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**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY
BALLARI**

Jnana Sagara Campus, Vinayakanagara, Cantonment, Ballari-583 105

**REVISED PBAS PROFORMA FOR PROMOTION UNDER UGC CAREER
ADVANCEMENT SCHEME**

(In accordance with UGC regulations 2010/2016)

Department/School: _____

Application for promotion from:

(Assistant Professor (Stage 1 to Stage 2 or Stage 2 to Stage 3), Assistant Professor (Stage 3) to Associate Professor (Stage 4), Associate Professor (Stage 4 to Professor/equivalent cadres Stage 5) and Professor (Stage 5 to Stage 6).

(Please indicate whichever is applicable)

PART-A: GENERAL INFORMATION

Period of Assessment for promotion:		From _____ to _____
1	Name (in Block Letters)	
2	Father's Name/Mother's Name	
3	Nationality	
4	Date and Place of Birth	
5	Sex	
6	Marital Status	
7	Indicate category: SC/ST/OBC /General category	
8	Date and Post of Joining service at Vsku	
9	Audit Number and UPF No:	
10	Date of Last Promotion with Post/Grade promoted to	
11	Current Designation and Grade pay	
12	Which position and grade pay are you an applicant under CAS?	
13	Date of eligibility for promotion	

14	Permanent Address with PINCODE	
15	Address for Communication with PINCODE	
16	Phone numbers (Off. Res. Mob) and email	

17. Academic Qualifications:

Qualification	Subjects/ Specialization	University/ Board	Duration of Study from-to dates	Date of award	% of marks obtained
SSLC/10 th Std					
Bachelors Degree					
Masters Degree					
M.Phil*					
Ph.D.*					
D.Sc./D.Litt.*					
Other Qualifications (if any)					

** In case of M.Phil/Ph.D/ D.Sc/D.Litt., an attested copy of the degree & result notification for the same is to be attached.*

18. Record of academic service prior to joining, Vsku (please attach relevant experience certificates)

Institution	Designation	Essential qualifications for the post at the time of appointment	Nature of appointment (Regular/Fixed term/ Temporary/ Adhoc)	Nature of Duties (Teaching/ research/Others)	Pay-Scale	Date of Joining and Date of leaving	Reasons of Leaving.

19. Record of Service in VSKUB

Designation	Essential qualifications for the post at the time of appointment	Nature of Appointment (Regular/ Contract / Temporary/ Adhoc/ Guest)	Nature of Duties (Teaching/, Research/ Guidance of Research/ Administration)	Pay-Scale	Duration from- to dates	Total period Yr. M. Days

20. Period of teaching Experience: P.G. Classes (in Years and months)

U.G. Classes (in Years and months)

21. Research Experience excluding years spent in M.Phil /Ph.D. (in Years and months)

22. Fields of Specialization under the Subject/Discipline

23. UGC/AICTE/ISTE recognized Orientation/Refresher/Winter Courses attended *:

Nature of the Course / Place	Duration	Sponsoring Agency
Summer School		

(*Attach certificate copies)

24. List of five most significant Publications :

Sl no	Title of Paper	Name of Journal/ Publisher in case of Book	Date of Publication and impact factor if any	Volume and Issue Number and pages
1				
2				
3				
4				
5				

25. Any other relevant information:

26. FUTURE PLANS

(Please provide a brief outline of your future plans for teaching and research)

i) Teaching:

ii) Research:

Note: The applicant shall attach the self attested copies of all documents for the claim in the application

Declaration

I certify that the information provided is correct as per records enclosed herewith, as filled in Proforma.

Name and Signature of

Applicant
Place: _____
Date: _____

FOR USE BY

Director of School/Head of the Department

Specific Remarks if any:

'VERIFIED AND COUNTERSIGNED

Place Director of School/Head of the Department

Date: (Office Stamp)

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS Proforma before filling out this section)

CATEGORY: 1. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sl. No.	Nature of Activity	Maximum Score Allotted /year	API	API Scores to be calculated	API for Assessment years					Total
					11-12	12-13	13-14	14-15	15-16	
1	a. Teaching	70 for Assistant Professor/60 for Associate Professor/	for Assistant for	Actual spent academic hours per year ÷ 7.5						
2	b. Examination duties (question paper setting, invigilation, evaluation of answer scripts) as per allotment	20 for Assistant Professor/20 for Associate Professor/10 for Associate Professor/	for Assistant for	Actual spent academic hours per year ÷ 10						
3	c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc.	10 for Assistant Professor/15 for Associate Professor/20 for Associate Professor/	for Assistant for	Actual spent academic hours per year ÷ 10						
Total Self Assessment										
Marks by Expert										

