6.2.2
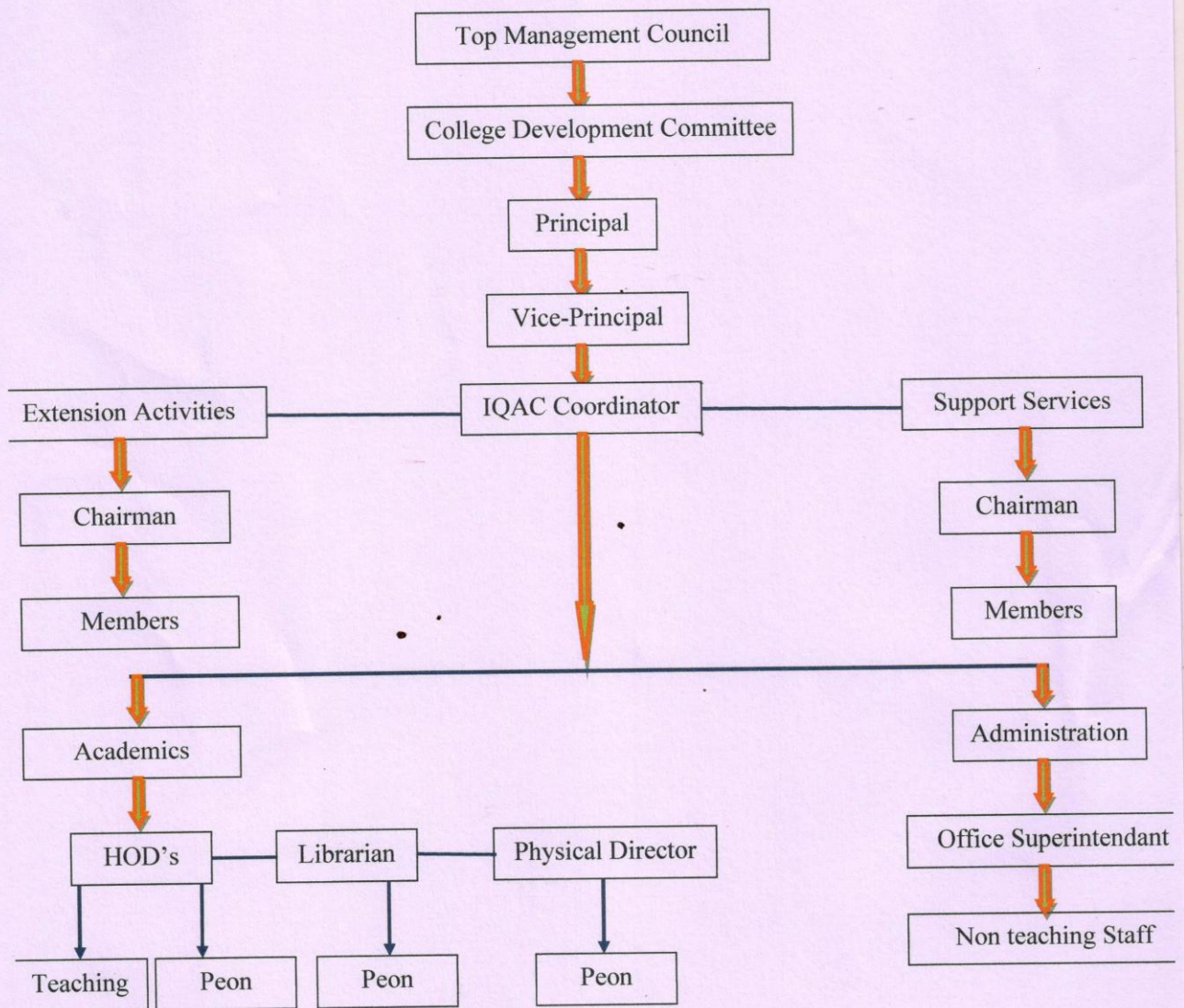
For smooth conduction of plan designed by Administration, IQAC Coordinator, Vice Principal, P.G. Director & Supervisor play an important role to monitor, Hostel committee Alumni association, research committee and cultural committee

The Internal organizational structure

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                        ┌──────────────────────────┐
                        │  Top Management Council   │
                        └──────────────────────────┘
                                     │
                        ┌──────────────────────────────┐
                        │ College Development Committee  │
                        └──────────────────────────────┘
                                     │
                            ┌──────────────┐
                            │  Principal   │
                            └──────────────┘
                                     │
                            ┌──────────────┐
                            │ Vice-Principal │
                            └──────────────┘
                                     │
  ┌──────────────────┐      ┌──────────────────┐      ┌──────────────────┐
  │ Extension Activities │──│ IQAC Coordinator  │──│ Support Services   │
  └──────────────────┘      └──────────────────┘      └──────────────────┘
           │                         │                         │
    ┌──────────┐                     │                  ┌──────────┐
    │ Chairman │                     │                  │ Chairman │
    └──────────┘                     │                  └──────────┘
           │                         │                         │
    ┌──────────┐                     │                  ┌──────────┐
    │ Members  │                     │                  │ Members  │
    └──────────┘                     │                  └──────────┘
           │                                                   │
    ┌──────────┐                                        ┌──────────────┐
    │ Academics│                                        │ Administration│
    └──────────┘                                        └──────────────┘
           │                                                   │
    ┌────────┐  ┌──────────┐  ┌──────────────────┐     ┌─────────────────────┐
    │ HOD's  │──│ Librarian │──│ Physical Director │     │ Office Superintendant│
    └────────┘  └──────────┘  └──────────────────┘     └─────────────────────┘
      │    │         │                  │                         │
 ┌────────┐┌──────┐┌──────┐       ┌──────┐              ┌──────────────────┐
 │Teaching││ Peon ││ Peon │       │ Peon │              │ Non teaching Staff│
 └────────┘└──────┘└──────┘       └──────┘              └──────────────────┘
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Navgan Shikshan Sansta Rajuri's (N)

Mrs. Kesharbai Sonajirao Kshirsagar Alias Kaku Arts, Science & Commerce College, Beed-431122.

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INSTITUTIONAL DEVELOPMENT PLAN

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About the College:

Mrs. Kesharbai Sonajirao Kshirsagar Alias kaku Arts, Science & Commerce College Beed (M.S.) run by Navgan Shikshan Sanstha Rajuri (N) was established in June 1971 by Honorable late Sau. Kesharbai Sonajirao Kshirsagar Alias Kaku (Ex. Member of Parliament) with a noble & foresighted vision to provide higher education to rural youth. The college is affiliated to Dr. Babasaheb Ambedkar Marathwada University Aurangabad. The College is now a full-fledged multi faculty institution with strength of students about 4000. The college runs junior stream in Arts, Science, Commerce & M.C.V.C. and U.G. courses in Arts, Science & Commerce faculties also B.Voc. Courses. The college runs P.G. courses in the subjects English, Marathi, Hindi, Political Science, Music, Home Science, Geography, Physics, Chemistry, Mathematics, Botany, Zoology, Microbiology, Computer Science & Commerce. College is reaccredited by NAAC with 'A' Grade (3.18 CGPA) in November, 2018 as per RAF. College is certified by ISO 21001:2018. College is committed to impart quality education with value based education to the youths of rural so as to prepare them for the task of society building and nation building. Our college has a strong belief that students graduating from the college should have the quality of mind and soul, knowledge and skill so that student can contribute to the well-being of the society. The institutional development plan of our college is prepared with the objective of providing qualitative value based education to the residence of Beed and the region.

Mission:

Create liking for education among students and raise there education standard to effect their moral and physical development with the view to fulfill the expected objectives.

Our goals:

➤ To contribute in the field of education by providing qualitative value based services to the residents of Beed and the region.

➤ To develop students personality and nourish fraternity through extracurricular activities.

➤ To ensure a safe sustainable environment that promotes learning, communication, diversity and satisfaction among students, faculty and staff.

➤ To enhance physical and technological infrastructure to support changes in the learning.

➤ To provide platform for the students to confront with the change of competitive world by utilizing their potential in various fields.

➤ To provide the research facilities which would promote the exploration in core areas related to the traditional and contemporary field of study.

➤ To sensitize students regarding environmental issues.

➢ To inculcate self-discipline, accountability in the students so as to elevate them as most responsible and respectable citizen of the society.

