

ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
ಕಾಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆ

ಸಂಖ್ಯೆ: ಕಾಶಿಇ/177/ಎಜಿಪಿ /2018-19/ಬನ್ಯಾವಿ

ಕಾಲೇಜು ಶಿಕ್ಷಣ ಅಯುಕ್ತರ ಕಛೇರಿ  
ಬೆಂಗಳೂರು, ದಿನಾಂಕ: 23.02.2022

ಸುತ್ತೋಲೆ

ವಿಷಯ : ಕಾಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖಾ ವ್ಯಾಪ್ತಿಯ ಖಾಸಗಿ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿ  
ಕಾರ್ಯನಿರ್ವಹಿಸುತ್ತಿರುವ ಸಹಾಯಕ ಪ್ರಾಧ್ಯಾಪಕರು, ಗ್ರಂಥಪಾಲಕರು, ದೈಹಿಕ  
ಶಿಕ್ಷಣ ಬೋಧಕರುಗಳಿಗೆ ಪರಿಷ್ಕೃತ 2016ರ ಯುಜಿಸಿ ವೇತನಶ್ರೇಣಿಯಲ್ಲಿ ಉನ್ನತ  
ಎಜಿಪಿಯನ್ನು ಅನುಮೋದಿಸುವ ಬಗ್ಗೆ.

ಉಲ್ಲೇಖ : 1. ಸರ್ಕಾರದ ಪತ್ರ ಸಂಖ್ಯೆ: ಇಡಿ 242 ಡಿಸಿಇ 2011 ದಿನಾಂಕ : 05.05.2015

2. ಯುಜಿಸಿಯ ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ : F.1-2/2017(EC/PS)

date : 18.07.2018

3. ಸರ್ಕಾರದ ಆದೇಶ ಸಂಖ್ಯೆ: ಇಡಿ 483 ಯುಎನ್ಇ 2017,

ದಿನಾಂಕ : 16.03.2019

4. ಸರ್ಕಾರದ ಆದೇಶ ಸಂಖ್ಯೆ : ಇಡಿ 123 ಡಿಸಿಇ 2020, ದಿನಾಂಕ : 02.03.2021

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ಕಾಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖಾ ವ್ಯಾಪ್ತಿಯ ಖಾಸಗಿ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿ

ಕಾರ್ಯನಿರ್ವಹಿಸುತ್ತಿರುವ ಸಹಾಯಕ ಪ್ರಾಧ್ಯಾಪಕರು, ಗ್ರಂಥಪಾಲಕರು, ದೈಹಿಕ ಶಿಕ್ಷಣ ಬೋಧಕರುಗಳಿಗೆ ಪರಿಷ್ಕೃತ  
2016ರ ಯುಜಿಸಿ ವೇತನಶ್ರೇಣಿಯನ್ನು ಉಲ್ಲೇಖ(2)ರ ಸರ್ಕಾರದ ಆದೇಶದಲ್ಲಿ ದಿನಾಂಕ : 01.01.2016 ರಿಂದ

ನಿಗದಿಪಡಿಸಲಾಗಿರುತ್ತದೆ. ಉಲ್ಲೇಖ(1)ರ ಯುಜಿಸಿ ನಿಯಮಾವಳಿಗಳ ಪ್ರಕಾರ ವೃತ್ತಿ ಪದೋನ್ನತಿ

ಯೋಜನೆಯಡಿಯಲ್ಲಿ ಅಕಾಡೆಮಿಕ್ ಲೆವೆಲ್‌ಗಳ ಉನ್ನತೀಕರಣಕ್ಕಾಗಿ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಹೊರಡಿಸಲಾಗಿರುತ್ತದೆ.

