

CHAUDHARY DEVI LAL UNIVERSITY SIRSA

(Established by the State Legislature Act 9 of 2003)



No. Estt./AE-V/2018/

1494

Dated:

22.6.18

To

The Incharge,
University Website,
Chaudhary Devi Lal University,
Sirsa.

Sub: To upload the Advertisement No. ET-04/2018 alongwith enclosures.

Sir/Madam,

Kindly find enclosed herewith a copy of Advertisement No. ET-04/2018 alongwith Recruitment Notice, Application Form, Qualification, API and Employees Foreign Service Rules in respect of recruitment of regular teaching staff in the various University Teaching Departments on deputation basis.

I am directed to request you to upload the same on the University Website immediately. A copy of the same is also being sent through e-mail.

Yours faithfully,

[Signature] 22.06.18

DA: As above.

Assistant Registrar (Estt.T)



CHAUDHARY DEVI LAL UNIVERSITY SIRSA
(Established by the State Legislature Act 9 of 2003)

Advertisement No. ET-04/2018

Chaudhary Devi Lal University, Sirsa invites applications for the post of Professor, Associate Professor and Assistant Professor in following UTDs on deputation basis:

Sr. No.	Name of Department	No. of Posts		
		Professor	Associate Professor	Assistant Professor
1.	Hindi	01	-	01
2.	Geography	01	-	01
3.	Punjabi	-	01	01
4.	Music	-	01	01
5.	History & Archaeology	-	01	01
6.	Sanskrit	-	-	02

The applicants should send their applications through proper channel only.

No application fee will be required for these posts.

The last date of receipt of application is 16.07.2018 upto 5:00 p.m.

Please visit Website of the University www.cdlu.ac.in for downloading the Application Form and selection criteria.

Assistant Registrar (Estt.T)

Barnala Road, Sirsa – 125055, E-mail: drestcdlu@gmail.com , PH: 01666 -239829

Mubesh Kumar

Sur



CHAUDHARY DEVI LAL UNIVERSITY SIRSA

(Established by the State Legislature Act 9 of 2003)

RECRUITMENT NOTICE

Advertisement No. ET-04/2018

Closing date: 16.07.2018 upto 5.00 P.M.

Applications are invited from eligible candidates for the following Teaching Posts in University Teaching Departments purely on deputation basis:

Sr. No.	Name of Department	No. of Posts		
		Professor	Associate Professor	Assistant Professor
1.	Hindi	01	-	01
2.	Geography	01	-	01
3.	Punjabi	-	01	01
4.	Music	-	01	01
5.	History & Archaeology	-	01	01
6.	Sanskrit	-	-	02

The applicants should send their applications through proper channel only.

The Application Form and selection criteria are appended herewith. No application fee will be required for these posts.

Employees Foreign Service Rules, Calendar Volume-III, Chapter-XX will be applicable on the above teaching posts.

Assistant Registrar (Estt.T)

Barnala Road, Sirsa – 125055, E-mail: dresttdlu@gmail.com, PH: 01666 -239829

Mubesh Kumar

CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

APPLICATION FORM FOR ALL TEACHING POSTS AND LIBRARIAN AND DY. LIBRARIAN

IMPORTANT NOTE: The candidate is required to fill up this form in his/her own handwriting and attach self-attested photocopies of all the certificates/testimonials. Candidate should read the instructions etc. on the University website www.cdlu.ac.in carefully before filling up this application form.

A passport size recent photograph of the candidate duly attested by a gazetted officer must be pasted here

Application No.
(To be filled in by the office)

1. a) Post applied for : _____ Dept. _____
(Give the full and correct name of the post)
- b) Advertisement No. : _____
- c) Specialization applied for as per Advt., if any: _____
- d) Date of attaining eligibility for the post and : _____
ground thereof.
2. a) Name in Full (in block letters) : _____
- b) Father's Name : _____
- c) Mother's Name : _____
3. a) Present Postal Address : _____

- b) Permanent Address : _____

- c) Phone No. with STD Code
Mobile No : _____
- d) E-mail Address : _____
4. a) Date of Birth : _____
- b) Age as on the last date of receipt of application (YY _____ MM _____ DD _____)
- c) Place of Birth : _____
5. a) Nationality of candidate : _____
- b) Do you belong to SC/BC/Ex-Service-
man/DAP? : _____
(If yes, attach a certificate from the competent authority) Annexure page no. _____
- c) Male/Female/Transgender : _____
- d) Marital Status (Married/Unmarried) : _____
(If married, whether you have more than one living wife/husband) (say Yes or No)

Mubashir Kundi
13/6/18

sen

6. a) Present employment, if any, with pay & grade : _____
(State whether on adhoc/temporary/probation/permanent)
- b) Date of next increment : _____
- c) Name of Employer : _____
- d) Have you obtained prior permission of your : _____
present employer for submitting this application? _____
- e) Basic pay acceptable, if selected : _____
- f) Period required for joining the : _____
posts if appointed.

7. a) What is your mother tongue? : _____
- b) Name the languages both Indian & Foreign which you can read, write and/or speak.
- c) Give particulars and examination(s), if any, passed in each.

Read only	Speak only	Read & Speak	Read, Write & Speak	Examination(s) Passed

8. a) Have you ever been disqualified : _____
from appearing in any University Examination/

Undertaking University work : Yes ☐ No ☐

b) Are you a dismissed employee? Yes ☐ No ☐

9. i) Whether any criminal case has been registered against applicant: Yes ☐ No ☐

If yes, details thereof.

- ii) Whether applicant has been : _____
charge-sheeted for any criminal
offence? If yes, the details thereof.

- iii) Whether applicant has been : _____
convicted by any competent court
for any criminal offence?
If yes, the details thereof.

- iv) Any other

10. Bank Draft(s) No: Date Amount Rs.

OR

University Receipt No: Date Amount Rs.

ORIGINAL UNIVERSITY RECEIPT MUST BE ATTACHED WITH THIS APPLICATION

11. Topic of Research of Ph.D. : _____

Date of Registration: _____ Date of Award: _____

12. Field of Specialization: _____

Mubashir
13/06/18

24

13. REFERENCES, RECOMMENDATIONS LETTERS: (These persons should be professionally competent, who are well acquainted with some aspect of the applicant's training, accomplishment, capabilities and character but must not be related to the candidate. Two references should be listed and atleast one of them should be a citizen of India. For applicants having done Post Graduate or Post-doctoral Research, the Research Supervisor must be listed.). **Letter of recommendations** with specific remarks/observation on the issues must be enclosed.

i) Name : _____

Occupation or Position : _____

Address : _____

Page No. of Enclosure _____

e-mail : _____

ii) Name : _____

Occupation or Position : _____

Address : _____

Page No. of Enclosure _____

E-mail : _____

14. Educational Qualifications (from Matriculation onwards)

Exam. Passed	Subject	Univ./ Board	Year of Passing	Class or Division	Max. Marks	Marks Obtained (Accurate)	% of Marks	Distinctions, if any	Page no. of Enclosure
Matric									
Hr. Sec./ Pre-Univ./ Inter/10+2									
B.A./B.Sc./ B.Com.									
M.A./M.Sc./M.Com.									
M.Phil.									
Ph.D (Date of Regn. of Ph.D.)									
NET/SET/etc.									
Any other exam.									

Note:- Self attested copies of certificates in support of qualifications be attached with this application.

M. Subash Kumar
13/06/18

[Signature]

15. Employment : - Give particulars concerning all periods of employment, including professional nature

Name of Employer/ Institution	Designation of the Post held and its pay scale Post held and its pay scale	Duration of appointment		Basic Pay & allowances	Total period (dd/mm/yy)
		From dd/mm/yy	To dd/mm/yy		

16. Total experience : (for teaching **Administrative experience/position/post**)

Experience (To be mentioned from the date of meeting the eligibility requirement for the post applied).

Post held	Name of the College/institution	Nature of Post Whether permanent/regular/adhoc /contractual with pay scale/consolidated salary	From	To	Total			UG Experience YY/MM/DD	PG Experience YY/MM/DD
					YY	MM	DD		

17. Research and Academic Contribution:

III A: Research Papers Published in Online/Indexed/Digital/Refereed Journals or Conference Proceedings, etc.

Sr. No.	Title with name of author(s) as appearing in the publication	Journal, Volume, Issue, Year, Page Numbers	Whether indexed/ refereed/ Non-refereed or Conference Proceedings	Impact factor, if any	ISSN / ISBN/ASIN No., if any	Whether you are first/Principal/corresponding author or supervisor/mentor or other author	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III B (i): Research Publications (Books published)

Sr. No.	Whether Text/Reference/E-Book published by International publishers/ Subject books by National level publishers or State and Central Govt. Publications with ISSN/ISBN/ASIN /Subject Books by other local publishers with/without ISSN/ISBN/ASIN	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	ISSN/ASIN No, if any	Total No. of authors	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III B (ii): Research Publications (Chapter in Books/Monograph other than refereed journal articles)

Sr. No.	Chapter in a Book/ Monograph	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	Whether contributed to edited knowledge based volume published by International Publishers or in knowledge based volume of Indian/National Level Publishers with ISBN/ASIN Numbers numbers of National and International Directories	ISSN/ ASIN No, if any	Total No. of authors	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

Mubek Kund
13/06/18

SW

III C (i) & (ii): Research Projects

Sr. No.	Title & Type of Projects (Sponsored/Consultancy) (Major/Minor)	Carried out / On Going	Funding Agency	Period	Amount Mobilized (Rs. in lakhs)	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III C (iii): Completed Projects Quality Evaluation

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Amount Mobilized (Rs. Lakhs)	Whether accepted by Funding Agency	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III C (iv): Projects Outcome/Outputs

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Amount Mobilized (Rs. Lakhs)	Whether Patent/ Technology Transfer/Product/ Process/Major Policy of Govt. (Bodies at Central and State Level)	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III D: Research Guidance

Sr. No.	Course	No. of Students	Registered for Ph. D.	Thesis/ Dissertation Submitted	Degree Awarded	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure
(i)	PG Courses (Dissertation involving one semester)							
(ii)	PG Courses (Dissertation more than one semester/full semester)							
(iii)	M. Phil./M. Tech./LL.M							
(iv)	Ph. D.							

