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**UNIVERSITY GRANTS COMMISSION NOTIFICATION,
THE GAZETTE OF INDIA: EXTRAORDINARY PART III—Section 4
New Delhi, the 18th July, 2018**

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018

STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ASSOCIATE PROFESSORS/PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfil the eligibility and performance criteria as laid down in Clause 6.3 of these Regulations.

Career Advancement Scheme (CAS) for Colleges teachers

Designation	Eligibility
I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)	<p>Assistant Professors who have completed Four years of service and having a Ph.D. degree OR Five years of service and having a M.Phil. degree OR Six years of service for those without Ph.D./M.Phil. Degree in Professional courses.</p> <p>i. Attended one Orientation course of 21 days' duration on teaching methodology; and ii. Any one of the following: Completed one Refresher / Research Methodology Course OR Any two of the following: at least one week (5 days) duration Workshop Syllabus Up-gradation Workshop Training Teaching-Learning- Evaluation Technology Programmes and Faculty Development Programmes OR Completed one MOOCs course (with e-certification) OR development of e-contents in four-quadrants / MOOC's course during the assessment period.</p> <p>CAS Promotion Criteria: A teacher shall be promoted if; i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Table SECTION B below and; ii. The promotion is recommended by the screening-cum-evaluation committee.</p>

<p>II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)</p>	<p>1) Assistant Professors who have <u>completed five years of service</u> in Academic Level 11/Senior Scale.</p> <p>2) Any two of the following in the <u>last five years</u> of Academic Level-11/ Senior Scale:</p> <p>Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes of <u>at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration</u> in lieu of <u>every single course/programme of at least two weeks (ten days) duration</u>);</p> <p>OR</p> <p>completed <u>MOOCs course</u> in the relevant subject (with e-certification);</p> <p>OR</p> <p>Contribution towards development of <u>e-content in 4-quadrant</u> (at least one quadrant) minimum of <u>10 modules</u> of a course/contribution towards development of at least <u>10 modules</u> of <u>MOOCs course</u>/ contribution towards conducting of a MOOCs course during the period of assessment.</p> <p>CAS Promotion Criteria:</p> <p>A teacher shall be promoted if;</p> <p>i. He/she gets ‘satisfactory’ or ‘good’ grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Table SECTION B below and;</p> <p>ii. The promotion is recommended by the screening-cum-evaluation committee.</p>
<p>III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)</p>	<p>1) Assistant Professor who has <u>completed three years</u> of service in Academic Level 12/Selection-Grade.</p> <p>2) A <u>Ph.D. degree</u> in subject relevant /allied/relevant discipline.</p> <p>3) Any one of the following during the last three years:</p> <p>completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching- Learning-Evaluation Technology Programme/ Faculty Development Programme of at <u>least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration</u> in lieu of <u>every single course/programme of at least two weeks (ten days) duration</u>);</p> <p>OR</p> <p>Completed <u>one MOOCs</u> course (with e-certification);</p> <p>OR</p> <p>Contribution towards development of <u>e-contents in 4-quadrant</u> (at</p>

	<p>least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.</p> <p>CAS Promotion Criteria: A teacher may be promoted if; i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Table SECTION B below, and ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.</p>
IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)	<p>Eligibility:</p> <ol style="list-style-type: none"> 1. Associate Professors who have completed three years of service in Academic Level 13A. 2. A Ph.D. degree in subject relevant/allied/relevant discipline. 3. A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period. 4. A minimum of 110 Research Score as per Table SECTION C below <p>CAS Promotion Criteria: A teacher shall be promoted if; i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Table SECTION B below and at least 110 research score as per Table SECTION C below ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.</p>

(Minimum API requirement for the promotion of teachers under CAS in colleges (UG & PG))

Sr.	Criteria	Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment Period	45/assessment period	60/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

**Maharashtriya Mandal's Chandrashekar Agashe College of Physical Education,
Gultekadi, Pune-411037**

Year of Performance Appraisal:

SECTION A : GENERAL INFORMATION

1. **Name:**
2. **Designation:**
3. **Date of joining:**
4. **Current designation & Grade pay:**
5. **Designation of promotion with due date of eligibility:**
6. **Assessment period without break:**
7. **Contact details:-**

Mobile:

