

# TAMIL UNIVERSITY, THANJAVUR

# **APPLICATION FORM**

# CAREER ADVANCEMENT SCHEME (CAS) AS PER UGC REGULATIONS, 2018

| APPLICATION FOR PROMOTION FROM LEV  | /EL     | _ TO LEVEL . |                                    |
|---|---------|--------------|------------------------------------|
| Name :  |         |              |                                    |
| Current Designation:  |         |              | Paste                              |
| Department :  |         |              | self-attested                      |
| Faculty :   |         |              | Recent Passport<br>Size Photograph |
| Notification Reference No   | _ dated |              |                                    |
| Date of Initial Appointment /Designation  | :       |              |                                    |
| Date of Confirmation  | :       |              |                                    |
| Date of Promotion/Designation of the current p                                      | post:   |              |                                    |
| Promotion applied for   | :       |              |                                    |
| Period of Assessment for Promotion  | : From  | to           |                                    |
| Date of Appearing Before the Last Selection /                                       | 1       |              |                                    |
| Promotion Committee (if appeared)   | :       |              |                                    |
| Total Academic / Research Scores (as per Appendix II, Table 2 UGC Regulations 2018) |         |              |                                    |
| Date:   |         |              | Signature                          |

**NOTE:** 1) The research scores claimed by the applicant must be based on objectively verifiable criteria, and supported with documentary evidence. Research scores that cannot be verified will not be considered. PLEASE READ THE INSTRUCTIONS FOR EACH CATEGORY CAREFULLY AND FOLLOW THEM.

- 2) Enclose proof for all claims
- 3) Please sign at the bottom of every page
- 4) Errors and Omissions Excepted
- 5) The form and details are subject to the scrutiny of experts and more details and further proof may be asked from the candidates in future
- 6) Refer to UGC Regulation 2018 regarding CAS
- 7) See Table A & below: ASSISTANT PROFESSOR (STAGE-III) Level (12A) TO ASSOCIATE PROFESSOR Level (13A), ASSOCIATE PROFESSOR Level (13A) TO PROFESSOR (Level 14) and others.

# **PART – A: GENERAL INFORMATION**

| 1.         | Name (in Block Letters)  |   | :           |
|------------|--|---|-------------|
| 2.         | Father's Name (in Block Letters)   | : |             |
| 3.         | Mother's Name (in Block Letters)   | : |             |
| 4.         | Date of Birth and Age  | : |             |
| 5.         | Gender   | : | Male/Female |
| 6.         | Nationality  | : |             |
| 7.         | Category (General/BC/MBC/DNC/SC/ST)  | : |             |
| 8.         | Current Designation  | : |             |
| 9.         | Current Pay Scale & Grade Pay  |   | :           |
| 10.        | Date of Confirmation of Present Post   |   | :           |
| 11.<br>12. | Date of Initial Appointment and Stage<br>with Pay Scale at Tamil University /Other<br>Position, Stage and Grade Pay applied fo |   | ions :      |
| 13.        | Date of Last Promotion   |   | :           |
| 14.        | Date of Eligibility for Present Promotion  | : |             |
| 15.        | Address for Correspondence   |   | :           |
| 16.        | Permanent Address (with PIN Code)  |   | :           |
| 17.        | Mobile Number  |   | :           |