III E (i): Refresher Course, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes, etc.

Sr. No.	Programme	Duration	Organized by	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure
Total Score (Max.: 30 points)						

III E (ii): Participation and Paper (s) presented in Conferences/Seminars/Workshops/Symposia, etc.

Sr. No.	Title of the paper presented	Presented by	Title of the Conference/ Seminar etc & Organizer	Date (s) of the event	Whether International/ National/ State/ Regional/ University or College level	Whether published in the proceedings	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

Mubesh Fadhil
13/06/18

Signature

III E (iii): Invited for conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions

Sr. No.	Whether Lecture delivered / Academic Session Chaired	Title of the Lecture delivered	Title of Conference/ Seminar etc.	Date(s) of the event	Organizer	Whether International/ National/ State/ Regional/ University or College level	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III E (iv) & (v): Academic Contribution through organizing conferences/ seminars/ workshops/ symposia/orientation/refresher courses, etc.

Sr. No.	Convener/Secretary/Member of Organizing/Advisory Committee, etc.	Date/Duration of Event	Whether International/ National/ State/ Regional/ University or College level	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III E (vi): Academic Contribution through participation in quality enhancement efforts

Sr. No.	Convener/Secretary/Member	Date of Notification	Duration	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

III E (vii): Academic Contribution through leadership

Sr. No.	Post held	Date of Notification	Duration	API Score Claimed	Verified API Score (for office use)	Page No. of enclosure

Please give details of any other credential/ significant achievement not mentioned earlier (attached separate page, if required):

Sr. No.	Details (Mention Year, Venue etc. where relevant)	Page No. of Enclosure

Total API Score Claimed:

Total API Score verified by the Screening Committee:

Mubashir Fandi
13/06/18

SL

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed therein. There are no circumstances which may impair my fitness for employment in the CDLU, Sirsa. I know that concealment of facts or supply of wrong information/documents shall result in cancellation of candidature in addition to legal action.

Place

Date

.....
(Signature of the candidate)

CERTIFICATE FROM THE EMPLOYER

The application of Miss/Mrs./Shri/Dr., who is at present working as in the (Deptt./Organization) is recommended and forwarded for consideration for the post of to the Assistant Registrar (Estt.T), **CDLU, Sirsa**. In case, he/she is selected for employment in the **CDLU, Sirsa**, he/she will be relieved of his/her present position.

Place

Date

Signature of the Head
of the office/organization
(Seal of Office)

Mubarak Kund



BRIEF SYNOPSIS OF QUALIFICATIONS & EXPERIENCE

(Must be filled up neatly and accurately for consideration by the Screening Committee/Selection Committee)

Sr. No./Appl. No.

Advt. No.

Name of the Candidate

Name of the Post

Department

Specialization applied for,

Date of Birth

Educational Qualifications from Matric onwards

Exam Passed	Division/Class	% of Marks (accurate)	Year	Board/University	Field of Specialization	Books & Research Papers	Research Projects	Research Guidance	Seminar/Conferences/Workshop etc.
1	2	3	4	5	6	7	8	9	10

EXPERIENCE

(to be given w.e.f. the date of eligibility for Assistant Professor /Associate Professor/Professor/Librarian/Dy. Librarian

Post Held	Institution	Period						Present designation basic pay and pay scale	If Selected Basic pay acceptable	Remarks if any
		From	To	Total						
				Year	Month	Days				
1	2	3	4	5	6	7	8	9	10	

(Signature of the applicant)

Mubesh Kumar
13/06/18

[Signature]

- (iv). Entry level pay of directly recruited Professor in Universities appointed on or after 1.1.2006 may be granted Rs. 43000/- in Pay Band-4 with AGP of Rs. 10,000/- notionally w.e.f. 1.1.2006 and actually from the date of notification.
- (v) Entry level pay of directly recruited Readers in Universities appointed on or after 1.1.2006 may be granted Rs. 22320/- in Pay Band-3 with AGP of Rs. 8000/- notionally w.e.f. 1.1.2006 and actually from the date of notification.
- (vi) Pay scales, structure and pay fixation formula as per FD notification no 1/46/2009-4 PR (FD) dated 20-8-2009, dated 27.8.2009 and dated 2.9.2009 shall be applicable. (Appendix-II)

3.0. Recruitment

(a) For Universities- The direct recruitment to the posts of Assistant Professors, Associate Professors and Professors in the Universities shall be on the basis of merit through all India advertisement and selections by the duly constituted Selection Committees as per the provisions illustrated at clause number 7.0 to be incorporated under the Statutes/Ordinances of the concerned university. The composition of such committees should be as prescribed in this notification..

(b) For Colleges- The direct recruitment to the posts of Assistant Professors in Colleges shall be on the basis of merit through all India advertisement and selections by HPSC and/or a selection committee constituted by the Government and the duly constituted Selection Committees set up under the rules/instructions of the State Government.

4.0. Qualifications for the post of Assistant Professor (Universities and Colleges)

- (i). National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. ~~by~~ respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been laid down by the UGC through its regulations, and so adopted by the State

Copy of relevant part of DHE Letter Memo No.
KW-7/18-2009 C-IV(3) dt. 21-07-2011

Appendix-I

Minimum qualifications for appointment of teachers and equivalent cadres in universities and colleges and measures for the maintenance of standards in Higher Education, 2011.

1.0. Coverage

The scheme applies to teachers and equivalent cadres of colleges and universities (excluding technical, medical, agricultural and veterinary sciences colleges and universities). However, the scope and jurisdiction of the university extend to University Colleges also.

2.0. Designations and Pay Scales

- (i). There shall be only three designations in respect of teachers in universities namely, Assistant Professors, Associate Professors and Professors and only two designations in respect of teachers in colleges, namely, Assistant Professors and Associate Professors. However, there shall be no change in the present designation in respect of Principals, Library and Physical Education Personnel at various levels.
- (ii). No one shall be eligible to be appointed, promoted or designated as Professor in universities, unless he or she possesses a Ph.D. and satisfies other academic conditions, as laid down by the University Grants Commission (UGC) and the State Government from time to time. This shall, however, not affect those who are already designated as 'Professor'.
- (iii). The pay of teachers and equivalent positions in Universities and Colleges shall be fixed according to their designations in two pay bands of Rs. 15,600 - Rs. 39,100 and Rs. 37,400 - Rs. 67,000 with appropriate "Academic Grade Pay" (AGP in short). Each Pay Band shall have different stages of Academic Grade Pay which shall ensure that teachers and other equivalent cadres covered under this Scheme, subject to other conditions of eligibility, being satisfied; have multiple opportunities for upward movement during their career.

Munad

institution concerned with evidence of published work and research guidance.

- iii. Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.
- iv. The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the post of Principal..
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this notification in Tables I to IX of Appendix-IV.

4.2. Qualifications for the direct recruitment of Professor and Associate Professor in Universities.

A. Professor-

- (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications in Refereed Journals.
- (ii). The Ph.D. Degree shall be a mandatory qualification for the appointment of Professors and for promotion as Professors.
- (iii). A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iv). Contribution to educational innovation, design of new curricula and courses, and technology - mediated teaching learning process.
- (v). ~~the~~ minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this notification in Tables I to IX of Appendix IV.

6

Government vide letter no. 7/66-2003 C IV (3)
dated 17.7.2009. (Appendix-III)

- (ii). The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level.
- (iii). A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professors, Assistant Librarians, Assistant Directors of Physical Education and Sports.
- (iv). A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- (v). A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.
- (vi). Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.

4.1. Qualifications for the post of College Principal

- i. Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University.
- ii. A Ph.D. Degree in concerned/allied/relevant discipline(s) in the

Handwritten signature

Mubesh Kumar
13/06/18

OR

- B. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.
- B. Associate Professor
- (i). Good academic record with a Ph.D. Degree in the concerned/allied/ relevant disciplines.
 - (ii). The Ph.D. Degree shall be a mandatory qualification for all candidates to be appointed as Associate Professor through direct recruitment.
 - (iii). A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
 - (iv). A minimum of eight years of experience of teaching; and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research papers in refereed journals only /policy papers.
 - (v). Contribution to educational innovation, design of new curricula and courses, and technology - mediated teaching learning process with evidence of having guided doctoral candidates and research students.
 - (vi). A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in this notification in Tables I to IX of Appendix - IV.

4.3 Qualifications for Music and Dance Disciplines

1. ASSISTANT PROFESSOR (Universities and Colleges):

- (i). Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at

APPENDIX-I
ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of the Performance Based Appraisal System (PBAS) proforma before filling out this section)
Period:.....