ಉಲ್ಲೇಖ(2)ರ ಯುಜಿಸಿಯ ದಿನಾಂಕ : 18.07.2018ರ ಅಧಿಸೂಚನೆಯನ್ವಯ ಈ ದಿನಾಂಕದಿಂದ

3 ವರ್ಷಗಳ ಒಳಗೆ ಉನ್ನತ ಎಜಿಪಿಗಾಗಿ ಅರ್ಹತೆಯನ್ನು ಹೊಂದುವವರು 2006ರ ಯುಜಿಸಿ ವೇತನ ಶ್ರೇಣಿಯಲ್ಲಿ

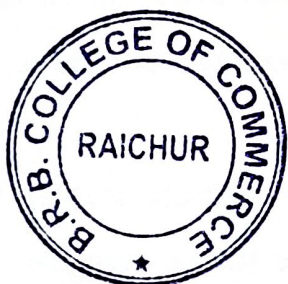
ಪ್ರಸ್ತಾವನೆಯನ್ನು ಸಲ್ಲಿಸಲು ಅವಕಾಶವನ್ನು ಕಲ್ಪಿಸಲಾಗಿರುತ್ತದೆ. ದಿನಾಂಕ : 19.07.2021ರ ನಂತರ ಉನ್ನತ

ಎಜಿಪಿಗಾಗಿ ಅರ್ಹತೆಯನ್ನು ಹೊಂದುವವರು 2016ರ ಯುಜಿಸಿ ನಿಯಮಾವಳಿಗಳ ಪ್ರಕಾರ ಪ್ರಸ್ತಾವನೆಯನ್ನು

ಸಲ್ಲಿಸಬೇಕಾಗಿರುತ್ತದೆ. ಉಲ್ಲೇಖ (4)ರ ಆದೇಶದೊಂದಿಗೆ ಲಗತ್ತಿಸಿರುವ ಅನುಬಂಧದನ್ವಯ ಪ್ರಸ್ತಾವನೆಯನ್ನು

ಪರಿಗಣಿಸಬೇಕಾಗಿರುತ್ತದೆ.

Sl. No	Requirements	Academic Level 10-11	Academic Level 11-12	Academic Level 12-13A	Academic Level 13A to 14
1	Eligibility and Promotion Criteria (CAS)	Option-A Page No.10 3.1	Option-A Page No.11 3.2	Option-A Page No.12 3.3	Option-A Page No.13 3.4
2	Minimum API Requirements for UG & PG	Appendix - I Table A Page No. 33	Appendix - I Table A Page No. 33	Appendix - I Table A Page No. 33	Appendix - I Table A Page No. 33
3	Assessment Criteria & Methodology	Appendix-II Table 1 Page No. 34-36	Appendix-II Table 1 Page No. 34-36	Appendix-II Table 1 Page No. 34-36	
4	Application Form-A	Part B Page no. 5 to 14	Part B Page no. 5 to 14	Part B Page no. 5 to 14	FORM B Part B Page No. 5 to 17



For Librarians

Sl. No	Requirements	Academic Level 10-11	Academic Level 11-12	Academic Level 12-13A	Academic Level 13A-14
1	Eligibility and Promotion Criteria (CAS)	Option-A Page No. 14 4.1	Option-A Page No.15 4.2	Option-A Page No.16 4.3	
2	Minimum API Requirements for UG & PG	Appendix - I Table B Page No. 33	Appendix - I Table B Page No. 33	Appendix - I Table B Page No. 33	
3	Assessment Criteria & Methodology	Appendix-II Table 4 Page No. 37 to 38	Appendix-II Table 4 Page No. 37 to 38	Appendix-II Table 4 Page No. 37 to 38	
4	Application Form- D	Part B Page no. 5 to 14	Part B Page no. 5 to 14	Part B Page no. 5 to 14	

For Physical Education Teachers

Sl. No	Requirements	Academic Level 10-11	Academic Level 11-12	Academic Level 12-13A	Academic Level 13A-14
1	Eligibility and Promotion Criteria (CAS)	Option-A Page No.18 5.1	Option-A Page No.19 5.2	Option-A Page No.20 5.3	
2	Minimum API Requirements for UG & PG	Appendix - I Table C Page No. 33	Appendix - I Table C Page No.	Appendix - I Table C Page No. 33	
3	Assessment Criteria & Methodology	Appendix-II Table 5 Page No. 39	Appendix-II Table 5 Page No. 39	Appendix-II Table 5 Page No. 39	
4	Application Form- C	Part B Page no. 5 to 11	Part B Page no. 5 to 11	Part B Page no. 5 to 11	