| 18. Landline           | Telephone Nui                      | mber (w       | ith co         | de) :           |                |       |       |                               |                           |
|------------------------|------------------------------------|---------------|----------------|-----------------|----------------|-------|-------|-------------------------------|---------------------------|
| 19. E-mail ID          |                                    |               |                |                 | :              |       |       |                               |                           |
| 20. Academic           | c Qualifications                   | 3             |                |                 |                |       |       |                               |                           |
| A. Academic C          | Qualifications (d                  | other tha     | ın res         | earch           | degree         | s)    |       |                               |                           |
| Degree/<br>Certificate | Name o<br>Board/ Un                |               |                | ar of<br>ssing  | Perce<br>marks |       |       | Divi                          | sion / Class /<br>Grade   |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
| B. Academic C          | Qualifications: F                  | Researc       | h Deg          | grees           |                |       |       |                               |                           |
| Degree                 | Title of<br>Dissertation<br>Thesis |               | ipervi<br>Supe | sor/<br>ervisor |                | ate o |       | Name o                        | of the University         |
| M. Phil.               |                                    |               |                |                 |                |       |       |                               |                           |
| Ph.D./D.Phil.          |                                    |               |                |                 |                |       |       |                               |                           |
| D.Sc./D.Litt.          |                                    |               |                |                 |                |       |       |                               |                           |
| Others                 |                                    |               |                |                 |                |       |       |                               |                           |
| 21. Position(s)        | held prior to jo                   | oining th     | is Uni         | iversity        | , if any       |       |       |                               |                           |
| Designation            | Name of the Employer               | Date<br>Joini |                |                 | te of<br>aving | wit   | h AGF | Salary<br>P/Scale<br>otal Pay | Reason for<br>Leaving     |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
| 22. Posts held         | d after Appoint                    | ment at       | the U          | niversi         | ty:            |       |       |                               |                           |
| Designation            | Departm<br>Schoo                   |               | Fre            | Per<br>om       | iod<br>To      |       | Pay   |                               | cademic Grade<br>otal Pay |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |
|                        |                                    |               |                |                 |                |       |       |                               |                           |

| 23. | Period    | of   | Teaching    | and/or  | Research | Experience | (excluding | the | period | of | time |
|-----|-----------|------|-------------|---------|----------|------------|------------|-----|--------|----|------|
| 1   | taken foi | r ob | otaining Ph | າ.D. De | gree)    |            |            |     |        |    |      |

| Teaching and/or Research Experience | Pei  | riod           | Total Experience<br>(in years) |
|-------------------------------------|------|----------------|--------------------------------|
| I. Level of Classes                 | From | То             |                                |
| PG Classes                          |      |                |                                |
| UG Classes                          |      |                |                                |
|                                     |      | Total (I)      |                                |
| II. Research Experience             | From | То             |                                |
| M. Phil.                            |      |                |                                |
| Ph.D.                               |      |                |                                |
|                                     |      | Total (II)     |                                |
|                                     |      | Total (I + II) |                                |

# 24. Ph.D Guidance\*

| Guiding (Nos) | Submitted (Nos) | Awarded (Nos) |
|---------------|-----------------|---------------|
|               |                 |               |
|               |                 |               |

<sup>\*</sup> Attach list separately

# 25. Research Publications

# (a) Number of Publications

| International Level Journals | National | Level | State    | Level | Total |
|------------------------------|----------|-------|----------|-------|-------|
|                              | Journals |       | Journals |       |       |
|                              |          |       |          |       |       |
|                              |          |       |          |       |       |

# (b) List of publications published to be considered for assessment.

| S. No. | Title of the<br>Article | Name of the<br>Journal | Volume<br>No. | Issue<br>No. | Pages | IF/HI | DOI |
|--------|-------------------------|------------------------|---------------|--------------|-------|-------|-----|
|        |                         |                        |               |              |       |       |     |
|        |                         |                        |               |              |       |       |     |

|  | 26. | Number of | Conference/ | Seminar/W | /orkshop | Attended | and Pape | ers Presented |
|--|-----|-----------|-------------|-----------|----------|----------|----------|---------------|
|--|-----|-----------|-------------|-----------|----------|----------|----------|---------------|

| Level         | Participated | Participated and Paper Presented | Total |
|---------------|--------------|----------------------------------|-------|
| International |              |                                  |       |
| National      |              |                                  |       |
| State         |              |                                  |       |
| Total         |              |                                  |       |