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Maximum Scores Allocated: 125

Minimum API Score Required: 75

1. Lectures, seminars, tutorials, practicals, contact classes undertaken as percentage of lectures allocated (give semester-wise details, where necessary)

Sr. No.	Course/Paper	Mode of Teaching*	Hours per week allotted	% of classes taken as per verifiable record	Average of the percentages	API Score
Total						

*Lecturer (L), Seminars (S), Tutorials (T), Practical (P), Contact Hours (C)

2. Lectures or other teaching duties in excess of the UGC norms

Sr. No.	Course/Paper	Mode of Teaching	Hours per week	API Score
Total				

3. Preparation and Imparting of knowledge / instructions as per curriculum; syllabus enrichment by providing additional resources to students

Sr. No.	Course/Paper	Preparation and Imparting of knowledge (a)	API Score (Max. 15) (a)	Additional Resource provided (b)	API Score of (Max. 10 for each paper) (b)	Total API Score = Average (a) + Total (b)
Average API (a) =				Total API (b)		

4. Use of participatory and innovating teaching-learning methodologies, updating of subject content, course improvement, etc.

Sr. No.	Short Description	API Score
Total		

5. Examination related work

Sr. No.	Type of Examination Duties	Duties Assigned	Duties Performed	API Score
Total Score				

Total API Score Earned:

Mubashir Ahmad

12/6/18

35

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Maximum Scores Allocated: 50

Minimum API Score Required: 15

Sr. No.	Nature of Activity	Score Earned
1.	Extension, Co-curricular and Related Activities	
	Total Score (Max.: 20 Points)	
2.	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees, and responsibilities	
	Total Score (Max. : 15 Points)	
3.	Professional Development Related Activities	
	Total Score (Max.: 15 Points)	

Total API Score Earned:

M. Subash Kumar
13/06/18

36

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

III A: Research Papers Published in Online/Indexed/Digital/Refereed Journals or Conference Proceedings, etc.

Sr. No.	Title with name of author(s) as appearing in the publication	Journal, Volume, Issue, Year, Page Numbers	Whether indexed/ refereed/ Non- refereed or Conference Proceedings	Impact factor, if any	ISSN / ISBN/ ASIN No., if any	Whether you are first/Principal/corresponding author or supervisor/mentor or other author	API Score

III B (i): Research Publications (Books published)

Sr. No.	Whether Text/Reference/E-Book published by International publishers/ Subject books by National level publishers or State and Central Govt. Publications with ISSN/ISBN/ASIN /Subject Books by other local publishers with/without ISSN/ISBN/ASIN	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	ISSN/ ASIN No, if any	Total No. of authors	API Score

III B (ii): Research Publications (Chapter in Books/Monograph other than refereed journal articles)

Sr. No.	Chapter in a Book/ Monograph	Title with name of authors as appearing in the publication	Book Title, Editor, Publisher Year, Page Numbers	Whether contributed to edited knowledge based volume published by International Publishers or in knowledge based volume of Indian/National Level Publishers with ISBN/ASIN Numbers	ISSN/ ASIN No, if any	Total No. of authors	API Score

III C (i) & (ii): Research Projects

Sr. No.	Title & Type of Projects (Sponsored/Consultancy) (Major/Minor)	Carried out / On Going	Funding Agency	Period	Amount Mobilized (Rs. in lakhs)	API Score

Mubesh Kumar
13/6/18

37

III C (iii): Completed Projects Quality Evaluation

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Amount Mobilized (Rs. Lakhs)	Whether accepted by Funding Agency	API Score

III C (iv): Projects Outcome/Outputs

Sr. No.	Title & Type of Project (Major/Minor)	Funding Agency	Period	Amount Mobilized (Rs. Lakhs)	Whether Patent/ Technology Transfer/Product/ Process/Major Policy of Govt. (Bodies at Central and State Level)	API Score

III D: Research Guidance

Sr. No.	Course	No. of Students	Registered for Ph. D.	Thesis/Dissertation Submitted	Degree Awarded	API Score
(i)	PG Courses (Dissertation involving one semester)					
(ii)	PG Courses (Dissertation more than one semester/full semester)					
(iii)	M. Phil./M. Tech./LL.M					
(iv)	Ph. D.					

III E (i): Refresher Course, Methodology workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes, etc.

Sr. No.	Programme	Duration	Organized by	API Score
Total Score (Max.: 30 points)				

III E (ii): Participation and Paper (s) presented in Conferences/Seminars/Workshops/Symposia, etc.

Sr. No.	Title of the paper presented	Presented by	Title of the Conference/ Seminar etc & Organizer	Date (s) of the event	Whether International/ National/ State/ Regional/ University or College level	Whether published in the proceedings	API Score

III E (iii): Invited for conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions

Sr. No.	Whether Lecture delivered / Academic Session Chaired	Title of the Lecture delivered	Title of Conference/ Seminar etc.	Date(s) of the event	Organizer	Whether International/ National/ State/ Regional/ University or College level	API Score

Mubeshh Fandi
13/06/18

38

II E (iv) & (v): Academic Contribution through organizing conferences/ seminars/ workshops/ symposia/orientation/refresher courses, etc.

Sr. No.	Convener/Secretary/Member of Organizing/Advisory Committee, etc.	Date/Duration of Event	Whether International/ National/ State/ Regional/ University or College level	API Score

III E (vi): Academic Contribution through participation in quality enhancement efforts

Sr. No.	Convener/Secretary/Member	Date of Notification	Duration	API Score

III E (vii): Academic Contribution through leadership

Sr. No.	Post held	Date of Notification	Duration	API Score

Please give details of any other credential/ significant achievement not mentioned earlier:

Sr. No.	Details (Mention Year, Venue etc. where relevant)

Total API Score Earned:

Mubesh Kumar
13/6/18

39

APPENDIX-II
TABLE-I

**SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN DIRECT RECRUITMENT AND
CAREER ADVANCEMENT SCHEME PROMOTIONS OF UNIVERSITY/COLLEGE TEACHERS
CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

Maximum Scores Allocated: 125

Minimum API Score Required: 75

Sr. No.	Nature of Activity	Max. Score
1.	Lectures, seminars, tutorials, practicals, contact classes undertaken as percentage of lectures allocated	
	Lectures, seminars, tutorials, practicals, contact classes assigned as per UGC norms should be based on verifiable records. Maximum 50 for 100 per cent performance and proportionate score up to 80 per cent. No score will be assigned if a teacher has taken less than 80 per cent of the assigned classes. No score should be deducted for classes not held or missed due to (i) students not turning up or bunking classes, (ii) sanctioned leave of the teacher of any kind, (iii) any other reason beyond the control of the teacher (total number of classes during the semester/session may be calculated on the basis of academic calendar).	50
2.	Lectures or other teaching duties in excess of the UGC norms	
	If a teacher has taken classes exceeding UGC norms, then two points to be assigned for each extra hour of unpaid class/week.	10
3.	Preparation and Imparting of knowledge / instructions as per curriculum; syllabus enrichment by providing additional resources to students	
	(a) Preparation and imparting of knowledge/instructions as per curriculum with the prescribed material (Text book/Manual, etc.): 15 points (b) Syllabus enrichment by providing additional resources to students such as lab manuals, lecture notes, etc.: 10 points for each paper or manual	20
4.	Use of participatory and innovative teacher-learning methodologies; updating of subject content, course improvement, etc.	
	Participatory & innovative teaching-learning process with material for problem based learning, case studies, group discussions, project work, product development, assignment, handouts, ICT based teaching material, etc.: 10 points each	10
	Use of ICT in teaching-learning process with computer-aided methods like audio visual aids/power-point/multimedia/simulation/software, etc. on regular basis. (Use of any one of these in addition to Chalk & Board: 10 points)	20
	Developing and imparting remedial/bridge courses: 5 points each	10
	Developing and imparting soft skills/communications skills/personality development courses/modules, etc.: 5 points each	10
	Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas: 5 points each	10
	Organizing and conducting popularization programmes/training courses in computer assisted teaching/web-based learning, e-library skills to students, etc. (a) Workshop/Training course: 10 points each (b) Popularization programmes: 5 points each	10
	Updating of courses, design of curriculum: 5 points per paper per course	10
	Maximum Aggregate Limit for Sr. No.4	20
5.	Examination Related Work	
	College/University Semester/Annual Examination work as per duties allotted: (Superintendent-in-Chief/Superintendent/Deputy Superintendent - 10 points per semester, Invigilation - one point for each duty subject to a maximum of 10 points per semester, Evaluation of answer script - 10 points, Question paper setting-5 points per paper (100 % compliance = 20 points)	20
	College/University examination/evaluation responsibilities for internal assessment/sessionals/seminars/assignment/continuous assessment work as allotted. (100 % compliance = 15 points)	15
	Examination work such as observer or flying squad duties, etc.: (100 % compliance = 10 points)	10
	Maximum Aggregate Limit for Sr. No.5	25