Telephone No: -

Email: -

SECTION B: Assessment Criteria and Methodology for University/College Teachers

Activity1: Teaching

Activity	Grading Criteria	Self-appraisal Grading	Verified Grading
Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	Good: 80% & above Satisfactory: Below 80% but 70% & above Not satisfactory: Less than 70%	Total classes assigned: No. of classes taught: % of classes taught: Grade:	

Activity2: Involvement in the College students related activities/research activities

Activity	Grading Criteria	Self-appraisal Grading	Verified Grading
(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.	Good: Involved in at least 3 activities Satisfactory: 1-2 activities Not-satisfactory: Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities		
(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.			
(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.			
(d) Organising seminars/ conferences/ workshops, other college/university activities.			
(e) Evidence of actively involved in guiding Ph.D. students.			
(f) Conducting minor or major research project sponsored by national or international agencies.			
(g) At least one single or joint publication in peer reviewed or UGC list of Journals.			
Overall Grading Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading			
Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.			

SECTION C: Methodology for College Teachers for calculating Academic/Research Score
(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

Category	Academic / Research Activity	Maximum score for College teacher*		
		API Score Allotted	Self-appraisal score	Verified Score
1	Research Papers in Peer-Reviewed or UGC listed Journals	10 per Publication		
2	Publications (other than Research Paper)			
a	Books authored which are published by			
i	International publishers	12 per Publication		
ii	National Publishers	10 per Publication		
iii	Chapter in Edited Book	05 per Publication		
iv	Editor of Book by International Publisher	10 per Publication		
v	Editor of Book by National Publisher	08 per Publication		
b	Translation works in Indian and Foreign Languages by qualified faculties			
i	Chapter or Research paper	03 per Publication		
ii	Book	08 per Publication		
3	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula			
a	Development of Innovative pedagogy	05 marks		
b	Design of new curricula and courses	02 marks per curricula/ course		
c	MOOCs			
i	Development of complete MOOCs in 4 quadrants (4credit course) (In case of MOOCs of lesser credits 05 marks/credit)	20 marks.		
ii	MOOCs (developed in 4 quadrants) per module/lecture	05 marks.		
iii	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02 marks		
iv	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08 marks.		
d	E-Content.			
i	Development of e-Content in 4 quadrants for a complete course/e-book	12 marks		
ii	e-Content (developed in 4 quadrants)	05per module		
iii	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02 marks		
iv	Editor of e-content for complete course/ paper /e-book	10 marks		

Category	Academic / Research Activity	Maximum score for College teacher*		
		API Score Allotted	Self-appraisal score	Verified Score
4	Research Guidance, Research Projects Completed, Research Projects Ongoing & Consultancy			
a	Research Guidance			
i	Ph.D. Degree awarded	10 per candidate		
ii	Ph.D. Thesis submitted	05 per candidate		
iii	M.Phil./PG dissertation Degree awarded	02 per candidate		
b	Research Projects Completed			
i	More than 10 lakhs	10 marks		
ii	Less than 10 lakhs	05 marks		
c	Research Projects Ongoing			
i	More than 10 lakhs	05 marks		
ii	Less than 10 lakhs	02 marks		
d	Consultancy			
		03 marks		
5	Patents, Policy Document, Awards / Fellowships			
a	Patents			
i	International	10 marks		
ii	National	07 marks		
b	Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)			
i	International	10 marks		
ii	National	07 marks		
iii	State	04 marks		
c	Awards / Fellowships			
i	International	07 marks		
ii	National	05 marks		
6	Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)			
a	Invited lectures			
i	International (Abroad)	07 marks		
ii	International (within country)	05 marks		
iii	National	03 marks		
iv	State/University	02 marks		
b	Resource Person			
i	International (Abroad)	07 marks		
ii	International (within country)	05 marks		
iii	National	03 marks		
iv	State/University	02 marks		
c	Paper presentation			
i	International (Abroad)	07 marks		
ii	International (within country)	05 marks		
iii	National	03 marks		
iv	State/University	02 marks		
d	Full paper in Conference Proceedings			
i	International (Abroad)	07 marks		
ii	International (within country)	05 marks		
iii	National	03 marks		
iv	State/University	02 marks		
Total of Category (1+2+3+4+5+6)				

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

(c) Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

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

- 1.
- 2.
- 3.

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 Performa.

Signature of the faculty with
Designation,

Place

Date

Signature of Principal