



UNIVERSITY OF DELHI
दिल्ली विश्वविद्यालय

No.CB.II/CAS,2010/Template/2015/135

24.08.2017

Principals/Director,
Colleges/Institutions
University of Delhi

Subject: Promotion of the College teachers' guidelines – regarding

Dear Sir/Madam,

This has reference to University's letters dated 01.11.2013, 21.01.2015 and 09.06.2015. In this connection, I am directed to append herewith a copy of letter No.Estab.IV/047/2017/PBAS/1830 dated 14.03.2017 alongwith revised PBAS proforma and amended guidelines duly approved by the competent authority on 07.03.2017 for your reference, record and necessary action.

Further, I am directed to clarify as under:

- i) The cases of teachers of various Colleges for placement/promotion in the Senior Scale/Reader's grade/Reader which are covered upto 31.12.2008 shall be considered as per CAS, 2000/MPS, 1998.
- ii) The cases of promotion of teachers which are falling due after 31.12.2008 upto 10.07.2016 for promotion from one stage to the next stage shall be considered under CAS, 2010 in terms of Executive Council decision taken vide E.C. Resolution No.17 dated 14.08.2014.
- iii) The cases of teachers falling due for promotion from one stage to the next stage after 11.07.2016, shall be considered under CAS, 2010, in terms of E.C. decision dated 31.12.2016 and they are required to fill up the revised PBAS proforma as amended and made applicable with effect from 11.07.2016.
- iv) Further, in terms of UGC letter No.F.3-2/2009(PS) dated 04.08.2015 adopted by the Executive Council vide Resolution No:83 dated 13.10.2015, the Readers appointed on or after 01.01.2006 till the issue of UGC Regulations, 2010 i.e. 30.06.2010, shall move to pay band 4 with AGP of Rs.9000 after completing three years of service without insisting on the requirement of API based PBAS system. This shall also apply to the Lecturers (Selection Grade) promoted during the above period

The Colleges are advised to process the cases of promotion under the relevant Career Advancement Scheme of the faculty members and send the cases to the University for providing names of experts to be associated with the Screening-cum-Evaluation Committee/Selection Committee, as the case may be afresh, if otherwise eligible.

Yours faithfully,

Encl: As above.

Assistant Registrar (Colleges)



दिल्ली विश्वविद्यालय

University of Delhi

Ref. No.: Estab.IV/047/2017/PBAS/

Dated: 14.03.2017

OFFICE MEMORANDUM

Subject: PBAS proforma for promotion of teachers under CAS 2010 and Detailed guidelines for the purpose of calculation of API.

Following are notified herewith for the information of all the stake holders-:

1. PBAS proforma for promotion of teachers under CAS 2010 scheme as amended with effect from July 11, 2016 in accordance with the Ordinance XXIV of the university and its annexures as amended by Executive Council in its meeting held on 31.12.2016.
2. Detailed guidelines for the purpose of calculation of API, requirement of API score at various levels and other eligibility conditions for promotion at various levels with respect to the PBAS proforma for promotion of teachers under CAS 2010 scheme as amended with effect from July 11, 2016, as per the Ordinance XXIV of the university and its annexures as amended by Executive Council in its meeting held on 31.12.2016.

The guidelines were approved by the competent authority on 07.03.2017.

**DEPUTY REGISTRAR
(RECRUITMENT)**

Copy to:

1. Joint Registrar (Colleges) for circulation to the colleges for compliance.
2. Joint Registrar (Establishment-Teaching) for circulation to the Heads of Departments.
3. Director, Delhi University Computer Centre for uploading on the website.
4. Guard File.

**SECTION OFFICER
(ESTAB. - IV)**

Detailed Guidelines to Calculate API Score

The promotion of teachers who have become eligible for promotion on or after 31-12-2008 shall be governed by the Career Advancement Scheme, 2010

The self-assessment scores are subject to verification by the Screening-cum-Evaluation Committee or the Selection Committee as the case may be.

Minimum Point Norms of the APIS to be applied for the promotion of teachers in University Departments under CAS, 2010:

S.No.	Category	Assistant Professor (From AGP Rs. 6000 to Rs. 7000)	Assistant Professor (From AGP Rs. 7000 to Rs. 8000)	Assistant Professor to Associate Professor (From AGP Rs. 8000 to Rs. 9000)	Associate Professor to Professor (From AGP Rs. 9000 to Rs. 10,000)
1.	Category I (Teaching Learning etc.)	75/year	75/year	75/year	75/year
2.	Category II (Co-curricular activities etc.)	15/year	15/year	15/year	15/year
3.	Minimum score requirement (I+II)*	100/year	100/year	100/year	100/year
4.	Category III (Research activities etc.)	10/year (40/assessment period)	20/year 100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
5.	Minimum score required (I+II+III)	110/year	120/year	130/year	140/year
6.	Assessment Procedure	Screening committee to verify API score	Screening committee to verify API score	Selection committee Comprehensive assessment by selection committee	Selection committee

*Required 10 points may be achieved either from Category I or Category II.

