

ATUL VIDYA MANDIR WARDHA'S



RAJARSHEE SHAHU SCIENCE COLLEGE

Chandur Railway, Dist – Amravati, Maharashtra



Affiliated to

Sant Gadge Baba Amravati University, Amravati



2nd Cycle

Assessment & Accreditation by NAAC

Criterion: VI - Governance, Leadership and Management

6.2 Strategy Development and Deployment

Q₁M – 6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures etc.



Atul Vidya Mandir, Wardha's
Rajarshee Shahu Science College

Virul Road, Chandur Rly, Dist. Amravati PIN - 444 904

(College Code : 807)

PRESIDENT

Prof. Mrs. Uttaratai V. Jagtap

SECRETARY

Prof. Virendrabhau W. Jagtap

PRINCIPAL

Dr. M.P. Chikhale

Website : www.rssc.edu.in | Email : rajarsheeshahucollege@rediffmail.com | rsscprincipal@gmail.com | ☎ (Office) 07222-254111

Ref. No. RSSC/132/23

Date: 17.03.2023

Declaration

The information, reports, true copies of the documents, numerical data, etc furnished in this file is verified by IQAC and found correct.

IQAC Co-ordinator
Rajarshee Shahu Science College
Chandur Rly., Dist. Amravati

(Dr. Minal Keche)



Principal
Rajarshee Shahu Science College
Chandur Rly., Dist. Amravati

(Dr. Mahesh Chikhale
Chairman IQAC and Principal)

Criterion: 6- Governance, Leadership and Management**6.2.1**

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Dr. Suresh S. Thakare

Website : www.rssc.edu.in | Email : rajarsheeshahucollege@rediffmail.com | rsscprincipal@gmail.com | ☎ (Office) 07222-254111

Ref. No.

Date:

Internal Quality Assurance Cell

Policy and Procedure for Maintenance of Academic and Support Facilities

The coordination between facility allocation and utilization ensures the optimal usage of resources like laboratories, Library Sport, Gymkhana and class rooms. The institute constitutes committees like the Purchase Committee, Library Advisory Committee, Campus Beautification Committee to look after the monitoring and maintenance of the available facilities of the College. The respective committees discussed the issues related with development and vigilance of infrastructural facilities with Head of the institute frequently.

A budgetary provision is made for the maintenance of academic and physical facilities in the annual budget which is approved by College Development Committee. Department wise funds are allocated for purchasing the Equipments and Books. The Principal circulates the notice in view of requisition of books to respective department for recommendation of titles of books to be purchased and ask the demand list of Laboratory equipments. From the received list items are selected and quotations are invited for comparative prices and then placed the order from lowest rates. Computers, LCD Projectors and internet facility with E-resources N-List are maintained for effective teaching and learning process. Minor repairs of furniture and equipments are maintained by the funds received from collected fees of self finance course.

As per the procedure is concerned the college has a structural mechanism for proper utilization and maintenance of academic and physical facilities. The Head of the Department assigns the responsibilities to Laboratory staff for cleanliness and maintenance of equipment.

The Librarian in consultation with the Library Advisory Committee looks after the maintenance and smooth functioning of the Library. The Botanical Garden is maintained by the Department of Botany. Sport facilities including the playground and Gym Centre are maintained by the Department of Physical Education. The college Website updating and software of antivirus installation is done regularly.

The college campus including the parking area, urinals and toilets are maintained by outsource team. At the end of the academic year stock verification is carried out by the stock checking committee and the report submit to Principal.


IQAC Co-ordinator
Rajarshee Shahu Science College
Chandur Rly., Dist. Amravati




Principal
Rajarshee Shahu Science College
Chandur Rly Distt. Amravati

Functions of Key Administrative Positions

Position	Function
Governing Body	<ul style="list-style-type: none"> To review academic and other related activities of the College To look after the Administration, development of education, growth & expansion of the institution. To pass the annual budget of the college. To approve the income and expenditure of the college annually.
College Development Committee	<ul style="list-style-type: none"> Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities. Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution; To approve the budgetary provisions for the development of the College. To approve the recommendations made by Internal Quality Assurance Cell (IQAC).
IQAC	<ul style="list-style-type: none"> The Internal Quality Assurance Cell monitors the quality of services being provided by the institution to its stakeholders. IQAC takes care of quality assurance strategies and processes. To review the quality policy every academic year. Parameters related to enhance the quality of the institution like workshops, conferences, FDP's, paper publications, innovations in teaching and more are considered after the approval of IQAC Committee.
Principal	<ul style="list-style-type: none"> Monitoring and conducting academic activities of the institute under the guidance of the Management and assistance of the Head of Departments. To provide leadership, guidance, help implementation and monitor all the academic activities in compliance with the affiliated university

	<ul style="list-style-type: none"> • To conduct the periodical meetings of the faculties for effective administration of the college. • To recommend allocation of budget for the departments as requested by the Head of Departments to Governing body. • To ensure that all financial transactions are conducted as per the norms. • To become responsible for the general amenities and arrangements for students and employees of college.
Head of the Department	<ul style="list-style-type: none"> • To monitor and conduct academic activities of the department under the guidance of the Principal. • Allocate the syllabus to the faculty members well in advance before commencement of the semester/year. • To plan and take the necessary actions for improvement of department results and academic performance. • To prepare the department requirements and budget needed. • Ensure academic discipline in the department.
Committees	<ul style="list-style-type: none"> • Every committee has a senior faculty member as convener with two or more faculty members as committee members. • Committee convener will chalk out a schedule of programs and oversee its execution.

Service Rules and Procedures:

College follows rules and regulations of UGC, Government of Maharashtra act 2016 and rules laid by SGBAU, Amravati.

The recruitment of all the college posts- the permanent posts (Grant-in-aid) and temporary posts (Non-Grant) are done by the parent management as per the norms and procedure laid down by the Government of Maharashtra, affiliated University and UGC.

Recruitment of Faculty/Supporting Staff.

