

सावित्रीबाई फुले पुणे विद्यापीठ



परिपत्रक क्र. २२५/२०२१

विषय : अध्यापकांच्या स्थाननिश्चिती कॅस निश्चित करण्यासाठीच्या निवड समितीबाबत.

संदर्भ : या कार्यालयाचे संदर्भ पत्र क्र. सीसीओ/८६, दि. २१ जानेवारी, २०२१.

विद्यापीठ अनुदान आयोग दि. १८ जुलै, २०१८ ची अधिसूचना व उच्च व तंत्र शिक्षण विभाग शासन निर्णय दि. ८ मार्च, २०१९ आणि शासन शुद्धीपत्रक दि. १० मे, २०१९ मधील तरतुदीनुसार संबंधित संलग्नित महाविद्यालये / मान्यताप्राप्त परिसंस्थांमधील अध्यापकांची कॅस अंतर्गत स्थाननिश्चिती करण्यात येते. यासाठी विद्यापीठ अनुदान आयोगाची अधिसूचना व शासन निर्णयातील तरतुदीनुसार निवड समितीची मागणी संलग्नित महाविद्यालये / मान्यताप्राप्त संस्था यांच्याकडून करण्यात येते.

विद्यापीठाच्या असे निदर्शनास आले की, विविध महाविद्यालये / मान्यताप्राप्त परिसंस्थांमधील अध्यापकांच्या कॅस अंतर्गत स्थान निश्चितीसाठी निवड समितीची मागणी अध्यापकनिहाय किंवा काही अध्यापकांसाठी एकत्रितपणे करण्यात येते. काही वेळा एकाच महाविद्यालयाकडून वेगवेगळ्या तारखांना वेगवेगळ्या अध्यापकांसाठी निवड समितीची मागणी करण्यात येते. त्यामुळे काही वेळा एकाच महाविद्यालयातील अध्यापकांसाठी वेगवेगळ्या निवड समित्या विद्यापीठाकडून दिल्या जाण्याची शक्यता नाकारता येत नाही.

पात्र अध्यापकांना कॅस अंतर्गत स्थान निश्चितीचा लाभ देण्यास विलंब होऊन त्यांचे नुकसान होऊ नये ही बाब विचारात घेता सर्व संबंधित महाविद्यालये / परिसंस्थांनी पात्र अध्यापकांच्या कॅस अंतर्गत स्थान निश्चितीसाठीचे वेळापत्रक त्यांच्या स्तरावर निश्चित करावे. तसेच साधारणतः पुढील महिन्यात कॅस अंतर्गत स्थान निश्चितीसाठी पात्र होणाऱ्या अध्यापकांसाठी एकत्रितपणे अगोदरच्या महिन्यात ऑनलाईन पद्धतीने निवड समितीची मागणी करावी. जेणेकरून, एकाच महाविद्यालयातील अध्यापकांची कॅस अंतर्गत स्थान निश्चितीसाठी वेगवेगळ्या समित्या विद्यापीठाकडून दिल्या जाणार नाहीत. एकाच संस्थेची एकापेक्षा जास्त महाविद्यालये

असल्यास अशा महाविद्यालयातील कॅस अंतर्गत स्थान निश्चितीसाठी पात्र अध्यापकांसाठी एकत्र समितीची मागणी करावी.

सर्व संबंधित महाविद्यालयांचे प्राचार्य / परिसंस्थांचे संचालक यांनी वरीलप्रमाणे कार्यवाही करावी तसेच याबाबत सर्व संबंधितांना अवगत करावे.