API Capping/Year

S. No.	Category	Maximum API/Year
1.	Category I (Teaching Learning etc.)	120 points/year (Minimum requirement: 75/Year)
2.	Category II (Co-curricular activities etc.)	50 points/year (Minimum requirement: 15/year)
Consolidated score (I+II) required		100/Year
3.	Category III (Research activities etc.)	No upper capping* (However, following distribution pattern should be followed while calculating the aggregate)

* Category III (Research activities etc.)

Sub category	Cap as % of API (for 100%)
(A): Research papers/Publications (Journals & Books).	55%
(B) Research Projects	20%
(C) Research Guidance/Undergraduate Dissertations	10%
(D) Training Courses and conference/seminars etc.	15%

Scores for Academic Performance Indicator for promotion under CAS, 2010

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

S.No.	Nature of Activity	Maximum Score
1.	Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated	60
2.	Preparation and Imparting knowledge/ instruction as per curriculum, syllabus enrichment by providing additional resources to students	20
3.	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20
4.	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. While calculating the number of hours allocated, only working days/weeks will be taken in account. For example, if a teacher has been assigned 20 hours of classroom teaching per week in the University/College that teaches for 16 weeks per semester, the teacher would write 320 hours (similarly, there would be 320 hours if her teaching load is same in the second semester) in the row 1A (i). If she has actually taught for 275 hours in that semester, she would claim 275 hours in row 1A(ii). So, in all, she would get credit for $320+275 = 627$ hours for that semester. She would do similar calculation for the second semester and the total would be earned in each row.

2. In most sub categories, the total score of a teacher may exceed the maximum score permitted against the relevant sub-total. In that case, the score of the teacher will be credited the maximum score. For example, a teacher who marks 900 scripts can get credit for 300 hours and may have spent another 40 hours on examination duty. This adds up to 340 hours = 34 points. But he will be awarded the maximum of 20 points in this category.

Table for API Calculation under Category I

Category	Nature of activity	Notes	Unit of assessment
Category I	Teaching, Learning and Evaluation Related Activities		
I (i)	Classroom teaching (including lectures, seminars)	As per allocation	Hours per academic year
	Classroom teaching (including lectures, seminars) preparation time	Same as actual teaching hours as per attendance register	Hours per academic year
	Tutorials and Practicals	Actuals as per attendance register	Hours per academic year
	Outside classroom interaction with students	Max 0.5 of hours in first row of I (i)	Hours per academic year
	Sub total	Score = hours/10 (max score 100)	
I (ii)	Research Supervision for enriching knowledge (including Master thesis)	Max 1 hour per student per working week	Hours per academic year
	Sub-total	Score = hours/10 (max score = 30)	
I (iii)	Teaching innovation including preparation of innovative course, use of innovative methodologies for teaching including bilingual/multilingual teaching	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1
	Preparation of new teaching-learning materials including translation, bridge materials, study pack or similar additional resource for students	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1
	Use of anonymous students feedback on the quality of classroom teaching and student's interaction	Proforma and summary feedback to be attached	2 points per course (max 10 points)

I (iv)	Question paper setting. Moderation and related work	Actual hours	Hours per academic year
	Invigilation/supervision and related examination duties	Actual hours	Hours per academic year
	Evaluation/assessment of answer scripts and assignment related to internal assessment, external and re-evaluation	Max 20 minutes per full script	Hours per academic year
	Sub-total	Score = hours/10 (max score = 20)	

Note: Under the last row of I (iii), the teacher is only required to give a proof that he/she administered an anonymous feedback questionnaire wherein the students can give their assessment of the quality of his/her teaching. He/ She would be entitled to the points irrespective of the contents of feedback. The comments given by the students may not be used against the teacher in this exercise.