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED

M. Subash Kumar
13/06/18

40

ACTIVITIES

Maximum Scores Allocated: 50

Minimum API Score Required: 15

Sr. No.	Nature of Activity	Maximum Score
1	Extension, Co-curricular and Related Activities	
	Institutional co-curricular activities for students such as field studies/ educational tours/industrial tour/field training/quiz contest/declamation contest/debate/industry implant training, etc. (5 points each for teacher Incharge/one point for additional member)	10
	Positions held/leadership role played in organization linked with extension work and national services like NSS, NCC, Red Cross, Eco-Club or Woman cell or any other similar organizational activity (10 points each)	10
	Donating blood, contribution of at least one day salary to Prime Minister's relief fund or Chief Minister's relief fund or University corpus fund, instituting a scholarship as contributor or motivator having endowment of not less than Rs. 1 lakh for the education of the poor/need/meritorious student, organizing a blood donation camp (5 points each)	10
	Students and staff related socio, cultural and sports programmes (organizing such programme (s) or contributing by participating or accompanying a team in any of the programme (s) at intra/inter-departmental or inter-college or inter-university level). (a) Intra-departmental/college level: 5* points each (b) Inter-departmental: 10* points each (c) Inter-college: 10* points each (d) Inter-university: 15* points each * (Convener will get full points and member will get half points for the event)	15
	Community work such as values of national integration, environment democracy, social work, human rights, peace, scientific temper, flood or drought relief, small family norms, tree plantation, energy conservation, library literacy programme, etc. through lectures/awareness programmes or through TV/Satellite/ EDUSAT/Radio, etc. (5 points each)	10
	Maximum Aggregate Limit for Sr. No.1	20
2	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities:	
	Contribution to corporate life in universities/colleges through meetings, popular lectures, expert/extension lectures, EDUSAT lectures, INSPIRE programmes, invited lectures on subject related/scientific/legal, etc. issues, or articles in college magazine and university volumes (5 points each)	10
	Institutional Governance Responsibilities: DAA, DRD, DSW, Proctor, Chief Warden (Boys/Girls), Deans of faculties, Director Distance Education, Director Spots, Principal, Chairperson/ Head /Director, Secretary to Vice-Chancellor, Librarian, NAAC Coordinator, Director IQAC/Sports/Public Relations, FAA, President-Sports Council, Dean of Colleges, Coordinator/Convener and such other additional assignment notified by the competent authority: 15 points each Vice-Principal, DYW, Warden, Bursar, Vice-Chairperson, Secretary Sports Council, Deputy Director, Deputy Coordinator, ADSW, ADYW, PRO/APRO, SPIO, Coordinator University Website, Coordinator Campus Networking, Incharge of the Department, Member of University Court/Executive Council/Academic Council/IQAC/IAEC/membership of Faculty/UG/PG Board of Studies, membership of Governing Bodies of Colleges/Institutes, Secretary of the Departmental Committee, Nodal/Liaison officer, Course Coordinators and such other additional assignment notified by the competent authority: 10 points each	15
	Participation in committees concerned with any aspect of departmental or institutional activities such as NAAC, House Allotment, Grievance, Health Advisory, Human Ethics, admission (including online admission), budget/purchase, time-table, campus development, inspection, library, students welfare, guidance and counseling, placement, help desk, anti-ragging, UMC, Proctorial duty, UGC or any such committee/sub-committee appointed by Vice-Chancellor/Chairperson/Director/ Principal/Head/University Court/Executive Council/Academic Council/ Staff Council, etc. (Convener: 7 points each, Member(s): 4 points each)	15

Mukesh Kumar

13/06/18

41

	Organization of Conferences/Seminars/Symposia/Workshops/Training as Coordinator/Chairman/Co-Chairman/Convener/Co-convenor/Secretary/Joint-Secretary/Treasurer etc: (a) Conferences/Seminars/Symposia: (i) International (10 points each) (ii) National /Regional (7.5 points each) (iii) State Level (5 points each) (iv) Local-University/College Level (3 points each) (b) Workshop/Training (1 point each day subject to maximum of 7 points) Member of the Advisory/organizing committee of (a) (i) above (5 points each) Member of the Advisory/organizing committee of (a) (ii) or b) above (3 points each) Member of the Advisory/organizing Committee of (a) (iii) above (2 points each) Member of the Advisory/organizing Committee of (a) (iv) above (1 point each)	10
	Organization of Faculty Development Programmes/Technology Based Entrepreneurship Development Programme as Coordinator/Chairman/Co-Chairman/Convener/Co-convenor/Secretary/Joint Secretary/Treasurer, etc. (5 points each)	15
	Maximum Aggregate Limit for Sr. No.2	15
	3. Professional Development Related Activities	
	Participation in subject associations, conferences, seminars, symposia, workshop without paper presentation (2 points each) Visits abroad (excluding for conference/seminar/symposia/workshop) for research collaborations or delivering lectures or attending academic meetings (5 points each) Co-chair/ Rapporteur (5 points each)	10
	Invited Lectures in orientation courses/refresher courses: 5 points each, Other extension lectures: 2 points each	10
	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, examination reforms, institutional governance, new and emerging fields/subjects/technologies (5 points each)	10
	Membership/participation in State/Central Bodies/Committees on Education, Research and National Development such as UGC/DST/ICMR/ICAR/ICHR, etc. (5 points each)	10
	Membership of professional associations/bodies/academic societies, membership of committees like Board of Studies (UG and PG), Ph. D. Committee, Research Degree Committee, course design committee, expert committee of other University/Institute, editorial committees/boards of journals; referring of research papers of Journals (5 point each) Evaluation of Ph. D. Thesis (5 points each), Conducting Viva-Voce of Ph. D. (5 points each), M. Phil Dissertation-Evaluation and Viva-Voce (3 points each)	15
	Office bearers of professional bodies, Teachers' club, Alumni Association, Academic Societies, etc.: (5 points each), Awards from any professional body (International - 10 points each, National: 5 points each)	10
	Publication of articles in newspapers, magazines or other publications (not covered in category III), radio talks, television programmes (2 points each)	10
	Maximum Aggregate Limit for Sr. No.3	15

42

Michael Funt
13/06/18

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

Sr. No.	APIs	Engineering/ Agriculture/ Veterinary Science/ Sciences/Medical Sciences	Faculties of Arts & Languages/Social Sciences/Life Sciences/Science/ Education/Indic Studies/Law/Comm. & Mgt.	Max. points for University and College teacher position		
				API Score allotted	Self Appraisal Score+	Verified API Score #
IIIA	Research Papers* published in:	Refereed/Online/Digital/E - Journals with impact factor 5 and above	Refereed/Online/Digital/E -Journals with impact factor 5 and above	40/publication		
		Refereed/Online/Digital/E -Journals with impact factor 2 and below 5	Refereed/Online/Digital/E -Journals with impact factor 2 and below 5	35/publication		
		Refereed/Online/Digital/E -Journals with impact factor 1 and below 2	Refereed/Online/Digital/E -Journals with impact factor 1 and below 2	30/publication		
		Refereed/Online/Digital/E -Journal with impact factor less than 1	Refereed/Online/Digital/E -Journals with impact factor less than 1	25/publication		
		Refereed/Online/Digital/E - Journals and Indexed Journals	Refereed/Online/Digital/E - Journals and Indexed Journals	20/publication		
		Refereed Online/Digital/E -Journals	Refereed/Online/Digital/ E-Journals - (Fine Arts: participation in international exhibition/ Workshop with one's own work-15 points each)	15/publication		
		Non-refereed/Online/ Digital/E-Journals but recognized and reputable journals and periodicals, having ISBN/ISSN/ASIN	Non-refereed/Online/ Digital/E-Journals but recognized and reputable journals and periodicals, having ISBN/ISSN/ASIN (Fine Arts: participation in international exhibition /Workshop with one's own work-10 points each; state level-5 points each)	10/publication		
		Non-refereed Online/ Digital/E-Journals but recognized and reputable journals and periodicals, without having ISBN/ ISSN/ASIN (published before July 2009)	Non-refereed Online/ Digital/E-Journals but recognized and reputable journals and periodicals, without having ISBN/ ISSN/ASIN (published before July 2009)	7.5/publication		
		Conference proceedings as full papers, etc. (Abstracts not to be included) having ISBN/ISSN	Conference proceedings as full papers, etc. (Abstracts not to be included) having ISBN/ISSN	10/publication		

Mukesh Kumar
13/6/18

43

		Conference proceedings as full papers, etc. (Abstracts not to be included) without having ISBN/ISSN/ASIN (published before July 2009)	Conference proceedings as full papers, etc. (Abstracts not to be included) without having ISBN/ISSN/ASIN (published before July 2009)	7.5/publication		
III B	Research Publications* (books, chapters in books, other than refereed journal articles)	Reference/Subject/E-Books published by International Publishers with an established peer review system with ISBN/ASIN	Reference/Subject/E-Books published by International Publishers with an established peer review system with ISBN/ASIN	50/sole author (book) and 10 each chapter in an edited book		
		Reference/Subject/E-Books published by National level publishers/State and Central Govt. Publications with ISBN/ASIN	Reference/Subject/E-Books published by National level publishers/State and Central Govt. Publications with ISBN/ASIN (Fine Arts: Solo exhibition of one's work-25 points each)	25/sole author (book) and 5/ chapter in an edited book		
		Reference/Subject/E-Books published by Other local publishers with ISBN/ASIN	Reference/Subject Books published by other local publishers with ISBN/ASIN	15/sole author(book) and 3/ chapter in an edited book		
		Reference/Subject/E-Books published by other local publishers without ISBN/ASIN (published before July 2009)	Reference/Subject/E-Books published by other local publishers without ISBN/ASIN (published before July 2009)	10/sole author(book) and 2/chapter in an edited book		
(ii)		Chapters contributed to edited knowledge based volumes published by International Publishers with ISBN/ASIN	Chapters contributed to edited knowledge based volumes published by International Publishers with ISBN/ASIN	10/Chapter		
		Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ASIN and with numbers of national and international directories	Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ASIN and with numbers of national and international directories	5/Chapter		
III C RESEARCH PROJECTS						
(i)	Sponsored Projects carried out/ ongoing	(a) Major Project (Amount mobilized with grant above Rs. 30.00 lakhs)	(a) Major Project (Amount mobilized with grant above Rs. 5.00 lakhs)	20/Project per year of operation		
		(b) Major Projects (Amount mobilized with grants above Rs. 5.00 lakhs up to Rs. 30.00 lakhs)	(b) Major Projects (Amount mobilized with grants above Rs. 3.00 lakhs up to Rs. 5.00 lakhs)	15/Project per year of operation		