1. ದಿನಾಂಕ : 02.03.2021ರ ಆದೇಶದೊಂದಿಗೆ ಲಗತ್ತಿಸಿರುವ ಮಾರ್ಗಸೂಚಿಗಳಲ್ಲಿಯ ಪ್ರಸ್ತಾವನೆಯ ಕ್ರಮ ಸಂಖ್ಯೆ: 1.1 ಮತ್ತು 1.2ರಲ್ಲಿ ತಿಳಿಸಿರುವಂತೆ ಪ್ರಾಂಶುಪಾಲರು ಹಾಗೂ ಐ.ಕ್ಯೂ.ಎ.ಸಿ ಕಮಿಟಿಯು ಪ್ರಸ್ತಾವನೆಯನ್ನು ಸಲ್ಲಿಸಲು ಕ್ರಮ ವಹಿಸತಕ್ಕದ್ದು.
2. ಅಸೆಸ್‌ಮೆಂಟ್ ಅವಧಿಯು ಮೊದಲನೆ ಜೂನ್‌ನಿಂದ 31ನೇ ಮೇ ವರೆಗೂ ಒಳಗೊಂಡಿರತಕ್ಕದ್ದು.
3. ಪ್ರಾಂಶುಪಾಲರ ಅಧ್ಯಕ್ಷತೆಯ ಸ್ಟೀನಿಂಗ್ ಹಾಗೂ ಇನ್‌ವ್ಯಾಲ್ಯೂಯೇಶನ್ ಕಮಿಟಿಯು ಕಾಲೇಜಿನ ಆಡಳಿತ ಮಂಡಳಿಯ ಅಧ್ಯಕ್ಷರು/ ಕಾರ್ಯದರ್ಶಿಗಳು, ವಿಭಾಗದ ಮುಖ್ಯಸ್ಥರು ಅಥವಾ ಹಿರಿಯ ಉಪನ್ಯಾಸಕರು, ವಿಶ್ವವಿದ್ಯಾಲಯದ ಉಪ ಕುಲಸಚಿವರಿಂದ (Vice Chancellor) ನೇಮಿಸಲ್ಪಟ್ಟ ಇಬ್ಬರು ವಿಷಯ ತಜ್ಞರು, ಸಂಬಂಧಿಸಿದ ಪ್ರಾದೇಶಿಕ ಕಛೇರಿಯ ಜಂಟಿ ನಿರ್ದೇಶಕರನ್ನು ಒಳಗೊಂಡಿರತಕ್ಕದ್ದು.
4. ಸಹಾಯಕ ಪ್ರಾಧ್ಯಾಪಕರು, ಪ್ರಾಂಶುಪಾಲರಾಗಿ ಕರ್ತವ್ಯ ನಿರ್ವಹಿಸುತ್ತಿದ್ದರೆ ಇವರು ಹೊಂದಿರುವ ಅಕಾಡೆಮಿಕ್ ಲೆವೆಲ್ ಗಿಂತ ಉನ್ನತ ಹಂತಕ್ಕಾಗಿ ಸಮಿತಿ ರಚನೆಯಾಗಿದ್ದಲ್ಲಿ ಬೇರೆ ಕಾಲೇಜಿನ ಹೆಚ್ಚಿನ ಅಕಾಡೆಮಿಕ್ ಲೆವೆಲ್ ಹೊಂದಿರುವ ಪ್ರಾಂಶುಪಾಲರನ್ನು ನೇಮಿಸಿಕೊಳ್ಳತಕ್ಕದ್ದು.
5. ಸೇವಾ ಅವಧಿಯಲ್ಲಿ ವಿನಾಯಿತಿಗಾಗಿ ಉಲ್ಲೇಖ(1)ರಲ್ಲಿ ತಿಳಿಸಿರುವ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಪಾಲಿಸತಕ್ಕದ್ದು.
6. ಎಪಿಐ ಅಂಕಗಳ ಹಾಳೆಗಳ ಹಿಂಬದಿಯಲ್ಲಿಯೇ ಕಮಿಟಿ ಸದಸ್ಯರ ಸಹಿ ಇರಬೇಕು (Back to Back)
7. ಅಗತ್ಯವಾದ ದಾಖಲಾತಿಗಳ ಒಂದು ಪ್ರತಿಯನ್ನು ಮಾತ್ರ ಸಲ್ಲಿಸತಕ್ಕದ್ದು.  
(ಟಿಪ್ಪಣಿ ಆಯುಕ್ತರಿಂದ ಅನುಮೋದಿಸಲ್ಪಟ್ಟಿದೆ)

