

**PBAS Performa for Promotion under the CAS as per 4th amendment
11.07.2016**

(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}.

(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 ID _____

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					
	M.Tech/ 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 M.Tech/ 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 Punjab Engineering College (Deemed to be University) Chandigarh :
(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 Punjab Engineering College (Deemed to be University) Chandigarh :

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 in chronological order)**

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 (in chronological order)** 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 (for calculation /eligibility see Annexure -I)

Nature of Activity	2010-11 (i)	2011-12 (ii)	2012-13 (iii)	2013-14 (iv)	2014-15 (v)	2015-16 (vi)	2016-17 (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. Direct Teaching													
b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment													
c. Innovative Teaching – learning methodologies, updating of subject contents/ courses, mentoring etc.													

CATEGORY: II. PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES (for calculation/eligibility see Annexure I)

Please mention your contribution to any of the following:

S. No.	Type of Activity	API Score during Academic year												
		2010-11 (i)	2011-12 (ii)	2012-13 (iii)	2013-14 (iv)	2014-15 (v)	2015-16 (vi)	2016-17 (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.	<p>Student related co-curricular, extension and field based activities.</p> <p>(i) Discipline related co-curricular activities (e.g remedial classes, career counseling, study visit, student seminar and other events.)</p> <p>(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)</p> <p>(iii) Extension and (dissemination activities (public/popular lectures /talks/seminars etc.)</p>													
b.	<p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.</p> <p>(i) Administrative responsibility (including as Dean/Principal/</p>													

	<p>Chairperson/Convener/ Teacher- in-charge/ similar other duties that require regular office hrs for its discharge)</p> <p>(ii) Participation in Board of Studies, Academic and Administrative Committees</p>														
c.	<p>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)</p>														

CATEGORY : III. RESEARCH PUBLICATIONS AND ACADEMIC CONTRIBUTIONS (for calculation /eligibility see Annexure I)

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

A. Research papers (Journals etc):

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												

C. Research Projects

(c) (i) Sponsored Projects

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

						(i)	(ii)	(iii)
					Total Score			

(c) (ii) Consultancy 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) Project outcome /outputs

S. No.	Title	Major policy document prepared for international bodies like WHO/ UNO/UNESCO/ UNICEF	Major policy document prepared for international bodies like Central/ State Govt/ Local bodies	Grant/ Amount Mobilized (Rs. Lakh)	API Score			
					Initial assessment period	Subsequent additional assessment period		
						(i)	(ii)	(iii)
					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)
(i)	MTech/M. Phil or Equivalent						
(ii)	Ph.D or Equivalent						
Total Score							

E. Fellowship, Awards and Invited Lectures delivered in Conference/ Seminars:

E. (i) Fellowship/ Awards etc..:

S. No.	Title of Fellowship/ Award	Conferred by	Type of Fellowship/ Award (Whether International/ National/ State/ University level)	Amount (in Rs.)	Period of Fellowship		API Score			
					From	To	Initial assessment period	Subsequent additional assessment period		
								(i)	(ii)	(iii)
Total Score										

E. (ii) Invited Lectures/ Papers:

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							

F. Development of e-learning delivery process/ Material

S. No.	e-learning delivery process delivered	e-learning material developed	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 (for calculation /eligibility see Annexure I)

S. No	Criteria	2010-11 (i)	2011-12 (ii)	2012-13 (iii)	2013-14 (iv)	2014-15 (v)	2015-16 (vi)	2016-17 (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)	API Score for Assessment Period for Category II + III	
I	Teaching, learning and Evaluation related activities															
II	Co-curricular, Extension, Professional Development etc.															
III	Research and Academic Contribution															
	Total (II +III)															

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

[भाग III-खण्ड 4]