गणेशखिंड, पुणे-४११००७)
जावक क्र. १५८५)
दिनांक २१ ऑगस्ट, २०२१)

Raj 20/8/2021
(मुंजाजी रासवे)
उपकुलसचिव

प्रत माहिती व योग्य त्या कार्यवाहीसाठी :

मा.प्राचार्य/संचालक,

प्रस्तुत विद्यापीठाशी संलग्न सर्व संबंधित महाविद्यालये/मान्यताप्राप्त परिसंस्था

पुणे, अहमदनगर व नाशिक



Savitribai Phule Pune University
(Formerly Pune University)

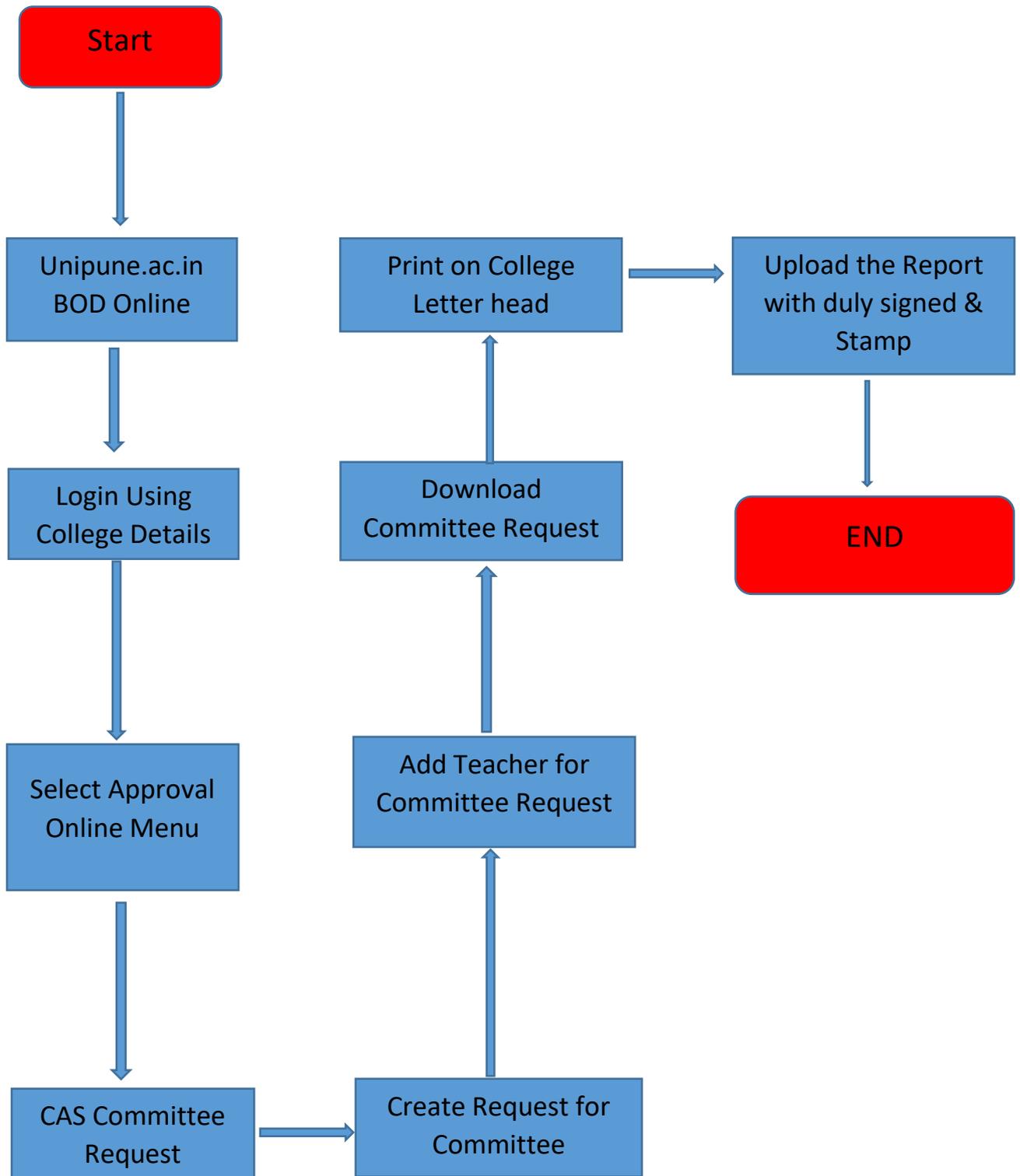
Online CAS Committee Request

**Online Request For
CAS Committee
User Manual**

INDEX

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Request Process Flow



Step I: College Login (Existing College user)