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Name and Signature of

Applicant

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Date: _____

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Place

Director of School/Head of the Department

Date:

(Office Stamp)

CATEGORY: II CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Sl. No.	Nature of Activity	Maximum API Score Allotted /year	API Scores to be calculated	API for Assessment years					Total
				11-12	12-13	13-14	14-15	15-16	
a	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year ÷ 10						
2	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees)	15	Actual hours spent per academic year ÷ 10						
3	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10						
	Total Self Assessment								
	Marks by Expert								

Note: The applicant shall attach the self attested copies of all documents for the claim in the application

Declaration

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Name and Signature of Applicant

Place: _____

Date: _____

FOR USE BY

Director of School/Head of the Department

Specific Remarks if any:

‘VERIFIED AND COUNTERSIGNED

Place

Director of School/Head of the Department

Date:

(Office Stamp)

PBAS PROFORMA FOR CALCULATING API SCORE -CATEGORY III-RESEARCH & ACADEMIC CONTRIBUTIONS

(NOTE: PLEASE SUBMIT ONE SET FOR THIS CRITERIA PROFORMA FOR THE WHOLE PERIOD IN CONSIDERATION FOR CAS. PLEASE READ THE INSTRUCTIONS GIVEN AT THE END OF PROFORMA FOR CALCULATING API SCORE CLAIMED IN EACH CATEGORY)

A. Published Papers in Journals

S.N.	Full Journal paper. (In format with authors name, Title, Journal name, vol year, page)	ISSN/ ISBN No.	Whether peer reviewed.	Impact factor, if any	API Score claimed	API score awarded
1						
2						
3						

Total API score Claimed:

Total API score awarded:

B. (i) Books published :Assign API as per the components defined in Annexure II

S.N.	Books Published. (Authors name, Title, Publisher and year)	ISSN/ ISBN No.	International /National /Regional	Editor /Author	API Score claimed	API score awarded
1						
2						
3						

Total API score Claimed:

Total API score awarded:

C. Ongoing /Completed Research projects and consultancies

C(i)Project : :Assign API as per the components defined in Annexure II

S. N.	Title	Agency	Period	Principal Investigator or Co-PI	Grant/ Amount in (Rs Lakhs)	API Score Claimed	API Score awarded

Total API score Claimed:

Total API score awarded:

C(ii)Consultancies:

S. N.	Title	Agency	Period	Principal Investigator or Co-PI	Grant/ Amount in (Rs Lakhs)	API Score Claimed	API Score awarded

Total API score Claimed:

Total API score awarded:

C(iii)Completed Research outcomes: quality and outcomes Assign API as per the components defined in Annexure II

S. N.	Title	Agency	Period	Principal Investigator or Co-PI	Report Accepted/ Patent/ Technology transferred	API Score Claimed	API Score awarded

Total API score Claimed:

Total API score awarded:

D. Research Guidance

Assign API as per the components defined in Annexure II

S.N.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed	API Score Awarded
M. Phil *					
Ph. D *					

***Note:** Attach List of Students with title of Thesis and year and names of Co-guides if any

Total API score Claimed:

Total API score awarded:

D. (i) Awards and fellowships.

Assign API as per the components defined in Annexure II

S.N.	Awards and fellowships	Duration/year	Organization	API Score Claimed	API Score Awarded

Total API score Claimed:

Total API score awarded:

(ii) Invited lectures / papers

Assign API as per the components defined in Annexure II

S.N.	Invited lectures / papers	ISSN/ ISBN No.	Details of Conference International /National /state or university level	API Score claimed	API score awarded
1					
2					

***Note:** Please see that for any conference paper published claim is not made for presentation also.

Total API score Claimed:

Total API score awarded:

The score under this sub-category E shall be restricted to 20% of the minimum fixed for Category III for any assessment period

F: e- content developed

V Assign API as per the components defined in Annexure II

S.N.	e- content developed	subject	No of modules	API Score claimed	API score awarded
1					
2					

Total API score Claimed:

Total API score awarded:

OTHER RELEVANT INFORMATION

Please give details of any other significant contributions, awards etc. not mentioned earlier in this proforma.