Executive Summary of the IDP:

Institutional development plan (IDP) is prepared by keeping in mind the outline and parameters like infrastructure development, research and development, faculty development plan, institutional reforms, academic support, other stuffs for the overall development of all the stakeholders of the college. This IDP may introduce interactive teaching methods to enhance the interest of students in teaching learning process, enhancement of interpersonal relationship among students and teachers through conduct of training programs to create an academic atmosphere within the campus and to modernize the existing academic infrastructure in our vision. Our college in its institutional development plan for the next 5 years focuses on improving the academic success of the students increasing learning outcomes and thus employability. Practicing environmental consciousness and sustainability initiatives for ensuring clean and pollution free environment. IDP also proposes upgrading of library facilities with enrichment of e-resources and e-learning environment. The institutional development proposal of the college sets out realistic strategic proposals and goals to be implemented and achieved over the next few years. SWOT analysis has been used to formulate the strategic plan based on a process of discussion involving all stakeholders including the teaching staff, support staff, present students and their parents and the alumni. Based on SWOT analysis the strategy goals and expected results are formulated keeping in view the vision mission of our institution. Strategic goals in terms of improving the employability of degree holders, increased the learning outcomes of students.

Institutional Strength:

➢ NAAC Re-accredited the college with 'A' Grade (3.18 CGPA) in November 2018.
➢ Management representative leads a public and social life and contribute to the society that helps the institution to undertake various social activities.
➢ As per the growing needs and requirements institution fulfills infrastructure and extension services.
➢ Student centric methods are being implemented in the institution such as experiential learning, participative learning and problem solving.
➢ Methodology is used for enhancing learning experience.
➢ College undertakes continuously the upgradation and extension of the infrastructure.
➢ Outstanding contribution of faculty in research and extension activities.

- College has 8 recognized research centers for researchers and 21 research guides are guiding to the new researchers in various streams.
- College has its own research journal with ISSN number which provides a platform and growing awareness about research.
- College runs consumer store for the students on no profit no loss basis.
- College has well developed library with e-resources, plenty of books, research journals, magazines etc.
- Spacious and well equipped classrooms, laboratories and separate reading room facility for boys and girls.
- College has successfully undergone the green audit to maintain ecofriendly atmosphere in the campus.
- Faculty performs various roles in university activities such as curriculum design, examination, affiliation etc.
- Availability of girl's and boy's hostel.
- Outstanding achievement of college students in sports and cultural activities.
- Registered alumni association with highly co-operative and supportive alumni.

Strength identified by the PEER team of NAAC:

The college management is very supportive and progressive in academic endeavor. The college has support of the local government including district administration for the infrastructure development. The college premises are adequate building area, substantial research contribution by the faculty and they are actively involved in teaching and research. Clean and green eco-friendly campus, girl's and boy's hostel exist in the campus. The college organizes gender equity promotion programs, activities and events to sensitize students about gender equity. The college has till date no case reported of sexual harassment, physical abuse or Eve teasing in the premise of the college. The premise is under CCTV surveillance and movements are watched carefully by the staff. The solar panel of 2000 Liter water capacity is installed in the girl's hostel. More number of CHB faculty was appointed through the state government hampering the effective teaching learning processes, lack of industries in the district Beed affects the institution, industry interaction for career development of students. Nearly 40% of the students are from rural based of farmer community and are from first generation families in education. Effective use of digitalization in teaching and learning process, the college has opportunity to introduce more skill oriented programs for the community benefit, to establish more research laboratories with adequate equipment, to introduce commerce laboratory

including tally and other programs for providing practical knowledge to the commerce and non-commerce students, to establish physical theatre for the professional development of drama and music courses, placement of students in government and private sectors.

Institutional opportunity:

➢ Effective use of ICT through digitalization teaching, learning and research process should be strengthened.

➢ The college has potential for approaching the university/ UGC for autonomy status so as to seek more academic flexibility, examinations reforms and infrastructure development.

➢ The focus of department, certificate course, and vocational courses have to be on entrepreneurship development empowerment and employability among the students through skill career development.

➢ Commerce laboratory should be established for delighting the commerce and non-commerce students.

➢ To apprise the MHRD/UGC for RUSA funding and other sources of funding for promotion of infrastructure for teaching learning and research.

➢ To constitute a research committee and strengthen facility for research work under the different research centers through library resources and digital resources.

➢ NET/SLET coaching classes should be conducted on regular basis for P.G. students and provide required preparatory books and material.

➢ To introduce coaching centre on regular basis for all types of competitive examinations on gradual basis.

➢ The teaching staff are recommended to publish they research papers in National and foreign international journals of repute with high impact factor.

➢ The existing science laboratories needs to be improved with adequate equipment and provided its utility for the benefit of science students.

➢ Physical theatre should be established for the professional artistic career development of students of drama and music.

➢ To run skill oriented courses to fulfill the needs of man power required by industry.

➢ To promote time develop research culture among the students to fulfill the local as well as institutional needs.

➢ To increase more possibilities of employability for undergraduate as well as post graduate students.

➢ To make the college campus fully digital.

➢ To establish more research laboratories in future.

- ➤ To develop a proper mechanism to receive support from well-established alumni.
- ➤ More collaboration and linkage for more research.

PERSPECTIVE PLAN

❖ **Curricular Aspects**
➤ To implement CBCS pattern effectively for UG & PG programs.
➤ Execution of syllabus as per academic calendar.
➤ Introduction of new B. Voc course.
➤ Introduction of skill-oriented certificate courses.
➤ To provide essential information to student through experiential learning methods.
➤ Introduction of P.G. Program in Physics, Chemistry & Mathematics & UG Program in Psychology.
➤ To implement NEP-2020
➤ To collect the feedback from teachers, students, Alumni, parents and employer.
❖ **Teaching Learning & Evaluation**
➤ To form program wise admission committees for smooth functioning of admission process.
➤ To run student mentoring system effectively.
➤ To increase the use of ICT in teaching learning process.
➤ To promote teacher to complete Ph.D. Degree.
➤ To conduct semester wise test tutorial.
➤ To reform POs & COs of all program offered by the institution.
➤ To run remedial classes for slow learners.
➤ To ensure effective internal evaluation of student.
➤ To organize field visit survey and study tours for the benefit of students.
❖ **Research Innovation & Extensions**
➤ To promote teachers for submitting proposal for research projects.
➤ To organize curricular & co-curricular activities by NSS & NCC.
➤ To sign more collaborations and MOUs with other institutions.
➤ To increase university recognized research centers.
➤ To motivate teachers for more research.
➤ To publish quality research articles in reputed journals (UGC listed)
➤ To organize workshop on IPR & NEP.

> ➤ To motivate PG students for research in the form of paper/ poster presentation in various national level seminar/ conferences.

❖ Infrastructure & Learning Resources

> ➤ To increase number of class rooms.

> ➤ To establish commerce lab.

> ➤ To establish e library facility.

> ➤ To enhance infrastructural facilities.

> ➤ To enhance laboratory facilities.

> ➤ To increase number of books in central library of institution.

> ➤ To implement M-OPAC application in college library.

> ➤ To increase ICT enabled class rooms.

> ➤ Construction of lavatory for students and staff.

> ➤ To reconstruct chemistry laboratory.

> ➤ To develop Botanical Garden of college.

❖ Student Support and Progression

> ➤ To encourage students for participation in various activities conducted by institution and other institution.

> ➤ To have human assistance for physically challenged students.

> ➤ To run free competitive examination classes for students.

> ➤ To organize campus placement camp for student.

> ➤ To provide well equipped indoor sport hall to student.

> ➤ To organize various cultural program for students by Music & Drama department.

> ➤ To organize alumni meet program.

> ➤ To encourage alumni to contribute in the development of Institution.

❖ Governance Leadership and management

> ➤ Formation of academic calendar & its execution.

> ➤ To implement e -governance effectively in finance & account, student admission & examination.

> ➤ To participate faculty members in orientation, refresher, short term & faculty development programs.

> ➤ To organize training program for non-teaching staff.

> ➤ To organize faculty development program for teaching faculty

> ➤ To collect and analyses API of teaching staff.