- Open Internet Browser (Google Chrome / Mozilla Firefox / Internet Explorer version 9 or higher)
- Go to the address bar and type the URL:

<http://unipune.ac.in>

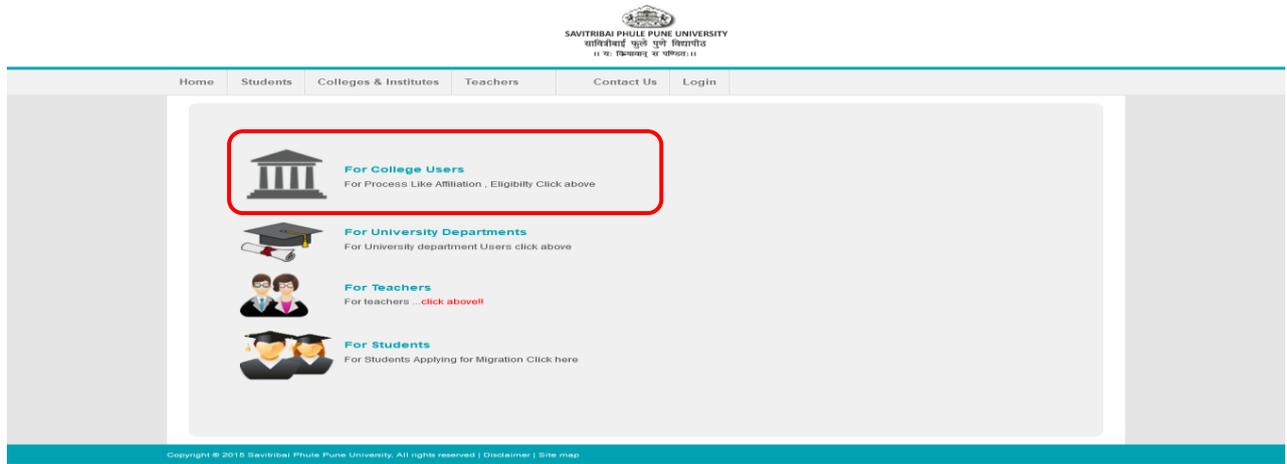
Click on BOD → BOD Online as shown below:

Savitribai Phule Pune University website homepage. The header includes the university name in Marathi and English, a logo, and navigation links. A dropdown menu is open under 'BOD', with 'BOD Online' highlighted. A red box and arrow point to 'BOD Online' with the text 'Click Here to Redirect BCUD College Login Page'. Other menu items include Admissions, Examination, Finance & Accounts, Administration, Research, Syllabi, Scholarships, Sports Section, Certificate Section, Library, SET Examinations, Academic Calendar, E-Content Learning, Tenders, Circulars, Openings, vishyavani, NSS, International Centre, and Students' Development. A search bar and 'ENHANCED BY Google' are also visible.

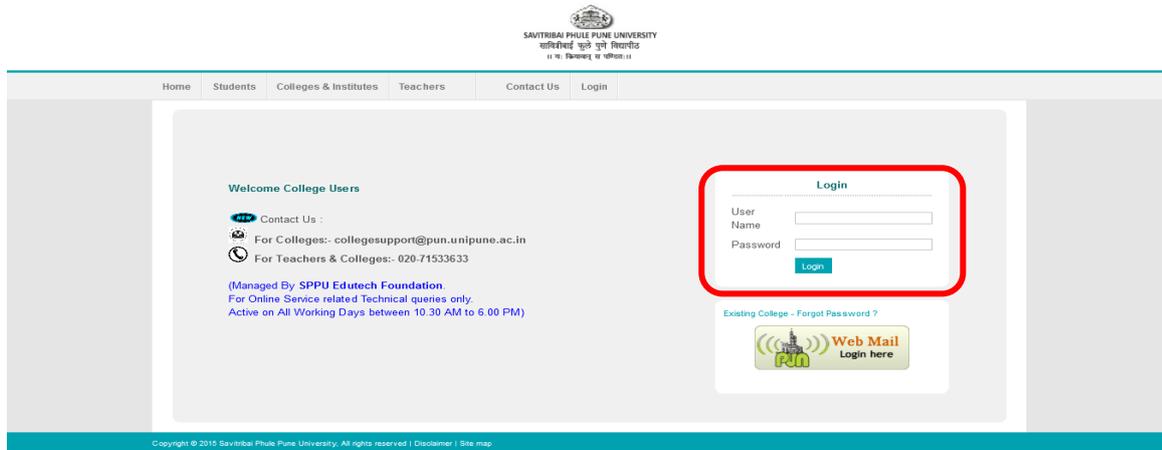
Then the user should click on Login as shown below,

