians/
Documentation Officer**

(Rs. 1200-1900)
(Rs.1200-50-1300-60-1900)

- a) First or second class M.A./M.Sc./M.Com. plus a first or second class B.Lib. Science or Diploma in Library Science. The degree of M.Lib. Sc. being a preferential qualification.

b) At least seven years experience as Librarian or in a responsible professional capacity in a Library.

c) Good academic qualifications and research experience (with publications). The qualifications must be in general, comparable to those of Readers in the Universities.

3. Assistant Librarian/
Documentation Officer/
College Librarian

(Rs.700-1600)

(Rs.700-40-1100-50-1600)

First or second class B.A./B.Sc./
B.Com degree plus a first or
second class M.Lib. Sc. Degree.

OR

First or second class M.A./M.Sc./
M.Com. degree and, a first or
second class B.Lib. science or a
diploma in Library science.

Category of Post

II. Director/Instructor
of Physical Education
(University/College)
(Rs.700-1600)

Rs.700-40-1100-50-1600)

Qualifications

Must possess the minimum qualifi-
cation of a post-graduate Diploma
or certificate or a degree in
Physical Education.

MINIMUM QUALIFICATIONS FOR FUTURE RECRUITMENT TO THE
POST OF ASSTT. LIBRARIAN/COLLEGE LIBRARIAN AND
DOCUMENTATION OFFICERS (SCALE Rs.700-1600) AND
DIRECTORS OF PHYSICAL EDUCATION.

Assistant Librarian/College Librarian/Documentation
Officer (Scale Rs.700-1600)

- i) Good academic record with at least a high second class Master's degree in a subject other than Library Science;
- ii) Master's degree in Library Science with first or high second class.

Directors of Physical Education

- i) A master's degree in Physical Education (high 2nd class) with diploma in sports coaching from a recognised institution.

or

A Master's degree in Physical Education (high 2nd class) with a record of having represented his university at the inter-university level/State in the National Championship.
- ii) Experience in organising games and sports (as exemplified in handling of about half a dozen teams in a year in his institution and their participation in university/inter-collegiate tournaments) and ability to encourage mass participation in games and sports.

Librarian and Dy. Librarian

The minimum qualifications for recruitment of Librarian and Dy. Librarian in universities will be communicated later.

ANNEXURE-III

Annexure to Ministry of Education & Culture letter No.F.2-1/82. U-1 dated 15.12.1982 regarding upgradation in the Salary Scales of Librarians; Directors/Instructors of Physical Education and Documentation Officers in Universities and Colleges - Formula for fixation of pay in the upgraded scales from 1.4.1980.

The formula for fixation of pay in the upgraded scales would be as follows:

- I. In case of employees drawing pay in the scales of pay as revised from 1.1.1973 and as mentioned in column 3 of para 1 of the Ministry of Education and Cultures' letter mentioned at the top:
 - i) Pay in the upgraded scales as on 1.4.1980 will be fixed at the same stage if it happens to be a stage in the upgraded scales.
 - ii) In case the same stage does not happen to be there in the upgraded scale, the pay will be fixed at the stage next below, and the difference will be treated as personal pay, to be absorbed in future increments.
 - iii) In case the pay drawn in the scales as 1.1.1973 happens to be less than the minimum of the upgraded scales as on 1.4.1980, the pay will be fixed at the minimum of the upgraded scales as on 1.4.1980.

II. In case of employees drawing pay in the scales of pay as on 31.12.1972 and as mentioned in column 2 of para 1 of Ministry of Education and Cultures' letter mentioned at the top:

1) The pay of the employee should first be fixed notionally in the corresponding revised scales as in column 3 of para 1 of this Ministry's letter referred to above on 1.1.1973 in accordance with the following formula:

1. The initial pay in the scales as on 1.1.1973 shall be fixed in the following manner:

(A) In the case of an employee drawing basic pay upto and including Rs.1800 in the scale as on 31.12.1972:

(a) an amount representing five per cent of the basic pay, subject to a minimum of Rs.15 and a maximum of Rs.50 shall be added to the existing emoluments of the employee.

Explanation-I: Existing emoluments means Basic Pay plus Dearness Pay plus Dearness Allowance plus Interim relief, if any, sanctioned during 1.3.1970 and 1.1.1973 and not any other allowance.

Explanation-II: If the amount so computed includes a part of a rupee, then, if such part is fifty paise or more, it shall be increased to one complete rupee and if such part is less than fifty paise, it shall be ignored.

(b) after the existing emoluments have been increased and computed as specified in clause (a), the pay shall be fixed in the revised scale at the stage equal to the amount so computed or, if there is no such stage in the revised scale, at the stage next above the amount so computed:

Provided that:

- i) if the amount as computed under clause (a) is less than the minimum of the revised scale, the pay shall be fixed at the minimum of that scale;
- ii) if the amount as computed under clause (a) is more than the maximum of the revised scale, the pay shall be fixed at the maximum of that scale;

Provided further that, except in cases where the pay is fixed at the minimum of the scale as on 1.1.1973, if the revised emoluments as determined under this sub-rule, exceed the existing emoluments by more than Rs.100, the initial pay shall be fixed at the highest stage in the scale on 1.1.1973 at which the revised emoluments payable do not exceed the existing emoluments as on 31.12.1972 by Rs.100 and the difference, if any between the existing emoluments plus Rs.100 and the revised emoluments so payable shall be allowed as personal pay to be absorbed in future increases in pay.