➢ To participate NIRF, AISHE, DHE-MIS and ISO certification.
➢ To organize State/ National/ International level seminar/ conferences & workshops.
➢ To undergo promotions of teachers under CAS.
➢ To celebrate Academic Year 2021-2022 as a golden jubilee year of college.
❖ **Institutional Values & Best Practices**
➢ To organize Gender equality promotion programs.
➢ To install solar energy Pannels in college campus.
➢ To install solar water Heater at girl's hostel.
➢ To replaces more energy consumed lights, tubes by LED.
➢ To undergo Green, audit, energy audit, gender equity audit, environmental audit and ISO audit every year.
➢ To keep the campus pollution free.
➢ To run best practices by each department.
➢ To organize society-oriented activities.
➢ To conduct cultural programs in college.
➢ To celebrate commemorative days.
➢ To enhance waste management facilities.
➢ To take more efforts for energy conservation.
➢ To develop water conservation plants.

The college has identified the requirement of the following infrastructural support in the coming years, which can help the institution attain better quality in delivery of teaching and training to the students and faculty.

1. Infrastructure development:

Augmentation of physical facilities in the campus, financial provision for infrastructure development, Software upgradation, Creation of computer laboratory, commerce laboratory, Enrichment of ICT Based teaching halls, purchase of LCD projectors, modernisation of science laboratories, improvements in sports facilities like indoor sports, gym, yoga centre etc. Creation of e-resources and extension for learning horizon. Modernisation of library facilities. The existing science laboratories need to be improved with adequate equipment and provide its utility for the benefit of Science students. Physical theatre to be established for the professional artistic career development of students of drama and music. Modernization of the conference hall, Purchase of furniture and fixtures.

2. Research and development:

Provision for incubation centre, Research seed grant, Promotion and support IPR related activities, Creation of thematic research centers based on college expertise, Engagement of departmental infrastructure for research support, continuous outreach activities and inclusive research, Augmentation and promotion of societal research, augmentation and promotion of industrial research, Development of an innovation ecosystem.

3. Faculty development plan:

Organization of seminars conferences, FDP and workshops. Qualification upgradation of faculty (pedagogical trainings). Incentive of faculty in terms of monetary and nonmonetary. Purchase of books, journals and other e-Learning materials.

4. Institutional upgradation:

Refurbishment (minor civil works). Renovation of college building, Extension and development of landscape and parking area. Campus Development, Modernization of classrooms, Inside work of library, Instrument maintenance facility, Internet connectivity facility, plagiarism software.

5. Academic support:

Remedial coaching classes, Learning management system, examination department reforms,
Integrated library management system (ILMS) facility, lecture capturing system (LCS).

6. Others:

Solar panel as renewable resources, soft skill development, waste management systems, rainwater harvesting plants, green practices/green audit, Facilities for divyangjan- Braille software, rest room facilities etc. Soil testing laboratory for farmers, competitive exam coaching centre.

Future Plan of the Institution:

Long term:

➢ To organize seminar conferences workshop by various departments. To promote the faculty for more research work.
➢ To recognize more laboratories as research centre for Ph.D. student.
➢ To introduce more P.G. courses in various subjects.
➢ To establish incubation centre for creation and transfer of knowledge.
➢ To introduce more skill-oriented certificate courses.
➢ To organize various extension activities by NSS and NCC department.

- To organize various training programs for teaching and non-teaching staff regarding software operating.
- Infrastructure facilities will be improved by increasing number of teaching halls and laboratories.
- Library facility will be enhanced by new books and e resources.
- To organize campus interview for placement of students frequently in the college campus by industries companies and banks etc.
- To motivate the faculty for minor and major research projects.
- Sport facilities and equipment to be made available in the auditorium for indoor games.
- To develop entrepreneurship skills among students.

Short Term:

- To submit the proposal to UGC for new courses, diploma for the students.
- To continue the ISO certificate process.
- To submit the proposal to UGC or other funding agencies for minor major projects.
- To submit the proposals to UGC to conduct conference, workshop, seminars in various subject.
- To publish issue of research journal.
- To continue the student mentoring system.
- To construct new infrastructure.
- To enhance research activity in the campus. To enhance ICT facilities in teaching learning process. More collaboration to be initiated with another institution.
- To introduce biometric system for college students.

Action Plan:

a) Implementation of NEP-2020 as per the guidelines of university.

b) Scholastic Research and development.

c) Implementation of academic and non-academic excellence.

d) Improving interaction with industry.

e) Increased learning outcomes of students.

f) Obtaining autonomous institution status.

g) Plan to strengthen of UG and PG programme as per new education policy.

h) Faculty development.

i)   Facility and Infrastructure development.

j)   Plan for improving the academic performance of SC/ST/OBC Students.

k)   Plan for advanced and slow learners.

l)   Plan to develop library and sports facility.

IQAC Co-Ordinator   **Principal**

Strategic Plan of the Institute

STRATEGIC PLAN OF THE INSTITUTE

The quality policy of the institution pronounces that the college is committed to pursue high standards of excellence in all our endeavors by focusing on teaching-learning, research, extension, administration, management, sports, games and cultural activities while promoting a culture of research students all round development and commitment to quality, excellence and adequate services to students, especially those hailing from rural areas. Awareness about social responsibilities and execution of high ethical standards are the most salient features of the quality policy of the institution.

What uniforms the quality policy of the college is strict adherence to excellence at all levels. Various events, programmers and strategies are structured to enhance teaching and learning experience. It involves preplanned teaching, transparent internal evaluation, coordination among various units is sought to bring about positive result from students in sports & games, cultural activities, NCC, NSS and academic activities. Besides principal, Vice Principals, different committees representing participation in planning and reviewing quality policy and they see that the quality policies are deployed in accordance with the stated quality policy.

Navgan Shikshan Sanstha Rajuri (N.)

Mrs.Kesharbai Sonajirao Kshirsagar Alias Kaku Arts,Sci.& Comm.College,Beed-431122

Principal

Dr.S.V.Kshirsagar

ISO- 21001:2018   NAAC reaccredited -A Grade   Green audit
[3.18 CGPA as per New RAF]

COLLEGE HTE SEVERTH ID- 06310100113

Secretary
Dr.Bharatbhushan Kshirsagar

Website-kskcollegebeed.comE-mail-kskbeed123@rediffmail.comPh.(02442)222641 Fax-02442)230197

Service and Appointment and CAS Promotion Rule

DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY

ORDER OF NEW ORDINANCE FOR CAS / 993/ 2019

Stages of promotion under the career advancement scheme of incumbent and newly-appointed Assistant Professors / Associate Professor/ Professor. The entry level Assistant Professor (level 10) shall be eligible for promotion under the career advancement scheme (CAS) through to all successive levels (level 11, 12, 13A and 14) provided they are assessed to fulfill the eligibility and performance criteria's laid down by UGC notification dated 18th July, 2018 and Government of Maharashtra resolution dated 08th March, 2019, 08th July, 2019 and 10th May, 2019.

WHEREAS notifications issued by UGC New Delhi dated 18th July, 2018 for minimum qualifications for CAS promotion from Assistant Professor to Professor i.e. level 10th to level 14th. The post of Assistant Professor, Associate Professor & Professor, and other academic teaching staff in affiliated Colleges and revision of 7th Pays scales and other service conditions pertaining to such posts. If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.

AND

WHEREAS the Govt. of Maharashtra, Higher & Technical Education Department G.R. No. Misc-2018/C.R.56/18/UNI-1 dated 08th March, 2019, also issued corrigendum No. Misc-2018/C.R.56/18/UNI-1 dated 10th May, 2019 and Circular dated 08th July, 2019 of the said department for amendments and addition to give the benefits as per 7th central pay commission and to say that the state government may take action to adopted the Government of India's Career Advancement Scheme for state Universities to all affiliated Colleges as per terms & condition laid down by UGC.

AND

WHEREAS taking in to account of the above notification of UGC and G.R. of the Higher & Technical Education Department, Govt. of Maharashtra, the Board of Dean's has decided that to recommend to the academic council to revise the regulation-1893 in to the form of new ordinance as per the provisions of section 73 & 74 under Maharashtra Public Universities Act, 2016. Therefore, said ordinance shall be implement to all affiliated colleges under CAS promotion.

AND

WHEREAS the Academic Council & Management Council are not likely to meet at present and therefore on behalf of said authorities as per recommended by Board of Dean's is to be implement to the college teachers for the purpose of Career Advancement Scheme (CAS).

