



क्रमांक : 1547 / अका. / 2016

रायपुर, दिनांक : 23 / 06 / 2016

## ॥ अधिसूचना ॥

विश्वविद्यालय विद्यापरिषद् की स्थायी समिति की बैठक दिनांक 04.06.2016 में लिये गए निर्णय क्रमांक 5 में भारत सरकार के राजपत्र दिनांक 10 मई 2016 में प्रकाशित विश्वविद्यालय अनुदान आयोग के रेगुलेशन 2016 के अनुसार शैक्षणिक पदों में नियमित नियुक्ति के लिये संशोधित/पुनरीक्षित विनियम क्रमांक 134 का अनुमोदन कार्यपरिषद् की बैठक दिनांक 06.06.2016 में किया गया है, अधिसूचित किया जाता है। (संशोधित विनियम क्रमांक-134 संलग्न है।)

संलग्न : संशोधित विनियम क्रमांक-134.

आदेशानुसार,

कुलसचिव

पृ. क्रमांक: 1548 / अका. / 2016

रायपुर, दिनांक: 23 / 06 / 2016

प्रतिलिपि :

1. आयुक्त, उच्च शिक्षा, ब्लॉक-सी-30, द्वितीय एवं तृतीय तल, इन्द्रावती भवन, नया रायपुर।
2. अध्यक्ष, समस्त अध्ययनशाला,
3. प्राचार्य, समस्त सम्बद्ध महाविद्यालय,
4. संचालक, महाविद्यालय विकास परिषद्/जनसंपर्क अधिकारी/अधिष्ठाता, छात्र कल्याण,
5. वित्त नियंत्रक/प्रभारी, अंकेक्षण,
6. समस्त विभागीय अधिकारी,
7. कुलपति के सचिव/कुलसचिव के निजी सहायक, पं. रविशंकर शुक्ल वि.वि., रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

उप कुलसचिव (अका.)  
रायपुर

(Dr. S. S. Singh)  
16/12/16

(Dr. AK. Pandey)  
01-06-2016

## UNIVERSITY REGULATION No. 134 (REVISED)

### SELECTION PROCEDURES AND SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY TEACHERS AND OTHER ACADEMIC STAFF

#### 1.0 SELECTION PROCEDURES:

1.1 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in the Tables I to IX of Appendix III in the UGC Regulations (3<sup>rd</sup> Amendment) Regulations, 2016.

In order to make the system more credible, the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research will be assessed at the interview stage. These procedures will be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations.

1.2 The University adopted these Regulations for selection committees and selection procedures incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) to be followed transparently in all the selection processes. The University shall adopt the template proforma for teachers in strict adherence to the API criteria based PBAS prescribed in the UGC Regulations (3<sup>rd</sup> Amendment, 2016).

1.3 The internal Quality Assurance Cell (IQAC) shall act as the documentation and record-keeping Cell for the University including assistance in the development of the API criteria based PBAS proforma using the indicative template developed by UGC.

#### 2.0 While the API:

- (a) Tables I, II and III of the Appendix are applicable to the selection of Professors/ Associate Professors /Assistant Professors;
- (b) Tables IV, V and VI of the Appendix are applicable to Directors/ Deputy Directors/ Assistant Directors of Physical Education and Sports; and
- (c) Tables VII, VIII and IX of the Appendix are applicable to Librarians/ Deputy Librarians and Assistant Librarians,

for both direct recruitment as well as Career Advancement Promotions.

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- 2.1** A teacher who wishes to be considered for promotion under CAS may submit in writing to the university, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the university the Performance Based Appraisal System proforma as evolved by the university duly supported by all credentials as per the API guidelines set out in the Appendix. In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in the pre-revised Regulation till the date on which this Regulation is notified, can be considered for promotion from the date, will be considered under the provisions of pre-revised Regulation 134 of the University.
- 2.2** Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed as per the Appendix or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 2.3** CAS promotions from a lower grade to a higher grade of above cadres shall be conducted by a "Screening cum Evaluation Committee" adhering to the criteria laid out as API score in PBAS in the Tables of the Appendix.
- 2.4** The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education from one AGP to the other higher AGP shall consist of:
- a. The Vice Chancellor as the Chairperson of the Selection Committee;
  - b. The Dean of the concerned Faculty;
  - c. The Head of the Department /School/Institute; and
  - d. One subject expert in the concerned subject nominated by the Vice Chancellor from the University panel of experts.
- 2.5** The quorum for the above committees shall be three including the one subject expert/ university nominee need to be present.
- 2.6** The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the university and as per the minimum requirement specified: (a) in Tables II and III for each of the cadre of Assistant Professor; (b) in Tables V and VI for each of the cadre of Physical Education and Sports; and (c) in Tables VIII and IX for each of the cadre of Librarians shall recommend to the Executive Council of the University about the suitability for the promotion of the candidate(s) under CAS for implementation.