| international                                 |                    |                              |                    |
|---|--------------------|------------------------------|--------------------|
| National                                      |                    |                              |                    |
| State   |                    |                              |                    |
| Total   |                    |                              |                    |
| 27. Awards/Prizes/H                           | onours/Recogniti   | ons                          |                    |
| 1.  |                    |                              |                    |
| 2.  |                    |                              |                    |
| 28. Fields of Special                         | ization/Areas of F | Research Interest in the S   | Subject/Discipline |
| a)  |                    |                              |                    |
| b)  |                    |                              |                    |
|   |                    |                              |                    |
| 29. Orientation/ Refres                       | sher Course(s)/ C  | Other Courses Attended:      |                    |
| Title of the Course                           | Place/Institution  | Duration (No. of Weeks/Days) | Period (Dates)     |
|   |                    |                              |                    |
|   |                    |                              |                    |
| 30. Your Contribution<br>Department (500 word |                    | n and plan for the Develo    | pment of the       |
|   |                    |                              |                    |
|   |                    |                              |                    |
|   |                    |                              |                    |
| Station:                                      |                    |                              |                    |
| Date :  |                    |                              |                    |
|   |                    | O:-                          | anoturo            |
|   |                    |                              | gnature            |
|   |                    | (IN                          | ame)               |

# PART B: PROFOMA FOR PBAS BASED ACADEMIC PERFORMANCE INDICATORS

(Please see Table 1 of Appendix II of the UGC Regulation, 2018)

# TABLE 1.1: TEACHING IN EACH ACADEMIC YEAR\*(During Assessment Period)

| Sl. No. | Academic<br>Year | Semester | Course /<br>Paper | No. of hours<br>assigned per<br>semester | Actual<br>hours<br>taken per<br>semester | % of classes<br>taken | Grading<br>(for office<br>use only) |
|---------|------------------|----------|-------------------|--|--|-----------------------|-------------------------------------|
| 1       | V 4              | Odd Sem  |                   |  |  |                       |                                     |
| 2       | Year 1           | Even Sem |                   |  |  |                       |                                     |
| 3       | V 2              | Odd Sem  |                   |  |  |                       |                                     |
| 4       | Year 2           | Even Sem |                   |  |  |                       |                                     |
| 5       | V 2              | Odd Sem  |                   |  |  |                       |                                     |
| 6       | Year 3           | Even Sem |                   |  |  |                       |                                     |
| 7       | 37 4             | Odd Sem  |                   |  |  |                       |                                     |
| 8       | Year 4           | Even Sem |                   |  |  |                       |                                     |
| 9       | V                | Odd Sem  |                   |  |  |                       |                                     |
| 10      | Year 5           | Even Sem |                   |  |  |                       |                                     |
| 11      | Vana             | Odd Sem  |                   |  |  |                       |                                     |
| 12      | Year 6           | Even Sem |                   |  |  |                       |                                     |
| 13      | Voor 7           | Odd Sem  |                   |  |  |                       |                                     |
| 14      | Year 7           | Even Sem |                   |  |  |                       |                                     |
| 15      | Voor C           | Odd Sem  |                   |  |  |                       |                                     |
| 16      | Year 8           | Even Sem |                   |  |  |                       |                                     |

# TABLE 1.2: INVOLVEMENT IN UNIVERSITY STUDENTS RELATED ACTIVITIES / RESEARCH ACTIVITIES

(Details/Evidence should be produced only for the assessment period)

a) Administrative responsibility (including as HOD, Dean/Principal/Chairperson / Convener/ Director/Coordinator/Warden/Deputy Warden other duties that require regular office hours for its discharge)

| Sl. | Nature of Responsibility | Durati | on |
|-----|--------------------------|--------|----|
| No. |                          | From   | То |
|     | Refer page No:           |        |    |

b) Examination and Evaluation duties assigned and performed

| Sl.<br>No. | Type of examination duties | Month/Year     | <b>Duties Performed</b> |
|------------|----------------------------|----------------|-------------------------|
|            |                            | Refer page No: |                         |

c) Student related co-curricular, extension and field-based activities, such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS, YRC and community services

| Sl. No. | Nature of Responsibility | Durati        | on | Activities |
|---------|--------------------------|---------------|----|------------|
|         |                          | From To       |    |            |
|         | J                        | Refer page No | ): |            |

d) Organizing seminars / conferences / workshops and other University activities

| Sl. No. | Name of the Event | Durat         | tion | Responsibility |
|---------|-------------------|---------------|------|----------------|
|         |                   | From          | То   | carried out    |
|         | D                 | ofon nago No. |      |                |
|         | K                 | efer page No: | i    |                |