:: 2 ::

AND

THEREFORE, I, PROF. (DR.) PRAMOD YEOLE, VICE-CHANCELLOR of Dr. Babasaheb Ambedkar Marathwada University, directs that to issue the order of said Ordinance on behalf of Academic council, Management Council & the Hon'ble Chancellor as per the provisions of section-12 [7] & 12 [8] of the Maharashtra Public Universities Act, 2016 owing to direction of Govt. and emergency CAS promotion of college teachers the New Ordinance as per **Appendix-'A'**.

AND

THESE, directives shall be implement with retrospective effect from the G.R. issued by the state Government of Maharashtra dated 08th March, 2019.

University Campus,
Aurangabad-431 004.
REF.NO. NEW ORDI./CAS/2019/3537-987

Prof. (Dr.) Pramod Yeole,
Vice-Chancellor.

Date:- 14-09-2019.

****

Copy forwarded for information and necessary action to:-

1] The Joint Director, Higher Education, Aurangabad Division, Aurangabad.
2] The Joint Director, Technical Education, Aurangabad Division, Aurangabad.
   The Director, Examinations & Evaluation Section,
   The Director, Knowledge and Resource Centre,
3] The Principal, All affiliated Colleges,
   Dr. Babasaheb Ambedkar Marathwada University.
4] The Director, Recognized Institutions affiliated to Dr. Babasaheb Ambedkar Marathwada University.
5] The Director, UNIC, Dr. Babasaheb Ambedkar Marathwada University.
   Copy to :-
1] The Finance and Accounts Officer,
2] The Deputy Registrar, [Academic Section],
3] The Record Keeper, Dr. Babasaheb Ambedkar Marathwada University

DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY

ORDER OF NEW ORDINANCE -993 FOR CAS PROMOTION

Stages of promotion under the career advancement scheme of incumbent and newly-appointed Assistant Professors / Associate Professor/ Professor. The entry level Assistant Professor (level 10) shall be eligible for promotion under the career advancement scheme (CAS) through to all successive levels (level 11, 12, 13A and 14) provided they are assessed to fulfill the eligibility and performance criteria's laid down by UGC notification dated 18th July, 2018 and Government of Maharashtra resolution dated 08th March, 2019, 08th July, 2019 and 10th May, 2019.

Assistant Professor shall be eligible for placement / promotion from Stage 10th to Stage 14th though the procedure of the screening and evaluation committee for CAS as decided by Government of Maharashtra resolutions dated 08th March, 2019.

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through all successive levels (Level 11, 12, 13A and Level 14), provided they are assessed to fulfill the eligibility and performance criteria as laid down by the UGC.

B. Career Advancement Scheme (CAS) for College teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/ Academic Level 11) i.e. Pay Band of Rs. 15,600-39,100 with AGP 6,000 it should be converted as revised rationalized entry pay of Rs. 57,600/- to Rs. 68,900/-

    1. An entry level Assistant Professors who have completed six years of University approved service as per laid down by University Ordinance and having NET/ SET/ SLET and equivalent examination in the relevant discipline shall be eligible for promotion Assistant Professor Stage 10th to Stage 11th after completion of duly qualification.

<div align="center">OR</div>

1. An entry level Assistant Professors who have completed four years of University approved service as per laid down by ordinance and having a Ph.D. degree in the relevant discipline shall be eligible for promotion Assistant Professor Stage 10th to Stage 11th after completion of duly qualification.

OR

1. An entry level Assistant Professor who have completed five years of University approved service as per laid down by ordinance and having a M. Phil. Degree in the relevant discipline shall be eligible for promotion Assistant Professor Stage 10th to Stage 11th after completion of duly qualification.

OR

1. An entry level Assistant Professor who have possess Post Graduate degree in Professional courses such as LL.M., M.Tech./M.E., M.Pharm., who have completed six years University approved service in relevant discipline shall eligible for promotion Assistant Professor Stage 10th to Stage 11th without M.Phil. / Ph.D. after completion of duly qualification.

2.

(i) Attended one Orientation Course of 21 days' duration on teaching methodology; and

(ii). **Any one of the following:**

Completed one Refresher / Research Methodology Course

OR

Any two of the following:

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.

CAS Promotion Criteria:

A teacher shall be promoted if;

i.   He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and;

ii.   The promotion is recommended by the **screening-cum-evaluation committee.**

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

Assistant Professor (Academic Level 11) to Assistant Professor (Senior Scale/ Academic Level 12) i.e. Pay Band of Rs. 15,600-39,100 with AGP 7,000 it should be converted as revised rationalized entry pay of Rs. 68,900/- to Rs. 79,800/-

a. Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.

b. 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 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.

CAS Promotion Criteria:

A teacher shall be promoted if;

a) The teacher gets '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 Appendix II,Table 1) and

ii) The promotion is recommended by the **Screening-cum-evaluation committee.**

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

Assistant Professor (Academic Level 12) to Associate Professor (Senior Scale/ Academic Level 13A) i.e. Pay Band of Rs. 15,600-39,100 with AGP 8,000 it should be converted as revised rationalized entry pay of Rs. 79,800/- to Rs. 1,31,400/-

i) Assistant Professor who has completed three years of approved service in Academic Level 12/ Selection-Grade.

ii) Possess a Ph.D. degree in relevant concerned subject /allied / relevant discipline should be compulsory.

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.

CAS Promotion Criteria:

A teacher may be promoted if;

a) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Appendix II,**Table 1**, and

ii) The promotion to the post of Associate Professor is recommended by the **selection committee** in accordance with these Regulations.

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

Associate Professor (Academic Level 13A) to Professor (Senior Scale/ Academic Level 14) i.e. Pay Band of Rs. 37,400-67,000 with AGP 9,000 it should be converted as revised rationalized entry pay of Rs. 1,31,400/- to Rs. 1,44,200/-

    i.   Associate Professors who have completed three years of approved service in Academic Level 13A.

    ii.   Possess a Ph.D. degree in relevant concerned subject /allied / relevant discipline should be compulsory.

    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 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 and at least 110 research score as per Appendix II, Table 2.

    ii)   The promotion to the post of Professor is recommended by **selection committee** constituted in accordance with these Regulations.

V. The "Screening-cum-Evaluation Committee" for CAS promotions of Assistant Professors an equivalent cadres/ Librarians/ Physical Director/ Physical Education from one level to other varies higher level (Level 10th to 11th, 12th, 13A and 14th shall consist of:

A. For College Teachers:

i.   The Principal of the college shall be the Chairperson of the CAS committee;

ii.   Head /Teacher-In charge of the department concerned from the college shall be the secretary of the CAS committee;

iii.   Two subject experts in the subject concerned nominated by the Vice-Chancellor from the university panel of experts; and

iv.   Joint Director of Higher Education or his /her nominee not below the rank of Associate Professor.

B. for College Librarian :

i.   The Principal of the college shall be the Chairperson of the CAS committee;

ii.   The Librarian, University Library shall be secretary of the CAS committee /

iii.   Two expert who are working Librarians nominated by the Vice-Chancellor from the University panel of experts;

iv.   Joint Director of Higher Education or his /her nominee not below the rank of Associate Professor.

C. for College Physical Director and Physical Education Teacher:

i.   The Principal shall be the Chairperson of the CAS Committee;

ii.   The University Director/ Physical Education Teacher shall be the Secretary of the CAS Committee;

iii.   Two experts in Physical Education and Sports Administration from University System nominated by the Vice-Chancellor from the University panel of experts;

iv.   Joint Director Higher Education or his/her nominee not below the rank of Associate Professor.

NOTE: The quorum for these committees in all categories shall be three which will include the Government nominee one subject expert/ University nominee.

VI. Composition of CAS Promotion committee for Associate Professor from stage 12th to 13A:

(a) The CAS Committee for the post of Associate Professor in Colleges including Private and Constituent Colleges shall consist of the following members :

i)   The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.

ii) The Principal of the College shall be secretary of committee.

iii) The Head of the Department / Teacher-In charge of the concerned subject from the college.

iv) Two University representatives nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.

v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.

vi) An academician belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

vii) **Director/Joint Director Higher Education or his/her nominee not below the rank of Associate Professor.**

(b) The quorum for the meeting shall be five, including two subject experts.