Mubashir Kundi
13/06/18

44

		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 upto Rs. 5.00 lakhs) Note: Co-PI will be given same benefit as PI in case of research projects)	(c) Minor Projects (Amount mobilized with grants above Rs. 25,000 upto Rs. 3.00 lakhs) Note: Co-PI will be given same benefit as PI in case of research projects)	10/Project per year of operation		
(ii)	Consultancy Projects carried out/ongoing	Amount mobilized Rs. 10.00 lakhs and above	Amount mobilized Rs. 2.00 lakhs	10/every Rs. 10 lakhs and Rs. 2 Lakhs, respectively		
		Amount mobilized Less than Rs. 10.00 lakhs	Amount mobilized Less than Rs. 2.00 lakhs	5 for less than Rs. 10 lakhs and Rs. 2 lakhs, respectively		
(iii)	Completed projects quality evaluation	Completed project report (Accepted by Funding Agency)	Completed project report (Accepted by Funding Agency)	20/ major project and 10/ minor project		
(iv)	Projects outcome/ outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30/ national level output; 50/international level		
III D Research Guidance						
(i)	PG Courses	Dissertation/Project work involving one semester	Dissertation work involving one semester	1/each candidate		
(ii)	PG Courses	Dissertation/Project work involving more than one semester/Full semester dissertation/ project work	Dissertation/Project work involving more than one semester/Full semester dissertation/ project work	2/each candidate		
(iii)	M.Phil/M. Tech./LL.M.	Degree awarded only	Degree awarded only	3/each candidate		
(iv)	Ph.D.	Degree awarded	Degree awarded	10/each candidate		
		Thesis submitted	Thesis submitted	7/each candidate		
		Candidates registered for Ph. D. (only for first four years of registration except year of submission of thesis or award of degree, subject to satisfactory annual progress report of the candidate) Note: Co-supervisor will be given same benefit as supervisor in case of research supervision.	Candidates registered for Ph. D. (only for first four years of registration except year of submission of thesis or award of degree, subject to satisfactory annual progress report of the candidate) Note: Co-supervisor will be given same benefit as supervisor in case of research supervision.	3/each candidate		

45

Muhach Kund

13/06/18

III E Training Courses and Conferences /Seminar/Symposium/Workshop Papers						
(i)	Participation in Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes (Maximum 30 points)	a) Not less than two weeks duration	a) Not less than two weeks duration	20/each		
		b) One week duration	b) One week duration	10/each		
(ii)	Papers in Conferences/ Seminars/ Symposia/ Workshops, etc. **	Participation and presentation of research papers (oral/poster) in a) International b) National c) Regional/State level d) Local-University/ College level	Participation and presentation of research papers (oral/poster) in a) International b) National c) Regional/State level d) Local-University/ College level	10/ each 7.5/each 5/each 3/each		
(iii)	Invited for conferences/ seminars/ workshops/ symposia to deliver lectures/ Chair sessions, etc.	a) International b) National c) Regional/State level d) Local-University/ College level	a) International b) National c) Regional/State level d) Local-University/ College level	10/ each 7.5/each 5/each 3/each		
(iv)	Academic Contribution through organizing conferences/ seminars/ workshops/ symposia/orientation/refresher courses, etc.	As Convener/Secretary of Organizing/Advisory Committee: a) International b) National c) Regional/State level d) Local-University/ College level	As Convener/Secretary of Organizing/Advisory Committee: a) International b) National c) Regional/State level d) Local-University/ College level	10/ each 7.5/each 5/each 3/each		

46

Mubashir Firdous
13/06/18

(v)	Academic Contribution through organizing conferences/seminars/workshops/symposia/orientation/refreshers courses, etc.	As a member of Advisory/Organizing Committee: a) International b) National c) Regional/State level d) Local-University/College level	As a member of Advisory/Organizing Committee: a) International b) National c) Regional/State level d) Local-University/College level	5/ each 3/each 2/each 1/each		
(vi)	Academic Contribution through participation in quality enhancement efforts	Convener/Member of University Court/EC/ AC /IQAC/Human Ethics Committee/ High Powered Purchase Committee/NAAC Committee/Health Advisory Committee/ Inspection/selection committees, etc. RDC/ Faculty/ PGBOS/ UGBOS/ DRC/ Governing Body of Colleges/Institutes, etc.	Convener/Member of University Court/EC/ AC /IQAC/Human Ethics Committee/ High Powered Purchase Committee/ NAAC Committee/Health Advisory Committee/ Inspection/selection committees, etc. RDC/ Faculty/ PGBOS/ UGBOS/ DRC/ Governing Body of Colleges/Institutes, etc.	7/ each (convener) 4/ each (member)		
III F	For Stage 6 Only					
(vii)	Academic Contribution through leadership	VC, PVC, Registrar, DAA, DRD, DSW, Proctor, Chief-Warden, SVC., Dean of Colleges, FAA, Dean of Faculties, Principal, Chairperson, Librarian, COE, Director - IQAC/Sports/ Distance Education, Sports Council, DYW/DPR/ Secretary Sports Council, PRO and other assignments assigned by the University	VC, PVC Registrar, DAA, DRD, DSW, Proctor, Chief-Warden, SVC., Dean of Colleges, FAA, Dean of Faculties, Chairperson, Principal, Librarian, COE, Director - IQAC/Sports/ Distance Education, Sports Council, DYW/DPR/ Secretary Sports Council, PRO and other assignments assigned by the University	40/each subject to maximum of 40 points per year		

+ To be filled by the candidate.

for office use only.

* The API for joint publications will have to be calculated in the following manner:

Of the total score for the relevant category of publication by the concerned teacher, the First/Principal/Corresponding author/supervisor/mentor will be given 60 percent of the total points and 40 percent will be given to each other author. For example, if the total score for a publication is 10 (say), then the First/Principal/Corresponding author/supervisor/mentor will be given 6 points and 4 points will be given to each other author.

** API Score for III E (ii) will be claimed solely by the author who participated and presented the paper (oral/poster). However, if a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III) (a) and not under presentation III (e) (ii).

Note-I: Date of publication of research paper will be 1st January in case journals published annually, 1st day of the half year in case of journals published half yearly, 1st day of the quarter in case of journals published quarterly, 1st day of the month in case of journals published monthly and likewise.

II: In case of overlapping in table II and III, the benefit will be given only once as per choice of the teacher.

47

Mukesh Kumar
13/6/18

APPENDIX - II
TABLE - II (A)
MINIMUM APIs AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND WEIGHTAGES FOR EXPERT ASSESSMENT

Sr. No.	Assistant Professor/ equivalent cadres (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-Learning Evaluation Related Activities (Category I)	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage - 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30% - Contribution to Research. 50% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	50% - Research to Research. 30% - Assessment of domain knowledge and teaching practices. 20% - Interview performance.

* Teachers may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.
Note: Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000, respectively.

Mubashir Firdaus
13/08/18

48

APPENDIX – II
TABLE – II (B)
MINIMUM POINT NORMS OF THE APIs AS PROVIDED IN TABLE I AND WEIGHTAGES FOR EXPERT ASSESSMENT TO BE APPLIED FOR THE
PROMOTION OF TEACHERS IN COLLEGES (UG AND PG) UNDER CAREER ADVANCEMENT SCHEME (CAS)

Sr. No.		Assistant Professor/ equivalent cadres (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4)	Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts
I	Teaching-Learning Evaluation Related Activities (Category I)	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)	5/year Screening Committee (20/assessment period)	10/year Screening Committee (50/assessment period)	15/year Selection Committee (45/assessment period)	20/year Selection Committee (60/assessment period)
V	Expert Assessment System Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	20%- Contribution to Research. 60%- Assessment of domain knowledge and teaching practices. 20%- Interview performance	30%- Contribution to Research. 50%- Assessment of domain knowledge and teaching practices. 20%- Interview performance

* Teachers may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.
Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, and 10000, respectively.

Mubashir Kundi
13/06/18

49

Explanatory Note for Tables II (A) and II (B)

1. All universities/colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assurance Cells (IQACs) of the universities/colleges for follow up by the universities/colleges authorities in order to facilitate this process. All teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate implementation of these regulations from 31.12.2008 in the CAS promotion the API based PBAS will be progressively and prospectively rolled out.
3. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in universities/colleges for one year only with the minimum average scores as depicted in Table II (A) and (B) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2011, one year API scores for 2010-11 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
4. As shown in Table II, the aggregate minimum API score required (given in row III) can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings.
5. For Category III (research and academic contributions) maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together. In the case of promotion to Professor the publication requirement shall be met over the two previous stages.
6. Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date.
7. If, however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II (A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
8. (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
(b) If, however, the candidate finds that he/she fulfils the eligibility conditions at a late date and applies on that date and is successful, his/her promotion will be deemed to be from the date of application.
(c) If the candidate does not succeed in the first assessment but succeeds in an eventual assessment, his/her promotion will be deemed to be from the later date.

