

## **SELECTION PROCEDURE UNDER CAREER ADVANCEMENT SCHEME (CAS) OF COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY**

The following guidelines are prepared as per '6.0 Selection Procedure' of the 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 (No. F.1-2/2017(EC/PS)) dated 18 July, 2018.

- A.** The Assessment of the performance of University teachers for the CAS promotion is based on the following criteria:
- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
  - ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOC's, organising seminar/conference/workshop /presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
  - iii. **Administrative Support and Participation in Students' Co- curricular and Extra-curricular Activities.**

**B. Assessment Process**

The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:

**Step 1:** The University teachers shall submit to University an annual self-appraisal report in the prescribed Proforma given below. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher- in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.

**Step: 2:** After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

**Step 3:** A CAS Promotion shall be granted as mentioned in Clauses 6.4 of the UGC Regulations 2018.

- I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university the Assessment Criteria and Methodology Proforma by all credentials as per the Assessment Criteria and Methodology guidelines set out in the UGC Regulations 2018. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.
  - II. The Selection Committee specifications as contained in Clauses 5.1 to 5.4 of UGC Regulations 2018 shall be applicable to all Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.
  - III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a “Screening-cum-Evaluation Committee”.
  - IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.
  - V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.
  - VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. **The University shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.**
- i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.

- ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

### **STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME (CAS) OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/PROFESSORS**

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 fulfill the eligibility and performance criteria as laid down in Clause 6.3. of the UGC Regulations 2018.

#### **I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/ Academic Level 11)**

##### **Eligibility:**

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil./PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc.and M.D., or six years of service in case of those without a Ph.D./M.Phil./PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/Research Methodology Course/Workshop/Syllabus Up-gradation Workshop/Training Teaching-Learning-Evaluation, Technology Programmes/Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants/MOOC's course during the assessment period; and
- iv) Published one research publication in the **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** during assessment period.

### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the Category 1&2 in Part B of Annual Self-Assessment for the Performance Based Appraisal System (PBAS) of at least three/four/five of the last four/five/six years of the assessment period as the case may be, and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

### **II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)**

#### **Eligibility:**

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course/programme from amongst the categories of Refresher Courses/Research Methodology/Workshops/Syllabus Up-gradation Workshop/Teaching-Learning-Evaluation/Technology Programmes /Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** during assessment period.

### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the Category 1&2 in Part B of Annual Self-Assessment for the Performance Based Appraisal System (PBAS) of at least four of the last five years of the assessment period, and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

### **III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)**

- 1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- 2) A Ph.D Degree in the subject concerned/allied/relevant discipline.
- 3) Any one of the following during last three years: completed one course/ programme from amongst the categories of Refresher Courses/Research Methodology Workshops/Syllabus Up-gradation Workshop/Teaching-Learning-Evaluation Technology Programme/Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at 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.
- 4) A minimum of seven publications in the **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate.

#### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the Category 1&2 in Part B of Annual Self-Assessment for the Performance Based Appraisal System (PBAS) of at least two of the last three years of the assessment period as specified in Category 3 in Part B of PBAS, and has a research score of at least 70.
- ii) The promotion is recommended by a selection committee constituted in accordance with UGC Regulations 2018.

### **IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)**

#### **Eligibility:**

- 1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- 2) A Ph.D degree in the subject concerned/allied/relevant discipline.

- 3) A minimum of ten research publications in the **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** out of which three research papers should have been published during the assessment period.
- 4) **Evidence of having successfully awarded Ph.D to doctoral candidate under his/her supervision.**
- 5) A minimum of 110 Research Score in Category 3 in Part B of PBAS.

**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 two of the last three years of the assessment period, as per Category 1&2 in Part B of Annual Self-Assessment for the PBAS, and at least 110 research score, as per Category 3 in Part B of PBAS.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

**V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)**

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject-experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

**Eligibility:**

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** and Ph.D. degree has been successfully awarded to **two** candidates under his/her supervision during the assessment period.

## **CAREER ADVANCEMENT SCHEME (CAS) FOR DIRECTORS OF PHYSICAL EDUCATION AND SPORTS**

Note:

- i) The following provisions apply only to those personnel who are not involved in teaching physical education and sports.
  - ii) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14.
- I. From Assistant Director of Physical Education and Sports (Academic Level 10 to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11).