- 2.7 All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.
- 2.8 CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.
- 2.9 The incumbent teacher must be on the role and active service of the University on the date of consideration by the Selection Committee for Selection/CAS Promotion.
- 2.10 Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS 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. In any event, the university concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.
- 2.11 (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.
- (b) If, however, the candidates find that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.
- (c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.
- 3.0 STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/ PROFESSORS**
- 3.1 Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria per the Table-III of the Appendix.
- 3.2 An entry level Assistant Professor, possessing Ph.D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade (stage 2) after completion of four years service as Assistant Professor.

- 3.3 An entry level Assistant Professor possessing M.Phil. Degree or post-graduate Degree in professional courses, approved by the relevant statutory body, such as LL.M. / M.Tech., etc. shall be eligible for the next higher grade (stage 2) after completion of five years service as Assistant Professor.
- 3.4 An entry level Assistant Professor who does not have Ph.D. or M.Phil., or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade (stage 2) only after completion of six years service as Assistant Professor.
- 3.5 The upward movement from the entry level grade (stage 1) to the next higher grade (stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS conditions laid down in the Appendix.
- 3.6 Assistant Professors who have completed five years of service in the second grade (stage 2) shall be eligible; subject to meeting the API based PBAS requirements laid down in the Appendix, to move up to next higher grade (stage 3).
- 3.7 Assistant Professors completing three years of teaching in third grade (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed in the Appendix, to move to the next higher grade (stage 4) and to be designated as Associate Professor.
- 3.8 Associate Professor completing three years of service in stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (stage 5), subject to (a) satisfying the required credit points as per API based PBAS methodology provided in Table I-III of the Appendix, and (b) an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor.

***Provided that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.***

- 3.9 Ten percent of the positions of Professors in a university, with a minimum of ten years of teaching and research experience as professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship (stage 6), on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in the Appendix through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor'. As this AGP elevation for Professor is applicable to only university departments, additional credentials are to be evidenced by:
- (a) post-doctoral research outputs of high standard;
  - (b) awards / honours /and recognitions;

- (c) Additional research degrees like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.

The selection is to be conducted by the university by receiving duly filled PBAS proformas from eligible professors based on seniority, three times in number of the available vacancies in each faculty. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted as stipulated in Table-II(A) of the Appendix. No separate interview need to be conducted for this category.

- 3.10** Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the concerned University or recruiting institution based on the recommendations of selection committee(s) while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired Ph.D., M.Phil., M.Tech., etc. However, those entering service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports with post-doctoral teaching/research experience after Ph.D. and proven credentials may be eligible for discretionary award of advanced increments to be decided and recorded by the selection committee in its minutes.

#### **4.0 STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME FOR PHYSICAL EDUCATION AND SPORTS PERSONNEL**

- 4.1** Assistant DPE&S in the entry level grade, possessing Ph.D. in Physical Education, after completing service of four years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed for CAS promotion in the Appendix, shall become eligible for the next higher grade (stage 2).
- 4.2** Assistant DPE&S in the entry level grade, possessing M.Phil. in Physical Education, after completing service of the five years in the entry level stage (stage 1), and if otherwise eligible as per API scoring system and PBAS methodology prescribed for CAS promotion in the Appendix, shall become eligible for the next higher grade (stage 2).