e) Evidence of actively involved in guiding Ph.D students

| Sl. No. | Programme | Students<br>Enrolled | Thesis<br>Submitted | Degree awarded |
|---------|-----------|----------------------|---------------------|----------------|
| 1       | M. Phil.  |                      |                     |                |
| 2       | Ph. D.    |                      |                     |                |
|         |           | Refer pag            | ge No:              |                |

f) Conducting research projects sponsored by national and international agencies

| Sl. |       |                | Amount     | Period |    |  |
|-----|-------|----------------|------------|--------|----|--|
| No. | Title | Funding Agency | Sanctioned | From   | То |  |
|     |       |                |            |        |    |  |
|     |       |                |            |        |    |  |

g) Provide one best single/joint publication in peer reviewed or UGC CARE list of journals

| Sl.<br>No. | Title, Journal with Volume,<br>Year and Page nos. | ISSN |
|------------|---|------|
|            | Refer page No:                                    |      |

# TABLE 2: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

1. RESEARCH PAPERS PUBLISHED IN PEER REVIEWED / UGC CARE LISTED JOURNALS\*:

| Sl. | Title,    | ISSN | PEER      | Impact    | Sole / first  | No. of  | API Score | API Score   |
|-----|-----------|------|-----------|-----------|---------------|---------|-----------|-------------|
| No. | Journal   |      | Reviewed/ | Factor    | author or     | co-     | Claimed*  | Awarded     |
|     | with      |      | UGC CARE  | (Thompson | corresponding | authors |           | (For office |
|     | Volume,   |      |           | Reuters)  | author        |         |           | use only)   |
|     | Year and  |      |           |           |               |         |           |             |
|     | Page nos. |      |           |           |               |         |           |             |

| Refer page No: |  |
|----------------|--|
| TOTAL          |  |

<sup>\*</sup>Science disciplines: 10 Points per paper; 8 Points per paper for other disciplines

## Research score for research papers would be augmented as follows:

- i) Paper in refereed journals without impact factor
   ii) Paper with impact factor less than 1
   iii) Paper with impact factor between 1 and 2
   iv) Paper with impact factor between 2 and 5
   v) Paper with impact factor between 5 and 10
   25 Points
   vi) Paper with impact factor >10
   30 Points
- (a) **Two authors**: 70% of total value of publication for each author.
- (b) **More than two authors**: 70% of total value of publication for the First/Principal/Corresponding

author and 30% of total value of publication for each of the joint authors.

# 2.PUBLICATIONS (OTHER THAN RESEARCH PAPERS)

# a) BOOKS / BOOK CHAPTERS/EDITED BOOKS AUTHORED WHICH ARE PUBLISHED BY INTERNATIONAL / NATIONAL PUBLISHERS, WITH ISBN/ISSN NUMBER

#### i) BOOKS\*

| Sl.<br>No. | Title of<br>the<br>Book | Published<br>Year | National/<br>International | Publisher<br>Name | ISBN/<br>ISSN No. | Sole/first<br>author/<br>co-author | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office use) |
|------------|-------------------------|-------------------|----------------------------|-------------------|-------------------|------------------------------------|--------------------------|--|
|            |                         |                   |                            |                   |                   |                                    |                          |  |
|            |                         |                   | TOTAL                      |                   |                   |                                    |                          |  |

<sup>\*12</sup> per Book for single/first author (International Publisher); 10 per Book for single/first author (National Publisher) – for Co-authors 50% of points

#### ii) BOOK CHAPTERS in EDITED BOOKS

| Sl.<br>No. | Chapter Title with page nos. | Book<br>Title | ISSN /<br>ISBN<br>No. | Editor,<br>Publisher,<br>year | Sole / first<br>author | No. of<br>co-<br>authors | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office use<br>only) |  |  |  |  |  |
|------------|------------------------------|---------------|-----------------------|-------------------------------|------------------------|--------------------------|--------------------------|--|--|--|--|--|--|
|            | Refer page No:               |               |                       |                               |                        |                          |                          |  |  |  |  |  |  |
|            | - Programme                  |               |                       |                               |                        |                          |                          |  |  |  |  |  |  |
|            | TOTAL                        |               |                       |                               |                        |                          |                          |  |  |  |  |  |  |