Savitribai Phule Pune University website showing the 'Colleges & Institutes' page. The page features a 'Recent Updates' section with links to user manuals and extension notices. A 'Welcome' section introduces Prof. (Dr.) Nitin R. Karmalkar, Vice-Chancellor, and Dr. N. S. Umarani, Pro-Vice Chancellor. An 'Online Services' section provides links for colleges/institutes, teachers, students, and other services.

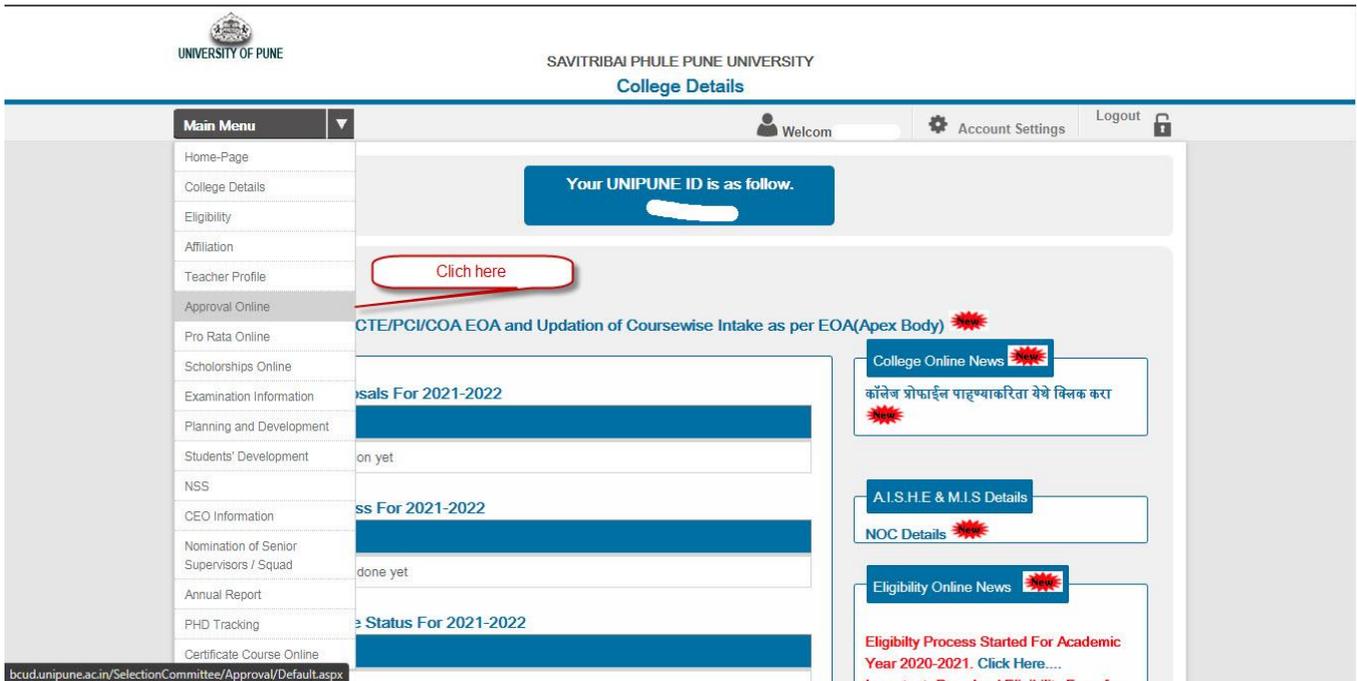
Then the user should click on **For College User** as shown below,