- 4.3 Assistant DPE&S in the entry level grade, without the relevant Ph.D. and M.Phil. shall, after completing service of six years as Assistant DPE&S in the entry level stage, and if otherwise eligible as per API scoring system and PBAS methodology prescribed in the Appendix, shall become eligible for the next higher grade (stage 2).
- 4.4 After completing service of five years in the second stage and subject to satisfying API scoring system and PBAS methodology prescribed in the Appendix, Assistant DPE&S (Senior Scale) shall be promoted to the next higher grade (stage 3). They shall be designated as Deputy DPE&S/ Assistant DPE&S (Selection Grade), as the case may be.
- 4.5 After completing service of three years in stage 3 and subject to satisfying API/ scoring system and PBAS methodology prescribed by the UGC in these Regulations, Deputy DPE&S/Assistant DPE&S (Selection Grade) shall move to the next higher grade (stage 4). They shall continue to be designated as Deputy DPE&S/Assistant DPE&S (Selection Grade).
- 5.0 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME FOR ASSISTANT LIBRARIANS, ETC.**
- 5.1 Assistant University Librarian in the entry level grade, possessing Ph.D. in Library Science, after completing service of four years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down in the Appendix, shall be eligible for the higher grade (stage 2).
- 5.2 Assistant Librarian in the entry level grade, not possessing Ph.D. but only M.Phil. in Library Science, after completing service of five years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down in the Appendix, shall become eligible for the next higher grade (stage 2).
- 5.3 Assistant Librarian in the entry level grade, without the relevant Ph.D. or M.Phil. after completing six years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology laid down in the Appendix, shall become eligible for the next higher grade (stage 2).
- 5.4 On completion of service of five years, Assistant Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts and being placed in the next higher grade (stage 3), subject to their fulfilling other conditions of eligibility (such as Ph.D. Degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology laid down in the Appendix. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade), as the case may be.
- 5.5 After completing three years in the above grade, Deputy Librarians /equivalent positions shall move to the next higher grade (stage 4), subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology laid in the Appendix.
- 6.0 In case this regulation is silent on any issues relating to Minimum qualification and conditions for Career Advancement Scheme(CAS) promotions or direct recruitment of above mentioned cadres the UGC regulation (2010) and the (3<sup>rd</sup> Amendment), Regulation (2016) shall be referred.



## SCORES FOR ACADEMIC PERFORMANCE OF UNIVERSITY TEACHERS

## APPENDIX: TABLE-I

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, AND PROFESSOR AND FOR DIRECT RECRUITMENT OF ASSOCIATE PROFESSOR AND PROFESSOR IN UNIVERSITIES.

## Direct Teaching work load and weightage to be given to different levels of Teachers

	Direct working hours per week	Weightage
Assistant Professor	18+6*	100
Associate Professor	16+6*	90
Professor	14+6*	80

**\*Note:**

- 18/16/14 hours per week include the Lectures / Practicals / Project Supervision. Two hours of Practicals/ project supervision be treated as equivalent to one hour of lecture. Those teachers who supervise the research of five or more Ph.D. students at a time may be allowed a reduction of Two hours per week in direct teaching hours.
- 6 hours per week include the hours spent on tutorials, remedial classes, seminars, administrative responsibilities, innovation and updating of course contents.
- Hours spent on examination duties such as invigilation, question paper setting, valuation of answer scripts and tabulation of results are over and above the prescribed direct teaching hours and are an integral part of overall teaching work load of 40 hours per week.

## CATEGORY-I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

**Brief Explanation:** Based on the teacher's self-assessment, API scores will be based on the following: (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; (c) contribution to innovative teaching, new courses etc. and (d) student feedback. The minimum API score required by teachers from this category is different for different levels of promotion as given below. The self assessment score should be based on objectively verifiable criteria. It shall be finalized by the screening cum evaluation / selection committee.

Cate-gory-I	Nature of Activity	Actual Score	Assistant Professor		Associate Professor		Professor		
			Max.	Cut-off	Max	Cut-off	Max.	Cut-off	
(a)	(i) Classroom teaching (including lectures, seminar) including Lectures in excess of UGC norms.	Actual hours spent per academic year $\div$ 10	60	45.00	50	37.50	45	33.75	
	(ii) Practical/ Project Supervision	Actual hours spent per academic year $\div$ 20							
	<b>Sub-total (a)</b>								
(b)	Examinations duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	Actual hours spent per academic year $\div$ 10	20	15.00	15	11.25	10	7.50	
(c)	Innovative Teaching – learning methodologies, updating of subject contents / courses etc.	Actual hours spent per academic year $\div$ 10	10	7.50	15	11.25	15	11.25	
(d)	Students Feedback (Students who have put in at least 75% attendance per course are eligible to give feedback)	Outstanding	10	10	7.50	10	7.50	10	7.50
		Very Good	8						
		Good	6						
		Average	4						
		Below Average	0						
<b>TOTAL - Category I</b>			100	75.00	90	67.50	80	60.00	

\* No score will be assigned below cut-off score.