VII. Composition of CAS Promotion committee for Professor from stage 13A to 14th :

(a) The CAS Committee for the post of Professor in Colleges including Private and Constituent Colleges shall consist of the following members :

i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.

ii) The Principal of the College shall be secretary of committee.

iii) The Head of the Department / Teacher-In charge of the concerned subject from the college not below the rank of Professor.

iv) Two University representatives not below the rank of Professor nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or

equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees, not below the rank of Professor, of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.

v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.

vi) An academician not below the rank of Professor belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

vii) **Director/Joint Director Higher Education or his/her nominee not below the rank of Associate Professor.**

(b) The quorum for the meeting shall be five, including two subject experts.

NOTE:

2. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college. The University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. The University can be considered for promotion from the date, on which they fulfill these eligibility conditions.

3. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so

three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

4. If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.

5. The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

6. महाराष्ट्र शासनाने दि. ०८ जुलै, २०१९ अन्वये निर्गमीत केलेले शासन परिपत्रक मुद्दा क्र. ३ नुसार नमुद तरतुद पहाता/ अवलोकन केले असता अद्यापकांना सेवा अंतर्गत प्रगती योजना (CAS) च्या अर्हता व पात्रता पूर्ण करेल त्या दिनांकास पदोनतीची प्रक्रिया पूर्ण करुन पदोनती देणे आवश्यक आहे, अशी प्रस्तुत शासन परिपत्रकामध्ये तरतुद करण्यात आलेली आहे. तद्अनुषंगाने सर्व संबंधीतांनी आपआपल्या स्थिरावरील यथायोग्य कार्यवाही करण्यात यावी.

7. Teacher shall be promoted if;

    i.   He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and Table 2 shall be applicable under CAS promotion 10th to 11th, 11th to 12th, 12th to 13A and 14th respectively as laid down by University Grand Commission notification dated 18th July, 2018 and Government resolution dated 08th March, 2019.

    ii.   The promotion is recommended by the screening-cum-evaluation committee.

7.   This Ordinance shall be applicable to all affiliated colleges under CAS promotion from   the date of G.R. issued by the Government of Maharashtra dated 08th March, 2019   for the entry level Assistant Professor (10th Level to Professor (14th Level).

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Dr. Babasaheb Ambedkar Marathwada University,

Aurangabad-431 004

ORDINANCE

ORDINANCE RELATING TO THE REVISION OF PAY SCALES WITH EFFECT FROM 01/01/2016 : MINIMUM QUALIFICATION FOR APPOINTMENT/CAREER ADVANCEMENT SCHEME(CAS) OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITY/COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARD IN HIGHER EDUCATION AS PER Maharashtra Public University act 2016 , UGC regulation 2018 and Maharashtra Government Resolution dated 08/3/2019 and 10/5/2019

With Effect From

———————

Accompaniment to Government Resolution,

Higher and Technical Education Department No. Resolution No. Misc- 2018/ C.R.56 / 18 / UNI-1, dated 08 March, 2019.

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

S. No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (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 counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organizing 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.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved/ undertaken any of the activities. Note: Number of activities can be within or across the broad categories of activities

	(g) At least one single or joint publication in peer- reviewed or UGC list of Journals.	

Overall Grading:

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

Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at S.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 University and College Teachers for calculating Academic/Research Score

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

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/Research Notes/Research Articles in newspapers or magazines from International Journals	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 Innovativepedagogy	05	05
(b) Design of new curricula and courses (CBCS/OBE)	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.	02 per degree awarded	02 per degree awarded
	(b) Research Projects 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
5.	**(a)Patents/ Copyrights through Central Govt. (Music/Dramatics/Fine Arts/Languages)**		
	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 n 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 lessthan1	-	10 Points
iii)	Paper with impact factor between 1and 2	-	15 Points
iv)	Paper with impact factor between 2and 5	-	20Points
v)	Paper with impact factor between 5and 10	-	25Points
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: 3 A

Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% = 05
2.	Post Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than60% = 20	
3.	M.Phil.	60% and above = 07	55% to less than 60% = 05		
4.	Ph.D.	30			
5.	NET with JRF	07			
	NET	05			
	SET	03			
6.	Research Publications (2 marks for each research publication published in Peer-Reviewed or UGC-listed Journals)	10			
7.	Teaching/Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				
	International/ National Level (Award given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03			
	State Level (Awards given by State Government)	02			

#*However*, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

A) (i) M.Phil + Ph.D   :   Maximum - 30 Marks

     (ii) JRF/NET/SET   :   Maximum - 07 Marks

     (iii) In awards category: Maximum - 03 Marks

B) Number of candidates to be called for interview shall be decided by the concerned universities.

C) Academic Score   -   80

    Research Publications   -   10

    Teaching Experience   -   10

    TOTAL   -   100

Table: 3 B

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges

S.N.	Academic Record	Score			
1.	Graduation	80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
2.	Post Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than60% = 20	
3.	M.Phil.	60% and above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SET	05			
6.	Research Publications (2 marks for each research publication published in Peer-Reviewed or UGC-listed Journals)	06			
7.	Teaching/Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				

International/ National Level (Award given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	03
State Level (Awards given by State Government)	02

#*However*, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

    A) (i) M.Phil + Ph.D   :   Maximum - 25Marks

         (ii) JRF/NET/SET   :   Maximum - 10Marks

         (iii) In awards category: Maximum - 03Marks

    B) Number of candidates to be called for interview shall be decided by the college.

    C) Academic Score   -   84

        Research Publications -   06

        Teaching Experience   -   10

        TOTAL   -   **100**

Table 4

Assessment Criteria and Methodology for Librarians

Sr. No.	Activity	Grading Criteria
1.	Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend) While attending in the library, the individual is expected to undertake, inter alia, following items of work: • Library Resource and Organization and maintenance of books, journals andreports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website.	90% and above – Good Below 90% but 80% and above – Satisfactory Less than 80% - Not satisfactory
2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	Good – 1 National level seminar/workshop + 1 State/institution level workshop/Seminar Satisfactory - 1 National level seminar/ workshop or 1 State level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop Unsatisfactory – Not falling in above two categories

3.	If library has a computerized database then OR If library does not have a computerized database	Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. OR Good – 100% Catalogue database made up to date Satisfactory- 90% catalogue database made up to date Unsatisfactory - Catalogue database not up to mark. (To be verified in random by the CAS Promotion Committee)
4.	Checking inventory and extent of missing books	Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more.
5.	i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. iii) Systems in place for dissemination of information relating to books and other resources. iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.	Good : Involved in any two activities Satisfactory : At least one activity Not Satisfactory: Not involved/ undertaken any of the activities.

v) Design and offer short-term courses for users. vi) Publications of at least one research paper in UGC approved journals.	

Overall Grading:

Good: Good in Item 1 and satisfactory/good in any two other items including Item 4.

Satisfactory: Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4.
Not satisfactory: If neither good nor satisfactory in overall grading.

Note:

1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.

2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion

3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.

Table 5

Assessment Criteria and Methodology for Directors of Physical Education and Sports

Sr. 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 extra-curricular college activities.	Good: Involved in any two activities. . Satisfactory: 1 activity Not Satisfactory: Not involved/ undertaken any of the activities.
Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	

Note:

1) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.

2) 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.

3) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.

Accompaniment to Government Resolution,

Higher and Technical Education Department No. Resolution No. Misc- 2018/ C.R.56 / 18 / UNI-1, dated 08 March, 2019.

