

NOTIFICATION

Subject: Process to be followed for Career Advancement Scheme (CAS)

In pursuance of the decision taken in the 54th meeting of BoG held on 20.12.2017 vide agenda item no. 54.10, the Process to be followed for Career Advancement Scheme (CAS) is notified as under


Process to be followed	
Screening cum Selection Process (i) Stage 1 to Stage 2 (ii) Stage 2 to Stage 3	The candidates are shortlisted on the basis of Academic Performance Indicator (API) score (to be calculated as per UGC guidelines as notified by the Registrar's office vide no.PEC/RG/4094-4112 dated 29.01.2016) by the screening cum evaluation committee.
Screening Associate Professor Stage 3 to Stage 4 & Professor: Stage 4 to Stage 5	The candidates shortlisted on the basis of Academic Performance Indicator (API) score (to be calculated as per UGC guidelines as notified by the Registrar's office vide no.PEC/RG/4094-4112 dated 29.01.2016) by the screening committee.
Selection Process Associate Professor: Stage 3 to Stage 4 & Professor: Stage 4 to Stage 5	<ol style="list-style-type: none"> The shortlisted candidates shall be invited to present a seminar (about 45 minutes) before Departmental Faculty Committee (DFC) to gauge the teaching and research abilities of the candidates. The seminar will contain the following, <ol style="list-style-type: none"> Academic achievements Teaching acumen Research work Vision and future research directions The constitution of the Departmental Faculty Committee (DFC) will be, <ol style="list-style-type: none"> HOD will be the Chairman. For the position of Professor, if the HoD is at Associate Professor level, Dean Faculty Affairs will be the Chairman. All faculty of the department (Faculty at Professor level will participate in evaluation) At least one of the three external experts of the Selection committee Director's nominee. The HOD, all professors and other members of the committee will fill in the assessment performa, as given in Annexure I. The Chairman, will collect the performa and submit the same in a sealed envelope to the Director just after the end of the seminar of all the candidates. Separate envelope for Assistant Professor, Associate Professor and Professor are to be prepared. The selection committee makes its recommendations based on the UGC defined criteria as given below

	Assistant Professor (Stage 1-2, & 2-3)	Associate Professor	Professor
Research Performance	No separate points. Screening committee to verify API score	30%	50%
Domain Knowledge & Teaching Skills		50%	30%
Interview		20%	20%

2. The composition of selection committee is,

- i) Director, Chairman
- ii) Three Experts in the concerned subject nominated by the Director out of the panel approved by the BoG.
- iii) Nominee of the UT Chandigarh Administration
- iv) Head of the concerned Department. For the position of Professor, if the HoD is at Associate Professor level, Dean Faculty Affairs will act as HoD.
- v) One representative of SC category, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- vi) One representative of OBC category, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

(Note: At least four members, including two subject experts shall constitute the quorum).

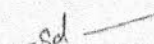

Dean Faculty Affairs

Endst. No. PEC/SE-1/

Dated

A copy of the above is forwarded to the following for information and necessary action.

1. All Heads
2. All Deans
3. All Centre Heads/Section Incharges
4. AC (F&A)
5. PA to Director
6. PA to Registrar (in reference to BoG agenda item no. 54.10)


Dean Faculty Affairs