

PBAS Performa for Promotion under the CAS

(As per UGC norms)

Application for promotion from to.....

{Assistant Professor (Stage 1 to Stage 2, 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 AND ACADEMIC BACKGROUND

Date of joining PEC on regular basis _____ Post _____

Department _____

Post presently held:

Department:

Date of joining this post on regular basis:

Post to which promotion is sought:

Date of eligibility for promotion:

(on the basis of Service and Academic Performance Requirement)

Initial Assessment Period:

From..... to.....

Subsequent Additional Assessment Period (If applicable):

(Please refer 6.3.2 of UGC regulations 2010)

(i) From..... to.....

(ii) From..... to.....

(iii) From..... to.....

1. Name in Full:
(Underline Surname)

Affix
passport
size
photograph

2. Address:
For correspondence

Permanent

Phone

Fax No.

E-mail

3. Date of Birth:

4. Nationality:

5. Gender:

6. Category: General /SC/ST/OBC:

7. Area of Specialization:.....

8. Current area of Research:.....

9. Academic Qualifications (Matric till post graduation):

Examinations		Name of the Board/ University	Year of Passing	Percentage of Marks Obtained	Division/Class/ Grade	Subject(s)
High School/Matric/ /Secondary						
Intermediate/ Sr Secondary						
Graduation						
Post Graduation	MA/MSc					
	MTech/ MPhil					
Other examinations, if any						

10. Research Degree(s):

Degrees	Title	Date of Award	University
Ph.D/D. Phil.			
D.Sc/D. Litt			

- In case of MTech/ M.Phil/ Ph.D. Examination, an attested copy of the degree & the result notification for the same be attached.

For the following items use separate sheets wherever required in the format indicated. All annexures should be consecutively arranged and must bear your name and authenticated with your signature.

11. Appointments held prior to joining the PEC University of Technology :(Please attach relevant certificates of service experience)

Institute	Designation	Essential qualifications for the post at the time of appointment	Nature of appointment (Regular/ Fixed term/Temporary / Adhoc /Contractual)	Nature of Duties	Pay-Scale	Date		Total Duration			Reason of Leaving
						From	to	Y	M	D	

12. Post(s) held after appointment at the PEC University of Technology:

Designation	Essential qualifications for the post at the time of appointment	Nature of appointment (Regular/ Fixed term / Temporary/ Adhoc/Contractual)	Nature of Duties	Pay-Scale	Date		Total duration		
					From	to	Y	M	D

13. Period/Duration of teaching experience: From.....to..... Total duration

P.G. Classes (in years)

U.G. Classes (in years)

14. Research Experience excluding years spent in MTech/ M.Phil/ Ph.D (in years).....

15. Academic Staff College Orientation/Refresher and other Courses* attended: (Attach certificates)

Name of the Course	Place	period		Duration	Sponsoring Agency
		From	To	Total	

* summer/ winter schools/ short term course/ other appropriate continuing education programmes of comparable quality as may be specified or approved by AICTE

16. List of Publications to be sent for the purpose of evaluation (Please attach full papers including cover page):

Sr.No.	Authors	Title	Journal	Publisher	Location	ISSN/ISBN	Impact factor	Year of Publication
1								
2								
3								
4								
5								

PART B : ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of UGC regulations 2010 for PBAS proforma before filling this Section. In particular refer 6.3.0 of UGC regulations. Use separate sheets wherever required in the format indicated below. All annexures should be consecutively arranged and must bear your name and authenticated with your signature.)

CATEGORY : I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

S.No.	Academic Year	Semester**	Course/Paper	Level	Mode of teaching*	Hours per week allotted	No of Students	% of classes taken as per documented record

*Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C) ** Odd , Even, Summer

		API Score during Academic year															
		2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & (ii)	Avg of (i),(ii) & (iii)	Avg of (i), (ii), (iii) & (iv)	Avg of(i), (ii),(iii), (iv) &(v)	Avg of (i),(ii), (iii),(iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)			
(a)	Classes taken (Max 50/Year for 100% performance & proportionate score upto 80% performance, below which no score may be given)																
(b)	Teaching Load in excess of UGC norm (Max Score : 10/Year)																
	Total Score																

(ii) Reading/Instructional material consulted and additional knowledge resources provided to students

S. No.	Course/ Paper	Consulted	Prescribed	Additional Resource Provided												
API score based on preparation and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to students (Max. Score : 20/Year)				API Score during Academic year												
				2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & (ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii), (iii) & (iv)	Avg of (i), (ii), (iii), (iv) & (v)	Avg of (i), (ii), (iii), (iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v) & (vi) & (vii)

(iii) Use of participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, Introduction of new curricula for existing subject/ new subject and new Programme etc.