Appendix III

TABLE – A

(Minimum API requirement for the promotion of teachers under CAS in university departments)

S.No.		Assistant Professor (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Professor (Stage2/ AGP Rs. 7000 to Stage 3/ AGP Rs. 8000)	Assistant Professor (Stage3/ AGP Rs. 8000) to Associate Professor (Stage 4/ AGP Rs. 9000)	Associate Professor (Stage4/ AGP Rs. 9000) to Professor (Stage 5/ AGP Rs. 10000)
1.	Research and Academic Contribution (Category III)	40/ assessment period	100/ assessment period	90/ss assessment period	120/ assessment period
2.	Expert assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee

TABLE – B

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

S.No.		Assistant Professor (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Professor (Stage2/ AGP Rs. 7000 to Stage 3/ AGP Rs. 8000)	Assistant Professor (Stage3/ AGP Rs. 8000) to Associate Professor (Stage 4/ AGP Rs. 9000)	Associate Professor (Stage4/ AGP Rs. 9000) to Professor (Stage 5/ AGP Rs. 10000)
1.	Research and Academic Contribution (Category III)	20/ assessment period	50/ assessment period	45/ assessment period	60/ assessment period
2.	Expert assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee

TABLE – C

(Minimum API requirement for the promotion of Library staff under CAS in Universities)

S.No.		Assistant Librarian (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Librarian (Stage2/ AGP Rs. 7000 to Stage 3/ AGP Rs. 8000)	Assistant Librarian (Selection Grade/ Deputy Librarian) (Stage3/ AGP Rs. 8000) to Deputy Librarian (Stage 4/ AGP Rs. 9000)	Deputy Librarian (Stage4/ AGP Rs. 9000) to Deputy Librarian (Stage 5/ AGP Rs. 10000)
1.	Research and Academic Contribution (Category III)	40/ assessment period	100/ assessment period	90/ assessment period	120/ assessment period
2.	Expert assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee

TABLE – D

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

S.No.		Assistant Librarian (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Librarian (Stage2/ AGP Rs. 7000 to Stage 3/ AGP Rs. 8000)	Assistant Librarian (Selection Grade/ Deputy Librarian) (Stage3/ 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 – E

(Minimum API requirement for the promotion of University Director/Deputy Director, Assistant Director, Physical Education and Sports)

S.No.		Assistant Director (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Director (Stage2/ AGP Rs. 7000) to Assistant Director (Selection Grade/ Deputy Director) (Stage 3/ AGP Rs. 8000)	Assistant Director (Selection Grade/ Deputy Director) (Stage3/ AGP Rs. 8000) to Deputy Director (Stage 4/ AGP Rs. 9000)	Deputy Director (Stage4/ AGP Rs. 9000) to Deputy Director (Stage 5/ AGP Rs. 10000)
1.	Research and Academic Contribution (Category III)	40/ assessment period	100/ assessment period	90/ assessment period	120/ assessment period
2.	Expert assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee

TABLE – F

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

S.No.		Assistant Director (Stage1/ AGP Rs. 6000 to Stage 2/ AGP Rs. 7000)	Assistant Director (Stage2/ AGP Rs. 7000 to Assistant Director (Selection Grade/ Deputy Director) (Stage 3/ AGP Rs. 8000)	Assistant Director (Selection Grade/ Deputy Director) (Stage3/ 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

Accompaniment to Government Resolution,

Higher and Technical Education Department No. Resolution No. Misc- 2018/ C.R.56 / 18 / UNI-

Appendix IV

Form of Option

1. I,_____substantive / officiating

holder ofthepost_____in the scaleof Rs._____,

AGP_____, in the College/Institution_____hereby:

*(i) elect the revised scale of the post with effect from 1st January, 2016.

*(ii) elect to continue on the existing scale of pay of my substantive / officiating post mentioned below until:

* the date of my next increment

*the date of my subsequent increment

*raising my pay toRs._____

*I vacate or cease to draw pay in that scale.

2. The option hereby exercised is final and will not be modified at any subsequent date.

Date: Signature :

Place: Signed before me

                                                               Signature

                                                               (Principal of College)

                          (Received the above declaration)

Date: Signature

                                                               (Head of the Institution)

*To be scored out, if not applicable.

UNDERTAKING

[As per Ministry of Finance (Department of Expenditure) order O.M. No. 1-5/2016-IC dated 29th July, 2016]

I hereby undertake that any excess payment that may be found to have been made on account of incorrect fixation of pay in the revised Pay Level or grant of inappropriate Pay Level and Pay Cells or any other excess payment made to me shall be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Date:-   Signature:

Station:-   Name:

                                                    Designation:
                                                    College/Institution:

AGREEMENT

THIS AGREEMENT made this_____day of_____two thousand nineteen between Shri/Smt/Kum_____Assistant Professor/Associate Professor/ Professor/Assistant Librarian/Deputy Librarian/Librarian/Assistant Director, Physical Education and Sports/Deputy Director, Physical Education and Sports/Director, Physical Education and Sports/ Principal of_____College/University.
Established by_____hereinafter referred to as "the Employee" (which expression shall unless the context does not so admit include his/her heirs, executors and administrators of the One Part and_____
_____College/University hereinafter referred to as "the said College/University" of the other part.

WHEREAS the Employee has been working as an Assistant Professor/Associate Professor/ Professor/Assistant Librarian/Deputy Librarian/Librarian/Assistant Director, Physical Education and Sports/Deputy Director, Physical Education and Sports/Director, Physical Education and Sports/ Principal of the said college/University from the_____day of.

AND WHEREAS the Government of Maharashtra has by Government Resolution, Higher and Technical Education Department, beingNo._____(herein after referred to as "the said Resolution : a copy whereof is annexed here to)sanctioned a scheme for revision of the pay-scales of the University and College teachers and other measures for improving standards in Higher Education.

AND WHEREAS accordingly the said College/University has agreed to revised the pay scale of the Employee on the Employee agreeing to accept and duly comply with the terms and conditions laid down by the Government of Maharashtra by the said resolution which the Employee has agree to do.

Now this Agreement witness and it is hereby agreed and decided by and between Parties hereto as follows:-

1. Agree, accept and duly comply with the terms and conditions specified in the said Government Resolution;

2. Agree to have these conditions, inserted in the contract of his appointment which he has already executed or which he may have to execute hereafter;

3. Agree that in the event of his failure to abide by these conditions he shall ceased to derive benefits of revised pay scales.

In   witness whereof Shri/Smt/Kum_____the employee above named has hereto set his/her hand and seal of University has been un to affixed.

Members of the Managing Committee/Governing Body of_____have set their respective hands the day and year first herein above written.

Signed and Delivered by

Shri/Smt/Kum_____the Employee above named in the presence of

1._____   2._____
OR

Signed and delivered by

1._____

_____

4. Elc. the present Members_____of the Managing Committee/Governing

   body of_____

   In the presence of--

   1._____   2._____

   _____

   Dean of the Faculty

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DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY, AURANGABAD.
431 004.

Name of College :- _____

Self-Assessment-Cum-Performance Appraisal Forms
API-PBAS Proforma
CAS Promotion for Assistant Professor / Associate Professor / Professor and Direct
Recruitment of Associate Professor/Professor in Unioversities and Colleges.

For

Faculty of Humanities / Sciences & Technology / Commerce & Management /
Interdisciplinary/

Reference : i) The Gazette of India : Extraordinary, Part III Section 4 dated 18th July,2018.
           ii) Government of Maharashtra Misc -2018.CR 56/18/UNI date 8th March.2019.

ACADEMIC YEAR :- _____

PART – A : GENERAL INFORMATION AND ACADEMIC BACKGROUND.

1	Name (in Block Letters)	:
2	Department	:
3	Current Designation & Academic Level	:
4	Date of last Promotion	:
5	Which position and Academic Level :	:
6	Date of eligibility for promotion Address (with Pin Code)	:

Telephone /Mobile No.
E-mail

8.   **Academic Qualifications (UG & PG) :**

Examinations	Name of the Board / University	Year of Passing	Percentage of Marks obtained.	Division / Class / Grade	Subject
U.G. ( )					
P.G. ( )					
Other examination, if any					

09. Research Degree(s) :

Degree	Title	Date of award	Name of University
M.Phil			
Ph.D. /D.Phil.			
NET/SET			
D.Sc./D.Litt./Any other			

10. Appointment held prior – joining this institution : (Please attach relevant certificates of service / experience)

Designation	Name of Employer	Essential Qualifications for the post at the time of Appointment	Nature of Appointment (Regular / Fixed term / Temporary / Adhoc)	Date of Joining	Date of Leaving	Salary with Grade	Reason of leaving

11. Posts held after appointment at this institution :

Designation	Department	Date of Joining		Grade Pay / Pay Matrix Level.
		From	To	

12. Period of teaching experience :

        P.G. Classes (In Years) :

        U.G. Classes (In Years) :

13. Research Experience excluding years spent in M.Phil./ Ph.D. (In Years) :

14. Fields of Specialization under the Subject / Discipline :

15. Human Resource Development Center Orientation / Refresher Course /FDP/ MOOC / One-

Two week courses attended so far :

Name of the Course	Date of Courses	Duration (Period)	Name of Organizer

2

PART B : ACADEMIC PERFORMANCE INDICATORS (API) :

Based on the teacher's self-assessment, API Scores are proposed for (1) teaching related activities, domain knowledge (2) Involvement in University / College student's related activities / research activities. The minimum API score required by teachers from this category is different for different levels of promotion. The self-assessment score should be based on objectively verifiable records. It shall be finalized by the Screening cum Evaluation / Selection Committee. University may detail the activities, in case institutional specificities require, and adjust the weightages without changing the minimum total API Scores required under this category.