### **Eligibility:**

- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher/Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

### **CAS Promotion Criteria:**

An individual may be promoted if:

- i) He/she gets a '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 1 of Appendix I; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

### **II. From Assistant Director of Physical Education and Sports (Senior Scale/ Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)**

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Completed one course/programme from among the categories of refresher courses, research methodology

workshops, (ii) Teaching-Learning-Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Table 1 of Appendix I, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

**III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)**

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Table 1 of Appendix I, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

**IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports to University Deputy Director Physical Education and Sports shall be the following:**



- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course/programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes/Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national/interuniversity/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Table 1 of Appendix I, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

## Cochin University of Science and Technology

**Table 1**  
**Assessment Criteria and Methodology for Directors of Physical Education and Sports**

S.No.	Activity	Grading Criteria
1.	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90% and above - Good Below 90% but 80% and above - Satisfactory Less than 80% - Not satisfactory
2.	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory - Neither good nor satisfactory.
3.	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines.  Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines.  Or District level competition in at least 5 disciplines.  Unsatisfactory - Neither good nor satisfactory.
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs.  Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	(i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/ inter university/inter college level competition. (ii) Being invited for coaching at state/national level. (i) Organizing at least three workshops in a year. (ii) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular college activities.	Good: Involved in any two activities.  Satisfactory: 1 activity  Not Satisfactory : Not involved/ undertaken any of the activities.
Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	

Note :

- i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.
- ii) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee.
- iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.

# Cochin University of Science and Technology

## Annual Self-Assessment for the Performance Based Appraisal System (PBAS)

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in*

*Higher Education) Regulations, 2018)*

**Year:**

**(To be completed and submitted at the end of each academic Year)**

### PART A: GENERAL INFORMATION

1.	Name (In Block Letters)	:	
2.	Father's Name/ Mother's Name	:	
3.	Department	:	
4.	Current designation	:	
5.	Date of last promotion	:	
6.	To which Position and Grade pay are you an applicant under CAS	:	
7.	Date of eligibility for promotion	:	
8.	Date and Place of Birth	:	
9.	Sex	:	
10.	Nationality	:	
11.	Indicate whether belongs to SC/ST/OBC Category	:	
12.	Address for correspondence (with Pin code)	:	
13.	Permanent Address (with Pin code)	:	
.	Telephone No:		
	Email		

14. Academic Qualifications (Matric till post-graduation)

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject

15. Research Degree(s):

Degree	Title	Date of Award	University

16. Appointments held prior to joining this institution

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

17. Posts held after appointment at this institution

Designation	Department	Date of actual Joining		Grade
		From	To	

18. Period of teaching experience:

19. Research Experience excluding:

Years spend in M. Phil/ Ph. D  
(in years)

20. Field of specialization under the \_\_\_\_\_ :  
Subject/Discipline

21. Academic Staff College Orientation/Refresher Course attended:

Name of the Course /Summer School	Place	Duration	Sponsoring Agency

**PART B: ACADEMIC PERFORMANCE INDICATORS**  
**(Please see detailed instruction of this PBAS proforma before filling out this section)**

**CATEGORY 1:**  
**TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

**Lectures, Seminars, Tutorials, Practical's, Contact Hours**  
**(give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Practicals taken as per documented record
01.						
02.						
03.						
04.						
05.						
06.						
07.						
08.						
<b>TOTAL</b>						
"Good": for 80% and above performance. "Satisfactory": for 70 % to 80% performance. "Not Satisfactory": for less than 70% performance  (Department Time Table/Statement of class engaged by teacher attested by Principal/HOD/Director)					<b>Grade</b>	

\*Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

**CATEGORY 2:**  
**CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED  
ACTIVITIES**

- (a) Administrative responsibilities such as Head/ Chairperson/ Dean/ Director/ Coordinator/ Warden etc.

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

- (b) Examination and Evaluation duties assigned by the University or attending the Examination Paper Evaluation

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

- (c) Student related Co-curricular, Extension and Field-based Activities such as Students Clubs, Career Counselling, Study Visits, Student Seminars and other Events, Cultural, Sports, NCC, NSS and Community Services

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

- (d) Organizing Seminars/Conferences/Workshops, other University Activities

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

(e) Evidence of Actively involved in guiding Ph.D Students

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

(f) Conducting Minor/Major research projects sponsored by National/International Agencies

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

(g) Single or Joint Publication in **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals**

Sl. No.	Type of Activity and Details
01	
02	
03	
04	
05	

**Category 2:**

* Grade:	
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- \* Good : involved in at least in 3 Activities,
- Satisfactory : 1 to 2 Activities,
- Not Satisfactory : Not involved/undertaken any of these Activities