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

Based on the teacher's self-assessment, Category II API scores will be based on the Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed Table II A. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category-II	Nature of Activity	Actual Score	Maximum Score			
			Assistant Professor	Associate Professor	Professor	
(a)	Student related co-curricular, extension and field based activities.		15	15	15	
	(i)	Discipline related co-curricular activities (e.g. field work, study visit, student seminar and other events, career counseling etc.)				Actual hours spent per academic year $\div$ 10
	(ii)	Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)				Actual hours spent per academic year $\div$ 10
	(iii)	Extension and dissemination activities (public /popular lectures/talks/seminars etc.)				Actual hours spent per academic year $\div$ 10
<b>Sub-total II.A</b>						
(b)	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.		15	15	15	
	(i)	Administrative responsibility (including as Dean / Principal/Chairperson/ Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)				Actual hours spent per academic year $\div$ 10
	(ii)	Participation in Board of Studies, Academic and Administrative Committees.				Actual hours spent per academic year $\div$ 10
<b>Sub-total II.B</b>						
(c)	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution)	Actual hours spent per academic year $\div$ 10	15	15	15	
<b>TOTAL - Category II</b>						

### CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are outlined for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion. The self-assessment score shall be based on verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical Education/ Management	Maximum score for University teacher	
III(A)	Research Papers published in:	Refereed Journals as notified by the UGC	Refereed Journals as notified by the UGC	15 per Publication	
		SCI Journals with JIF<1	SSCI/A&HCI Journals with JIF<1	20 per Publication	
		Papers with JIF between 1&2	Papers with JIF between 1&2	25 per Publication	
		Papers with JIF between 2&5	Papers with JIF between 2&5	30 per Publication	
		Papers with JIF between 5&10	Papers with JIF between 5&10	35 per Publication	
		Papers with JIF above 10	Papers with JIF above 10	40 per Publication	
III(B)	Publications other than journal articles (books, chapters in books)	Other Reputed Journals as notified by the UGC	Other Reputed Journals as notified by the UGC	10 per Publication	
		Text/Reference Books by International Publishers as notified by the UGC	Text/Reference Books by International Publishers as notified by the UGC	30 per Book for Single Author	
		Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	20 per Book for Single Author	
		Subject Books by Other local publishers as identified by the UGC	Subject Books by Other local publishers as identified by the UGC	15 per Book for Single Author	
III(C)	RESEARCH PROJECTS	Chapters in Books published by National and International level publishers as identified by the UGC.	Chapters in Books published by National and International level publishers as identified by the UGC	International – 10 per Chapter National – 5 per Chapter	
		III(C)(i) Sponsored Projects			
		(a) Major Projects with grants above Rs. 30.0 lakh	(a) Major Projects with grants above Rs. 5.0 lakh	20 per Project	
		(b) Major Projects with grants above Rs. 5.0 lakh up to Rs. 30.0 lakh	(b) Major Projects with grants above Rs. 3.0 lakh up to Rs. 5.0 lakh	15 per Project	
	(c) Minor Projects with grants above Rs. 1.00 lakh up to Rs. 5 lakh	(c) Minor Projects with grants above Rs. 1.00 lakh up to Rs. 3 lakh	10 per Project		
III(C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10.00 lakh	Amount mobilized with a minimum of Rs.2.00 lakh	10 for every Rs.10.0 lakh and Rs.2.0 lakh, respectively	
III(C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document of Central / State Govt. Bodies prepared	30 for each International / 20 for each for national level output or patent or major policy document	
III(D) RESEARCH GUIDANCE					
III(D) (i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate	
III(D) (ii)	Ph.D.	Degree awarded	Degree awarded	15 per candidate	
		Thesis submitted	Thesis submitted	10 per candidate	

III(E)	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III(E) (i)	Awards/Fellowship	International Award/Fellowship	International Award/Fellowship	15 per Award / Fellowship
		National Award/ Fellowship	National Award/ Fellowship	10 per Award / Fellowship
		State/University level Award	State/University level Award	5 per Award
III(E) (ii)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5 per lecture / 3 per paper presented
		State/University level	State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be <b>restricted to 20% of the minimum fixed for Category III</b> for any assessment period			
III(F)	Development of e-learning delivery process/material			10 per module

The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

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

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Assoc. 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	80/Year	80/Year	75/Year	70/Year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period	100 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period	600 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection 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% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20 % - Interview performance	50% - Research Contribution. 50% - Performance evaluation and other credential by referral procedure

\* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.