Sl. No	Details (Mention Year, Value etc., where relevant)

Note: The applicant shall attach the self attested copies of all documents for the claim in the application

Declaration

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as filled in Proforma.

Name and Signature of

Applicant
Place: _____
Date: _____

FOR USE BY

Director of School/Head of the Department

Specific Remarks if any:

‘VERIFIED AND COUNTERSIGNED

Place Director of School/Head of the Department

Date: (Office Stamp)

**SUMMARY OF
PART B: ACADEMIC PERFORMANCE INDICATORS**
(For Use by Assessment/Selection Committee)

Department/School: _____

Name and Designation of Applicant

: _____

Application for promotion from: _____

Period of Assessment for promotion: From _____ to _____

Category I: Teaching, Learning and Evaluation related activities

Sl No	Period/Academic year	Score Claimed	Score Awarded
1			
2			
3			
4			
5			
6			
7			
8			
Total Score & Average score in ()			

Category II: Co-curricular, Extension, Professional development related activities

Sl No	Period/Academic year	Score Claimed	Score Awarded
1			
2			
3			
4			
5			
6			
7			
8			
Total Score & Average score in ()			

Category III: Research and Academic contributions

For the period _____ to _____ Min Score required:

Sl No	Nature of Activity	Score Claimed	Score Awarded
A	Publications in Journals		
B	Books Published		
C	Research & Consultancy-Ongoing, Research outcomes		
D	Research Guidance		
E i	Awards / Fellowships		
E ii	Invited talks/ Conf. Papers presented only		
F	e-content		
Total Score			

RECOMENDATION

Name and Signatures of Members

Place:

Date:

Enclosures:

Annexure I: Guidelines for Promotion

Annexure-I: Guidelines for Promotion of University Teachers under Career Advancement Scheme (CAS)

Annexure-II: Scheme of Academic Performance Indicator (API) Based Performance Based Appraisal System (PBAS)

**Annexure III: Application Form
I: Application Form**

ANNEXURE-I
GUIDELINES FOR PROMOTION OF UNIVERSITY TEACHERS UNDER CAREER
GUTDELINES FOR -- ADVANCEMENT SCHEME (CAS)
ADVANCEMENT SCHEME

1. The Teachers who are eligible for promotion under Career Advancement Scheme upto 2016/2016 may be considered under the Career Advancement Scheme for Selection (CAS) promotion, if they fulfill the minimum API scores as indicated in the appropriate API System tables by submitting an application and the required PBAS proforma.
 2. CN promotion is being a personal promotion to the incumbent teacher, the said post shall be sanctioned post, on superannuation or release of the individual incumbent, the said post shall revert back to its original cadre of the University. On the date of the incumbent teacher must be on the roll and active service of the University on the date of promotion by the Selection Committee for Selection (CAS) promotion.
 3. The incumbent teacher must be on the roll and active service of the University on the date of promotion by the Selection Committee for Selection (CAS) promotion.
 4. Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores as indicated in the appropriate API System tables by submitting an application and the required PBAS proforma.
 5. In the final assessment, if the candidates do not fulfill the minimum API scores in the criteria as indicated in the appropriate API System tables, such candidates will be reassessed only once in a period of one year.
 6. A) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum eligibility period of eligibility.
 B) If the candidate does not succeed in the first assessment, but succeeds in the subsequent assessment, his/her promotion will be deemed to be from the later date of successful assessment.
 7. Eligible teachers are required to apply in the Application Form (vide Annexure III)
 8. Stages of promotion of teachers under Career Advancement Scheme (UGC Regulation 2010/2016).
 9. Stages of promotion of teachers under Career Advancement Scheme (UGC Regulation 2010/2016).
 (i) Assistant Professor, Stage-1: 0000 (S) Assistant Professor, Stage-2: 0000 (S) Assistant Professor, Stage-3: 0000 (S) Associate Professor, Stage-4: 0000 (S) Professor, Stage-5: 0000 (S)
 (ii) Assistant Professor, Stage-1: 0000 (S) Assistant Professor, Stage-2: 0000 (S) Assistant Professor, Stage-3: 0000 (S) Associate Professor, Stage-4: 0000 (S) Professor, Stage-5: 0000 (S)
- (I) Promotion of Entry Level Assistant Professors/ equivalent**
- A. Entry level Assistant Professors/ equivalent (stage 1) would be recommended for promotion under the CAS provided they fulfill the sub-clauses below:**
- (a) An entry level Assistant Professor/ equivalent possessing Ph. D. Degree in the relevant discipline shall be eligible for moving to the next higher grade (stage 2) after completion of four years of service as Assistant Professor/equivalent.
- Or
- An entry level Assistant Professor/equivalent possessing M.Phil. Degree or postgraduate Degree in professional courses, approved by the relevant statutory body, such as LL.M./ M. Tech., etc. shall be eligible for the next higher grade (stage 2) after completion of five years service as Assistant Professor/equivalent.
- Or
- An entry level Assistant Professor/equivalent who does not have Ph.D. or M.Phil. or a Master's Degree in the relevant professional field, shall be eligible for the next higher grade (stage 2) only after completion of five years of service as Assistant Professor/equivalent.
- (b) The upward movement from the entry level grade (stage 1) to the next higher grade (stage 2) for all Assistant Professor/equivalent shall be subject to the following conditions: PBAS conditions laid down in Annexure-II.
- B. Assistant Professor/equivalent who have completed five years of service in the stage 2 shall be eligible to move to the next higher grade (stage 3) if they are meeting the AP based PBAS requirements laid down in Annexure-II.**
- C. Assistant Professor/equivalent completing three years of service in stage 3 shall be eligible to move to the next higher grade (stage 4) and to be designated as Professor/equivalent on fulfillment of the qualifying conditions and the API based requirements prescribed in Annexure-II.**