- Advertisements are published in the state and national level newspapers.
- Interviews are conducted by a panel consisting of President of the parent society, Principal of the college, VC Nominee, External subject expert nominated by the affiliating university and Head of the Department.
- Preference is given to higher qualifications, teaching, research and experience.
- A demonstration is taken to understand the teaching capabilities and competency.
- The guidelines of the university and UGC are followed during the recruitment of the faculty.
- Non-teaching staff are recruited by the panel consists of President of society, office-bearers of the society and Principal.

Advertisement in News Paper

कायकारा आभयता,
ग्रामीण पाणी पुरवठा विभाग,
जिल्हा परिषद, बुलढाणा

स्थळ - अमरावती

Sant Gadge Baba Amravati University, Amravati
Atul Vidya Mandir, Wardha
Rajarshee Shahu Vidyan Mahavidyalaya, Chandur Rly. Dist. Amravati

WANTED

Applications are invited for Full Time Regular Posts as per following details in the faculty of Science & Technology (vide-SGBAU letter No.SGBAU/8/C-1246/2019 dated 03.07.2019)

Vacancies for Grant-in-aid Courses/Programmes

Sr. No.	Name of Post	Subject/ Course	Category wise No.of Post							Total No.of Posts
			OPEN	SC	ST	OBC	SBC	VJ NT	Any Other	
1.	Asstt.Prof.	Botany	-	1	-	1	-	-	-	2
2.	Asstt.Prof.	Physics	-	-	-	1	-	-	-	1
3.	Asstt.Prof.	Chemistry	-	-	-	1	-	-	-	1
4.	Asstt.Prof.	Mathematics	1	1	-	-	-	-	-	2

उपरोक्त दर्शविलेली वदे ही मा.न्यायालयामध्ये दखल घेविका क्र.१२०५१/२०१५ च्या अंतिम निकालाच्या अधीन राहून मान्यता देण्यात येत आहे. (समांतर व अपंगाचे आरक्षण भरण्यात येईल या अटीवर)

Pay Scale - As per UGC & State Government Norms.

For Qualifications/Experience/Pay Scale other details/conditions visit University website www.sgbau.ac.in and College website www.rssc.edu.in


Interested and qualified candidates should apply in the prescribed format (available in the College Office) with all the relevant documents to the Principal within 10 days from the date of publication of this advertisement.

Those who are already in employment shall route their applications through their parent employer furnishing an advance copy of the same to the Principal. However, it shall be binding for the applicant to furnish the "NO Objection Certificate" from the parent employer on or before the date of interview.

President/Secretary
Atul Vidya Mandir, Wardha

Principal
Raharshee Shahu Science
College
Chandur Railway
Dist. Amravati-444904

Proposal of Approval to the University for the Appointment of Assistant Professors



Atul Vidya Mandir, Wardha's
Rajarshee Shahu Science College
 Virul Road, Chandur Rly, Dist. Amravati PIN - 444 904
 (College Code : 807)
 (Accredited with B+ Grade by NAAC)

PRESIDENT
Prof. Mrs. Uttaratai V. Jagtap

SECRETARY
Prof. Virendrabhau W. Jagtap

PRINCIPAL
Dr. Suresh S. Thakare

Website : www.rssc.edu.in | Email : rajarsheeshahucollege@rediffmail.com | rsscprincipal@gmail.com | (Office) 07222-254111

Ref. No. RSSC/419/19

Date: 03/09/2019


To,
 The Assistant Registrar (College Section)
 Sant Gadge Baba Amravati University, Amravati

Subject : Proposal for approval to the appointment of Assistant Professors.

Respected Sir,


With reference to the above mentioned subject, I am submitting herewith the proposals for approval to the appointment of Assistant Professors at Rajarshee Shahu Science College, Chandur Rly. Dist. Amravati as per checklist. You are requested to do the needful and oblige.

Thanking You
 Regards


Principal
 Rajarshee Shahu Science College
 Chandur Rly. Dist. Amravati

List of enclosed proposals of:

- 1) Dr. Rekha V. Kene (Mathematics)
- 2) Miss. Mamta S. Palaspagar (Mathematics)
- 3) Dr. Amol P. Thakare (Chemistry)
- 4) Mr. Pravin R. Sardar (Botany)
- 5) Dr. Roshani N. Bhagat (Physics)
- 6) Dr. Sampada P. Patharkar (Botany)


4-9-19
 आवक लिपीक
 संत गाडगे बाबा अमरावती विश्वविद्यालय

Approval Letter of Appointment-2019

राजर्षी शाहू विज्ञान महाविद्यालय
चान्दूर रेल्वे, जि. अमरावती.
आ.क्र. 103/2019
दिनांक 08/11/2019

SANT-GADGE BABA AMRAVATI UNIVERSITY

No.:- SGBAU/R/C- 2872
Date:- 7/11/2019, /2019.

The Principal,
Rajarshee Shahu Vidnyan Mahavidyalaya,
Chandur Rly., Distt. Amravati.

Subject :- Approval to the recommendations of Selection Committee for appointment to the post of Assistant Professor.

Reference :- Your letter No. RSSC/419/19, dated 03/09/2019.

Sir,

The proposal submitted by you vide above letter under reference, alongwith the report of the Selection Committee for appointment to the post of **Asstt. Professor** in the subject mentioned in column No. 5 of the following table has been considered by the Hon'ble Pro-Vice-Chancellor in accordance with the provisions of the Direction No. 08/2019, Direction No. 14/2019 & Direction No. 17/2019.

In this connection, it is to inform you that, the Hon'ble Pro-Vice-Chancellor is pleased to approve the recommendations of the Selection Committee as mentioned below in Column No.6, of the table.

It is to inform you that, in case the post is reserved for Backward Class Category, the Principal should obtain the Caste Validity Certificate of the competent authority, before issuing the appointment order to the candidate, as prescribed in Govt. Resolution No. (1) एमटीसी-१३९९/प्र.क्र.-२/का-२०, Dated 9th September,1999 (2) एमटीसी-१०९९/प्र.क्र.-१६/का-२०, Dated 16th August ,2000 & Govt. Resolution No. एमटीसी-१२-२०००/२५२/प्र.क्र.-१/इमाव/५, Dated 25.1.2000.