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

Nature of Activity	Maximum Score
Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counselling).	20
Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
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)	15
Total score	50
Minimum API Score Required	15

Table for API Calculation under Category II

Category	Nature of activity	Notes	Unit of assessment
Category II: Co-curricular, extension and professional development related activities			
II (i)	Discipline related co-curricular activities (e.g. field work, study visit, student seminars, events, career counselling etc.)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1
	Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)	Scores to be finalized by the screening committee	Good = 5 Average = 3 Modest = 1
	Extension and dissemination activities (public lectures, talks, seminars, popular writings not covered under III)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1
	Sub-total		
II (ii)	Administrative responsibilities (including Dean, Head, Warden, Resident Tutor, Principal, Chairperson, Convenor, Teacher in-charge or similar duties that require regular office hours for its discharge)	Actual hours spent	Hours per academic year
	Participation in Board of Studies, Academic and Administrative committees	Actual hours spent	Hours per academic year
	Sub-total	Score = hours/10 (Max score = 30)	

II (iii)	Overall contribution to the collective corporate life of the institution (including 5. 6 and any other contribution)	Evidence to be provided. Scores to be finalized by the screening committee	Outstanding = 10 Very good = 7 Good = 5 Average = 3 Modest = 1
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CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Table for API Calculation under Category III

S.No.	APIs	Faculties of Engineering / Agriculture/ Veterinary/ Medical Sciences/ Science	Faculties of Languages Arts/ Humanities/ Social Sciences/ Library/ Physical Education/ Management	Max. points for University and college teacher position
III A	Research/ Review Papers	Research papers (in related area/subject) published in recognized and reputable journals and periodicals, having ISBN/ ISSN numbers	Research papers (in related area/subject) published in recognized and reputable journals and periodicals, having ISBN/ ISSN numbers	15/ publication
		Conference proceedings (in related area/subject) as full papers, etc. (Abstracts not to be included)	Conference proceedings (in related area/subject) as full papers, etc. (Abstracts not to be included)	10/ publication
III B	Research Publications (Text/Subject or Reference Books)	Text/Subject or Reference Books (in related area/subject) published by International/National publishers / State and Central Govt. Publications with an	Text or Reference Books (in related area/subject) published by International/National publishers / State and Central Govt. Publications with an	40/sole author; 30 co-author. Text/ Subject or Reference book author.

		established peer review system and ISBN/ ISSN numbers.	established peer review system and ISBN/ ISSN numbers	
	Book chapters in book, other than journal articles	Chapter in Text/Subject or Reference Books (in related area/subject) published by International/National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers (Chapter in self-Edited volume should not be considered)	Chapter in Text/Subject or Reference Books (in related area/subject) published by International/National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers (Chapter in self-Edited volume should not be considered)	10/chapter
	Text/Subject or Reference Books/ Journals Edited	Text/Subject or Reference Books/ Journals Edited (in related area/subject) and published by International/National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers	Text/Subject or Reference Books/ Journals (in related area/subject) Edited and published by International/National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers	20/ Sole editor; 10/co-editors
		Books translated (in related area/subject) and published by International/ National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers	Books translated (in related area/subject) and published by International/National publishers / State and Central Govt. Publications with an established peer review system and ISBN/ ISSN numbers	20/sole translator 10/co-translator

			numbers	
		Chapters (in related area/subject) contributed to edited knowledge based volumes published by International/National publishers / State and Central Govt. Publications with ISBN/ ISSN numbers (Chapter in self-Edited volume should not be considered)	Chapters (in related area/subject) contributed to edited knowledge based volumes published by International/National publishers / State and Central Govt. Publications with ISBN/ ISSN numbers (Chapter in self-Edited volume should not be considered)	10/chapter
		Popular article (in related area/subject) in proceedings/ newsletter of learned bodies/ societies or Newspaper article in area of interest.	Popular article (in related area/subject) in proceedings/ newsletter of learned bodies/ societies or Newspaper article in area of interest.	10/chapter
III C	Research Project			
III C(i)	Sponsored Projects carried out/ ongoing	Major Projects (as per the UGC project guidelines)	(a) Major Projects (as per the UGC project guidelines)	20/ each Project to PI 10/each to co-PI/joint PI
		Minor Projects (as per the UGC project guidelines)	(a) Minor Projects (as per the UGC project guidelines)	15/ each Project 8/each to co-PI/joint PI
III C(ii)	Consultancy Projects routed to concerned Institutions carried out/ ongoing	Amount mobilized with minimum of Rs.10.00 lakh	Amount mobilized with minimum of Rs.2.00 lakh	10/each
III C(iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from	Completed project report (Accepted by funding agency)	20/each major project