50

Mubashir Kundi
13/6/18

**APPENDIX – II
TABLE – II (C)**

MINIMUM SCORES FOR APIs FOR DIRECT RECRUITMENT OF TEACHERS IN UNIVERSITY DEPARTMENTS/COLLEGES, LIBRARIAN/ PHYSICAL EDUCATION CADRES IN UNIVERSITIES/COLLEGES, AND WEIGHTAGES IN SELECTION COMMITTEE TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THE REGULATION.

	Assistant Professor/ equivalent cadres (Stage 1)	Associate Professor/ equivalent cadres (Stage 4)	Professor/ equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria / weightages (Total Weightages=100)	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge and Teaching Skills (30%) c) Interview Performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview Performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview Performance (20%)

Note: For Universities/ Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000, respectively.

Mubashir Kundi

13/6/18

51

APPENDIX-II
TABLE: III
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF
TEACHERS IN UNIVERSITIES AND COLLEGES

Sr. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/ Selection Criteria
1.	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D or five years of service who are with M.Phil/PG Degree in Professional Courses such as LLM, M.Tech., M.V.Sc., M.D, or six years of service who are without Ph.D/M.Phil/ PG Degree in Professional Courses	<p>(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table II (A)/II (B) of Appendix II.</p> <p>(ii) One Orientation and one Refresher/ Research Methodology Course of 2/3 weeks duration.</p> <p>(iii) Screening cum Verification process for recommending promotion.</p>
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2	<p>(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II.</p> <p>(ii) One Course/Programme from among the categories of Refresher Courses, Methodology Workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of 2/3 weeks duration.</p> <p>(iii) Screening cum Verification process for recommending promotion.</p>
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	<p>(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II.</p> <p>(ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil holders and an exemption of two publications will be given to Ph.D. holders.</p> <p>(iii) One Course/Programme from among the categories of Methodology Workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills Development Programmes and Faculty Development Programmes of minimum one week duration.</p> <p>(iv) A Selection Committee process as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.</p>

Mubashir F. v. S.
13/06/18

52

4.	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Associate Professor with three year of complete service in Stage 4.	<ul style="list-style-type: none"> (i) Minimum yearly/cumulative API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II (A)/II (B) of Appendix II. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in Stage 3. (iv) A Selection Committee process as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.
5.	Professor (Stage 5) to Professor (Stage 6)	Professor with ten years of completed service (Universities only)	<ul style="list-style-type: none"> (i) Minimum yearly/cumulative API scores for the assessment period as per the norms provided in Table II (A) of Appendix II. (ii) Additional credentials are to be evidenced by: <ul style="list-style-type: none"> (a) post-doctoral research outputs of high standard; (b) awards/ honours/ recognitions/ patents and IPR on products and processes developed/ technology transfer achieved; and (c) Additional research degree like D.Sc., D.Lit., LL.B., etc. (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A) and II (B) of Appendix II.

* For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professor in Stage 2, the requirement of publications may be adjusted *pro-rata*. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

Note: Stage 1, 2 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000, respectively.

M. S. K. K. K.
13/06/18



**APPENDIX-II
TABLE- IV**

**ACADEMIC PERFORMANCE INDICATORS (APIs) AND SCORES FOR ADOPTION OF PERFORMANCE
BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF
UNIVERSITY DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION /
COLLEGE DIRECTOR OF PHYSICAL EDUCATION**

**Category-1: Teaching, Training, Coaching, Sports Person Development and Sports
Management Activities**

Max. Score Allocated: 125

Min. API Score Required: 75

Sr. No.	Nature of Activity	Max. Score
1.	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) (20 points) Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours. (20 points)	40
2	Extending services, sports facilities and training on holidays to the institutions and organizations	10
3	Organizing and conducting sports and games competitions at the international / National/State /Inter University / Inter Zonal Levels. (25 points) Organizing and conducting Coaching camps / sports person development / training programmes. (15 points)	40
4	Up gradation of scientific and technological knowledge in Physical Education and Sports. (10 points) Identifying sports talents and mentoring sports excellence among students. (10 points)	20
5.	Development and maintenance of play fields, purchase and maintenance of the other sports facilities	15

Note: If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.

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

Please see Category-II given in Appendix II: Table I

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Please see Category-III given in Appendix II: Table I

*Mukesh Kumar
13/6/18*

54

**APPENDIX – II
TABLE – V (A)**

**MINIMUM NORMS OF APIs AS PROVIDED IN APPENDIX – II TABLE IV TO BE APPLIED FOR THE
CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF UNIVERSITY DIRECTOR / DEPUTY
DIRECTOR / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION AND WEIGHTAGES OF EXPERT
ASSESSMENT IN SELECTION COMMITTEES**

Sr. No.		Assistant Director of Physical Education (Stage 1 to Stage 2) (Senior Scale)	Assistant Director of Physical Education (Senior Scale) (Stage 2) to Deputy Director of Physical Education / Assistant Director Physical Education (Selection Grade) (Stage 3)	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), Stage 3 to Stage 4	Deputy Director Physical Education / Assistant Director Physical Education (Selection Grade), (Stage 4) to Director of Physical Education (Stage 5) (University Only)
I	Teaching, training coaching, sports person development and sports management activities (Category I)	75/year	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)- Minimum annual score required-to be assessed cumulatively	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research Evaluation. 50%- Assessment of domain knowledge and skills in sports. 20%- Interview performance	50%- Research evaluation. 30%- Assessment of domain knowledge and organisation track record with vision plan. 20%- Interview performance.

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000, respectively.

M. Subh Kund
13/6/18

SS

APPENDIX – II
TABLE – V (B)
MINIMUM APIS AS PROVIDED IN TABLE IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE) AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES

Sr. No.	Categories of Criteria	Minimum average, yearly or cumulative, API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) with weightages for expert assessment		
		College Director of Physical Education to College Director of Physical Education (Senior Scale) (Stage 1 to Stage 2)	College Director of Physical Education Senior Scale to Selection Grade (Stage 2 to Stage 3)	College Director of Physical Education (Selection Grade) (Stage 3 to Stage 4)
I	Teaching, training coaching, sports person development and sports management activities (Category I)	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)-Minimum annual score required-to be assessed cumulatively	5/year (20/assessment period)	10/year (50/assessment period)	15/year (45/assessment period)
V	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Research Evaluation. 50%- Assessment of domain knowledge and skills in sports. 20%- Interview performance

* Candidates may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.
Note: Stages 1, 2, 3, and 4 correspond to scales with AGP of Rs. 6000, 7000, 8000, and 9000, respectively.

56

Mubashir
13/06/18

APPENDIX – II
TABLE – V (C)

**MINIMUM APIS FOR THE DIRECT RECRUITMENT OF PHYSICAL EDUCATION PERSONNEL IN
UNIVERSITY DEPARTMENTS (TO BE CONSIDERED ALONG WITH OTHER SPECIFIED
ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS REGULATION)**

Minimum Criteria	Norm /	Assistant Director of Physical Education / College Director of Physical Education (Entry Stage— Stage 1)	Deputy Director of Physical Education In University (Stage 4)	Director of Physical Education in University (Stage 5)
API Score (Research and Academic Contribution— Category III)		----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
Selection Committee criteria / weightages (Total Weightage=100)		a) Track Record of championship won (30%) b) Sports and Athletic Skills (40%) c) Interview Performance (30%)	a) Research papers (3 Nos.) evaluation (20%) b) Organisational skills / Plans of sports (30%) c) Interview Performance (30%)	a) Research papers (5 nos.) evaluation (50%) b) Organisational track vision plan (25%) c) Interview Performance (25%)

Note: Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000, respectively.

Mubashir Kundi
13/6/18

57

**APPENDIX-II
TABLE: VI**

**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF
PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES**

Sr. No.	Promotion of Physical Education Cadres through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/ Selection Criteria
1.	Assistant DPE/College DPE to Assistant DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph. D. or five years of service who are with M.Phil or six years of service who are without Ph. D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table V(A) of Appendix II for University DPEs cadres in Universities and in Table V(B) of Appendix II for cadres in Colleges (ii) One Orientation and one Refresher Course of 3/4 weeks duration. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant DPE (Senior Scale) / College DPE (Senior Scale) to Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) / College DPE (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges. (ii) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
3.	Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) to Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) (Stage 3 to Stage 4)	Deputy DPE / Assistant DPE (Selection grade) / College DPE (Selection grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges. (ii) Minimum three publications over twelve years. For promotion in colleges an exemption of one publication for M.Phil holders and exemption of two publications for Ph. D. holders. (iii) Evidence of having produced teams / athletes. (iv) A Selection Committee process as stipulated in this regulation and in Table V (A) of Appendix II for university DPEs cadres in Universities and in Table V (B) of Appendix II for DPEs cadres in Colleges.
4.	University DPE (Stage 5)	Deputy DPEs in University with three years of completed service in Stage 4.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table V (A) of Appendix II for DPEs in Universities. These may be achieved over two assessment periods, if required. (ii) A minimum of five publications over two assessment periods (six years) (iii) Evidence of having produced teams / athletes (iv) A Selection Committee process as stipulated in this regulation and in Table V (A) of Appendix II for university DPEs.