**APPENDIX: TABLE – II (B)**  
**MINIMUM SCORES FOR APIS FOR DIRECT RECRUITMENT OF TEACHERS AND WEIGHTAGES IN**  
**SELECTION COMMITTEES TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY**  
**QUALIFICATIONS STIPULATED IN THE REGULATION.**

	Assistant Professor (Stage 1)	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations.	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	(a) Academic Record and Research Performance (50%) (b) Assessment of Domain Knowledge & 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%)



**APPENDIX: TABLE- III**  
**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF**  
**TEACHERS IN THE UNIVERSITY**

S.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, or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses	(i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher / Research Methodology Course of 2 to 3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2	Assistant Professor/ Equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (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 to 3 week duration. (iii) Screening cum Verification process for recommending promotion.
3	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). (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. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).
4	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). 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. (iii) A selection committee process as stipulated in the regulation and in Tables II (A).
5	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service	(i) Minimum cumulative API scores for the assessment period as per the norms provided in the Table II (A). (ii) Additional credentials are to be evidenced by: (a) Postdoctoral research outputs of high standard; (b) awards /honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in the Tables II(A).

**APPENDIX: TABLE-IV**

**ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT DIRECTOR PHYSICAL EDUCATION/DEPUTY DIRECTOR PHYSICAL EDUCATION AND FOR DIRECT RECRUITMENT OF DEPUTY DIRECTOR PHYSICAL EDUCATION AND DIRECTOR PHYSICAL EDUCATION.**

Direct Work load and weightage to be given to different levels of Physical Education Cadre's

	Direct working hours per week	Weightage
Assistant Director Physical Education	40	100
Deputy Director Physical Education	36+4*	90
Director Physical Education	32+8*	80

\* Hours spent on administrative responsibilities, innovation, extension services etc.

**CATEGORY I: TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES**

Based on the Physical Education Cadre's self-assessment, API scores are outlined below for (a) Lecture cum practice based athlete/sports classes, library resources organisation and maintenance of books, journals, reports, Development, organisation and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score will be based on objectively verifiable criteria. It will be finalized by the screening cum evaluation / selection committee.

Nature of Activity			Actual Score	Max. Score		
				Assistant DPE	Deputy DPE	DPE
(a)	Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours. Organizing and conducting coaching camps / sports person development / training programmes.	50 points	Actual hours spent per academic year ÷ 20	70	60	50
	Identifying sports talents and Mentoring sports excellence among students.	10 Points				
	Development and maintenance of play fields, purchase and maintenance of the other sports facilities	10 Points				
(b)	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports)	10 Points	Actual hours spent per academic year ÷ 10	10	10	10
	Organizing and conducting sports and games competitions at the International/ National/ State/ Inter University/Inter Zonal Levels.	10 Points				
(c)	Up gradation of scientific and technological knowledge in Physical Education and Sports.	10 Points	Actual hours spent per academic year ÷ 10	10	10	10
	Extending services, sports facilities and training on holidays to the institutions and organizations.	10 Points				
(d)	Students Feedback (Students who have participated in sports activities are eligible to give feedback)	Outstanding	10	10	10	10
		Very Good	8			
		Good	6			
		Average	4			
		Below Average	0			

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

Based on the Physical Education Cadre's self-assessment, category II API scores are outlined for co-curricular and extension activities; and Professional development related contributions. The minimum API required for eligibility for promotion is **15**. A list of items and scores is given below. The self-assessment score will be based on objectively verifiable criteria and will be finalized by the screening cum evaluation committee for the promotion of Assistant Director Physical Education to higher grades and selection committee for the promotion of Director Physical Education to Deputy Director Physical Education and Deputy Director Physical Education Director Physical Education and for direct recruitment of Deputy Director Physical Education and Director Physical Education.

