

Performance Based Appraisal System (PBAS) for Teaching & Non-Teaching Staff of University

- We Need to Establish Excellent Performance Based Management System at AKS University.
- for **Improvement of Overall Universities**

Vision & Mission

- A Efficient Performance Management System Plays a **Most Crucial Role** in **Managing** the **University in an Efficient Manner.**
- AKS University would Like to Follow the Scheme Suggested by UCC/AICTE, Govt. of India.

Performance Based Appraisal System (PBAS).

Performance Based Appraisal System (PBAS)

For Teaching & Non-Teaching Staff of University

- Performances are Classified into **3 Categories**.
 1. **Teaching, Learning & Evaluation** related activities.
 2. **Co-Curricular, Extension & Professional Development** related activities.
 3. **Research Publication & Academic Contribution**.

All these are Called Academic Performance Indices (API)

- At the end of Each Semester/ Academic Year. The Data Pertaining to Above Categories is Collected from Each Faculty in a Performa Suggested by UGC/AICTE.
- **Based on Data, API Score are Calculated** for each of 3 Above Categories.
- **Fix Minimum API Score.** (Committee of Senior Professors).

Performance Based Appraisal System (PBAS)

- **API Scores** are Used for **Career Advancement** of Faculty.
- **API Scores** are for **Promotion to Next Higher Position.**
- End of Each Semester, **Feed Back Forms** are Issued to **Each Students** for Each Course attended by Them.
- **Feedback forms** are in the form of **Questionnaire.**
- **Collect the Information** About each Teacher & **Different Aspects Pertaining to the Teaching Process.**
- **Committee of Senior Experienced Professors** of Dept. **Goes Through the Feedback forms** Collected from Students.
- **Suggests Suitable Measures** to Improve the Teaching Learning.

Performance Based Appraisal System (PBAS)

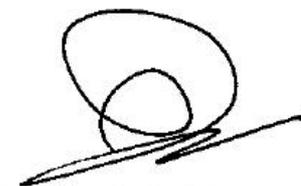
- **Faculties/ Professors who have Completed One Year** of Service in University are **Assessed** in Terms of their **Performance** in
 - **Teaching**
 - **Researching**
 - **Administration**
- **Weightage** : **50% Allotted to Research.**
: **35% Allotted to Academic.**
: **15% Allotted to Administration Including Counseling of Students.**
- **Implementation:** Committee Appointed by Hon. Vice Chancellor will **Review the Performance** of Faculty.

University Grants Commission

(UGC) New Delhi, 2010

WEBSITE NOTIFICATION

It is hereby notified that a copy each of the templates Annual Self- Assessment for the Performance Based Appraisal System (PBAS) and PBAS Proforma for Promotion under CAS as indicated in Clause 6.0.2 under schedule ^{b.o.o} of “UGC- Regulations on Minimum Qualifications for appointment of Teachers and Other Academic Staff in Univesites and Colleges and Measures for the Maintenance of Standards in Higher Education,2010.” may be read along with the above regulations.



Financial Advisor
UGC

AKS University, Satna, 2023

PART A: GENERAL INFORMATION

1. **Name (in Block Letters):**
2. **Father's Name/Mother's Name/Husband's Name:**
3. **Department :**
4. **Current Designation & Grade Pay:**
5. **Date of last Promotion :**
6. **Address for correspondence (with Pincode)**
7. **Permanent Address (with Pincode)**
Telephone No:

Email:
8. **Whether acquired any degrees or fresh academic qualifications during the year:**
9. **Academic Staff College Orientation/Refresher Course attended during the year:**

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

Annual Self-Assessment for Performance Based Appraisal System (PBAS)

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

S. No.	Course/Paper	Level	Mode of teaching*	Hours per week allotted	No. of classes taken as per documented record	No. of practicals taken as per documented record

* - Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

	API Score
(a)	Classes Taken (max 50 for 100 % performance & proportionate score up to 80% performance, below which no score may be given)
(b)	Teaching Load in excess of UGC norm (max score: 10)

Performance Based Appraisal System (PBAS)

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S. No.	Short Description	API Score
	Total Score (Max Score : 20)	

(iv) Examination Duties Assigned and Performed

S No	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (Max: 25)			

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

Please mention your contribution to any of the following:

S. No	Type of Activity	Average Hrs/week	API Score
	(i) Extension, Co-curricular & field based Activities		
	Total (Max: 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/Semester wise responsibilities	API Score
	Total (Max: 15)		
	(iii) Professional Development Activities		
	Total (Max: 15)		
	Total Score (i + ii + iii) (Max : 25)		

CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

A) Published Papers in Journals

S. No.	Title with page nos.	Journal	ISSN/ISBN No	Whether peer reviewed. Impact Factor, if any	No. of co-author s	Whether you are the main author	API Score

B(ii) Articles / Chapters published in Books

S. No.	Title with page nos.	Book Title, editor & publisher	ISSN /ISBN No	Whether peer reviewed.	No. of co-authors	Whether you are the main author	API Score

ii) Full Papers in Conference Proceedings

S. No.	Title with page nos.	Details of Conference Publication	ISSN/ISBN No	No. of co-authors	Whether you are the main author	API Score

iii) Books Published as single author or as editor

S. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No	Whether peer reviewed	No. of co-authors	Whether you are the main author	API Score

III C). Ongoing and Completed Research Projects and Consultancies

(c) (I & ii) Ongoing Projects / Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs lakh)	API Score

(c)(iii & iv) Completed Projects / Consultancies

S. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs lakh)	Whether policy document/patent as outcome	API Score

(D) Research Guidance

S No	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent				
Ph. D. or equivalent				

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

S. No.	Programme	Duration	Organised by	API Score

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S. No	Title of the Paper presented	Title of Conference / Seminar	Organised by	Whether international /national/ state /regional /college or university level	API Score

E (iii) Invited Lectures and Chairmanships at national or international conference/seminar etc.

S. No	Title of Lecture/Academic Session	Title of Conference / Seminar etc	Organised by	Whether international /national	API Score

PART C: OTHER RELEVANT INFORMATION

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

S. No.	Details (Mention Year, value etc. where relevant)

LIST OF ENCLOSURES: *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

- | | |
|---|----|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD / School
Chairperson/Principal

N:B: The individual PBAS proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university/college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.

Performance Appraisal Form for Non-Teaching Staff : 2022-2023

1. Name of the Faculty :
2. Position Title :
3. Date of Entry into Service :
4. No. of Years in Service :
5. Date of Retirement :
6. Qualification :
7. Details of Current Responsibilities :

I. PROFESSIONAL COMPETENCE

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure					
2	Ability to organize work and carry it out					
3	Ability and willingness to take up additional load in times of exigencies					
4	Creativity and innovation					
5	Ability to learn and perform new duties					
6	Capacity to supervise* (For Supervising Staff Only)					
7	Do you possess good knowledge(theory, hands on) for all aspects of the job to perform your job functions satisfactorily?					

II. PERFORMANCE

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?					
2	Maintenance of Files/Records					
3	Accuracy & Speed of work					
4	Neatness & tidiness of work					
5	Completion of work on schedule					

6	Diligence and sense of responsibility					
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III. PERSONAL CHARACTERISTICS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality					
3	Discipline					
4	Integrity and behaviour					

IV. ATTITUDE TOWARDS CO-WORKERS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?					
2	Mutual motivation with your colleagues?					

V. ATTITUDE TOWARDS PUBLIC

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public(Parents, Business Associates, Vendors, Well Wishers of the College)?					
3	Rapport with the public when you interact with them?					

VI. STAFF/STUDENT RELATIONS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively work in the interest of students?					
3	Responsibility towards your tasks/ areas of management assigned to?					

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Performance Based Appraisal System (PBAS) proforma-1

Performance Based Appraisal System (PBAS) proforma based on Academic Performance Indicators (APIs) in recruitments and Career Advancement Scheme (CAS) promotions of University / College Teachers.

Category I: Teaching, Learning and Evaluation Related Activities

The teacher is required to give scores based on one's self-assessment for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self-assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

S. No.	Nature of Activity	Maximum Score	Self-assessment
1	Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated	50	
2	Lectures or other teaching duties in excess of the UGC norms	10	
3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students	20	
4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20	
5	Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.	25	
	Total Score	125	
	Minimum API Score Required	75	

Note: Lectures and tutorials allocation to add up to the UGC norm for particular category of teacher.

Category II: Co-Curricular, Extension and Professional Development related activities.

Brief Explanation: The teacher is required to give scores based on one's self-assessment for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

S. No.	Nature of Activity	Maximum Score	Self Assessment
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20	
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15	
	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	
	Minimum API Score Required	15	

Category-III: Research and Academic contributions

Brief Explanation: The teacher is required to give scores based on one's self-assessment 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.