* The explanatory note provided for Tables II(A) and for II(B) for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

Note: Stage 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, and 10000, respectively.

Mubashir Fund
13/06/18

58

APPENDIX-II
TABLE- VII

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASSTT. LIBRARIAN /COLLEGE LIBRARIAN

Category-1: Procurement, organisation, and delivery of knowledge and information through Library Services

Max. Score Allocated : 125 Min. API Score Required : 75

	Nature of Activity	Max. Score
1.	Library resources organization/ services	
	Library resources organisation and maintenance of books, journals, reports (Technical processing of documents)	30
	Acquisition of learning resources (Acquisition Section)	30
	Circulation operations (Circulation Section)	30
	Periodical/Serial management (Periodical Section)	30
	Provision of library reader- services, literature retrieval services to researchers and analysis of reports	30
	Departmental Library management and services	30
	Over all Management and control of various library activities using Library management software (Acquisition, processing, circulation, serial control)	30
	Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents (Bibliography related services)	10
	Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc	20
	Maximum Aggregate limit for Sr. No. 1	40
2.	ICT and other new technologies' application for up-gradation of library services	
	Application of ICT in libraries various operations e.g. automation of catalogue (20 points of each operation)	20
	Learning resources procurement functions	20
	Library resources organisation	20
	Circulation operations including membership records	20
	Serial subscription system	20
	Reference and information services	20
	Library security (technology based methods such as RFID, CCTV)	15
	Development of library management tools (software),	25
	Intranet management	20
	Maximum Aggregate limit for Sr. No. 2	30

Muhesh Kumar
13/06/18

59

3.	Development, organisation and management of e- resources	
	Digitization of library resources	20
	e-delivery of information, etc.	10
	Maximum Aggregate limit for Sr. No. 3	25
4	User awareness and instruction programmes	
	Orientation lectures, users' training in the use of library services as e-resources	15
	Knowledge resources user promotion programmes like organizing book exhibitions	10
	other interactive latest learning resources, etc.	10
	Maximum Aggregate limit for Sr. No. 4	20
5.	Additional services	
	Extending library facilities on holidays (0.5 point per additional unpaid duty, maximum up to (10 points)	10
	Shelf order maintenance	5
	Building of library user manual (section wise user manual of its operation)	10
	Building and extending institutional library facilities to outsiders through external membership norms	5
	Maximum Aggregate limit for Sr. No. 5	10

Note: If a candidate claims score for an item not covered in the above list, the claim for the same shall be settled by a committee constituted for the purpose.

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please see Category-II given in Appendix II: Table I

CATEGORY III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Please see Category-III given in Appendix II: Table I

60

Mubach Kumbh
13/06/18

APPENDIX – II
TABLE – VIII (A)
MINIMUM APIs AS PROVIDED IN APPENDIX – II TABLE VII TO BE APPLIED FOR THE PROMOTION OF
LIBRARY STAFF OF UNIVERSITIES AND WEIGHTAGES FOR EXPERT ASSESSMENT UNDER CAREER
ADVANCEMENT SCHEME (CAS)

Sr. No.		Assistant Librarian to Assistant Librarian (Senior scale) (Stage 1 to Stage 2)	Deputy Librarian / Assistant (Selection Grade) (Stage 2 to Stage 3)	Deputy Librarian / Assistant (Selection Grade) (Stage 3 to Stage 4)	Librarian (University Only) (Stage 4 to Stage 5)
I	Procurement, Organisation and delivery of knowledge and information through library services (Category I)	75/year	75/year	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III)- Minimum annual score required-to be assessed cumulatively	10/year (40/assessment period)	20/year (100/assessment period)	30/year (90/assessment period)	40/year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage – 100 Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening Committee to verify API scores	30%- Library related research papers evaluation 50%- Assessment of domain knowledge on Library automation and organizational skills. 20%- Interview performance	50%- Library publication work. 30%- Assessment of innovative Library services. 20%- Interview performance.

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: Stages 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000, respectively.

Mubashir Faisal

13/6/18

61

APPENDIX - II
TABLE - VIII (B)
MINIMUM WEIGHTAGE POINTS (WP) NORMS OF THE APS AS PROVIDED IN APPENDIX TABLE VII TO BE APPLIED FOR THE PROMOTION OF
LIBRARY STAFF OF COLLEGES AND WEIGHTAGES FOR EXPERT ASSESSMENT UNDER CAREER ADVANCEMENT SCHEME (CAS)

Sr. No.	College Librarian to College Librarian (Senior scale) (Stage 2)	College Librarian (Senior scale) (Stage 2) to College Librarian (Selection grade) (Stage 3)	College Librarian (Selection Grade) (Stage 3 to Stage 4)
I	Procurement, Organisation and delivery of knowledge and information through library services (Category I)	75/year	75/year
II	Extension and Profession related activities (Category II)	15/year	15/year
III	Minimum total average API annual Score under Categories I & II*	100/year	100/year
IV	Research and Academic Contribution (Category III)-Minimum annual score required-to be assessed cumulatively	5/year (20/assessment period)	15/year (45/assessment period)
V	Expert Assessment System Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage - 100 Minimum required for promotion is 50)	Screening Committee No separate points. Screening Committee to verify API scores	Selection Committee 30%- Library related research papers evaluation.. 50%- Assessment of domain knowledge on automation and organizational skills. 20%- Interview performance

* Candidates may score 10 points either Category I or Category II to achieve the minimum score required under Category I + II.
Note: Stages 1, 2, 3, and 4 correspond to scales with AGP of Rs. 6000, 7000, 8000, and 9000, respectively.

52

Mubashir Kundi
13/06/18

APPENDIX – II
TABLE – VIII (C)

**MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN
POSITIONS IN UNIVERSITY DEPARTMENTS / COLLEGES
(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS
STIPULATED IN THIS REGULATION)**

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in University (Stage 4)	Librarian (University only) (Stage 5)
API Score (Research and Academic Contribution—Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
Selection Committee criteria / weightage (Total Weightage=100)	a) Teaching/Compute and Communication skills by a Lecture demonstration (30%) b) Record of Library management skills (20%) c) Interview Performance (50%)	a) Library related research / Theme papers (3 Nos.) Evaluation (50%) b) Library automation skills and organizational plans (20%) c) Interview Performance (30%)	a) Library Research papers (Five) evaluation (60%) b) Organisational track record of innovative library service and vision plan (20%) c) Interview Performance (20%)

Note: Stages 1, 4 and 5 correspond to scales as given and the AGP of Rs. 6000, 9000 and 10000, respectively.

Mubashir Faisal
13/06/18

63

APPENDIX-II

TABLE: IX

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES

Sr. No.	Promotion of Librarian Cadres through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant University Librarian / College Librarian to Assistant Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant University Librarian / College Librarian (Stage 1) completed four years of service with Ph. D. or five years of service who are with M.Phil or six years of service who are without Ph. D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres (ii) One Orientation and one Refresher Course of 3/4 weeks duration. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant University Librarian (Senior Scale) / College Librarian (Senior Scale) to Assistant University Librarian (Selection grade) / College Librarian (Selection grade) (Stage 2 to Stage 3)	Assistant University Librarian (Senior Scale) / College Librarian (Senior Scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres (ii) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period. (iii) No separate interview points for the Screening cum Evaluation process of recommending promotion.
3.	Deputy University Librarian / Assistant University Librarian (Selection grade) / College Librarian (Selection grade) (Stage 3 to Stage 4)	Assistant University Librarian (Selection grade) / College Librarian (Selection grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian cadres in Universities and in Table VIII(B) of Appendix II for College Librarian cadres. (ii) Three publications over twelve years. In colleges, an exemption of one publication will be given to M.Phil holders and two publications to Ph. D. holders. (iii) Additionally, one course / training under the categories of Library automation / Analytical tool development for academic documentation. (iii) A Selection Committee process as stipulated in this regulation and in Table VIII(A) of Appendix II for University and in Table VIII(B) of Appendix II for Librarian cadres in colleges.
4.	Librarian (University) (Stage 5)	Deputy Librarian in University with three years of completed service in Stage 4.	(i) Minimum API scores using the PBAS scoring proforma developed by the University as per the norms provided in Table VIII(A) of Appendix II for Librarian (University). Minimum API scores can also be considered over two assessment periods (Stages 3 and 4, if required). (ii) A minimum of five publications over current and previous assessment periods. (iii) Evidence of innovative library service and organization of published work. (iv) A Selection Committee process as stipulated in this regulation and in Table VIII (A) of Appendix II for Librarian (University).

* The explanatory note provided for Tables IIa and for IIb for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.
Note: Stage 1, 2, 3, 4, and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, and 10000, respectively.