Nature of Activity		Actual score	Maximum API Score
(a)	Student related co-curricular, extension and field based activities:	Actual hours spent per academic year $\div$ <b>10</b>	15
(i)	Discipline related co-curricular activities (e.g. field work, study visit, student seminar and other events, career counselling etc)		
(ii)	Other co-curricular activities (Cultural, Sports, NSS, NCC etc)		
(iii)	Extension and dissemination activities (public/popular lectures, talks, seminars, etc.)		
(b)	Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities.	Actual hours spent per academic year $\div$ <b>10</b>	15
(i)	Administrative responsibility (including Principal, Director, Chairperson, Convenor or similar duties that require regular office hours for its discharge)		
(ii)	Participation in Board of Studies, Academic and Administrative Committees		
(c)	Professional Development activities (such as participation in seminars/ conferences, short term, training courses, camps and events, talks, lectures in orientation/faculty development courses, membership of associations, dissemination and general articles, and any other contribution.	Actual hours spent per academic year $\div$ <b>10</b>	15

### CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are outlined for research and sports contributions. The minimum API scores required from this category are different for different levels of promotion. The self assessment score will be based on verifiable criteria and will be finalized by the screening cum evaluation committee for the promotion of Assistant Director Physical Education to higher grades and Selection Committee for the promotion of Assistant Director Physical Education to Deputy Director Physical Education and Deputy Director Physical Education to Director Physical Education and for direct recruitment of Deputy Director Physical Education and Director Physical Education.

Category	Activity	Physical Education Faculty	Maximum score*
III(A)	Research Papers published in:	Refereed Journals as notified by the UGC	15 per Publication
		SSCI/A&HCI Journals with JIF<1	20 per Publication
		Papers with JIF between 1&2	25 per Publication
		Papers with JIF between 2&5	30 per Publication
		Papers with JIF between 5&10	35 per Publication
		Papers with JIF above 10	40 per Publication
		Other Reputed Journals as notified by the UGC	10 per Publication
III(B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books by International Publishers as notified by the UGC.	30 per Book for Single Author
		Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	20 per Book for Single Author
		Subject Books by Other local publishers as identified by the UGC.	15 per Book for Single Author
		Chapters in Books published by National and International level publishers as identified by the UGC	International –10 per Chapter National– 5 per Chapter
III(C)	RESEARCH PROJECTS		
III(C)(i)	Sponsored Projects	(a) Major Projects with grants above Rs. 5.0 lakh	20 per Project
		(b) Major Projects with grants above Rs. 3.0 lakh up to Rs. 5.0 lakh	15 per Project
		(c) Minor Projects with grants above Rs. 1.00 lakh up to Rs. 3 lakh	10 per Project
III(C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.2.00 lakh	10 for every Rs. 10.0 lakh and Rs. 2.0 lakh, respectively
III(C) (iii)	Projects Outcome / Outputs	Major Policy document of Central / State Govt. Bodies prepared	30 for each International / 20 for each for national level output or patent or major policy document
III(D)	RESEARCH GUIDANCE		
III(D) (i)	M.Phil.	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded	15 per candidate
		Thesis submitted	10 per candidate
III(E)	Fellowships, Awards and Invited lectures delivered in conferences / seminars		
III(E) (i)	Awards/Fellowship	International Award/Fellowship	15 per Award /Fellowship
		National Award/ Fellowship	10 per Award / Fellowship
		State/University level Award	5 per Award
III(E) (ii)	Invited lectures / papers	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be <b>restricted to 20% of the minimum fixed for Category III</b> for any assessment period			
III(F)	Development of e-learning delivery process/material		10 per module

The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.



**APPENDIX: TABLE - V (A)**

**MINIMUM APIS FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT DIRECTOR PHYSICAL EDUCATION AND DEPUTY DIRECTOR PHYSICAL EDUCATION AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES**

Category	Activity	Assistant Director (Stage 1 to Stage 2)	Assistant Director (Stage 2 to Stage 3)	Assistant Director (Stage 3) to Deputy Director (Stage 4)	Deputy Director (Stage 4) to Director (Stage 5)
I	Teaching, training, coaching, sports person development and sports management activities	80/ Year	80/ Year	75/ Year	70/ Year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation 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 Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution 30% - Assessment of domain knowledge & teaching practices. 20% - Interview performance

\* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

**APPENDIX: TABLE - V (B)**

**MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF PHYSICAL EDUCATION CADRE'S AND WEIGHTAGES IN SELECTION COMMITTEES TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THE REGULATION**

Minimum Norm / Criteria	Assistant Director Physical Education (Stage 1)	Deputy Director Physical Education (Stage 4)	Director Physical Education (Stage 5)
API score	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
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 (40%). (b) Organisational skills /Plans of sports (30%). (c) Interview performance (30%).	(a) Research papers (Five) evaluation (50%). (b) Organisational track record, vision plan (25%). (c) Interview performance (25%).