TABLE

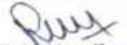
Sr. No	Name of the Candidate	Category of		Subject	Decision of the Hon'ble Vice-Chancellor
		Post	Candidate		
1	2	3	4	5	6
01.	Dr. Rekha Vijayrao Kene	Open	Open	Mathematics	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.
02.	Ku. Mamta Suresh Palaspagar	SC	SC	Mathematics	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.
03.	Dr Amol Panjabrao Thakare	OBC	OBC	Chemistry	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.
04.	Shri Pravin Rambhau Sardar	SC	SC	Botany	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.

(P.T.O.)

-2-

05.	Dr. Roshani Narendrarao Bhagat	OBC	OBC	Physics	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.
06.	Dr. Sampada Prabhakar Patharkar	OBC	OBC	Botany	Recommendations approved for the session 2019-2020 and onwards, subject to final decision in W.P. No.12051/2015.

Yours faithfully,


 (Dr. R. U. Yeotikar)
 Asstt. Registrar (Col.)
 Sant Gadge Baba
 Amravati University
 Amravati


Copy to :-

1. Dr. Rekha Vijayrao Kene, C/o, Manish Korpe, Samta Colony, Kathora Road, Amravati.
2. Ku. Mamta Suresh Palaspagar, Re., Tq. Akot, Distt. Akola.
3. Dr. Amol Panjabrao Thakare, Deshmukh Colony, Amravati Road, Morshi, Distt. Amravati.
4. Shri Pravin Rambhau Sardar, Near Zilla Parishad School, Sainagar, Tq. Daryapur, Distt. Amt.
5. Dr. Roshani Narendrarao Bhagat, Cottom Green Colony, Amravati.
6. Dr. Sampada Prebhakar Patharkar, Vrundavan Nagar, Sindhi Meghe, Near Keshav City, Wardha.
7. Asstt. Registrar, B.C. Cell., Sant Gadge Baba Amravati University, Amravati.

Policies regarding Promotion

Based on the Annual performance appraisal reports for teaching staff and Swayam Muly Nirdharn Ahwal for non teaching staff members are promoted to next higher level of pay matrix. For this the college adheres to the qualifications, eligibility and salary structure the norms laid down by UGC and SGBAU.

Sant Gadge Baba Amravati University Gazette

 SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE Official Publication of Sant Gadge Baba Amravati University		PART- ONE
(Extra-Ordinary) Monday, the 15 th July, 2019		
Direction	Date : 15/7/2019	
No. : 17/2019		
Subject :- Self – Assessment Proforma - cum – Score Sheets for Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme of Teachers and other Academic Staff., (UGC Regulations-2018)		
Whereas, the University has hereinbefore, issued the Direction No. 35/17 to deal the matter on the above subject,		
AND		
Now, whereas, the Government of Maharashtra, Higher & Technical Education Department, Mumbai, has issued Government Resolution No. Misc-2018/C.R.56/18/UNI-1 dated 8 th March, 2019, regarding Revision of Pay Scales of teachers and equivalent cadres in Higher Education as per UGC Scheme (7 th Pay Commission), and minimum qualifications for appointment of teachers and other academic staff in all the Universities, Colleges and measures for the maintenance of standard in Higher Education in view of University Grants Commission, Resolution-2018,		
AND		
Whereas, the above Government Resolution No. Misc-2018/C.R.56/18/UNI-1 dated 8 th March, 2019, is implemented, by this University, vide Direction No. 8/ 2019, dated 2/4/2019 – so also the Direction No. 14/2019, dated 27.06.2019, regarding corrigendum issued by Govt. vide G.R. dated 10 May, 2019 to this of G.R. of 8th March, 2019.		
AND		
Whereas, the above UGC Regulation, 2018 (Revision of Pay Scales of Teachers in Non-Agricultural Universities, National Law University, Affiliated Colleges, Government Colleges/Institutes as per 7th Central Pay Commission also provides minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measure for the maintenance of standards in Higher Education,		
AND		
Whereas, the Proforma-cum-Score Sheets are to be prepared as per the UGC Regulations-2018 as accepted by the Govt., the Vice-Chancellor has appointed the Committee which has prepared the Proforma-cum-Score Sheets based on guidelines, criteria on the subject, and the Proforma-cum-Score Sheets have been accepted by the Vice-Chancellor.		
AND		
Whereas, the matter is to be implemented by prescribing the Ordinance u/s 74 of the Maharashtra Universities Act, 2016.		
AND		
Whereas, making of ordinance is time consuming process.		
AND		
Therefore, I, Dr. M.G. Chandekar, Vice-Chancellor of Sant Gadge Baba Amravati University, in exercise of the powers conferred upon me under Section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby direct as under :-		
1. This Direction may be called as "Self Assessment Proforma-cum-Score Sheets for Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme of Teachers and Academic Staff, (UGC Regulations-2018) - Direction, 2019".		
SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE - 2019 - PART ONE - 141		

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2. This Direction shall come into force from the date of its issuance.
3. Self Assessment Proforma-cum-Score Sheets for Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), for Appointments & Promotions under Career Advancement Scheme of Teachers, will be as prescribed by UGC Regulation, 2018 (Revision of Pay Scales of Teachers in Non-Agricultural Universities, National Law University, Affiliated Colleges, Government Colleges/Institutes as per 7th Central Pay Commission and UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measure for the maintenance of standards in Higher Education Resolution as accepted by Govt. of Maharashtra vide G.R. dated 8th March, 2019 and 10th May, 2019. Self Assessment Proforma-cum-Score Sheets prescribed accordingly by the University for this purpose are as per Section-I, Section-II, Section-III and Section-IV annexed herewith, as ANNEXURE-A..

Summary of these Sections is as under :-
Summary of Sections :-

(A)

Section-I

Appendix - I : For University and College Teachers other than Physical Education Persons & Librarians for filling Part - B (Categories - I, II & III) of Appendix - II & Appendix - III.

Appendix - II : PBAS Proforma for Promotions under CAS of Teachers other than Physical Education Persons & Librarians (Part - A, Part - B & Part - C).

Appendix - III : Annual Self Assessment Proforma for the Performance Based Appraisal System (Part - A, Part - B & Part - C) for Teachers other than Physical Education Persons & Librarians.