S No.	APIs	Engineering/Agriculture/ Veterinary Science/Sciences/Medical Sciences	Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Mngmnt	Max. points for University & college teacher position	Self Assessment
III A	Research Papers published in:	Refereed Journals *	Refereed Journals*	15 / publication	
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication	
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication	
III (B)	Research Publications (books, chapters in books, other than refereed journal article.)	Text or Reference Books Published by International Publishers with an established peer review system.	Text or Reference Books Published by International Publishers with an established peer review system	50 /sole author; 10 /chapter in an edited book	
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25 /sole author, and 5/ chapter in edited books	
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers	15 / sole author, and 3 / chapter in edited books	
		Chapters contributed to edited knowledge based volumes published by International Publishers	Chapters contributed to edited knowledge based volumes published by International Publishers	10 /Chapter	
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers; and with numbers of national and international directories	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter	

III (C)	Research Projects				
III (C) (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 /each Project	
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 /each Project	
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10/each Project	
III (C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with minimum of Rs.10.00 lakh	Amount mobilized with minimum of Rs. 2.0 lakhs	10 per every Rs.10.0 lakhs and 2 per every Rs.2.0 lakhs, respectively	
III (C) (iii)	Completed projects : Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20 /each major project and 10 / each minor project	
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent /50 /each for International level,	
III (D)	Research Guidance				
III (D) (i)	M.Phil.	Degree awarded only	Degree awarded only	3 /each candidate	
III (D) (ii)	Ph.D	Degree awarded	Degree awarded	10 /each candidate	
		Thesis submitted	Thesis submitted	7 /each candidate	

III(E) Training Courses and Conference /Seminar/Workshop Papers					
III(E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 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	
III(E) (ii)	Papers in Conferences/ Seminars/ workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in		
		a) International conference	a) International conference	10 each	
		b) National	b) National	7.5 / each	
		c) Regional/State level	c) Regional/State level	5 /each	
		d) Local – University/College level	d) Local – University/College level	3 / each	
III(E) (iv)	Invited lectures or presentations for conferences/ / symposia	(a) International	(a) international	10 /each	
		(b) National level	(b) National level	5	

*Wherever relevant to any specific discipline, the API score for paper in refereed journal should be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** 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)).

Notes: 1 The screening/selection committees will assess and verify the categorization and scores of publications.

2. The API for joint publications should be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% should be shared equally by all other authors.

Table – II (A)

Minimum APIs as provided in the Performance Based Appraisal System (PBAS) proforma to be applied for the promotion of teachers under Career Advancement Scheme (CAS) in University Departments, and weightages for expert assessment

		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	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	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)	50/Year (500/assessment period)
	Expert Assessment System	Screening Committee	Screening 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% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	50% - Contribution to Research. 30% - Assessment of domain knowledge and teaching practices. 20% - Interview performance	50% - research. 50% - Performance evaluation and other credential by referral procedure

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

Note: For universities for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively. PRC = Pay Review Committee

Table – II (B)

Minimum point norms of the APIs as provided in the Performance Based Appraisal System (PDAS) proforma and weightages for expert assessment to be applied for the promotion of teachers, in colleges (UG AND PG) under career advancement scheme (CAS)

		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 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 and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)	20/Year (60/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	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 from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For universities for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively.

PRC = Pay Review Committee

Explanatory note for Tables II (a) and II (b)

1. All teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the Internal Quality Assessment cells (IQACs) of the universities / colleges annually.
2. However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2010 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 II (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 eligible for CAS promotion in 2010, one year API scores for 2008-09 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2011, 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
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 she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application
(c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

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 Committees 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%)	e) Academic Background (20%) f) Research performance based on API score and quality of publications (40%). g) Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)

Note: For universities/colleges for which Sixth PRC Awards are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000 respectively.

PRC = Pay Review Committee

Table: III

Minimum academic performance and service requirements for promotion of Teachers in Universities and Colleges

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, M.V.Sc., M.D., or six years of service who are without Ph.D/M.Phil/PG Degree in Professional Courses	(i) Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) . (ii) One Orientation and one Refresher/Research Methodology Course of 2/3 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 API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) (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 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 API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table II(A)/II(B) . 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.. 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 this regulation and in Tables II(A) and II(B) .

4.	Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(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) . 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 this regulation and in Tables II(A) and II(B) .
5.	Professor (Stage 5) to Professor (Stage 6) .	Professor with ten years of completed service (universities only)	(i) Minimum yearly /cumulative API scores for the assessment period as per the norms provided in Table II(A) (ii) Additional credentials are to be evidenced by: (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 degrees like D.Sc., D.Litt., LL.B., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II(A) and II(b) .

* For teachers seeking promotion under CAS to Associate Professor, for those who on the date of this notification are Assistant Professors in Stage 2, the existing requirement of Ph.D. or equivalent publications will continue to apply. In case, some teachers do not also meet this criteria, the selection committee may give due weightage to criteria mentioned in Performance Based Appraisal System (PBAS) proforma Categories I and II. 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: For universities/colleges for which Sixth PRC Awards are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

PRC = Pay Review Committee