		funding agency)		and 10/each minor or innovative research project
III C(iv)	Project Outcome/ Output	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	3/each candidate
III D(ii)	Ph.D.	Degree awarded	Degree awarded	10/each candidate
		Thesis submitted	Thesis submitted	7/each candidate
III D(iii)	Undergraduate Research project guidance	Project completed	Project completed	2/year
III E	Training Courses and Conferences/Seminars/Workshop papers			
III E(i)	Refresher courses, Methodology, workshop, 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	(b) One week	10/each

		duration	duration	
III E(ii)	Papers in Conferences/ Seminars/ Workshop	Presentation of Research paper (Oral/ Poster) in:	Presentation of Research paper (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(iii)	Invited lectures/ special lecture or presentations for conferences/ symposia	(a) International conference	(a) International conference	10/each
		(b) National	(b) National	5/each
		(c) Regional/ State level	(c) Regional/State level	3/each
		(d) Local- University/ College level	(d) Local- University/ College level	2/each

**** 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)"**

The parameters in table of Category-III (Research and Academic Contributions) shall have following capping in relation to the total API score claimed by the candidate.

Sub category	Cap as % of API (for 100%)
(A): Research papers/ publication (Journals, Books etc.)	55%
(B) research Projects	20%
(C) Research Guidance	10%
(D) Training Courses and conference/seminars etc.	15%



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Detailed Guidelines to Calculate API Score for Promotion for University and its Colleges

The promotion of teachers who have become eligible for promotion on or after 11-07-2016 shall be governed by the Career Advancement Scheme, 2010 as amended.

The self-assessment scores are subject to verification by the Screening-cum-Evaluation Committee or the Selection Committee as the case may be.

Minimum Point Norms of the APIS to be applied for the promotion of teachers in University Departments under amended CAS, 2010:

Table I.a. MINIMUM API TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGES AND WEIGHTAGE FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / Equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor /Equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Assoc. Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor /equivalent cadres (Stage5)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/Year	75/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
III	Research and Academic Contributions-	20 / Assessment period	50 / Assessment Period	75 / Assessment Period	100 / Assessment Period



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	Minimum core required - to be assessed Cumulatively				
II+III	Minimum total API score under Categories II and III*	90 /Assessment period	120 / Assessment Period	150 / Assessment Period	180 / Assessment Period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection 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

Note :

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

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



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Scores for academic performance indicator for promotion under amended CAS, 2010:

TABLE II. SCORES FOR ACADEMIC PERFORMANCE INDICATOR (APIS) IN CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY/COLLEGE TEACHERS

	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
	a. Direct Teaching; Under this head, in appropriate cases and subject to the applicable regulations, considerations may be given to other duly recognized academic	70	Actual hours spent per Academic year ÷7.5	60	Actual hours spent per academic year ÷7.75	60	Actual hours spent per academic year ÷7.75



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	work.						
	b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts, internal assessment evaluation) 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 and Research Supervision/ Field Work.
2. Category – I scores shall be calculated and adjusted taking into consideration any leave availed which qualifies for service benefits.
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,



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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 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/ workshops/ conference/ symposium 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 / Vice Principal/ Bursar/ Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hours for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year ÷ 10



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C	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in Orientation/ Refresher/ Faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷ 10
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Note: Category - II scores shall be calculated and adjusted taking into consideration any leave availed which qualifies for service benefits.

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 and departments of Sciences/ Engineering/ Agriculture/ Medical /Veterinary Sciences	Faculties and departments of Languages/ Humanities/ Arts/ Social Sciences/ Library/ Physical education/ Management/ Education/ Law	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) <u>For faculty of Music and Fine Arts:</u>	Text/ Reference, Books published by International Publishers**, with ISBN/ ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN	Text/ Reference Books, published by International Publishers**, with ISBN/ ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN no. will be considered.	30 per Book for Single Author; 15per Edited/ Translated book for Single Editor/Tra



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<p>In appropriate cases and subject to the applicable regulations, consideration may be given to other forms of duly recognized research work.</p>	<p>no. will be considered.</p>		<p>nslator</p>
	<p>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. For the above purpose: only books with ISBN no. will be considered.</p>	<p>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. For the above purpose: only books with ISBN no. will be considered.</p>	<p>20 per Book for Single Author; 10per Edited/ Translated book for Single Editor/Translator</p>
	<p>Subject Books, published by Other local publishers**, with ISBN/ ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN no. will be considered.</p>	<p>Subject Books, published by Other local publishers**, with ISBN/ ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN no. will be considered.</p>	<p>15 per Book for Single Author; 05per Edited/ Translated book for Single Editor/Translator</p>
	<p>Chapters in Books/ Full Paper in Conference Proceedings. published by National** and International** level publishers, with ISBN/ ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN no. will be considered.</p>	<p>Chapters in Books, published by National and International level publishers**, with ISBN /ISSN number as approved by the University and posted on its website. For the above purpose: only books with ISBN no. will be considered.</p>	<p>International -10 per Chapter National - 5 per Chapter</p>