**Overall Grade for Part B:**

* Grade:	
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\* Good: 'Good' in Category 1 and Satisfactory/Good in Category 2

OR

Satisfactory: Satisfactory in Category 1 and 'Good or Satisfactory in Category 2

OR

Not Satisfactory: If neither 'Good' nor Satisfactory in overall grading



**CATEGORY 3:  
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

1. Research Publications in **Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed Journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed, Impact Factor, if any	No. of Co-authors	Whether you are the main Author	API Score
Total API Score							
8 Score per publication for faculties of Science, Marine Science, Engineering and Technology and 10 Score for Humanities, Social Science and Law The first and principal/corresponding author would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.							

2. Publications other than Research Papers

a. Books authored by International/National Publishers, Chapter in Edited Book, Editor of Books by International Published and Editor of Books by National Publisher

Sl. No.	Title with Page Nos.	Book, Title, Editor & Publisher	ISSN/ISBN No.	No. of Co-authors	Whether you are the main Author	API Score
Total API Score						

International Publishers : 12 scores  
National Publishers : 10 scores  
Chapter in Edited Books : 5 scores  
Editor of Books by International Publisher: 10 scores  
Editor of Books by National Publisher : 8 scores

b. Translation works in Indian and Foreign languages

Sl. No.	Title with Page Nos.	Book, Title, Editor & Publisher	ISSN/ISBN No.	No. of Co-authors	Whether you are the main Author	API Score
Total API Score						

Chapter or research paper : 3 scores

Book : 8 scores

3. Creation of ICT mediated teaching learning pedagogy and content and development of new and innovative courses and curricula

(a) Development of innovative pedagogy

Sl. No.	Type of Activity and Details	API Score (5 scores)
Total API Score		

(b) Design of New Curricula and Courses

Sl. No.	Type of Activity and Details	API Score (2 scores per curricula/ course)
Total API Score		

(c) MOOCS

i) Development of MOOCS in four quadrants (four credit course) (in case of MOOCS of lesser credits, 05 marks/credit (Maximum: 20 scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

ii) MOOCS (developed in four quadrants) per module/lecture (Maximum: 5 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

iii) Content writer/subject matter expert for each module of MOOCS (at least one quadrant) (Maximum: 02 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

- iv) Course coordinator for MOOCS (four credit course) (in case of MOOCS of lesser credits 02 Scores per credit) (Maximum: 08 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

(d) E-content

- i) Development of E-content in four quadrants for a complete course/E-Book (Maximum: 12 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

- ii) E-content (developed in four quadrants per module) (Maximum: 05 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

- iii) Contribution to development of E-content module in complete course/paper/E-book (at least one quadrant) (Maximum: 02 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

- iv) Editor of E-content for complete course/paper/E-book (Maximum: 10 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		



5. Others

(a) Patents

i. International (10 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

ii. National (7 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

(b) Policy Document (submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central or State Government)

i. International (10 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

ii. National (7 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

iii. State/Central Government (4 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		



iii. National (3 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

iv. State/University (2 Scores)

Sl. No.	Type of Activity and Details	API Score
Total API Score		

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

**Scopus/SC Indexed peer-reviewed journals or UGC-CARE listed journals** impact factor to be determined as per Thomson Reuters list.

- i) Paper in refereed journal without impact factor (5 Scores)
- ii) Paper with impact factor less than 1 (10 Scores)
- iii) Paper with impact factor between 1 and 2 (15 Scores)
- iv) Papers with impact factor between 2 and 5 (20 Scores)
- v) Paper with impact factor between 5 and 10 (25 Scores)
- vi) Paper with impact factor greater than 10 (30 Scores)

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- 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 the 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 proceedings 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 scores each.
- For the purpose of calculating research scores 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 30% of the total research score of the teacher concerned.
- The research score shall be from the minimum of 3 categories out of the 6 categories.

**PART C: OTHER RELEVANT INFORMATIONS**

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

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

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

01.	
02.	
03.	
04.	
05.	
06.	
07..	
08.	
09.	

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

Place & Date

Signature of the Faculty with  
Designation,

**Signature of HOD/ Director**

Place:  
Stamp)  
Date:

(Office

NB: The Annual Self-Assessment Proforma duly filled along with all enclosures submitted for CAS promotions will be verified by the University and information filed with the IQAC