Table 1

Assessment Criteria and Methodology for University / College Teachers.

Category	Name of Activity	Unit of Calculation		Self-Appraisal Grading	Verified API Grading by Committee.
		Actual Class spent per year	% of Teaching	For Assistant Professor/ Associate Professor / Professor	
	(1)	(2)	(3)	(4)	
	Teaching : (Number of Classes taught/total classes assigned) x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)			i) Good : 80% & above. ii) Satisfactory : Below 80% but 70% & above. iii) Not satisfactory : Less than 70%	
1	Teaching Black Board				
	Teaching ICT based.				
	Practical / Laboratory				
	Tutorials /Assignments/ Project.				
	Field Work				
	Group Discussion				
	Seminars				
	Remedial Teaching				
	Clarifying doubts within and outside the class hours				

Additional teaching to support counseling and mentoring				
Total Actual hours Spent				

2. Involvement in the University / College students related activities / research activities.

2	Activities	Specify Actual participation in year	Total days Spent per year	Self-Appraisal Grading For Assistant Professor/ Professor	Verified API Grading by Committee
	Involvement in the University / College students related activities / research activities.			i) **Good** : Involved in at least 3 activities. ii) **Satisfactory** : 2 activities. iii) Not-satisfactory : Not involved / under-taken any of the activities. **Note** : Number of activities can be within or across the broad categories of activities.	
	(a) Administrative responsibilities such as Head, Chairperson /Dean/ Director/ Coordinator, Warden, etc.				
	(b) Examination and evaluation duties assigned by the college/ university or attending the examination paper evaluation.				
	i) Question Paper Setting				
	ii) Invigilation / Supervision				
	iii) Flying Squad				
	iv) CS/ACS/ Custodian				
	v) CAP Director Assistant Director				
	vi) Unfair Menace Committee				
	vii) Grievance Committee				
	viii) Internal Assessment				
	ix) External Assessment				
	x) Re-valuation				
	ix) External Assessment				

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	x) Re-valuation.			
	xi) Result Preparation (College Level for Internal Assessment)			
	xii) M.Phil. Ph.D. Thesis evaluation / any other.			
	(c) Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.			
	(d) Organizing seminars / conferences/ Workshops, etc and other college / university activities.			
	(e) Evidence of actively involved in guiding Ph.D students. i) No. of Registered candidate : ii) No. of Awarded Candidates :			
	(f) Conducting Minor Or Major Research Project sponsored by national or international agencies. i) Above 10 Lacs. ii) Below 10 Lacs.			
	(g) At least one single or joint publication in peer-reviewed or UGC list of Journals. i) No of Papers Published (Single author) : ii) No of Papers Published (Joint author) :			
Overall Grading (Attached List) **Good :** Good in teaching and satisfactory or good in activity at S.No.2 Or **Satisfactory :** Satisfactory in teaching and good or satisfactory in activity at S.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

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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, statues and ordinances of the parent institution.

Table 2

Methodology for University and College Teachers for calculating Academic / Research Score.

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 and Professor.

(Assessment must be based on evidence produced by the teacher such as : copy of publications, project sanction letter, utilization and completion certificate issued ffby the University and acknowledgement for patent filing and approval letters, students Ph.D. award letter, etc,.

(1) Research Papers in Peer-Reviewed or UGC listed Journals : (Please refer points as per UGC notification).

Sr. No.	Title of Paper	Journal Name, Page nos, Vol. no., Year of publication	ISSN / ISBN No.	Impact Factor if any (with if agency)	No. of Co. Authors	Whether Principal Author / Supervisor/ Co.supervisor	Self. Appraisal Score	API Score Verified	Page No. of Relevant Documents.
							Total (1)		

(2) (a) Publications (other than Research papers) (Books, Chapters in Books)
    (i) Books published with ISSN/ISBN number
        International publisher : 12 points per Book for Single Author
        National Publisher : 10 points per Book for Single Author.

Sr. No.	Title of Book with no. of papers	Publishers name with ISSN/ISBN / No.	International/ National Publisher	No. of Co. Author	Whether Principal Author / Co. Author	Self Appraisal Score	API Score Verified.	Page No. of Relevant Documents
						Total (2)(a)(i):		

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(2) (a) (ii) Chapter in Edited Book with ISSN/ ISBN   (5 points per Chapter)

Sr. No.	Title of Chapter with Page Nos.	Name of Book	Publisher Name & ISSN/ISBN NO.	No. of Co-Author	Whether Principal Author / Co. Author	Self Appraisal Score	API Score Verified.	Page No. of Relevant Documents
1								
2								
					Total (2)(a)(i):			

(2) (a) (iii) Editor of Book with ISSN/ ISBN

Editor of Book by International Publisher : 10 points per Book for Single Author

Editor of Book by National Publisher : 8 points per Book for Single Author

Sr. No.	Title of Book with page Nos.	Publisher Name & ISSN / ISBN NO.	International Publisher	No. of Co-Author	Whether Principal Author / Co. Author	Self Appraisal Score	API Score Verified.	Page No. of Relevant Documents
1								
2								
					Total (2)(a)(i):			

(2) (b) Translation works in Indian and Foreign Languages by qualified faculties

(3 points per Chapter or Research paper
(8 points per Book

Sr. No.	Title of Book with page Nos.	Publisher Name & ISSN / ISBN NO.	International Publisher	No. of Co-Author	Whether Principal Author / Co. Author	Self Appraisal Score	API Score Verified.	Page No. of Relevant Documents
1								
2								
				Sub Total (2)(b)				
	Total (2) : (2)(a)(i)+ (2)(a)(ii)+ (2)(a)(iii)+(2)(b)							

(3) Creation of ICT mediated Teaching Learning pedagogy and content and development of new

and innovative courses and curricula

(3) (a) Development of Innovative pedagogy : (5 points per Innovative pedagogy)

Sr. No	Title of Innovative pedagogy	Sponsored Agency if any	Types of Teaching-Learning Environments : Face-to-face/ Networked/ Open and distance/Virtual /if any	Specify ICTs resources web link : You Tube Videos-Audios/ Smart Classroom / Simulation Game / Blogging / Online Discussion Forums / Virtual Laboratories / Telecast /Picture/ Model /Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
						Subtotal (3)(a)			

(3) (b) Design of new curricula and courses : (02 points per curricula / Course)

Sr. No.	Name of Programme where curricula introduced	Title of new curricula and courses	Specify ICTs resources : web link/ You tube link:/Audio / Video/ Telecast Picture Model /Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
						Subtotal (3)(a)		

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(3) (c) MODCs:

(3) (c) (i) Development of complete MOOCs in 4 quadrants (4 credit course) (20 per curricula/ course)

(In case of MOOCs of lesser credits 05 marks/ Credit)

Sr. No	Name of Programme where curricula introduced	Course Credits	Title of new MOOC Curricula	Specify ICTs resources : web link/ You tube link:/Audi o / Video/ Telecast Picture Model /Charts if any	Date of approval from authorit y if any	Date of Implementatio n	Self-Appraisa l Score	API Score Verifie d	Page No. of Relevant Document s
1									
2									
							Subtotal (3)(a)		

(3) (c) (ii) MOOCs (Developed in 4 quadrants) per module/Lecture (5 points per module /lecture)

Sr. No	Name of Programme where curricula introduced	Course Credits	Title of new MOOC Curricula	Specify ICTs resources : web link/ You tube link:/Audi o / Video/ Telecast Picture Model /Charts if any	Date of approval from authorit y if any	Date of Implementatio n	Self-Appraisa l Score	API Score Verifie d	Page No. of Relevant Document s
1									
2									
							Subtotal (3) (c)(a)		

(3) (c)(iii) Content writer/subject matter expert for each module of MOOCs (at least one quadrant)