S.No.	Short Description	API Score during Academic year													
		2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & (ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii), (iii) & (iv)	Avg of (i), (ii), (iii), (iv) & (v)	Avg of (i), (ii), (iii), (iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)	
	Total Score (Max. Score : 20/year)														

(iv) Examination Duties Assigned and Performed(End Term Examination, Internal/Continuous Assessment work including Mid Term Examination, BE Project evaluation, Industrial Training Evaluation, Examination -Coordination work):

S. No.	Type of Examination Duties	Sem./ Year	No of Duties Assigned	Extent to which carried out (%)	API Score during Academic year											
					2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & (ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii), (iii) & (iv)	Avg of (i), (ii), (iii), (iv) & (v)	Avg of (i), (ii), (iii), (iv), (v) & (vi)
	Total Score (Max : 25/year)															

Total Score for Category I (Min 75/year; Max 85/year)

2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-2015 (vii)	Avg Of (i) & ii)	Avg of (i), (ii) & (iii)	Avg of(i), (ii),(iii)& (iv)	Avg of(i), (ii),(iii), (iv) &(v)	Avg of (i),(ii), (iii),(iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)

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

Please mention your contribution to any of the following:

S. No.	Type of Activity	Average Hrs/ Week	API Score during Academic year													
			2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & ii)	Avg of (i), (ii) & (iii)	Avg of (i),(ii), (iii) & (iv)	Avg of (i),(ii), (iii), (iv) & (v)	Avg of (i),(ii), (iii),(iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)	
	(i) Extension, Co-curricular & field based Activities															
	Total (Max : 20/year)															
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/ Semester- wise responsibilities														
	Total (Max : 15/year)															
	(iii) Professional Development Activities															
	Total (Max : 15/year)															
	Total Score (i) + (ii) + (iii) (Max : 25/year)															

Total Score for Category II (Min 15/year; Max 25/year)

2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii),(iii) & (iv)	Avg of (i), (ii),(iii),(iv) & (v)	Avg of (i),(ii), (iii),(iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)

Total Score for Category I and II (Min 100/year)

2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2013-14 (vi)	2014-15 (vii)	Avg of (i) & ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii),(iii)& (iv)	Avg of (i), (ii),(iii),(iv) &(v)	Avg of (i),(ii), (iii),(iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)

CATEGORY : III. RESEARCH PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

Use separate sheets wherever required in the format indicated below. All annexures should be consecutively arranged and must bear your name and authenticated with your signature.

A. Published papers in Journals:

S. No.	Title with page Nos. and date of publication	Journal	Publisher	Location	ISSN/ ISBN No.	Whether peer reviewed. Impact Factor, if any	Source of Impact factor	No. and name of Co-authors	Whether you are the		API Score			
									First author	Corresponding Author	Initial assessment period	Subsequent additional assessment period		
												(i)	(ii)	(iii)
Total Score														

B. (i) Articles/Chapters published in Books:

S. No.	Title with page Nos. and date of publication	Book Title, editor & publisher	ISSN/ ISBN No.	Whether peer reviewed	No. of Co-authors	Whether you are the		API Score			
						First author	Corresponding Author	Initial assessment period	Subsequent additional assessment period		
									(i)	(ii)	(iii)
Total score											

(ii) Full Papers in Conference Proceedings :

S. No.	Title with page Nos. and date of publication	Details of Conference	ISSN/ ISBN No.	No. of Co-authors	Whether you are the		API Score				
					First author	Corresponding author	Initial assessment period	Subsequent additional assessment period			
								(i)	(ii)	(iii)	
Total Score											

(iii) Books Published as single author or as editor:

S. No.	Title with page Nos. and date of publication	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of Co-authors	Whether you are the main author	API Score				
							Initial assessment period	Subsequent additional assessment period			
								(i)	(ii)	(iii)	
Total Score											

C. Ongoing and Completed Research Projects and Consultancies

(c) (i) Ongoing Research Projects

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakh)	API Score		
					Initial assessment period	Subsequent additional assessment period	
						(i)	(ii)
Total Score							

(c) (ii) Completed Research Projects

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakh)	Whether policy document/ patent as outcome	API Score		
						Initial assessment period	Subsequent additional assessment period	
							(i)	(ii)
Total Score								