Section-II

Appendix - IV : For University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports for filling Part - B (Categories - I, II & III) of Appendix - V & Appendix - VI.

Appendix - V : Annual Self Assessment Proforma for the Performance Based Appraisal System (Part - A, Part - B & Part - C) for University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports.

Appendix -VI : PBAS Proforma for Promotions under CAS of University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports (Part - A, Part - B & Part - C).

Section-III

Appendix - VII : For University Librarian / Deputy Librarian / Assistant Librarian and College Librarian for filling Part - B (Categories - I, II & III) of Appendix - VIII & Appendix - IX.

Appendix-VIII : Annual Self Assessment Proforma for the Performance Based Appraisal System (Part - A, Part - B & Part - C) for University Librarian / Deputy Librarian / Assistant Librarian and College Librarian.

Appendix - IX : PBAS Proforma for Promotions under CAS of University Librarian/ Deputy Librarian / Assistant Librarian and College Librarian (Part - A, Part - B & Part - C).

Section-IV

Appendix - X : For Teachers under Music and Performing Arts Part - B (Categories - I, II & III) of Appendix - XI & Appendix - XII.

Appendix - XI : Annual Self Assessment Proforma for the Performance Based Appraisal System (Part - A, Part - B & Part - C) for Teachers under Music and Performing Arts.

Appendix - XII : PBAS Proforma for Promotions under CAS of University For Teachers under Music and Performing Arts (Part - A, Part - B & Part - C).

- (B)** For Direct Recruitments of Professor and Principal posts, applicants should submit the information under " (A)" in the Format under 'Category - III' of Part B of Appendix - II, VI, IX & XII XI along with his / her application form by respective category of teachers.

4. The cases of Self-assessments, score sheets, API, and PBAS shall hereinafter be dealt as per this Direction only as far as applicable to the teachers and other academic staff in University & Colleges in the faculties/courses fall under the "Coverage" at para- 1.0 of Govt. Resolution dated 8th March, 2019.

Place: Amravati
 Date: 15 /07/2019

Sd/-
 (Murlidhar Chandekar)
 Vice-Chancellor

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Section I

Appendix-I

Sant Gadge Baba Amravati University, Amravati.
Academic Performance Indicators (APIs) And Scores developed for
adoption of Performance Based Appraisal System (PBAS) for Appointments and Promotions under
Career Advancement Scheme (CAS) of University/College Teachers.
(For Teachers other than Physical Education Persons, Librarians and teachers of Music and Performing Arts)

Instructions for Filling up Part B of the PBAS Proforma

(Please read the Instructions carefully before filling the proforma for Category I, II, III)

Part B of the Proforma is based on Government of Maharashtra, Higher and Technical Education, GR No. Misc-2018/C.R56/18/UNI-I of 7th Central Pay Commission and UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measure for the maintenance of standards in Higher Education, 2018.

B (I) is based on API Grading/ scoring for Category I of the Table. Detailed information for 2018-19 or most recent assessment year is to be provided.

B (II) is based on Category II of the Table. Detailed information for 2018-19 or most recent assessment year is to be provided.

B (III) is based on Category III of the Table. Detailed information for the entire assessment period is to be provided. The proforma is to be filled as per the tables and self-assessment scores/ grades given. For each category, even though several avenue of activities and their API scores are given to provide choice/ opportunity to the teacher, maximum limit of scores that can be given or carried forward under each category/area is indicated in the Table-A and B for University and College teachers respectively as per GR No. Misc-2018/C.R56/18/UNI-I of 7th Central Pay Commission and UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measure for the maintenance of standards in Higher Education, 2018.

NB. The self-assessment scores are subject to verification by the University / College, and by the Screening cum Verification Committee or Selection Committee as the case may be.

CATEGORY : I : Assessment Criterion for Teaching, Learning and Evaluation Related Activities as per GR No. Misc-2018/C.R56/18/UNI-I.

Direct Teaching:

Indicator/ Activity	Post Held	Grading Criteria
Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.	Assistant Professor	80% and above - Good
	Associate Professor	Below 80% but 70% and above- Satisfactory
	Professor	Less than 70%- Not satisfactory

Note: For the purpose of assessing the grading of Activity at Criterion I 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. 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.

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CATEGORY: II. Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities.

II. Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities.:

Indicator/ Activity	Post Held	Grading Criteria
i. Administrative responsibility (including as Dean / Principal / Head of the Department/ Coordinator of centers Chairperson / Convener / Teacher-in-charge/ IQAC/ statutory bodies/ similar other duties that require regular office hrs for its discharge)/ other aspect of departmental or institutional management such as admission committee, campus development, library committee etc./ Organization of Conference /Training as Chairman/Organizing Secretary / Treasurer. Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline/ College magazine etc./ Contribution to Corporate life in Universities/colleges through meetings, popular. / lectures, subject related events, other college/university Activities etc.	Assistant Professor/ Associate Professor/ Professor	Good - Involved in at least 3 Activities. Satisfactory - 1-2 activities Not-satisfactory - Not involved/ undertaken any of the activities.
ii. Participation in Board of Studies, Academic and Administrative Committees and all other committee (s)/ Duties specified by the University/ Government/ Statutory bodies.		
iii. Question paper setting, Invigilation, evaluation of answer scripts including term end examination / Departmental examinations/ College Examinations/ Internal Assessment and other examinations specified by the University.		
iv. Examination work such as coordination, Co-officer, Subject Exam Committee etc. or flying squad duties etc.		
v. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.)		
vi. Other co-curricular activities. Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC, NSO or any other similar activity. Students related Socio		