(2 points per curricula / Course)

Sr. No	Name of Programme & Course where Content is introduced	Course Credits	Title of new MOOC Content curricula	Specify ICTs resources : web link/ You tube link:/Audi o / Video/ Telecast Picture Model	Date of approval from authorit y	Date of Implementatio n	Self-Appraisa l Score	API Score Verifie d	Page No. of Relevant Document s

			/Charts if any					
1								
2								
						Subtotal (3) (c)(a)		

(3) (c)(iv) Course Coordinator for MOOCs (4 credit course) (8 Points per curricula / Course) (In case of MOOCs of lesser credits 02 marks /credit)

Sr. No.	Name of Programme & Course	Course Credits	Title of MOOC curricula	Specify ICTs resources : web link/ You tube link:/Audio / Video/ Telecast Picture Model /Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
						Subtotal (3) (c)(a)(iv)			
	Total (3) (c) :(3)(c)(i)+(3)(ii)+(3)(c)(iii)+(3)(c)(iv)								

(3) (c)(iv) Course Coordinator for MOOCs (4 credit course) (8 Points per curricula / Course) (In case of MOOCs of lesser credits 02 marks /credit)

Sr. No.	Name of Programme & Course	Course Credits	Title of MOOC curricula	Specify ICTs resources : web link/ You tube link:/Audio / Video/ Telecast Picture Model /Charts if any	Date of approval from authority	Date of Implementation	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
						Subtotal (3) (c)(a)(iv)			
	Total (3) (c) :(3)(c)(i)+(3)(ii)+(3)(c)(iii)+(3)(c)(iv)								

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(3) (d)e-Content

(3) (d) (i) Development of e-Content in 4 quadrants for a complete course / e-book

(12 points per curricula / Course)

Sr. No.	Title of e-Content course /e-book with no. of pages, ISSN / ISBN NO.if any	Name of Programme & Course to which introduced	Specify ICTs resources : web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author/ Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
							Subtotal (3) (c)(d)(i)		

(3) (d) (ii) e-Content (developed in 4 quadrants) per module (5 points per module / Course)

Sr. No.	Title of e-Content course /e-book with no. of pages, ISSN / ISBN NO.if any	Name of Programme & Course to which introduced	Specify ICTs resources : web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author/ Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
							Subtotal (3) (c)(d)(ii)		

(3) (d) (iii) Contribution to development of e-content module in complete course/ paper/e-book

(at least one quadrant) (2 points per module / Course)

Sr. No.	Title of e-Content course /e-book with no. of pages, ISSN / ISBN NO.if any	Name of Programme & Course to which introduced	Specify ICTs resources : web link	Whether Peer reviewed	No. of Co-Authors	Whether Principal Author/ Co-Author	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
							Subtotal (3) (c)(d)(iii)		

(3) (d) (iv) Editor of e-content for complete course / paper/e-book (10 points per Course/paper)

Sr. No.	Title of e-Content course /e-	Name of Programme	Specify ICTs	Whether Peer	No. of Co-	Whether Principal	Self-Appraisal	API Score	Page No. of Relevant

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	book with no. of pages, ISSN / ISBN NO.if any	& Course to which introduced	resources : web link	reviewed	Authors	Author/ Co-Author	Score	Verified	Documents
1									
2									
						Subtotal (3) (d)(iv)			
	Total (3)(d): (3)(d)(i)+ (3)(d)(ii)-(3)(iii)+(3)(d) (iv)								
	Total (3) : (3)(a)+(3)(b)+(3)(c)+(3)(d)								

(4) Research Score:

(4) (a) Research guidance: (Ph.D.: 10 points per degree awarded & 5 per thesis submitted)

(M.Phil./PG dissertation: 2 points per degree awarded)

Sr. No.	Sr. No.	Number of Candidate Enrolled	No. of thesis submitted with dates	No. f Candidate Degree Awarded with dates	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
	M.Phil. /P.G. Dissertation						
	Ph.D						
				Sub Total: (4)(a)			

(4) (b) Research Projects Completed: A: More than 10 lakhs (10 points per Project)
B: Less than 10 lakhs (5 Points per Project)

Sr. No.	Type of Project : A/B	Title of Project	Sponsored agency	Date of Completion	Whether Co-PI	Grant Received (Rs.)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
						Subtotal (4) (b)			

(4) (C) Research Projects Ongoing : A: More than 10 lakhs (5 points per Project)
B: Less than 10 lakhs (2 Points per Project)

Sr. No.	Type of Project : A/B	Title of Project	Sponsored agency	Date of Completion	Whether Co-PI	Grant Received (Rs.)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1									
2									
						Sub Total (4) (c)			

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(4) (d) Consultancy:

Sr. No.	Title of Consultancy Project	Sponsored agency	Date of Starting	Amount Mobilized (Rs. Lakh)	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1							
2							
				Sub Total (4) (d)			
	Total (4) : (4) (a)+ (4)(b)+(4)(c)+ (4)(d)						

(5) (a) Patents: (10 points per International Patent and 7 points per National Patent)

Sr. No.	Title of patent Project	Patent Number	Sponsored agency if any	Date of Award	International National	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
					Sub Total (5) (b)			

(5) (b)* Policy Document (Submitted to an International Body / Organization like UNO/UNESCO/

World Bank/International Monetary Fund etc. or Central Government or State Government)

A: International (10 Points per Policy Document)
B: National   (07 Points per Policy Document)
C: Sate   (05 points per policy Document)

Sr. No.	Title of Policy Document	Name of Submitted Agency	International / National State	Policy Document Nuber	Date of Acceptan	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
					Sub Total (5) (b)			

(5) (c)* Awards /Fellowship:

A: International (07 Points per Policy Document)
B: National   (05 Points per Policy Document)

Sr. No.	Name of Award / Fellowship	Date of Received	International / National	Name of Awardees Academic Body / Association	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents

Self Asst. Cum-Performance Appraisal Forms API-PBAS Proforma (svk)

1							
2							
				Sub Total (5) (b)			
			Total (5) : (5)(a)+(5)(b)+(5)(C)				

(5) (b)* 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 Points per seminars / Conferences)

International (within Country): (05 Points per seminars / Conferences)

National : (3 Points per Seminars / Conferences)

State / University Level : (2 points per Seminars / Conferences)

Sr. No.	Title of Persentation in Academic Session	Title of Conference Seminar	Mode of Presentation Invited Lectures/ Resource Person / Paper presentation	Name of Organizer	Whether International (Abroad) International (within Country) / National /State / University Level	Self-Appraisal Score	API Score Verified	Page No. of Relevant Documents
1								
2								
					Total (6)			

Note: 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, both shall get 7 marks each.

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- *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.

Summary 7 (Category III)

Academic / Research Scoure

Details of Academic & Research activities	Self- Appraisal Score	API Score Verified by Committee	Remarks
(1) Research Papers in Peer-Reviewed or UGC listed Journals			
(2) Publications (other than Research Papers)			
(3) Creation of ICT mediated Teaching learning pedagogy and content and development of new and innovative courses and curricula			
(4) Research guidance / Projects Completed/ Projects Ongoing / Consultancy			
(5) Patents / Policy Document Awards / Fellowship			
(6) Invited lectures / Resource person / paper presentation in Seminars Conferences /full paper in Conference Proceedings			
Grand Total of Table 2			

IV   SUMMARY OF API SCORES:

Category	Criteria	Annual API Score
Category II	**Activities: Overall Grading** **1. Teaching** **2. Involvement in the University / College students related activities / research activities**	

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2 Category III)	Academic / Research Score	

List of Enclosures: (Please attach copies of certificates and / or letters sanction orders, papers etc. wherever Necessary)

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UNDERTAKING

I Dr/Mr./ Mrs_____ undertakes that the information provided is correct as per records submitted by me to college / Institute / University and documents enclosed along with the duly filled in PBAS Proforma.

Date:_____   Signature of the faculty with
                        Designation

Place:_____   _____

Date:_____   Signature Head of Department

Place:_____

Date:_____   Signature Director- IQAC

Place:_____

Signature of Principal

N.B.: The individual PBAS Performa duly filled along with all enclosures, submitted for CAS promotions will be verified by the College / Institute / University as necessary and placed before the Screening Cum Evaluation Committee or Selection Committee for Assessment Verification.