(II) Promotion of Associate Professors/Equivalent

Associate Professor/Equivalent possessing a Ph.D. Degree in the relevant discipline and completing three years of service in stage 4, shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (stage 5), subject to:

- (a) satisfying the required credit points as per AP based PBAS methodology provided in Annexure 4; and
- (b) An assessment by a duly constituted Selection Committee for promotion as Professor. Provided that the teacher, other than those with a Ph.D, shall be promoted as Associate Professor.

(III) Promotion of Professor (Stage 5 to Stage 6)

Ten Percent of the positions of Professor in University, with a minimum of ten years of teaching and research experience as professor either in the prescribed category of Professor's pay of the revised scale pay will be eligible for promotion to the higher grade, of professor (stage 6) as per the revised AP methodology per the instructions and through PBAS methodology stipulated in these regulations through a duly constituted expert committee and such teachers promoted to the higher grade shall continue to be designated as professor. As this ACP evaluation for Professor application to only university application to only university department, additional credentials.

- ✦ A Professor ten years service (university only) in the relevant discipline in stage 5 shall be eligible to be appointed and designated as Professor in the next higher grade (stage 6), subject to:
(i) Minimum cumulative AP scores for the assessment period as per the period provided in Table II (A).

(ii) Additional credentials and to be defined by:

- (a) Postdoctoral research outputs of high standard;
- (b) Awards / honors / recognitions / patents and PRB products and processes developed / technology transfer achieved and
- (c) Additional research degrees like DSc., DLitt, LL.D, etc.,

(iii) A review process by an Expert Committee as stipulated in these regulations and in Table II (A).

ANNEXURE-III

SCHEME OF ACADEMIC PERFORMANCE INDICATOR (API) BASED PERFORMANCE APPRAISAL SYSTEM

TABLE-1: PROPOSED SCORES FOR APIS FOR ADVANCEMENT SCHEME FOR PROMOTION OF TEACHERS UNDER CAREER DEVELOPMENT SCHEME (CDS)

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES
 Direct Teaching (6/7/11; hours per week) include the Lectures/Tutorials/Practical/Project Supervision/Field Work.
 University may prescribe minimum cut-off score of 75% below which no scores may be assigned in these sub-categories.