(c) (iii) Ongoing Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakh)	API Score		
					Initial assessment period	Subsequent additional assessment period	
						(i)	(ii)
Total Score							

(c) (iv) Completed Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakh)	Whether policy document/ patent as outcome	API Score		
						Initial assessment period	Subsequent additional assessment period	
							(i)	(ii)
Total Score								

D. Research Guidance

S No	Research Level	Number Enrolled	Thesis Submitted	Degree Awarded	API Score		
					Initial assessment period	Subsequent additional assessment period	
						(i)	(ii)
	MTech/M. Phil or Equivalent						
	Ph.D or Equivalent						
Total Score							

E. (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration):

S.No.	Programme	Period/Duration	Organized by	API Score		
				Initial assessment period	Subsequent additional assessment period	
					(i)	(ii)
Total Score						

E. (ii) Papers presented (but not published) in Conferences, Seminars, Workshops, Symposia:

S. No.	Title of the Paper presented	Title of Conference/ Seminar along with date of the event	Organized by	Whether International/ National /State /Regional/ College or University Level	API Score		
					Initial assessment period	Subsequent additional assessment period	
						(i)	(ii)
Total Score							

E. (iii) Invited Lectures and Chairmanships at National or International Conference /Seminar etc.:

S. No.	Title of Lecture/ Academic Session	Title of Conference/ Seminar etc. along with date of the event	Organized by	Whether International/ National	API Score		
					Initial assessment period	Subsequent additional assessment period	
						(i)	(ii)
Total Score							

Total API Scores for Category III

Initial assessment period	Subsequent additional assessment period		
	(i)	(ii)	(iii)

IV. SUMMARY OF API SCORES

S. No.	Criteria	2008-09 (i)	2009-10 (ii)	2010-11 (iii)	2011-12 (iv)	2012-13 (v)	2012-13 (vi)	2013-14 (vii)	Avg of (i) & (ii)	Avg of (i), (ii) & (iii)	Avg of (i), (ii), (iii) & (iv)	Avg of (i), (ii), (iii), (iv), (v) & (vi)	Avg of (i), (ii), (iii), (iv), (v), (vi) & (vii)	API Score for Assessment Period for Category III	
I	Teaching, learning and Evaluation related activities														
II	Co-curricular, Extension, Professional Development etc.														
	Total I + II														
III	Research and Academic Contribution														

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions and awards received etc. not mentioned earlier.

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

LIST OF ENCLOSURES: *(Please attach copies of certificates, sanction orders, research papers etc. wherever necessary)*

- | | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Verification by Head of the Department:

The information provided under Category I and Category II above have been examined and are correct except for.....

Signature of the Head of the Department:

Note: Types of supporting documents

Supporting documents (self attested photocopies) such as those given below will be acceptable (wherever available) for various achievements claimed in the application.

1. Reprints of papers published in journals/conference proceedings etc.
2. Correspondence indicating corresponding author of paper, if available.
3. Proof of journals/books having ISSN/ISBN/Impact factor.
4. Proof of journals/books being refereed/peer reviewed/indexed.
5. Cover page of journal/ conference proceedings/books etc.
6. Copies of cover page of books and first few pages of chapters contributed.
7. Copy of notification/sanction letters/amount of grant mobilized for research projects/consultancy projects etc.
8. Copy of notification indicating PI/Co-PI and/ or Guide/Co-guide.
9. First page of thesis indicating guide/co-guide.
10. Cover page of MTech/MPhil/PhD thesis completed leading to award of degree.
11. Copies of certificates of training courses/schools/conferences etc. attended.
12. Copies of certificates of papers presented along with reprints of papers (if available).
13. Communication relating to lectures delivered/sessions chaired etc.

Annexure I

Instructions for filling Part B (Category I and Category II)of the Application Form

Instructions for Filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix III, Table 1 of the UGC Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

NB. The self-assessment scores are subject to verification by the university/college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

I. Teaching and Evaluation Related Performance

(i) a

Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80 % assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score if there is 100 % achievement.	Max Score: 50
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b.