Mubashir Fumal
13/6/18

54

Bifurcation in the Appendix-II Table-II (C)

Selection committee Criteria/Weightage for award of scores drawn in the light of the criteria proposed by the UGC for direct recruitment of Teachers (as suggested along with new Pay Scales and other guidelines) for the post of Assistant Professor and equivalent cadres

Total Marks- 100

A.	Academic record	25 marks
a)	Minimum Academic Qualifications	00 marks
b)	1 mark each for obtaining more than 55% but less than 60% marks at 10+2, Bachelor's and Master's level.	03 marks
c)	3 marks for each first division in Matric, 10+2, Bachelor degree and Master degree	12 marks
d)	Additional marks for obtaining 75% or above marks at Master's level	05 marks
e)	M. Phil.	03 marks
	OR	
	Ph.D., if not considered towards eligibility	08 marks
B.	Research Performance /Publication (with respect to number and quality) Quality to be assessed w.r.t. publication(s) at National and International levels.	25 Marks
a)	Paper published in International Journal with ISSN No.	05 Marks each
b)	Chapter published in Book/Book published by International Publisher with ISBN No.	05 Marks each
c)	Paper published in National Journal with ISSN No.	03 Marks each
d)	Chapter published in Book/ Book published by National Publisher with ISBN No.	03 Marks each
e)	Paper published in Conference Proceedings (National/International) with ISSN/ISBN No.	02 Marks each
C.	Domain Knowledge and Teaching Skills	30 Marks
a)	Domain Knowledge With respect to: i. Conceptual clarity ii. Overall subject knowledge iii. Latest developments in the subject	25 Marks

Mukesh Kumar
13/06/18

(Signature)

b)	Teaching Experience/Skills (1 Mark for each year of teaching experience, Subject to maximum of 5 years experience)	05 Marks
D.	Interview Performance	20 Marks
	With respect to: i. Communication Skill ii. Confidence level iii. Quality of response iv. Overall Personality	

66

Mukesh Kuriel
13/06/18

SELECTION COMMITTEE CRITERIA/WEIGHTAGE FOR AWARD OF SCORES DRAWN FOR DIRECT RECRUITMENT FOR THE POST OF ASSOCIATE PROFESSOR AND EQUIVALENT CADRES

Total Marks- 100

A.	Academic Record	20 Marks
a)	Minimum Academic Qualifications	00 Marks
b)	1 Mark each for obtaining more than 55% but less than 60% marks at 10+2, Bachelors and Master's level	03 Marks
c)	3 Marks for each 1 st Division in Matric, 10+2, Bachelor Degree and Master's Degree	12 Marks
d)	M. Phil.	03 Marks
	OR	
	Ph.D.	5 Marks
B.	Research Performance based on API Score and quality of Publications	40 Marks
	For consolidated qualifying API Score of 300.	20 Marks
	The consolidated API Score above 300 will be multiplied by the factor 1/15 subject to a maximum of 40 marks	
C.	Domain Knowledge and Teaching Skills	20 Marks
	With respect to:	
	a. Conceptual clarity	
	b. Overall subject knowledge	
	c. Latest developments in the subject	
	d. Administrative skills	
D.	Interview Performance	20 Marks
	With respect to:	
	a. Communication Skill	
	b. Confidence level	
	c. Quality of response	
	d. Overall personality	

67

Mahesh Kumar
13/6/18

SELECTION COMMITTEE CRITERIA/WEIGHTAGE FOR AWARD OF SCORES DRAWN FOR DIRECT RECRUITMENT FOR THE POST OF PROFESSOR AND EQUIVALENT CADRES

Total Marks- 100

A.	Academic Record	20 Marks
a)	Minimum Academic Qualifications	00 Marks
b)	1 Mark each for obtaining more than 55% but less than 60% marks at 10+2, Bachelors and Master's level	03 Marks
c)	3 Marks for each 1 st Division in Matric, 10+2, Bachelor Degree and Master's Degree	12 Marks
d)	M. Phil. OR Ph. D.	03 Marks 5 Marks
B.	Research Performance based on API Score and quality of Publications	40 Marks
	For consolidated qualifying API Score of 400. The consolidated API Score above 400 will be multiplied by the factor 1/20 subject to a maximum of 40 marks	20 Marks
C.	Domain Knowledge and Teaching Skills With respect to: a. Conceptual clarity b. Overall subject knowledge c. Latest developments in the subject d. Administrative skills	20 Marks
D.	Interview Performance With respect to: a. Communication Skill b. Confidence level c. Quality of response d. Overall personality	20 Marks

68

Mukesh Kumar
13/06/18

CHAPTER – XX**EMPLOYEES' FOREIGN SERVICE RULES**

1. These Rules shall be called Chaudhary Devi Lal University Employees Foreign Service Rules.
2. These Rules shall apply to the employees who accept employment on foreign service.
3. In these rules, unless the context otherwise requires :-
 - (a) 'Foreign Service' means service on deputation with Central or State Government departments, other Universities and autonomous organisations within India and abroad.
 - (b) 'University' means Chaudhary Devi Lal University.
 - (c) 'Employee' means a confirmed, permanent employee of Chaudhary Devi Lal University.
 - (d) 'Competent Authority' means the appointing authority of an employee.
4. No employee shall be sent on Foreign Service against his/her will.
5. The competent authority may sanction employment on foreign service of an employee on such terms and conditions, if any, in accordance with these Rules as it may like to specify.
6. Employment on foreign service shall initially be sanctioned for a period of one year which may be further extended by not more than one year at a time.

Provided that the competent authority may extend the deputation for the fourth and fifth year in very exceptional circumstances, but in no case the total period of deputation will exceed five years. The benefit of Foreign Service in promotions under Career Advancement

M. J. K. K. K.
14/06/18

Scheme (CAS) will, however, be limited only for a period not exceeding three years.

Provided further that the period spent on deputation on other than teaching/research assignments, will not be counted for determining the eligibility for promotion under CAS.

7. An employee going on deputation will be deemed to have joined foreign service from the time he/she relinquishes charge of his/her post in the University. His/her foreign service will be deemed to have ended when he/she resumes charge of his/her post in the University.
8. An employee joining foreign service while on leave of any kind will cease to be on such leave when he/she relinquishes charge of his/her post at the University.
9. An employee on foreign service shall not accept any assignment other than the one for which he/she has been allowed to join foreign service except with the prior sanction of the competent authority.
10. If an employee wants to return from foreign service before completion of his/her term, he/she will give advance notice of at least one month to the University.
11.
 - (a) Where employment on foreign service involves a change of station the employee shall be entitled to joining time of six days, plus actual days of journey.
 - (b) When holiday(s) follow(s) joining time, the normal joining time may be deemed to have been extended to cover such holiday(s).
 - (c) The competent authority may, in special circumstances, reduce the joining time admissible under this rule.

Munish Fund
14/06/18

12. An employee joining foreign service will have the option to get his/her pay fixed in the pay scale of the post in foreign service under its normal rules, or will continue to draw the same pay and allowances as in the University plus a deputation allowance.

13. The employee shall be entitled to dearness allowance as admissible in foreign service or in the University in accordance with the pay scale for which he/she opts.

Provided that the Local allowances like City Compensatory Allowance, Hill Allowance, House Rent Allowance etc. shall be paid to him/her as admissible under the rules of the foreign employer.

14. The employee will be entitled to medical allowance or medical reimbursement as admissible under the rules of the foreign employer.

Provided that it will not be less than that admissible to him/her under the University Rules.

15. The employee will be entitled to claim from his/her foreign employer pay for the joining time prior to joining and after relinquishment of the assignment in foreign service and travelling allowance for journey to his/her place of posting in foreign service and for return journey to the University on completion of his/her deputation as admissible under the rules of the foreign employer.

16.(a) While an employee is in foreign service, contributions towards his/her Contributory Provident Fund/Pension, Gratuity and Leave Salary, shall be paid to the University by the foreign employer failing which the same shall be paid by the employee himself.

(b) The contribution on account of leave salary in respect of an employee in foreign service shall be 11% or as amended from time to time, of the pay drawn in foreign service payable to the University.

M. H. Kund
14/06/18

The contribution may be paid annually within fifteen days from the end of the financial year or at the end of foreign service, if it expires or is terminated earlier failing which interest on unpaid amount of contribution shall be payable to the University at the rate of three paise per day per Rs.100/- from the due date up to the date on which the amount is finally paid by the employee or the foreign employer as the case may be.

- (c) The contribution towards Contributory Provident Fund (in case of any employee who has opted for Contributory Provident Fund) and gratuity in respect of an employee shall be payable to the University at the rate of 10% and 1/24 respectively of pay drawn in foreign service.

The contribution towards pension-cum-gratuity in respect of any employee, who has opted for pension, shall be payable to the University at the rates prescribed in Annexure-'C' referred to rule 10.10 of Pb. CSR Vol. I, Part-I applicable to Haryana Govt. employees and amended from time to time.

17. An employee on foreign service out of India may be granted leave by his/her foreign employer on such conditions as the foreign employer may determine. The leave salary in respect of such leave will be paid by the foreign employer and the leave not be debited against the leave account of the employee maintained by the University.

Provided that if leave is granted to the employee in accordance with the rules applicable to him/her under the University the foreign employer shall pay to the University the leave salary contribution at the rate prescribed under Rule 16.

18. An employee on foreign service, shall not, without permission of the competent authority, accept from his/her foreign employer any contribution to Provident Fund/Pension or Gratuity on rates other than those prescribed in rules 16 above.

M. Sub. Fund
14/06/18

19. The competent authority may subject to the approval of the Executive Council, relax any provision in these Rules for reasons to be recorded in writing.
20. Anything not specified in the above Rule shall be decided as per the Rule of the State Govt. in this regard.

M. H. Kund
14/08/18