ಇವಳಿ



*[Signature]*

ನಿರ್ದೇಶಕರು  
ಕಾಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆ

1) ಎಲ್ಲಾ ಪೂರ್ವಶಿಕ ಕ್ರಮಗಳನ್ನು ಸಮಗ್ರವಾಗಿ - ಮೂಲಕವಾಗಿ ಉಪಯುಕ್ತವಾಗಿ ಸುತ್ಪುಲಿಯನ್ನು ತಮ್ಮ ಕಛೇರಿ ವ್ಯಾಪ್ತಿಯ ಎಲ್ಲಾ ಖಾಸಗಿ ಉಪಾಧಿಕಾರಿಗಳಿಗೆ ಕಳುಹಿಸಿ ಸರಿಪಡಿಸಿ ಮತ್ತು ಸುತ್ಪುಲಿಯನ್ನು ಸೇರಿಸಿ ಪ್ರಸ್ತಾವನೆ ಸಲ್ಲಿಸಲು ಸೂಚಿಸಲಾಗಿದೆ.

27 ಕಛೇರಿ ಪ್ರತಿ.

# 1. Introduction

The State Govt. of Karnataka have adopted the 6<sup>th</sup> UGC Scheme as per UGC Regulation 2010 for implementation in the Universities and Colleges (Government and Grant-in-Aided) across the State vide ED 37/UNE/2009, Dated 24/12/2009. The Pay revision was effected from 01/01/2006. The Career Advancement Scheme of UGC 2010 regulations was adopted in Government and Grant in Aided colleges as per Govt order ED382/UNE 2012, Bangalore, Dated 25/09/2014.

The MHRD vide Letter No. F1/77/2015-U.II(1) dated 2/11/2017, 8/11/2017 has issued Orders revising the Pay scales of Teachers in Universities and Colleges in tune with the 7<sup>th</sup> Central Pay Commission Order. In continuation, UGC vide Gazette Notification dated 18/7/2018 has issued the new guidelines applicable to the same named as 'UGC REGULATIONS ON MINIMUM QUALIFICATION FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION', 2018 in supersession 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 2010 and all its amendments. Subsequently Govt. of Karnataka ED 483 UNE 2017, Dated 16/03/2019 has given sanction for implementing the placement/ promotion of teachers of Govt. Colleges pending under 6<sup>th</sup> UGC Scheme in accordance with the UGC 7<sup>th</sup> scheme regulations. Subsequently DCE has issued a circular inviting proposal for placement/promotions.

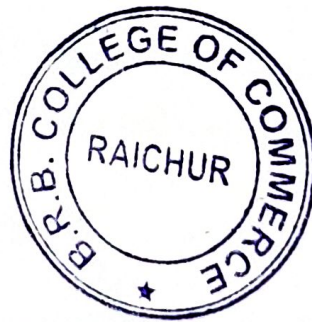
The UGC 2018 Regulation has incorporated a provision for Placement/Promotions of UGC 2010 Regulation with relaxed conditions with respect to (Performance Based Assessment System) PBAS (Academic Performance Indicator) API scoring under different categories. The PBAS under CAS of the UGC regulation, 2018 envisages API under three broad categories as detailed below.

- Category 1 - Teaching, learning and Evaluation related activities.
- Category 2 - Co-curricular, Extension and Professional Development activities.
- Category 3 - Research and Academic contributions.