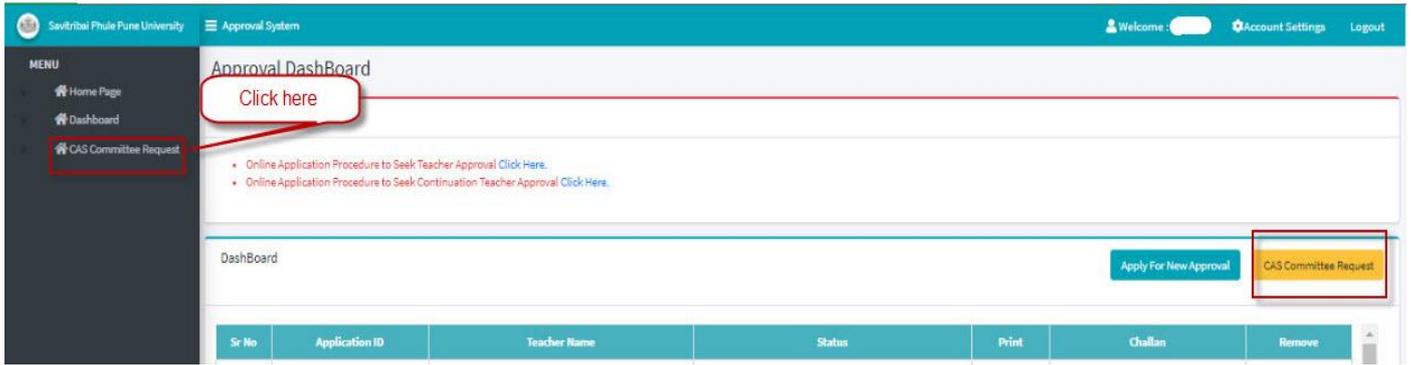
Then the user should Enter **User Name (Puncode)** and **Password** and click on Login Button as shown below,



Then the college user should Select Main Menu and click on Approval Online Menu as shown below,