Sl. No.	Nature of Activity	Maximum API Score Allotted	API Scores to be calculated
01	a. Direct Teaching	70 for Assistant Professor/60 for Associate Professor/60 for Associate Professor	Actual hours spent per academic year ÷ 17.5
02	b. Examination duties (question paper setting, evaluation of answer scripts) as per allotment	20 for Assistant Professor/20 for Associate Professor/10 for Associate Professor	Actual hours spent per academic year + 10
03	c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc.	10 for Assistant Professor/15 for Associate Professor/20 Associate Professor	Actual hours spent per academic year ÷ 10

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Sl. No.	Nature of Activity	Maximum API Score Allotted	API calculation
01	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public/popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year + 10
02	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities, D. Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees)	15	Actual hours spent per academic year + 10
03	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year + 10

CATEGORY III RESEARCH AND (CREATED) ACADEMIC CONTRIBUTIONS

Category	Activity	Faculty of Sciences/Engineering / Agriculture/Medical/Veterinary Sciences	Faculties of Languages/ Arts/Humanities/ Social Sciences/Management	For university/ College Teacher Maximum score
III(A)	Research publications in	Refereed Journals as notified by the UCC#	Refereed Journals as notified by the UCC#	25/Publication
		Other Reputed Journals as notified by the UCC#	Other Reputed Journals as notified by the UCC#	25/Publication
III(B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books Published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	30 per Book for Single Author
		Subject Book, published by National level publishers with ISBN/ISSN number of State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UCC.	Subject Books, published by National level publishers with ISBN/ISSN number of State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UCC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UCC.	International - 10 per Chapter National - 5 per Chapter
III(C)	RESEARCH PROJECTS	will be intimated to UGC.		
III(C)(i)	Sponsored projects carried out/ongoing	(a) Major Projects amount mobilized with grants above Rs. 30 lakhs	(a) Major Projects amount mobilized with grants above Rs. 50 lakhs	20/ Project per investigator
		(b) Major Projects amount mobilized with grants of Rs. 5 lakhs up to Rs. 30 lakhs	(b) Major Projects amount mobilized with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15/ project per Investigator
		(c) Minor Projects with grants above ru. 1 lakh up to ru. 5 lakhs	(c) Minor Project with grants above Rs. 1 lakh up to Rs. 3 lakhs	10/ project per investigator
III(C)(ii)	Consultancy Projects carried out/ongoing	Amount mobilized with minimum of Rs.10 lakhs	Amount mobilized with minimum of Rs.2 lakhs	10/ every ru. 10 lakhs and Rr. 2 lakhs respectively
III(C)(iii)	Projects Outcome / Outputs	Patent / Technology transfer / Major Product / Process	Policy / Policy document prepared for international bodies like WHO/UNO/UNESCO/W NICEF etc. Central/State Govt./Local Bodies)	30 for each international level output or patent. Major policy document of international bodies - 30 Central Government 20- 20, State Govt. 10 Local bodies - 5

III(D) RESEARCH GUIDANCE				
III(D)(i)	M.Phil.	Degree awarded only	Degree awarded only	5 / candidate
III(D)(ii)	Ph.D.	Degree awarded only/ Thesis submitted	Degree awarded only/ Thesis submitted	10/15 per candidate
III (E) FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS				
III(E)(I)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/associations	10 per Award / 10per Fellowship
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	15 per Award
III(E)(II)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5per lecture / 3 per paper presented
		State/University level	State/University level	3per lecture / 2per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period				
III(F)	Development of e-learning delivery process/material			10 per module

wherever relevant to any specific discipline. All score paper in refereed journal would be UJR "D".

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be UJR "D".

following: (i) paper with impact factor less than 1, - by 5 points; (ii) paper with impact factor between 1 and 2 by 10 points; (iii) paper with impact factor between 2 and 5 by 15 points; (iv) paper with impact factor between 5 and 10 by 20 points; (v) paper with impact factor above 10 by 25 points. The API for journal publications shall be calculated in the following manner. Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author / supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The university shall identify the journals subject-wise through subject expert committees and forward the recommendation to UCC in the format prescribed by UCC for approval of the UCC Standing Committee. The journals approved from the list by the UCC Standing Committee, shall be included in the "List of Journals". The UCC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UCC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

TABLE - II - MINIMUM APIS AS PROVIDED IN APPENDIX III TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGE AND WEIGHTAGES FOR EXPERT ASSESSMENT