It was mandatory for a teacher to have a minimum score in each category and a combined minimum of II & III categories taken together as per the UGC regulations 2010. As per the relaxed condition provided in the UGC regulation 2018, category I is excluded and only a combined minimum score of 2 and 3 categories is required for Placements. The PBAS envisages an expert assessment system constituted with as a Screening Committee for placement of Assistant Professor Stage 1 to Stage 2, Stage 2 to Stage 3 and a Selection committee for Stage 3 to Stage 4, Stage 4 to Stage 5.

## 1.1 Guidelines to Principals

1. The Principals shall issue a proceeding constituting the IQAC in all Colleges as per the NAAC Guidelines. If IQAC has already been constituted as per NAAC guidelines, it may be reconstituted only on completion of three years.
2. The Principals shall issue a proceeding constituting the Screening cum evaluation Committee for the assessment of proposals of placements.
3. The principals shall Issue proceedings to entrust IQAC with task of processing placement proposals of teachers
4. Principals shall Complete the assessment process as per the criteria provided in clauses 5.0 to 6.4 of the UGC regulations 2018.
5. The Principals shall enlist a panel of experts for each subject in the College for which promotion of teachers is due, and send to the Vice Chancellor for the latter to nominate two experts from the same.
6. The Principals shall ensure that the minutes of the entire selection process duly signed by all members of Screening cum Evaluation Committee are duly recorded and forwarded to the DCE along with recommendations of SEC.
7. The Principal shall issue proceedings of the detailing of Assessment criteria for Category II and III done by IQAC, wherever such additions are necessary and sent to DCE for ratification.

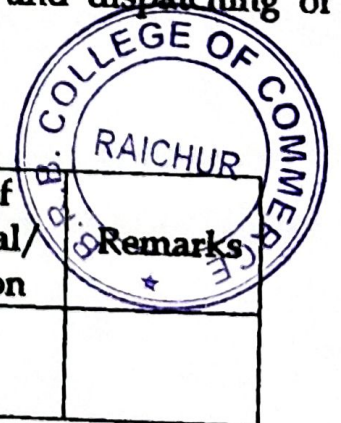


## 1.2 Guidelines to IQAC

1. The IQAC shall act as the documentation and Record Keeping Cell for the processing of Proposals received from Teachers.
2. The IQAC constituted in the college as per the NAAC guidelines is to be entrusted with the assessment of the API as per UGC Regulations.
3. The IQAC shall assist in the detailing of assessment criteria and methodology proforma as per the institutional requirements based on the Tables 1, 2, 4 & 5 of Annexure II of this guidelines (Page No. 34 to 40).

4. The IQAC shall get wherever feasible the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment criteria and methodology proforma. (Clause 6.0 VII of UGC 2018 Regulation)
5. The IQAC shall vet the application submitted by the eligible candidates and verify the supporting documents in accordance with regulation and assist the Screening Cum Evaluation Committee to prepare the final recommendation to DCE.
6. The IQAC shall ensure submission of annual appraisal proforma for at least two/ three/ four/ five of the last three/ four/ five/ six years of the assessment period by each candidate.
7. IQAC should download the UGC list of refereed journals and other journals. Impact factor of journals should be verified and assured as per Thomson Reuter's list.
8. The IQAC shall verify the API scores claimed and to write it in the Proforma
9. The IQAC shall ensure verification of eligibility criteria and CAS criteria of all candidates.
10. The IQAC shall ensure the Applicants were in Active Roll at the due date of Placement/Promotion.
11. IQAC should maintain an inward register for registering and dispatching of proposals of Placement/Promotion in the following format.

Sl. No.	Inward No./ Subject/ Year	Name & Designation	Date of submission	Date of Approval/ Rejection	Remarks



12. IQAC shall maintain personal folders of each teacher for proper filing of proposals of Placement/Promotion.

3 Career Advancement Scheme (CAS) for College Teachers

UGC Regulation 2018 [Clause 6.4. (B)]

3.1. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale /Academic Level 11)

Eligibility:

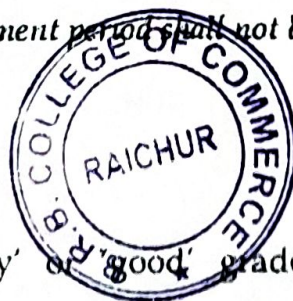
1. An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil./ PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course.
2. Attended one Orientation course of 21 days duration on teaching methodology\*
3. Any one of the following: Completed Refresher/ Research Methodology Course OR Any two of the following: Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration each, OR taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period.\*

\* Requirement of completion of Orientation and Refresher courses for promotion due under CAS within the assessment period shall not be mandatory up to 31/12/2018

CAS Promotion Criteria:

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 specified in Annexure II, Table 1 (Page No. 34) and
- ii. The promotion is recommended by the Screening-cum Evaluation Committee.