भारत का राजपत्र : असाधारण

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	महाविद्यालय पुस्तकालयाध्यक्ष (चयन ग्रेड) (चरण 3 से चरण 4) तक		विश्वविद्यालय द्वारा विकसित पीबीएस गणना प्रारूप। 12 वर्षों की अवधि में 3 प्रकाशन होने चाहिए और महाविद्यालयों में 1 प्रकाशन की छूट एम.फिल. धारकों को दी जाएगी तथा 2 प्रकाशनों की छूट पीएच.डी. धारकों को दी जाएगी। (ii) साथ ही, पुस्तकालय ऑटोमेशन/अकादमिक प्रलेखीकरण हेतु विश्लेषणात्मक साधन विकास की श्रेणियों में एक पाठ्यक्रम/प्रशिक्षण (iii) विनियम और तालिका VIII(क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया
4	विश्वविद्यालय पुस्तकालयाध्यक्ष (चरण 5) (केवल विश्वविद्यालयों हेतु)	विश्वविद्यालयों में चरण 4 में 3 वर्ष की पूरी सेवा वाले उप-पुस्तकालयाध्यक्ष	(i) तालिका VIII(क) में दिए गए मानदण्डों के अनुसार वि.अ.आ. द्वारा विकसित पीबीएस गणना प्रारूप का उपयोग कर न्यूनतम सकल एपीआई प्राप्त। न्यूनतम एपीआई प्राप्त करने के लिए पुस्तकालयाध्यक्ष दो आकलन अवधियों (चरण 3 और 4 में) को जोड़ सकते हैं, यदि आवश्यक हो। (ii) कार्मिक के चरण 3 में आने के बाद से कम से कम 5 प्रकाशन। (iii) नवोन्मेषी पुस्तकालय सेवाओं और प्रकाशित कार्य की आयोजना का प्रमाण। (iv) विनियम और तालिका VIII (क) में यथा विनिर्दिष्ट एक चयन समिति प्रक्रिया

नोट: शिक्षकों हेतु सीएस के लिए तालिका II (क) हेतु उपलब्ध विवरणात्मक नोट इस संवर्ग हेतु विनिर्दिष्ट एपीआई प्राप्तांकों के अनुसार पुस्तकालयाध्यक्ष संवर्गों पर भी लागू है।

UNIVERSITY GRANTS COMMISSION NOTIFICATION

New Delhi, the 11th July, 2016

No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby frames the following amendment Regulations, namely :-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (**4th Amendment**), Regulations, 2016.
- 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every institution including a constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under clause (f) of Section 2 of the University Grants Commission Act, 1956 (3 of 1956) and every Institution Deemed to be a University under Section 3 of the said Act.
- 1.3 They shall come into force with immediate effect from the date of their publication in the Official Gazette.
2. The following regulations in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) Regulations, 2010 shall stand amended and be read as under:-

Regulation	Existing provisions in Principal Regulations on Minimum Qualifications for	Amended provisions in principal Regulations on Minimum Qualifications for
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	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010	Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010
3.4.1	A relaxation of 5% may be provided at the graduate and Master's level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.	A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
8.2.1 of Schedule for clause 6.8.0	The posts of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special pay of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.	The post of Vice-Chancellor shall carry a fixed pay of Rs.75,000/- alongwith a special allowance of Rs.5,000/- per month. All other eligibility and facilities for the Vice-Chancellor as provided in the Act/Statutes of the University concerned shall be applicable besides the pay.
5.1.6 (d)	The term of appointment of the College Principal shall be FIVE years with eligibility for reappointment for one more term only after a similar Selection Committee process.	The term of appointment of the College Principal shall be five years with eligibility for reappointment for one more term only after a similar Selection Committee process which shall take into account an external peer review, its recommendations and its outcomes. The framework of the external peer review shall be specified by the UGC.
6.0.5(i)	Besides the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts : (a) a comprehensive list of National/Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/periodicals/official publication volumes of language bodies and upload them on the University website which are to be updated periodically.	The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suomotu, recommend journals for inclusion in the "List of Journals".

3. The proviso prescribed under Regulation 3.3.1, 4.4.1, 4.4.2, 4.4.2.2, 4.4.2.3, 4.5.3 and 4.6.3 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (**3th Amendment**) Regulations, 2016 regarding exemption to the candidates registered for Ph.D. programme prior to July 11, 2009 shall stand amended and be read as under:-

"Provided further, the award of degree to candidates registered for the M.Phil/Ph.D programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the Ph.D candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- a) Ph.D. degree of the candidate awarded in regular mode only;

- b) Evaluation of the Ph.D. thesis by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate **has** published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) Candidate **has** made at least two presentations in conferences/seminars, based on his/her Ph.D work.
- (a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean(Academic Affairs)/Dean(University instructions).”

4. The second proviso prescribed under Regulation 6.0.1 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 shall be substituted with the following: -

“Provided also that the API score claim of each of the sub-categories in the Category III (Research and Academic Contributions) shall not have a cap except for the sub-category of invited lectures/papers.”

As a consequence, the table at Regulation 6.0.1 of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 stands deleted.

5. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

6. Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of standards in higher education) (3rd Amendment) Regulations, 2016 shall be substituted with Appendix-III : Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX appended to these 4th Amendment Regulations.

Prof. (Dr.) JASPAL SINGH SANDHU, Secy.
[ADVT III/4/Exty./113(165)]

APPENDIX – III: TABLE I

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR AND FOR DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN UNIVERSITIES AND COLLEGES.

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Based on the teacher’s self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Assistant Professor		Associate Professor		Professor	
		Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
I	a. Direct Teaching	70	Actual hours spent per	60	Actual hours spent per	60	Actual hours spent per

			academic year ÷7.5		academic year ÷7.75		academic year ÷7.75
	b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20	Actual hours spent per academic year ÷10	20	Actual hours spent per academic year ÷10	10	Actual hours spent per academic year ÷10
	c. Innovative Teaching - learning methodologies, updating of subject contents/courses, mentoring etc.	10	Actual hours spent per academic year ÷10	15	Actual hours spent per academic year ÷10	20	Actual hours spent per academic year ÷10

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work. .
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

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

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

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 score required under this category.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	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
b.	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
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures	15	Actual hours spent per

	in refresher / faculty development courses, dissemination and general articles and any other contribution)		academic year ÷ 10
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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	Other Reputed Journals as notified by the UGC #	10 per 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 UGC.	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 UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	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 UGC.	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 UGC.	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 UGC.	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 UGC.	International – 10 per Chapter National – 5 per Chapter
III (C)	RESEARCH PROJECTS			
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs,

				respectively
III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 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 / 10 per Fellowship
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	5 Per Award
III(E) (ii)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5 per lecture / 3 per paper presented
		State/University level	State/University level	3 per lecture / 2 per 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, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - 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 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint 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 recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC 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.

APPENDIX - III TABLE - II (A)

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

Category	Activity	Assistant Professor / equivalent	Assistant Professor / equivalent	Assistant Professor (Stage 3) to Assoc. Professor/equivalent	Associate Professor (Stage 4) to	Professor (Stage 5) to
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		cadres: (Stage 1 to Stage 2)	cadres: (Stage 2 to Stage 3)	cadres (Stage 4)	Professor /equivalent cadres (Stage 5)	Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year	70/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	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	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API 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 API scores	No separate points. Screening Committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 50%- Performance evaluation and other credential 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.

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant (Stage 1)	Professor	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API	Minimum		Consolidated API score requirement	Consolidated API score

Scores	Qualification as stipulated in these regulations	of 300 points from categories II & III of APIs (cumulative)	requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge & Teaching Skills (30%) c) Interview performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). c) Assessment of Domain knowledge and Teaching Skills (20%). d) Interview performance:(20%)

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S.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 four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses	(i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (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. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (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. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).
4.	Associate Professor (Stage	Associate Professor with three years of completed	(i)Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided

	4) to Professor (Stage 5)	service in Stage 4.	in Table II (A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3. (iii) A selection committee process as stipulated in the regulation and in Tables II (A).
5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service (universities only)	(i) Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). (ii) Additional credentials are to be evidenced by: (a) post-doctoral research outputs of high 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.Litt., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A)..

APPENDIX – III: TABLE IV

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR COLLEGE DIRECTOR OF PHYSICAL EDUCATION & SPORTS AND FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR AND DIRECTOR OF PHYSICAL EDUCATION & SPORTS IN UNIVERSITIES.

Direct Workload and weightage to be given to different levels of Physical Education Personnel

	Direct working hours per week	Weightage
Assistant Director of Physical Education	40	100
Deputy Director of Physical Education	36+4*	90
Director of Physical Education	32+8*	80

Based on the Physical Education Personnel's self-assessment, API scores are proposed for (a) Lecture cum practice based athlete / sports classes coaching and training related activities; (b) Organizing and conducting sports and games competitions and management related activities; and (c) upgradation of sports infrastructure and extension services etc. The minimum API score required by Physical Education Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

***Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES

Nature of Activity	Assistant Director / College Director		Deputy Director		Director	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
a) Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours /organizing and conducting coaching camps / sports person development / training programmes (50 Points) Identifying sports talents and Mentoring sports excellence among students (20 Points) Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points)	80	Actual hours spent per academic year ÷ 17.5	70	Actual hours spent per academic year ÷ 17.25	60	Actual hours spent per academic year ÷ 16.75

Annexure II

API calculations As Per UGC Guidelines in Annexure I 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.