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Cultural and Sports Programmes, campus publications etc.		
vii. Extension and dissemination activities (public /popular lectures/talks/seminars etc.), Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper, flood or drought relief, small family norms, cleanliness.	—	
viii. Professional Development activities such as participation in short term training courses/ long term training courses authorized by statutory bodies, industrial experience, talks, refresher / orientation/ faculty development courses, dissemination and general articles and any other contribution, subject Associations, Conferences, Seminars without paper Presentation. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, etc.	—	
ix. Institutional governance. Participation in State/Central Bodies/Committees on Education, Research and National Development. Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes.	—	
x. Lectures in Refresher/ Orientation/ Short Term Programmes and any other professional development activities authorized by statutory bodies.		
xi. learning methodologies, updating of subject contents/courses, mentoring etc.		
xii. Participatory and Innovative T /L Process with materials for problem based learning, case studies, Group discussions etc.,	—	
xiii. Interactive Courses, Participatory Learning modules, Case studies.		
xiv. Use of ICT in T/L process with computer-aided methods like power point / Multimedia/ Simulation/Softwares etc.		
xv. Developing and imparting Remedial/Bridge Courses.		
xvi. Developing and imparting soft skills/personality development courses/ modules.		
xvii. Developing and imparting		

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specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas.		
xviii. Organizing and conduction of popularization programmes/ training courses in computer assisted teaching/web-based learning and e-library skills to students.		
xix. Evidence of actively involved in guiding Ph.D. students .		
xx. Conducting minor or major research project sponsored by national or international agencies.		
xxi. At least one single or joint publication in peer- reviewed or UGC list of Journals.		

Note: Good: Good in teaching and satisfactory or good in activity at Category-II.

Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Category-II.

Not Satisfactory: If neither good nor satisfactory in overall grading.

Note: For the purpose of assessing the grading of Activity at Criterion I and Criteria II, 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. 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.

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.

Sr. No.	Category	Academic/ Research Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Education/ Physical education/ Commerce/ Management and other related disciplines

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1	III (A) Research Paper Publication	Research Papers published in: Peer- Reviewed or UGC listed Journals #	8 per paper	10 Per paper
2	III (B) Publications (other than Research Papers)	a) Books authored which are published by		
		International Publisher	12	12
		National Publisher	10	10
		Chapter in Edited Book	05	05
		Editor of Book by International Publisher	10	10
		Editor of Book by National Publisher	08	08
		b) Translation work in Indian and Foreign Languages by qualified faculties		
		Chapter or Research Paper	03	03
		Book	08	08
3	III (C) Creation of ICT mediated teaching learning pedagogy and content and development of new and innovative courses and curricula	a) Development of innovative pedagogy	05	05
		b) Design of new curricula and courses	02/ curricula / course	02/ curricula / course
		c) MOOCs		
		Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs lesser credit 5 marks/ credit)	20	20
		MOOCs (Develop in 4 quadrant) Per module/ lecture	05	05
		Content writer/ subject matter expert for each module of MOOCs (at least one quadrant)	02	02
		Course coordinator for MOOCs (4 Credit Course) (In case of MOOCs of lesser credits 02 marks/ credit)	08	08
		d) E-Content		
		Development of e -Content in 4 quadrants for a complete course/e-book	12	12
		e-Content (developed in 4 quadrants) per module	05	05
		Contribution to development of e- content module in complete course/paper/e- book (at least one quadrant)	02	02
		Editor of e-content for complete course/ paper e-book	10	10
4	III (D) Research	a) Research Guidance		
		Ph.D	10/ Degree Award 05/ Thesis Submitted	10/ Degree Award 05/ Thesis Submitted
		M.Phil / PG Dissertation	02/ Degree Award	02/ Degree Award
		b) Research Project Completed		
		More than 10 lakhs	10	10
		Less than 10 lakhs	05	05
		c) Research Projects Ongoing :		
		More than 10 lakhs	05	05
		Less than 10 lakhs	02	02
		d) Consultancy	03	03

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5	III (E) Patents and Policy Documents	a) Patents		
		International	10	10
		National	07	07
		b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
		International	10	10
		National	07	07
		State	04	04
		c) Awards/Fellowship		
		International	07	07
		National	05	05
6	III (F) Invited Talks/ Paper Presentation	*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)		
		International (Abroad)	07	07
		International (within country)	05	05
		National	03	03
		State/University	02	02

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 .

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

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TABLE A
Minimum API requirement for the promotion of teachers under CAS in Universities.

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2/ Academic Level 10 to 11)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3/ Academic Level 11 to 12)	Assistant Professor (Stage 3) to Assoc. Professor/equivalent cadres (Stage 4 / Academic Level 12 to 13A)	Associate Professor (Stage 4) to Professor /equivalent cadres (Stage 5/ Academic Level 13 A to 14)	Professor (Stage 5) to Professor (Stage 6/ Academic Level 14 to 15)
I	Assessment Criterion for Teaching, Learning and Evaluation Related	Good or Satisfactory Grading				Qualification and Grading as per GR No. Misc-2018/C.R5 6/18/UNI-1.
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities.					
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	40 / Assessment period	100 / Assessment period	90 / Assessment period	120 / Assessment period	
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee	Expert Committee

TABLE B
Minimum API requirement for the promotion of teachers under CAS in Colleges/ Affiliated Institutions UG and PG.

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Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2/ Academic Level 10 to 11)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3/ Academic Level 11 to 12)	Assistant Professor (Stage 3) to Assoc. Professor/equivalent cadres (Stage 4 / Academic Level 12 to 13A)	Associate Professor (Stage 4) to Professor /equivalent cadres (Stage 5/ Academic Level 13 A to 14)
I	Assessment Criterion for Teaching, Learning and Evaluation Related	Good or Satisfactory Grading			
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities.				
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	45 / Assessment period	60 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee

TABLE - C

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR DIRECT SELECTION OF TEACHERS IN UNIVERSITIES / COLLEGES/ INSTITUTIONS.