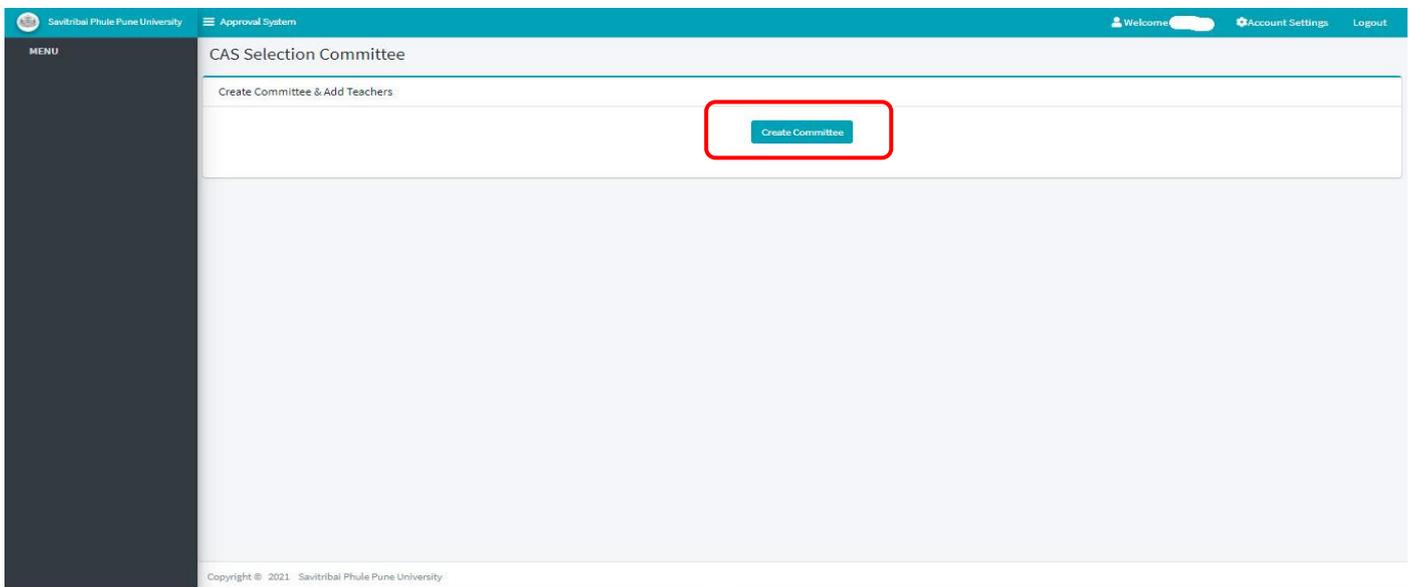


After goto CAS Committee Request Menu click on CAS Committee request as shown below.

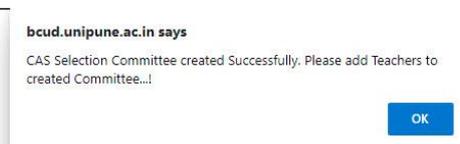


Step 2: Create Committee

Create new Committee as show below.



After Click on Create committee, Message will show that the committee created successfully as below.



After click on 'ok' button you will see as Add (+) on dashboard as show below:

The screenshot shows the 'CAS Selection Committee' dashboard. At the top, there is a header with 'Savitribai Phule Pune University', 'Approval System', 'Welcome : [User]', 'Account Settings', and 'Logout'. Below the header, there is a 'MENU' sidebar and a main content area. The main content area has a title 'CAS Selection Committee' and a sub-header 'Create Committee & Add Teachers'. Below this is a table with the following columns: 'Sr.No.', 'Committee ID', 'College Name', 'Principal Name', 'Principal Mobile', 'Status', and 'Add Teacher/Print/Upload'. The first row of the table has '1' in the 'Sr.No.' column, a text input field in the 'Committee ID' column, and 'Committe Created' in the 'Status' column. The 'Add Teacher/Print/Upload' column contains a blue plus icon, which is highlighted with a red square.

Only Fulltime approved teacher list will be shown for adding teacher for CAS committee as show below

Note: Please verify and confirm the all details shown is correct.

The screenshot shows the 'CAS Selection Committee' dashboard with the sub-header 'Add Teachers to Committee ID: 210800001'. Below this is a table with the following columns: 'Sr.No.', 'Teacher Name', 'Faculty', 'Board of Studies', 'Course Name', and a checkbox. The table contains five rows of data:

Sr.No.	Teacher Name	Faculty	Board of Studies	Course Name	
1	[Redacted]	All	--	--	<input checked="" type="checkbox"/>
2	[Redacted]	Science	Statistics	--	<input checked="" type="checkbox"/>
3	[Redacted]	Science	Mathematics	--	<input checked="" type="checkbox"/>
4	[Redacted]	Commerce	Business Economics	--	<input checked="" type="checkbox"/>
5	[Redacted]	All	--	Master of Computer Application (M.C.A.)	<input checked="" type="checkbox"/>

At the bottom of the page, there is a footer with 'Copyright © 2021. Savitribai Phule Pune University'.

Click on edit (/) option to update professional level of said teacher as show below:

The screenshot shows the 'CAS Selection Committee' interface. At the top, there is a header with 'Savitribal Phule Pune University', 'Approval System', 'Welcome [User]', 'Account Settings', and 'Logout'. Below the header, the page title is 'CAS Selection Committee' with a 'Back' button. The main content area is titled 'Add Teachers to Committee ID: 210800001'. It contains a table with the following data:

Sl.No.	Teacher Name	Faculty	Board of Studies	Course Name	
1	...	All	--	--	
2	...	Science	Statistics	--	
3	...	Science	Mathematics	--	
4	...	Commerce	Business Economics	--	
5	...	All	--	Master of Computer Application (M.C.A.)	