Sl. No:	Activity	Assistant Professor/ equivalent cat. (Stage 1 to stage 2)	Assistant Professor/ equivalent cat. (Stage 2 to stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cat. (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cat. (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning Evaluation Related Activities (Category I)	80/ Year	80/ Year	75/ Year	70/ Year	70/ Year
II	Professional Development and Extension activities Minimum score required to be assessed cumulatively (Category II)	50/ Assessment period	50/ Assessment period	50/ Assessment period	50/ Assessment period	100/ Assessment period
III	Research and Academic Contributions- Minimum Score required to be assessed cumulatively (Category III)	20 / Assessment period	50/ Assessment period	75/ Assessment period	100/ Assessment period	400/ Assessment period
II + III	Minimum total APIS score under Categories II and III*	90/ Assessment period	120/ Assessment period	150 / Assessment period	180/ Assessment period	600/ Assessment period
IV	Expert Assessment system	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100). Minimum required for promotion is 50)	No separate points. Screening committee to verify APIS scores	No separate points. Screening committee to verify APIS scores	30% Contribution to Research 50% - Assessment of domain knowledge and teaching practices 20% - Interview/ Discussion performance	50% Contribution to Research 30% - Assessment of domain knowledge and teaching practices 20% - Interview / Discussion performance	50% - research 50% - Performance evaluation and other credential ^{DT} by referral procedure

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

TABLE- III: MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES

Sl. No	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ equivalent cadres from stage 1 to Stage 2	Assistant Professor in Stage 1 and Completed (a) four years of service with Ph.D. or (b) five years of service who are with M.Phil./PGD degree in Professional Courses such as LL.M, M.Tech, M.V.Sc., M.D., or (c) six years of service who are without Ph.D./ M.Phil./PG Degree in Professional Courses	<p>i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided.</p> <p>ii) One Orientation and One Refresher/ Research Methodology Courses of 2/3 weeks duration.</p> <p>iii) Screening cum Verification process for recommending promotion.</p>
2.	Assistant Professor/ equivalent cadres from stage 2 to Stage 3	Assistant-Professor with completed service of five years in Stage 2.	<p>i) Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided.</p> <p>ii) One Course Programme from among the categories of refresher courses, methodology workshops, Training, Teaching-learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of 2/3 week duration.</p> <p>iii) Screening cum Verification process for recommending promotion.</p>
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors With three years Of completed service in Stage 3.	<p>i) Minimum API score using PBAS scoring proforma developed by the university as per the norms provided.</p> <p>ii) At least three publications in the entire period as Assistant Professor (Five years)</p> <p>iii) One course programme from among the categories of methodology workshops, Training, Teaching-learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of minimum one week duration.</p> <p>iv) A selection committee process for promotion.</p>
4.	Associate Professor (Stage 4) to Associate Professor-direct recruits and directly recruited Readers/ Readers promoted through CAS/ Lecturers (56) who do not belong to any stage, and who became Associate Professor through automatic upgrade/redesignation after three years of their completed service] to Professor/ equivalent cadres (Stage 5)	Associate Professor With three years of completed service in Stage 4.	<p>i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided. Teachers may combine two assessment periods (in stages 2 and 3) to achieve minimum API scores, if required.</p> <p>ii) A minimum of five publications since the period that the teacher is placed in Stage 3. [For directly recruited Associate Professors, and directly recruited Reader/ Readers promoted through CAS/ Lecturers (56) who do not belong to any stage and who became Associate Professors through automatic upgrade/redesignation after three years of their completed service.--</p> <p>i) Teachers may combine last seven years of their service to achieve minimum API scores, if required;</p> <p>ii) A minimum of five publications in last six years of their service.]</p> <p>iii) A selection committee process for promotion.</p>

Professor (Stage 5) Professor (Stage 6)	to Professor with ten Years of completed service (universities only)	or i) Minimum yearly/ cumulative API scores for the assessment period as per the norms provided in Table 1(A) of Appendix III of Regulation 11 of Xxxxxx ii) Additional credentials are to be evidenced by: (a) post-doctoral research outputs of standard; (b) awards/ honours/ recognitions/ patents and IPR on products and processes developed/ technology transfer achieved; and (c) Additional research degrees like D.Sc, D.Phil, LL.B., etc. iii) A review process by an Expert Committee as stipulated in this regulation
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