



## UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 07/2019

No. 20, Ward Place,  
Colombo 07

November 08, 2019

Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

### IDENTIFYING PROFESSORS APPOINTED BY ADVERTISEMENT/PROMOTION

Your attention is invited to the Establishments Circular Letter No. 02/2014 of 17.03.2014 on the above subject and Section 18:10 of the Chapter III of the Establishments Code of the UGC and Higher Educational Institutions on appointment to chairs.

2. The Establishments Circular Letter No. 02/2014 was issued to pave the way for the academics who have specialized in a branch of a discipline of the Department of Study to which they are attached to become Professors by promotion and allowing to identify them by the specialized discipline and the Department of Study.


3. However, it has been reported to the Commission that the avenue granted as such, to identify the professors appointed by promotion by the name of the branch of a discipline of the Department of Study is being inappropriately used which leads to misunderstanding.

4. Thus, the Commission at its 1021<sup>st</sup> meeting held on 07.11.2019 decided that in the case of appointment by promotion for the posts of Associate Professors/Professors/Senior Professors, such Professors shall only be identified by the name of the Department of Study to which they are attached. For Examples, Professor **in** the Department of Anatomy, Professor **in** the Department of Civil Engineering, Professor **in** the Department of Economics etc.

5. Further, the cadre chairs (Professors/Senior Professors appointed by advertisement) of all the Faculties shall be identified as Professor **of** (the name of the Department of Study), i.e. Professor of Economics, Professor of Anatomy etc.

6. The provisions of this Circular will be effective from 11.11.2019 and Establishments Circular Letter No. 02/2014 of 17.03.2014 will be repealed from that date, without prejudice to any action taken so far in terms of that Circular.

7. Please take action accordingly, and bring this to the notice of the academic staff concerned.

  
**Professor Mohan de Silva**  
Chairman

Copies :

1. Secretary/ Ministry of City Planning, Water Supply and Higher Education
2. Chairman's Office/UGC
3. Vice-Chairman/UGC
4. Members of the UGC
5. Secretary/ UGC
6. Registrars of Universities

7. Deans of Faculties
8. Registrars of Universities
9. Accountant/UGC
10. Bursars of Universities
11. Librarians/SAL/AL of the Higher Educational Institutions/ Institutes
12. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/Institutes
13. Deputy Bursars/ Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
14. Internal Auditor/UGC
15. Govt. Audit Superintendents of Universities
16. Deputy Int. Auditors/ Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
17. Secretaries of Trade Unions
18. Auditor-General

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