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		<p>minimum eligibility for appointment of Assistant Professor in such disciplines.</p> <p>OR</p> <p>B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) ; (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).</p>	
2	Associate Professor	<p>i. A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines;</p> <p>ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed); and</p> <p>iii. A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals.</p>	<p>A total research score of Seventy five (75) as per the criteria given in Category III of the Direction (8/2019).</p>
3	Professor	<p>A. i. An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals.</p> <p>ii. A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.</p> <p>OR</p> <p>B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.</p>	<p>A total research score of One hundred twenty (120) as per the criteria given in Category III of the Direction (8/2019)..</p>
4	Senior Professor	<p>i. An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.</p> <p>ii. A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of</p>	<p>Note: Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment. The scheme shall be applicable to directly recruited professors only.</p>

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S.No.	Post	Eligibility	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor	<p>A.</p> <p>1) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.</p> <p>2) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SET :Provided the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/ SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges/Institutions subject to the fulfillment of the following conditions:</p> <p>a) The Ph.D. degree of the candidate has been awarded in regular mode only;</p> <p>b) The Ph.D. thesis has been evaluated by at least two examiners;</p> <p>c) An open Ph.D. viva voce of the candidate has been conducted;</p> <p>d) The candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal; and</p> <p>e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars, sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.</p> <p>Note:</p> <p>1) The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic affairs) of the University concerned.</p> <p>2) NET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SET is not conducted.</p> <p>However, Ph.D. degree shall remain the</p>	<p>The Academic score as specified by GR No. Misc-2018/C.R56/18/UNI-1, in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.</p>

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	national level.	
	iii. The selection shall be based on academic achievements, favorable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.	
	iv. The selection shall be based on ten best publications in the Peer-reviewed or UGC - listed journals and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per these Rules.	
Note: As there is no provisions for the Direct selection for the post of Associate Professor and Professors in Colleges/ affiliated institutions in GR No. Misc-2018/C.R56/18/UNI-1; the above conditions may be wherever it is provided considered for direct selections in the colleges/affiliated institutes.		

TABLE - D

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

S.No.	Post	Eligibility	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor (Academic Level 10) to Assistant Professor (Academic Level 11) Equivalent cadres from Stage 1 to 2).	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. or six years of service in case of those without a Ph.D./M.Phil. 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 peer-reviewed journals or UGC listed journals during assessment period.	A teacher shall 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 provided in Table A of the Direction). ii. A total research score of Forty (40) for Assessment period as per the criteria given in Category III of the Direction. iii. The promotion is recommended by the screening-cum evaluation committee.
2	Assistant Professor (Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/ Academic Level 12) Equivalent cadres from	i. Assistant Professors who has completed five years of service in Academic Level 11/ Senior Scale. ii. A Ph.D. Degree in the subject concerned/ 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	A teacher shall be promoted if; i. The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as provided in Table A of the Direction). ii. A total research score of Hundred (100) for Assessment period as per the criteria given in Category III of the Direction.

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			iii. The promotion is recommended by a selection committee.
4	Professor (Academic Level 14) to Senior Professor (Academic Level 15 (Stage 5 to 6))	i. Ten years' experience as a Professor. ii. A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.	A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favorable 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.

TABLE - E

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN COLLEGES/ AFFILIATED INSTITUTIONS UNDER CAS

S.No.	Post	Eligibility	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor (Academic Level 10) to Assistant Professor (Academic Level 11) Equivalent cadres from Stage 1 to 2).	i. 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/ PG Degree in Professional Courses, such as L.L.M, M.Tech., M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./PG degree in Professional Courses. ii. Attended one Orientation Course of 21 days' duration on teaching methodology; and iii. Any one of the following: Completed one Refresher / Research Methodology Course OR Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning-Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration. OR Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrant/ MOOCs course during the assessment period.	A teacher shall 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 provided in Table B of this Direction). ii. A total research score of Twenty (20) for Assessment period as per the criteria given in Category III of the Direction. iii. The promotion is recommended by the screening-eum evaluation committee.
2	Assistant Professor (Senior Scale/ Academic Level 11) to Assistant Professor (Selection Grade/	i. Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale. ii. Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up	A teacher shall be promoted if; i. The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as provided in Table B of the Direction). ii. A total research score of Fifty (50) for Assessment period as per the

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B.A.P. STATUS: B.A.P. ADVISORY: EDUCATIONAL OFFICER: 2019 PART-1000: 101			
	Stage 3 to 3A)	<p>Programme of at least two weeks (ten days) duration (or completed one semester 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 MOOC's 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 development of at least 10 modules of MOOC's course/ contribution towards conduct of a MOOC's course during the period of assessment.</p> <p>iv. Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.</p> <p>i. Assistant Professor who has completed three years of service in Academic Level 12/Selection Grade.</p> <p>ii. A Ph.D. degree in subject concerned/allied relevant discipline.</p> <p>iii. Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Course/ Methodology Workshop/ 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 MOOC's course (with e-certification); or contribution towards development of e-contents in 4 quadrant (at least one quadrant) minimum of 10 modules of a course/ contribution towards development of at least 10 modules of MOOC's course/contribution towards conduct of a MOOC's course during the period of assessment.</p> <p>iv. A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.</p> <p>v. Evidence of having guided at least one Ph.D. candidate.</p>	<p>iii. The promotion is recommended by the governing committee.</p>
3	Assistant Professor (Selection Grade) Academic Level 12) to Associate Professor (Academic Level 13A) Equivalent cadres from Stage 3 to 4).	<p>i. Assistant Professor who has completed three years of service in Academic Level 12/Selection Grade.</p> <p>ii. A Ph.D. degree in subject concerned/allied relevant discipline.</p> <p>iii. Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Course/ Methodology Workshop/ 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 MOOC's course (with e-certification); or contribution towards development of e-contents in 4 quadrant (at least one quadrant) minimum of 10 modules of a course/ contribution towards development of at least 10 modules of MOOC's course/contribution towards conduct of a MOOC's course during the period of assessment.</p> <p>iv. A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.</p> <p>v. Evidence of having guided at least one Ph.D. candidate.</p>	<p>A teacher shall be promoted if:</p> <p>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 specified in Table A of the Direction.</p> <p>ii. A total research score of Ninety (90) for Assessment period as per the criteria given in Category III of this Direction.</p> <p>iii. The promotion is recommended by a selection committee constituted in accordance with these Rules.</p>
4	Associate Professor (Academic Level 13A) to Professor (Academic Level 14) Equivalent cadres from Stage 4 to 5).	<p>i. Associate Professors who have completed three years of service in Academic Level 13A.</p> <p>ii. A Ph.D. degree in subject concerned/allied relevant discipline.</p> <p>iii. 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.</p> <p>iv. Evidence of having successfully guided doctoral candidate.</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 two of the last three years of the assessment period, as per Table A of this Direction.</p> <p>ii. A total research score of One Hundred Ten (110) for Assessment period as per the criteria given in Category III of the Direction.</p>