Explanation: Revised emoluments means the basic pay of the employee in the scale as on 1.1.1973.

B. In the case of an employee drawing basic pay exceeding Rs.1800/- in the scale as on 31.12.1972, the initial pay in the revised scale shall be fixed under the provisions of Fundamental Rule 22, 23 and 31 and for this purpose, his pay in the existing scale shall be deemed to include the dearness allowance, if any, drawn by him.

Note 1: Where an employee is holding a permanent post and is officiating in a higher post and the scales applicable to these two posts are merged into one scale, the pay shall be fixed under this sub-rule with reference to the officiating post only, provided he has continuously officiated in that post for not less than one year as on the 1st day of January 1973 and the pay so fixed shall be treated as substantive pay. Where such employee has not completed one year's continuous service in the higher officiating post as on the 1st day of January, 1973, his pay in the revised scale shall be fixed separately with reference to his substantive pay and officiating pay in the existing scales and his pay in the revised scales fixed with reference to the officiating pay shall be treated as substantive pay in that scales either on confirmation in the higher officiating post or after rendering service for the period by which it fell short of one year on the 1st day of January, 1973 whichever is earlier, provided that in the latter case, it is certified by the appointing authority that he would have continued to officiate in the higher officiating post during this period had the revised scales not been introduced. If, however, the appointing authority certifies that he would have reverted to the lower post

during this period his pay in the revised scale would, from the date on which he would have reverted, be regulated on the basis of the pay fixed on the 1st day of January, 1972, with reference to his substantive pay in the lower post.

Note 2: Where the existing emoluments exceed the revised emoluments in the case of any employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.

Note 3: Where in the fixation of pay under clause (b) of paragraph (A) or Paragraph (B) the pay of an employee drawing pay at more than five consecutive stages in an existing scale gets bunched, that is to say, gets fixed in the revised scales at the same stage, the pay in the revised scale of such of these employees who are drawing pay beyond the first five consecutive stages in the existing scale shall be stepped up to the stage where such bunching occurs as under, by the grant of increment(s) in the revised scale in the following manner, namely:

- a) for employees drawing pay from the 6th upto 10th stage in the existing scale- By one increment.
- b) for employees drawing pay from the 11th upto the 15th stage in the existing scale if there is bunching beyond the 10th stage- By two increments.
- c) for employees drawing pay from the 16th upto 20th stage in the existing scale, if there is bunching beyond the 15th stage - By three increments.

If by stepping up of the pay as above, the pay of an employee gets fixed at a stage in the revised scale which is higher than the stage in the revised scale at which the pay of an employee who was drawing pay at the next higher stage or stages in the same existing scale is fixed, the pay of the latter shall also be stepped up only to the extent by which it falls short that of the former.

Note 4: Where in the fixation of pay under clause (b) of paragraph 1(A) or paragraph 1(B) the pay of an employee who in the existing scale was drawing immediately before the 1st day of January, 1973 more pay than another employee junior to him in the same cadre, gets fixed in the revised scale at a stage lower than that of such junior, his pay shall be stepped up to the same stage in the revised scale as that of the junior.

Note 5: Where as on the 1st day of January, 1973 an employee is in receipt of personal pay (including ad-hoc increment, if any, on account of stagnation at the maximum of the existing scale) which together with his existing emoluments exceeds the revised emoluments, then, the difference representing such excess shall be allowed to such employee as personal pay to be absorbed in further increases in pay.

2. Date of next increment in the revised scale

The next increment of an employee whose pay has been fixed in the revised scale in accordance with rule 1 shall be

granted on the date he would have drawn his increment, had he continued in the existing scale.

Provided that in cases where the pay of an employee is stepped up in terms of Note 3 to rule 1, the next increment shall be granted on the completion of qualifying service of twelve months from the date of the stepping up of the pay in the revised scale.

Provided further that, in cases other than those covered by the preceding proviso, the next increment of an employee whose pay is fixed on the 1st day of January, 1973 at the same stage as the one fixed for another employee junior to him in the same cadre and drawing pay at a lower stage than him in the existing scale, shall be granted on the same date as admissible to his junior, if the date of increment of the junior happens to be earlier.

Explanation:

For the purpose of this rule, increment shall be construed to mean stages in the time scale and not necessarily actual increases in pay (that is to say, where an increment in any scale is not annual, the increment shall be construed as carrying as many stages as the number of years of service required to be rendered for earning an increment).

Once the pay of the employee has been notionally fixed in the 1.1.1973 scale, it should be notionally worked out as on 31.3.1980

Once the pay has been notionally worked out as on 31.3.1980 it should then be fixed in accordance with formula as given in rule I above.

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Date 13-04-99