If teacher has taken classes exceeding UGC norm, then two point to be assigned for each extra hour of classes	Max. Score : 10
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(ii)

Imparting of knowledge / instruction <i>vis a vis</i> with the prescribed material (Text book / Manual etc) and methodology of the curriculum (100% compliance = 20 points)	Max Score: 20
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(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

Indicators/ Activities	Maximum Score
Updating of courses, design of curriculum, (5 – single course)	10
Preparation of resource material, fresh reading materials, Laboratory manuals etc.	10
Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement.	10
a. ICT Based Teaching material:10points/each	

b. Interactive Courses : 5 points/each c. Participatory Learning modules: 5 points/each	
Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points)	10
Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library ; Innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each	10
Maximum Aggregate Limit	20

(iv) Examination Related Work

Indicators	Max. Score
College/University end semester / Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points)	20
College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
Maximum Aggregate Limit B (iv)	25

II: Co-curricular, Extension and Profession Related Activities and Participation In the Corporate Life of the Institution

(i) Extension and Co-curricular Related Activities

Institutional Co-curricular activities for students such as field studies/educational tours, Industry-implant training and placement activity (5 point each).	10
Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points).	10
Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate Limit	20

(ii) Contribution to Corporate Life and Management of the Institution

Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each).	10
Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
Organisation of Conference /Training: International (10 points); national/regional (5 points).	10
Maximum Aggregate Limit	15

(iii) Professional Development Related Activities

Indicators / Activities	Maximum Score
Membership in profession related committees at state and national level a. At national level : 3 points each b. At site level : 2 points each	10
Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point)	10
Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
Membership/participation in Bodies/Committees on Education and National Development (5 each).	10
Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks etc. (1 point each).	10
Maximum Aggregate Limit	15

CATEGORY: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table 1, Category III of the UGC Regulations 2010.

Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

III. Summary of API Scores

The summary must take into account the maximum score limits for each set of indicators as given in Appendix II, Table 1

IV. Similar PBAS proforma could be developed by the universities for the Cadres of Librarian / Deputy Librarian / Assistant Librarian and Director of Physical Education & Sports / Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in Appendix III: Tables - IV to IX of the UGC Regulations, 2010.

APPENDIX – III TABLE – I

PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS.**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S. No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorials, practicals contact hours undertaken taken as percentage of lectures allocated ¹	50
2	Lectures or other teaching duties in excess of the UGC norms	10
3	Preparation and imparting of knowledge / instruction as per curriculum, syllabus enrichment by providing additional resources to students	20
4	Use of participatory and innovative teaching learning methodologies; updating of subject content, course improvement etc.	20
5	Examination duties (Invigilation, question paper setting, evaluation/assessment of answer scripts) as per allotment.	25
	Total Score	125
	Minimum API Score Required	75

Note: ¹ Lectures and tutorials allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut off (net of due leave), say 80%, for 1 and 5 above, below which no scores may be assigned in these sub-categories.

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

Brief Explanation: based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities, and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/MCC and other channels, cultural activities, subject related events, advisement and counseling)	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
	Minimum API Score Required	15

Annexure - II

Instructions for filling Part C (Category III)of the Application Form (Please see clarifications in Annexure III)

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THE GAZETTE OF INDIA, SEPTEMBER 18, 2010 (BHADRA 27, 1932)

[PART III—Sec. 4

	carried out / ongoing	minimum of Rs. 100 lakhs	minimum of Rs. 20 lakhs	Rs 10.0 lakhs and Rs 2.0 lakhs, respectively
III (C) (iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project
III (C) (iv)	Projects Outcome / Outputs	Patent/ Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Centre- and State level	30 / each national level output or patent #50 /each for International level.
III (D) III (D) (i)	RESEARCH GUIDANCE M. Phil	Degree awarded only	Degree awarded only	3 /each candidate
III (D) (ii)	Ph.D.	Degree awarded	Degree awarded	10 /each candidate
		Thesis submitted	Thesis submitted	7 /each candidate
III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS			
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation-Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/each
		(b) One week duration	(b) One week duration	10/each
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster)	Participation and Presentation of research papers (oral/poster) in	
		a) International conference	a) International conference	10 /each
		b) National	b) National	7.5 / each
		c) Regional/State level	c) Regional/State level	5 /each
		d) Local -University/College level	d) Local -University/College level	3 / each
III (E) (iv)	Invited lectures or presentations for conferences/ / symposia	(a) International	(a) International	10 /each
		(b) National level	(b) National level	5

*Whenever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

- It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories (IIA) and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.
- The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

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CATEGORY-III. RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, APi scores are proposed for research and academic contributions. The minimum APi score required by teachers from this category is different for different levels of government and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the concerned education authority.