The edit icons in the last column of the table are highlighted with a red rectangular box. At the bottom left, there is a copyright notice: 'Copyright © 2021. Savitribal Phule Pune University'.

Select Professional Level option for edit/update as show below,

The screenshot shows the 'Teacher Details' form. It contains several input fields and a dropdown menu. The fields are:

- Name:
- Faculty:
- Master Faculty:
- Board of Studies:
- Course Name:
- Method or Subject:
- Subject:
- Experience:
- Professional Level:

The 'Professional Level' dropdown menu is highlighted with a blue border. At the bottom center, there is a button labeled 'Add Teacher to Committee'.

After Addition of selected teacher you can see that name on topside of same dashboard 'Added Teacher List' as show:

The screenshot shows the 'CAS Selection Committee' dashboard. At the top, there is a header with 'Savitribai Phule Pune University', 'Approval System', 'Welcome', 'Account Settings', and 'Logout'. Below the header, there is a 'MENU' sidebar and a 'CAS Selection Committee' title with a 'Back' button. The main content area is divided into two sections: 'Added Teacher list' and 'Add Teachers'.

The 'Added Teacher list' section contains a table with the following data:

Sr.No.	Committee ID	Teacher Name	Promotion Level
1	<input type="text"/>	<input type="text"/>	Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

The 'Add Teachers' section contains a table with the following data:

Sr.No.	Teacher Name	Designation	Faculty	Board of Studies	Course Name	Action
1	<input type="text"/>	<input type="text"/>	All	--	--	
2	<input type="text"/>	<input type="text"/>	Science	Mathematics	--	
3	<input type="text"/>	<input type="text"/>	Commerce	Business Economics	--	
4	<input type="text"/>	<input type="text"/>	All	--	Master of Computer Application (M.C.A.)	

You can add/edit multiple teacher to committee.

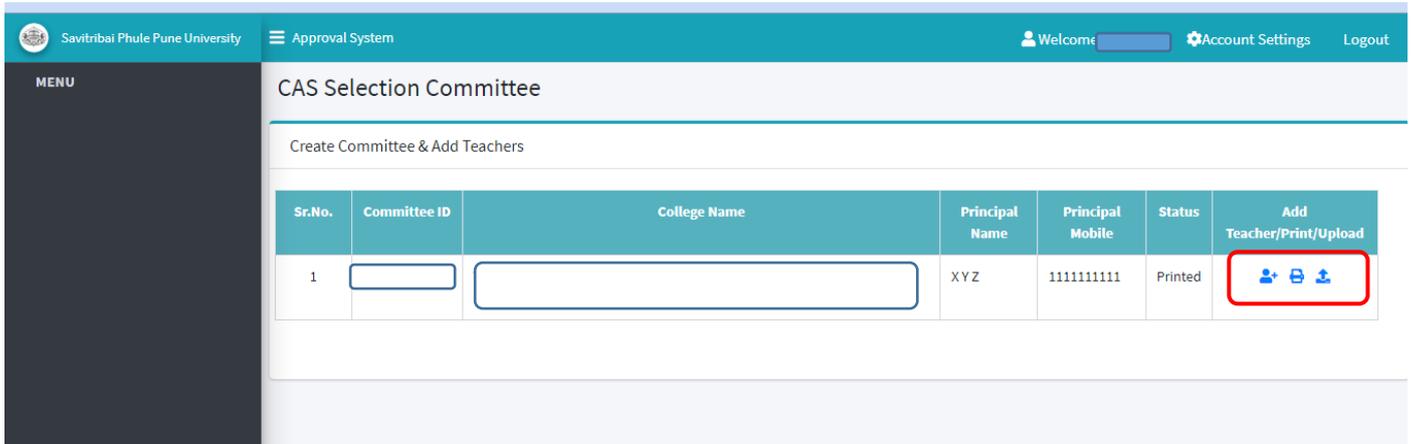
After Addition of all teacher one by one teacher, college user move on that page where they add teacher previously, there is print option available near 'add teacher' options then take a 'print',

The screenshot shows the 'CAS Selection Committee' dashboard. At the top, there is a header with 'Savitribai Phule Pune University', 'Approval System', 'Welcome', 'Account Settings', and 'Logout'. Below the header, there is a 'MENU' sidebar and a 'CAS Selection Committee' title. The main content area is divided into two sections: 'Create Committee & Add Teachers' and a table.