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III (C)		RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects; For faculty of <u>Music and Fine Arts</u> : In appropriate cases and subject to the applicable regulations, consideration may be given to other forms of duly recognized research projects and musical production for duly recognized institutions.	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project for PI and 10 for Co-PI
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5lakhs	15 per Project for PI and 08 for Co-PI
		(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. 3lakhs	10 per Project for PI and 05 for Co-PI
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 for the two categories
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 —



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				30Central Government – 20,State Govt.- 10Local bodies – 5
III(D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil./ LLM	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/refresher/orientation/FDP			
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
		National Award/Fellowship from academic bodies	State/University level Award from academic bodies/associations	5 Per Award
III(E)(ii)	Invited Lecture/papers presented; <u>For Faculty of Music and Fine Arts for:</u> In appropriate cases and subject to the applicable regulations, consideration may be given to other forms of duly recognized invited lectures/performance s/ music concerts at different levels.	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	3per lecture /2 per paper Presented



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	<u>For Deptt. of Physical Education:</u> In appropriate cases and subject to the applicable regulations, consideration may be given to other forms of duly recognized assignments in sports.			
	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

Note:

* 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 their 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 level of publisher shall be decided on the following principle, the applicant is required to ensure the adherence to the same while claiming API score for the respective publication:

A).(i) International Publication: A Book published by the applicant from a publisher in a country other than India.



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- (ii) **International Publication:** A Book published by the applicant from a publisher having 'Registered Office' in India and also at least in one other country.
- B). National Publication:** A Book published by the applicant from a publisher having 'Registered Office' in at least two distinct cities of India.
- C). Local Publication:** A book published by the applicant from a publisher having 'Registered Office' only in one city in India.

Only composition or musical production for following Companies/Institutions shall be considered for grant of API score for Faculty/department of Music:

1. Sangeet Natak Akademi, New Delhi
2. Madras Music Academy, Chennai
3. Prasar Bharti (A.I.R./Doordarshan)
4. Sony Music, Mumbai
5. H.M.V. Kolkata
6. Sagarika, Kolkata
7. Rhythm House, Mumbai
8. Music Today, Mumbai/ Delhi
9. Mystica House, Delhi
10. T. Series, Delhi
11. Bihaan Music, Kolkata, W.B.
12. Navras Records
13. Saregama India Ltd.
14. Lahari, Bangalore
15. Sargam Music, Bangalore
16. Alurkar Music, Pune
17. Sangita Music, Kolkata
18. Pragna, Kolkata
19. Geetanjali, Kolkata
20. Sangeeta, Chennai
21. Murugan, Chennai
22. Satyam Audios, Cochin
23. Manorama Music, Cochin
24. MC Audios, Cochin
25. East Coast, Cochin
26. E.M.I. Records, Chennai/ Kolkata
27. Echo Music, Chennai
28. A.V.M., Chennai
29. GIRI, Chennai



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30. Sruthi Laya, Chennai
31. Sri, Chennai
32. Surangam, Chennai
33. Parag CDs and Cassettes, Patna
34. Sawariya CDs and Cassettes, Patna
35. Chanda CDs and Cassettes, Delhi
36. B. Series, Patna
37. Swar Anant Music Pvt. Ltd., Delhi
38. M.L.B. Surtaal Pvt. Ltd., Delhi
39. R P Studio Mangal Dhvani –New Delhi

REGISTRAR

Minimum academic performance and service requirements for promotion of teachers:

Table III. MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITY DEPARTMENTS 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.P.Ed., 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 University as per the norms provided in Annexure I and II. (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 University as per the norms provided in Annexure I and II.



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			<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 cumulative API scores using the PBAS scoring proforma developed by the University as per the norms provided in Annexure I and II.</p> <p>(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.</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 as stipulated in the regulation and in Tables I.a. of Annexure I.</p>



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4	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	<p>(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the University as per the norms provided in Annexure I and II. 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.</p> <p>(iii) A selection committee process as stipulated in the regulation and in Tables II(A).</p>
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