S No.	APi	Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences	Faculties of Language/ Arts/Humanities/Social Sciences/Library/ Physical Education/Management	Max. points for University and college teacher position
	Research Papers published in	Refereed Journals Non-refereed but recognized and reputable journals and periodicals having ISSN/ISSN numbers	Refereed Journals Non-refereed but recognized and reputable journals and periodicals having ISSN/ISSN numbers	15 / published on 10 / Per month
III A		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10 / publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference books Published by International Publishers with an established peer review system	Text or Reference Books Published by international publishers with an established peer review system	50 / sole author 10 / chapter in an edited book
		Subject Books by National level publishers/State and Central Govt. Publishers with ISSN/ISSN numbers.	Subject Books by national level publishers/State and Central Govt. Publishers with ISSN/ISSN numbers.	25 / sole author and 5 / chapter in edited books
		Subject Books by Other local publishers with ISSN/ISSN numbers.	Subject Books by Other local publishers with ISSN/ISSN numbers.	15 / sole author and 5 / chapter in edited books
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 / Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISSN/ISSN numbers and with numbers of national and international directions	Chapters in knowledge based volumes in the on/National level publishers with ISSN/ ISSN numbers and with numbers of national and international directions	5 / 10 / chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects (amount not ongoing)	(a) Major Projects (Amount mobilized with grants above 30 Lakhs)	Major Projects (Amount mobilized with grants above 50 Lakhs)	20 / each Project
		(b) Major Projects (Amount mobilized with grants above 50 Lakhs up to 30.00 lakhs)	Major Projects (Amount mobilized with grants above 30.00 lakhs up to Rs. 500 lakhs)	15 / each Project
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakhs)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakhs)	10 / each Project
III (C) (ii)	Consultancy Projects	Amount mobilized with	Amount mobilized with	10 / consultancy

	carried out / ongoing	minimum of Rs 10.00 lakh	minimum of Rs 2.0 lakhs	Rs 10.0 lakhs and Rs 2.0 lakhs, respectively		
III (C) (ii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project		
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level,		
III (D)	RESEARCH GUIDANCE					
III (D) (i)	M.Phil	Degree awarded only	Degree awarded only	5 /each candidate		
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each candidate		
		Theses submitted	Theses submitted	7 /each candidate		
III (E)	TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS					
III (E) (i)	Refresher courses, Methodology workshops, Training Teaching-Learning-Evaluation Technology Programme, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/each		
		(b) One week duration	(b) One week duration	10/each		
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in			
				a) International conference	a) International conference	10 /each
				b) National	b) National	7.5 / each
				c) Regional/State level	c) Regional/State level	5 /each
	d) Local –University/College level	d) Local –University/College level	3 / each			
III (E) (iv)	Invited lectures or presentations for conferences/ / symposia	(a) International	(a) International	10 /each		
		(b) National level	(b) National level	5		

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(a)).

Notes.

- It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time screening/selection committees will assess and verify the categorization and scores of publications.
- The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mantor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Annexure III

API calculations As Per UGC Guidelines in Annexure I and Annexure II with following Clarifications

S.No.	Activity	Clarification
1.	Joint publications (in journals and conference proceedings)	<p>-When the first author is also the corresponding author or supervisor or mentor, the UGC guidelines will be followed.</p> <p>- When corresponding author or supervisor or mentor is/are different from the first author, the UGC guidelines will be followed with the clarification that the remaining 40% would be shared equally by all authors.</p> <p>- When the corresponding author is not identifiable, the UGC guidelines will be followed with clarification that the first author be treated as the corresponding author.</p> <p>- The benefit of being supervisor will be given on the basis of documentary evidence of the other author having written the article in his or her capacity as research scholar or ME student.</p>
2.	Sponsored Research Projects	The API score for research project will be shared as per the guidelines for research publication with Principal Investigator (PI) being equivalent to first and corresponding author i.e. 60% to the PI and 40% equally among co PIs.
3.	Consultancy Projects	The API score for shared consultancy will be shared in the proportion of monetary distribution under the job.
4.	Research Guidance	The API score for PhD/Mtech thesis guidance will be shared as per the UGC guidelines for research publications with main guide being equivalent to first and corresponding author i.e. 60% to main guide and 40% shared equally among all other co-guides.
5.	Invited Lectures and Chairmanship in Conference/ seminars	The invited lectures and chairmanship in international and national level conference/ symposia only, will be considered for awarding API scores.

Annexure IV

Relevant part of the BOG decision no 47.12 dated 08.08.2015

“... , Noted. It was also recorded that opportunity to non selected candidates in these rounds of CAS may be given on fast tract basis as per the guidelines of UGC / AICTE.”