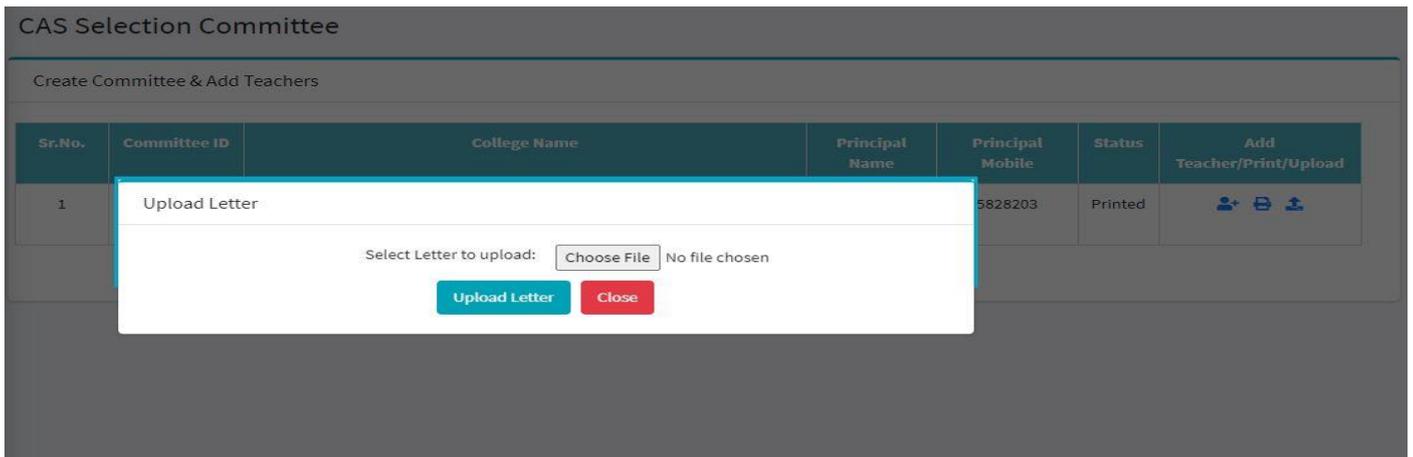
The 'Create Committee & Add Teachers' section contains a table with the following data:

Sr.No.	Committee ID	College Name	Principal Name	Principal Mobile	Status	Add Teacher/Print/Upload
1	<input type="text"/>	<input type="text"/>	XYZ	1111111111	Printed	

College user must take Principal stamp and signature on that CAS report Print as shown in below,



For upload that Form Click on Upload Symbol, after Click on Upload below windows shows for upload Committee Request Application.



After Upload File Click on Upload Letter Button after successfully upload shows below message.

The screenshot shows a browser window with a notification from 'bcud.unipune.ac.in' stating 'Letter Document uploaded successfully...!'. Below the notification is a modal dialog titled 'Upload Letter' with a file selection area showing 'No file chosen' and two buttons: 'Upload Letter' and 'Close'.

Sr.No.	Committee ID	College Name	Principal Name	Principal Mobile	Status	Add Teacher/Print/Upload
1	210800002	our test organization Test College Dummy College Addr: latur Ta: Pune (corporation Area) Dist: Pune			Uploaded	

After Upload Dashboard Show like below.

The dashboard shows a table with the following data:

Sr.No.	Committee ID	College Name	Principal Name	Principal Mobile	Status	Add Teacher/Print/Upload
1	210800002	our test organization Test College Dummy College Addr: latur Ta: Pune (corporation Area) Dist: Pune			Uploaded	

THANK YOU!