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

**Eligibility:**

1. Assistant Professors who have completed five years of service in Academic level 11/ Senior scale.
2. Have 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.\*

*\* Requirement of completion of Orientation and Refresher courses for promotion due under CAS within the assessment period shall not be mandatory up to 31/12/2018*

**CAS Promotion Criteria:**

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 prescribed in Annexure II, Table 1 (Page No. 34) and
- ii. The promotion is recommended by the Screening-cum-evaluation committee.





3.3 Assistant Professor (Selection Grade / Academic Level 12) to Associate Professor (Academic Level 13A)

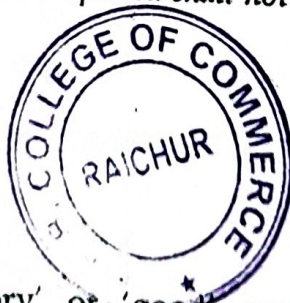
Eligibility

1. Assistant Professor who has completed three years of service in Selection Grade / Academic Level 12
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.\*

\* Requirement of completion of Orientation and Refresher courses for promotion due under CAS within the assessment period shall not be mandatory up to 31/12/2018

CAS Promotion Criteria:

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 Annexure II, Table 1 (Page No. 34) and
- ii. The promotion is recommended by a selection committee constituted in accordance with these Regulations.

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

##### Eligibility:

1. Associate professor who have completed three years of service in Academic Level 13A
2. A Ph.D degree in subject relevant / allied / relevant discipline
3. A minimum of 10 research publications in peer-reviewed or UGC-Listed journals out of which three research papers shall be published during assessment period.
4. A minimum of 110 research score as per Appendix II, Table 2.

##### CAS Promotion Criteria:

A teacher shall be promoted if;



- i. The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 (Page No. 34) and at least 110 research score as per Appendix II, Table 2 (Page No. 35 to 36).
- ii. The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.

4. Career Advancement Scheme (CAS) for Librarians  
Option - A

UGC Regulation 2018 [Clause 6.4. (D)]

4.1 From College Librarian (Academic level 10) to College Librarian (Senior Scale/Academic level 11):

**Eligibility:**

1. An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil or a Ph.D. degree.
2. He/she has attended at least one Orientation course of 21 days' duration; and
3. Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Appendix II, Table 4 (Page No. 37 to 38).

**CAS Promotion Criteria:**

An Assistant Librarian/College Librarian 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 out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4 (Page No. 37 to 38), and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

## 4.2 From college Librarian (Senior Scale / Academic level 11) to College Librarian (Selection Grade/Academic level 12)

### Eligibility:

- 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) Training/Seminar/Workshop/Course on automation and digitalisation,
  - (ii) Maintenance and other activities as per Appendix II, Table 4 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 the relevant subject (with e-certification), or (iv) Library up-gradation course.

### CAS Promotion Criteria: .

An individual shall 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 Appendix II, Table 4 (Page No. 37 to 38), and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.



### 4.3 From College Librarian (Selection Grade/Academic level 12) to College Librarian (Academic Level 13A)

#### Eligibility:

- 1) He/she has completed three years of service in that grade
- 2) He/she has done any one of the following in the last three years:
  - (i) Training/Seminar/Workshop/Course on automation and digitalization,
  - (ii) Maintenance and related activities as per Appendix II, Table 4 (Page No. 37 to 38) 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, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.



#### CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4 (Page No. 37 to 38); and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

5. Career Advancement Scheme (CAS) for Directors of  
Physical Education and Sports

Option - A

UGC Regulation 2018 [Clause 6.4.(E)]

5.1 From College Director of Physical Education and Sports (Academic Level 10) to College Director of Physical Education and Sports (Senior Scale/Academic Level 11)



**Eligibility:**

- 1) 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.
- 2) He/she has attended one Orientation course of 21 days' duration; and
- 3) 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 Appendix II, Table 5 (Page No. 39 to 40); and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

**5.2 From College Director of Physical Education And Sports (Senior Scale/Academic Level 11) to College Director of Physical Education and Sports (Selection Grade/Academic Level 12)**

**Eligibility:**

- 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 Appendix II, Table 5 (Page No. 39 to 40), and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

5.3 From College Director of Physical Education and Sports (Selection Grade/Academic Level 12) to College Director of Physical Education and Sports (Academic Level 13A)

**Eligibility**

- 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 Appendix II, Table 5 (Page No. 39 to 40) and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.



# Appendix - I

TABLE-A

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

S.No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2 / AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/ AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage5 / AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period	60/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee


Table-B

Minimum API requirement for the promotion of Library staff under CAS in Colleges

S.No.		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage2/AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

Table-C

Minimum API requirement for the promotion of College Director, Physical Education and Sports

S.No.		Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Director (Stage 2/ AGP Rs.7000/- ) to Assistant Director (Selection Grade)Deputy Director (Stage 3/AGP Rs.8000/-)	Assistant Director (Selection Grade)Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

**Table 1**

**Assessment of Performance and Methodology for College Teachers**

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned) x 100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above - Satisfactory Less than 70% - Not satisfactory
2.	involvement in the university/college students related activities/research activities. (a) Administrative responsibilities such as Head Chairperson/ Dean/ Director/ Co-ordinator/ Warden etc (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of actively involved in guiding Ph.D students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer-reviewed or UGC list of Journals.	Good - Involved in at least 5 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities <b>Note:</b> Number of activities can be within or across the broad categories of activities



**Overall Grading:**

**Good:** Good in teaching and satisfactory or good in activity at Sl.No.2.

Or

**Satisfactory:** Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.

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

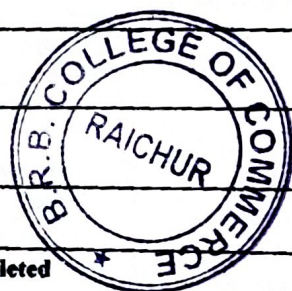
**Note.** For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Table 2

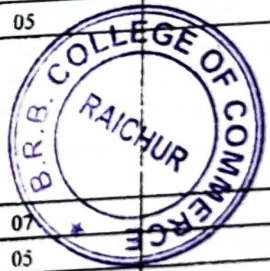
## Methodology for College Teachers for calculating Academic/Research Score

(Measurement shall be based on evidence produced by the teacher such as copy of publications project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc..)

S.N.	Academic/Research Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by :		
	International publishers	12	12
	National Publishers	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 works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed 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	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		



	More than 10 lakhs	06	06
	Less than 10 lakhs	05	05
	(b) Research Projects/Grants		
	More than 10 lakhs	05	05
	Less than 10 lakhs	03	03
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) Policy Document (Submitted to an International body/organisation 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	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.

Table 4

**Assessment Criteria and Methodology for Librarians**

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> <li>• Library Resource and Organization and maintenance of books, journals and reports.</li> <li>• Provision of Library reader services such as literature retrieval services to researchers and analysis of report.</li> <li>• Assistance towards updating institutional website</li> </ul>	<p>90% and above - Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	<p>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</p>	<p>Good - 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop</p> <p>Unsatisfactory - Not falling in above two categories</p>
3.	<p>If library has a computerized database then OR If library does not have a computerized database</p> 	<p>Good - 100% of physical books and journals in computerized database.</p> <p>Satisfactory - At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory - Not falling under good or satisfactory.</p> <p>OR</p> <p>Good - 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p>

**Table 5**  
**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 Above 80 but below 90- 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. (iii) Organizing at least three workshops in a year. (iv) 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.	
<p><b>Note:</b></p> <ul style="list-style-type: none"> <li>i) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.</li> <li>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.</li> <li>iii) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.</li> </ul>		