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	Academic Level 12) Equivalent cadres from Stage 2 to 3).	Gradation Workshop/ Teaching-Learning -Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ 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); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards 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 conducting of a MOOCs course during the period of assessment..	criteria given in Category III of the Direction. iii. The promotion is recommended by the Screening-cum-evaluation committee.
3	Assistant Professor (Selection Grade/ Academic Level 12) to Associate Professor (Academic Level 13A) Equivalent cadres from Stage 3 to 4).	i. Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade. ii. A Ph.D. degree in subject concerned/allied/relevant discipline. iii. Any one of the following during the last three years: 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 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 development of e-contents 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.	A teacher shall 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 specified in Table B of this Direction. ii. A total research score of Forty Five (45) for Assessment period as per the criteria given in Category III of the Direction. iii. The promotion is recommended by a selection committee.
4	Associate Professor (Academic Level 13A) to Professor	i. Associate Professors who have completed three years of service in Academic Level 13A. ii. A Ph.D. degree in subject concerned/allied/ relevant	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

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(Academic Level 14) Equivalent cadres from Stage 4 to 5).	discipline. iii. 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. iv. A minimum of 110 Research Score as per Category III in aggregate out of which at least score of 60 for assessment period.	of the assessment period, as per Table B of this Direction. ii. A total research score of Sixty (60) for Assessment period as per the criteria given in Category III of this Direction . iii. The promotion is recommended by a selection committee constituted in accordance with these Rules.
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Sant Gadge Baba Amravati University PBAS Proforma

Appendix-II

Sant Gadge Baba Amravati University, Amravati.
PBAS Proforma
Session-

(PART A, PART B & PART C)

(For Teachers other than Physical Education Persons, Librarians and teachers of Music and Performing Arts)

PART A : GENERAL INFORMATION

1. Name (in Block Letters) :
2. Father's/Husband's Name :
3. Department :
4. Current Designation & Grade Pay :
5. Date of last Promotion :
6. Address for correspondence (with Pin code) :
7. Permanent Address (with Pin code) :
Telephone No. : _____
Email : _____
8. Whether acquired any degrees or fresh academic qualifications during the year :

9. Academic Staff College Orientation / Refresher Course attended during the year : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

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PART B: ACADEMIC PERFORMANCE INDICATORS**CATEGORY : I****TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1								
2								
3								
4								
5								
6								
7								
8								
9								
Even Semester								
10								
11								
12								
13								
14								
15								
16								
17								
18								

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

**As per table under the document Annexure I (A)

Overall Grading (Category : I) :-

Signature of Teacher

Verified and found correct :

Signature of V.C./H.O.D./Principal

Final Score approved by the Screening / Selection Committee :
(For Category : I)

Signature of Chairman
Screening / Selection Committee

PART B: ACADEMIC PERFORMANCE INDICATORS
CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

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II.1. Administrative Responsibility:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.2. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.3. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.4. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.5. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.6. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II.7. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

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II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II ix. Participatory and Innovative Learning:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students Registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1.					
2.					
3.					

II xi. Conduct of Research Projects:

Sr. No.	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1.							
2.							
3.							

II xii. Research paper Published:

Sr. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed / other Journal as notified by the UGC#	Grading	Proof Document**
1									
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

**As per table under the document Annexure II (A)

Overall Grading (Category : II) :-

Signature of Teacher

Verified and found correct:

Signature of V.C. /Principal/H.O.D.

Final Score approved by the Screening / Selection Committee :
(For Category II)

Signature of Chairman
Screening / Selection Committee

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SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE - 2019 - PART ONE - 161

PART B : ACADEMIC PERFORMANCE INDICATORS**CATEGORY : III****RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS****III A. Research Papers publication:**

Sr. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B.a. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International/ National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No.	Cassettes/CDs/DVDs, Tracks published/ Recorded	Company	Publication International/ National/ Local	Whether approved by University	No. of artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III B.c. Publications in the form of Individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No.	Individual Cassettes/CDs/DVDs, Tracks published/ Recorded	Company	Publication International/ National/ Local	Whether approved by University	API Score	Proof Document**
1						
Total						

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr. No.	Innovative Pedagogy/ New Curricula/ Courses/ MOOCs/ E-Content	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document**
1							
Total							

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III D.a RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document*
M. Phil.					
Ph. D.					
P.G. Dissertation					
Total					

III D.b RESEARCH PROJECTS COMPLETED:

III D. b (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document*
1							
Total							

III D.b (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document*
1							
Total							

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document **
1						
Total						

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document **
1						
Total						

III E.a Patents Awards:

Sr. No.	Title of Patents	Award conferring Organization	National/ International	Patent Number	API Score	Proof Document**
1						
2						
3						
Total						

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III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1						
2						
3						
Total						

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether International (Abroad) / International (Within Country) National / State / Regional / College or University level	API Score	Proof Document**
1						
2						
3						
Total						

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.

**As per table under the document Annexure III (A)

Total Score (Category : III) :-	
-----------------------------------	--

Signature of Teacher

Verified and found correct :

Signature of V.C./ Principal / H.O.D.

Final Score approved by the Screening / Selection Committee :
(For Category :III)Signature of Chairman
Screening / Selection Committee

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SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE - 2019 - PART ONE - 165

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
 b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of Grades/ API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence : _____
 B) Capacity to get work in _____
 Respect of research & teaching _____
 C) Technical Ability : _____
 D) Administrative ability including _____
 Judgment initiative and drive _____
 (if applicable)
 E) Integrity and Character : _____
 F) Whether powers delegated are _____
 Fully utilized.
 G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
 B = Good, C+ = Satisfactory, C = Not Satisfactory
 (* Strike out which is not applicable.)

Date : / /

*Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / /

Signature of Reviewing Officer

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SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE - 2019 - PART ONE - 164

IV. SUMMARY OF GRADES/ API SCORES

Category	Criteria	Last Academic.	GRADES / API	Annual API Score for Category III Only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities			
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities			
III	Research and Academic Contribution			

Signature of Teacher

Verified and found correct :

Signature of V.C./ Principal / H.O.D.