**APPENDIX: TABLE-VI**  
**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF**  
**PHYSICAL EDUCATION CADRES**

S.No.	Promotion of Librarian Cadres through CAS	Service requirement (as prescribed by the MHRD Notification)	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE to Assistant DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service 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) for Physical Education Cadres. (ii) One Orientation and one Refresher / Research Methodology Course of 3 to 4 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2	Assistant DPE (senior scale) to Deputy DPE/Assistant DPE (selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table V (A) for Physical Education Cadres. (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 to 3 week duration. (iii) Screening cum Verification process for recommending promotion.
3	Deputy DPE/ Assistant DPE (Selection Grade) to Deputy DPE /Assistant DPE (Selection Grade) (Stage 3 to Stage 4)	Deputy DPE / Assistant DPE (Selection Grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table V (A) for Physical Education Cadres. Three publications over twelve years. (ii) At least three publications in the entire period as Assistant Professor (twelve years). (iii) Evidence of having produced teams / athletes. (iv) A selection committee process as stipulated in the Regulation and in Table V (A)
4	University DPE (Stage 5)	Deputy DPE with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V (A). Teacher 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 employee is placed in stage 3. (iii) Evidence of having produced teams / athletes. (iv) A selection committee process as stipulated in the regulation and in Table VIII (A)

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Education cadres as per the API score specified for this cadre.



**APPENDIX: TABLE-VII**

**ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF ASSISTANT LIBRARIAN /DEPUTY LIBRARIAN AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN**

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

\* Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

**CATEGORY I: PROCUREMENT, ORGANISATION, AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES**

Based on the Librarian Cadre's self-assessment, API scores are outlined below for (a) Library resources organisation and maintenance of books, journals, reports, Development, organisation and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score will be based on objectively verifiable criteria. It will be finalized by the screening cum evaluation / selection committee.

Nature of Activity		Actual Score	Max. Score			
			Assistant Librarian	Deputy Librarian	Librarian	
(a)	Library resources organisation and maintenance of books, journals, reports;	Actual hours spent per academic year ÷ 20	70	60	55	
	Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc.					40 points
	Development, organisation and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc.					15 Points
	User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.					15 Points
(b)	ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management.	Actual hours spent per academic year ÷ 10	15	15	15	
(c)	Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms.	Actual Hours spent per academic year ÷ 10	15	15	10	

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

Based on the Librarian Cadre's self-assessment, category II API scores are outlined for co-curricular and extension activities; and Professional development related contributions. The minimum API required for eligibility for promotion is **15**. A list of items and scores is given below. The self-assessment score will be based on objectively verifiable criteria and will be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

Nature of Activity		Actual score	Maximum API Score
(a)	Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	Actual hours spent per academic year $\div$ <b>10</b>	15
(b)	Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	Actual hours spent per academic year $\div$ <b>10</b>	15
(c)	Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	Actual hours spent per academic year $\div$ <b>10</b>	15

### CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are outlined for research and library contributions. The minimum API scores required from this category are different for different levels of promotion. The self assessment score will be based on verifiable criteria and will be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category	Activity	University Librarians	Maximum score*
III(A)	Research Papers published in:	Refereed Journals as notified by the UGC	15 per Publication
		SSCI/A&HCI Journals with JIF<1	20 per Publication
		Papers with JIF between 1&2	25 per Publication
		Papers with JIF between 2&5	30 per Publication
		Papers with JIF between 5&10	35 per Publication
		Papers with JIF above 10	40 per Publication
		Other Reputed Journals as notified by the UGC	10 per Publication
III(B)	Publications other than journal articles (books, chapters in books)	Text/Reference Books by International Publishers as notified by the UGC.	30 per Book for Single Author
		Subject Books by National level publishers as identified by the UGC or State / Central Govt. Publications	20 per Book for Single Author
		Subject Books by Other local publishers as identified by the UGC.	15 per Book for Single Author
		Chapters in Books published by National and International level publishers as identified by the UGC	International –10 per Chapter National– 5 per Chapter
III(C)	RESEARCH PROJECTS		
III(C)(i)	Sponsored Projects	(a) Major Projects with grants above Rs. 5.0 lakh	20 per Project
		(b) Major Projects with grants above Rs. 3.0 lakh up to Rs. 5.0 lakh	15 per Project
		(c) Minor Projects with grants above Rs. 1.00 lakh up to Rs. 3 lakh	10 per Project
III(C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.2.00 lakh	10 for every Rs.10.0 lakh and Rs. 2.0 lakh, respectively
III(C) (iii)	Projects Outcome / Outputs	Major Policy document of Central / State Govt. Bodies prepared	30 for each International / 20 for each for national level output or patent or major policy document
III(D)	RESEARCH GUIDANCE		
III(D) (i)	M.Phil.	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded	15 per candidate
		Thesis submitted	10 per candidate
III(E)	Fellowships, Awards and Invited lectures delivered in conferences / seminars		
III(E) (i)	Awards/Fellowship	International Award/Fellowship	15 per Award /Fellowship
		National Award/ Fellowship	10 per Award / Fellowship
		State/University level Award	5 per Award
III(E) (ii)	Invited lectures / papers	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be <b>restricted to 20% of the minimum fixed for Category III</b> for any assessment period		
III(F)	Development of e-learning delivery process/material		10 per module

The API for joint publications/books shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor of the teacher would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

**APPENDIX: TABLE-VIII (A)**  
**MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES**

Category	Activity	Assistant Librarian (Stage 1 to Stage 2)	Assistant Librarian (Stage 2 to Stage 3)	Assistant Librarian (Stage 3) to Deputy Librarian (Stage 4)	Deputy Librarian (Stage 4) to Librarian (Stage 5)
I	Procurement, organisation, and delivery of knowledge and information through Library services	80/ Year	80/ Year	75/ Year	70/ Year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation 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 Organisational skills. 20% Interview performance	50% Library publication work 30% Assessment of innovative Library service and organization of digital library services. 20% Interview performance

\* One may score the balance points from either Category II or Category III to achieve the minimum score required under Category II+ III.

**APPENDIX: TABLE-VIII (B)**  
**MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN POSITIONS**  
**AND WEIGHTAGES IN SELECTION COMMITTEES TO BE CONSIDERED ALONG WITH OTHER**  
**SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THE REGULATION**

Minimum Norm / Criteria	Assistant University Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
API score (Research and Academic Contribution - Category III)	Minimum Qualification as stipulated in the regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/ weightages (Total weightage = 100)	(a) Teaching / computer and communication skills by a Lecture demonstration (50%) (b) Record of Library management skills (20%) (c) Interview performance (30%)	(a) Library related Research / Theme papers (3Nos) evaluation (50%) (b) Library automation skills and Organisational Plans (20%) (c) Interview performance (30%)	(a) Library related Research papers (Five) evaluation (60%) (b) Organisational track record of innovation library service and vision plan (20%) (c) Interview performance (20%)



**APPENDIX: TABLE-IX**  
**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF**  
**LIBRARIAN CADRES**

S.No.	Promotion of Librarian Cadres through CAS	Service requirement (as prescribed by the MHRD Notification)	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian to Assistant Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service 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 the Appendix for Librarian cadres in universities. (ii) One Orientation and one Refresher Course of 3 to 4 weeks duration (iii) Screening cum Verification process for recommending promotion.
2	Assistant Librarian (senior scale) to Assistant Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (A) of the Appendix for Librarian Cadres in universities. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
1	Assistant Librarian (Selection Grade) to Deputy Librarian (Selection Grade)(Stage 3 to Stage 4)	Deputy Librarian / Assistant Librarian (Selection Grade) with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of the Appendix. Three publications over twelve years. (ii) Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. (iii) A selection committee process as stipulated in the Regulation and in Table VIII (A)
4	University Librarian (Stage 5)	Deputy Librarian in universities with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3. (iii) Evidence of innovative library service and organisation of published work. (iv) A selection committee process as stipulated in the regulation and in Table VIII (A)

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.