Signature of Chairman
Screening / Selection Committee

PART C : OTHER RELEVANT INFORMATION

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

Sr.No.	Details (Mention Year, value etc. where relevant)
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

*Annexure-IV

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 / College and / or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & DateSignature of V.C./ School
Chairperson / Principal / HOD

N.B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.

Name :

Designation :

Assessment Year :

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Swayam Muly Nirdharn Form for Promotion of Non-Teaching Staff

परिशिष्ट“व” भाग-४

गट अ तेगटक च्या अधिकार्याची सर्वसाधारण योग्यता व चारित्र्य यासंबंधी अभिप्राय

Estimate of General Ability and Character of Grade A to Grade C Officers/Employees

- १) नाव :- श्री/श्रीमती/कुमारी _____
- २) प्रतिवेदनाचा कालावधी :- पासून दिवस महिना वर्ष पर्यंत दिवस महिना वर्ष
- ३) धारणकेलेले पद/पदे :- _____
- ४) उद्योगप्रियता व कार्यतत्परता :- अत्यकृष्ट उत्कृष्ट चांगलेसाधारण साधारणपेक्षाकमी
- ५) हाताखालीलकर्मचाऱ्यांकडून :- अत्यकृष्ट उत्कृष्ट चांगलेसाधारण साधारणपेक्षाकमी
कामकरून घेण्याचीक्षमता
- ६) सहकारी व जनता यांच्याशी :- सहकार्याघेसौजन्याचे मदतीचे उदासीन अमैत्रीपूर्ण
असलेले संबंध
- ७) सर्वसाधारण बुद्धीमत्ता :- अतीशय बुद्धीमान बुद्धीमानहुशारसाधारण मंदबुद्धी
- ८) निर्णयशक्ती, उपक्रमशिलता :- अत्यकृष्ट उत्कृष्ट निश्चित चांगले चांगलीसाधारण
व धडाडीयासहकार्यक्षमता
- ९) तांत्रिककार्यक्षमता :- _____
(संबंधीत असेलतेथे)
- १०) विशेष कल :- _____
- ११) सचोटी व चारित्र्य :- _____
- १२) प्रदानकरण्यात आलेल्या :- होय अंशतः नाही
शक्तीचा पुर्णपणे वापर
करतात काय?
- १३) पदोन्नती पात्रता :- अयोग्य जेष्ठतेनुसार योग्य त्वरीत बढतीसाठी योग्य
- १४) प्रशिक्षणासाठी आवश्यकक्षेत्र :- येथे आवश्यक त्या क्षेत्राचा उल्लेख करावा _____
- १५) प्रकृतिमान :- चांगले नाही चांगलेसत्कृष्ट
- १६) क्षेत्रीय स्तरावर काम :- आहे नाही संबंधीत नाही
करण्याची योग्यता

१७) संगणकावर काम :- आहे नाही दिसून आली नाही

करण्याची आवड

१८) सर्वसाधारण मुल्यमापन :- _____

१९) प्रतवारी (हाताने लिहावी) :- अ+ अत्युत्कृष्ट अ उत्कृष्ट ब+ निश्चित चांगली

ब चांगली ब- साधारण/समाधानकारकसाधारणपेक्षाकमी

ठिकाण :- चांदुर रेल्वे

दिनांक :-

प्रतिवेदन अधिकार्याचीसही

नाव

पदनाम

परिशिष्ट“ब” भाग-३
(स्वयंमुल्य निर्धारण अहवाल)

वैशिष्ट्यपूर्णकामे

कालावधी

- १) शासकीय अधिकार्याचे/कर्मचार्याचे नांव :- श्री/श्रीमती/कुमारी _____
कार्यालयाचे नांव राजर्षी शाहू सायन्स कॉलेज,
चांदुर रेल्वे, जि. अमरावती
- २) पद :- _____
- ३) यावर्षी/कालावधीत नेमून दिलेल्या :- _____
कामाची उद्दिष्टे (असल्यास) _____

- ४) वर्षभरात केलेली उल्लेखनिय अशी :- _____
महत्वाची व वैशिष्ट्यपूर्णकामे _____
उद्दिष्टांच्या संदर्भासहित _____
- अधिकारी/कर्मचार्याचीसही
नाव _____
पद _____
- १) शासकीय अधिकारी/कर्मचारी :-
यांच्या वरील मताशीसहमत
आहातकाय
- २) नसल्यास त्याचीकारणे :-

सही, नाव व पदनाम

परिशिष्ट ब भाग-३
(स्वयंमुल्य निर्धारण अहवाल)
पुनर्विलोकन अधिकार्याचे अभिप्राय

१) पुनर्विलोकन अधिकार्याच्या :- _____
हताखाली सेवावधी _____

२) आपण प्रलिवेदन अधिकार्याशी :- _____
सहमत आहात (सहमत नसल्यास _____
कुठल्या अभिप्रायाशी सहमत _____
नाहीहे विनिर्दिष्टपणे नमुद करावे) _____
की त्यांच्या मुल्यमापनामध्ये _____
काही फेर फारकरण्याची किंवा भर _____
घालण्याची आपली इच्छा आहे? _____

३) प्रतवारी (हताने लिहावी) :- अ+ अत्युत्कृष्ट अ उत्कृष्ट ब+ निश्चित
चांगली

ब चांगली ब- साधारण/समाधानकारक
कसाधारणपेक्षाकमी

ठिकाण- चांदुर रेल्वे
दिनांक

पुनर्विलोकन अधिकार्याचीसही
नाव
पदनाम


Dr. Minal Keche
IQAC Coordinator
Rajarshee Shahu Science College
Chandur Railway, Amravati
IQAC Co-ordinator
Rajarshee Shahu Science College
Chandur Rly., Dist. Amravati




Dr. Mahesh Chikhale
Chairman IQAC and Principal
Rajarshee Shahu Science College
Chandur Railway, Amravati
Principal
Rajarshee Shahu Science College
Chandur Rly. Dist. Amravati