<sup>\* 5</sup> per Chapter for single author, 50% for co-authors

#### iii) EDITED BOOKS

| Sl.<br>No. | Title          | Publisher & year of publication | ISSN /<br>ISBN No. | Sole / first<br>Editor | No. of<br>co-<br>editors | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |  |  |  |
|------------|----------------|---------------------------------|--------------------|------------------------|--------------------------|--------------------------|--|--|--|--|
|            | Refer page No: |                                 |                    |                        |                          |                          |  |  |  |  |
|            |                |                                 |                    |                        |                          |                          |  |  |  |  |

TOTAL

# b) TRANSLATION WORKS IN INDIAN AND FOREIGN LANGUAGES

i) CHAPTER OR RESEARCH PAPER

| Sl.<br>No. | Title with page nos. | Book Title, editor,<br>publisher & year | ISSN /<br>ISBN No. | Sole / first<br>author/co-<br>author | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|----------------------|---|--------------------|--------------------------------------|--------------------------|--|
|            |                      |   |                    |                                      |                          |  |
|            |                      |   |                    | TOTAL                                |                          |  |

ii) BOOK

| Sl.<br>No. | Title with page nos. | Book Title, editor,<br>publisher & year | ISSN /<br>ISBN No. | Sole / first<br>author /co-<br>author | API Score<br>Claimed* | API Score<br>Awarded (For<br>office use<br>only) |
|------------|----------------------|---|--------------------|---------------------------------------|-----------------------|--|
|            |                      |   |                    |                                       |                       |  |
|            |                      |   |                    |                                       |                       |  |

<sup>\* 3</sup> per Chapter; 8 per Book for sole and first author / 50% for co-authors

# 3. CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND CONTENT DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

## a) DEVELOPMENT OF INNOVATIVE PEDAGOGY

| Sl. No. | Name of Innovative<br>Pedagogy Developed | Subject | API Score<br>Claimed* | API Score Awarded<br>(For office use only) |
|---------|--|---------|-----------------------|--|
|         | Refer page No:                           |         |                       |  |
|         |  | TOTAL   |                       |  |

<sup>\*5</sup> for each

<sup>\* 10</sup> per Book for single/first Editor (International Publisher); 8 per Book for single/first Editor (National Publisher)- 50% for co-editors

b) DESIGN OF NEW COURSES / PROGRAMMES

| Sl. No. | Name of New Course | API Score Claimed* | API Score Awarded<br>(For office use only) |
|---------|--------------------|--------------------|--|
|         | Refer page No:     |                    |  |
|         |                    |                    |  |

<sup>\*2</sup> per new course

# c) MOOCs

i) Development of complete MOOCs in 4 quadrants

| Sl.<br>No. | Name<br>of<br>MOOCs<br>Course | No. of<br>Quadrants/Credits | Duration<br>of<br>Course | No. of<br>module/lecture | Organizing<br>Institute | API<br>Score<br>Claimed* | API Score<br>Awarded (For<br>office use<br>only) |
|------------|-------------------------------|-----------------------------|--------------------------|--------------------------|-------------------------|--------------------------|--|
|            |                               |                             |                          |                          |                         |                          |  |
|            |                               |                             | TOTAL                    |                          |                         |                          |  |

<sup>\*5</sup> marks/credit

ii) MOOCs (developed in 4 quadrants) per module/lecture

| Sl.<br>No. | Name of<br>MOOCs<br>Course | No. of<br>Quadrants/Credits | Duration<br>of<br>Course | No. of module/lecture | Organizing<br>Institute | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|----------------------------|-----------------------------|--------------------------|-----------------------|-------------------------|-----------------------|--|
|            |                            |                             |                          |                       |                         |                       |  |
|            |                            |                             |                          |                       | TOTAL                   |                       |  |

<sup>\*5</sup> for each

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

|            | quadran                    | • )                         |                          |                          |                         |                          |  |
|------------|----------------------------|-----------------------------|--------------------------|--------------------------|-------------------------|--------------------------|--|
| Sl.<br>No. | Name of<br>MOOCs<br>Course | No. of<br>Quadrants/Credits | Duration<br>of<br>Course | No. of<br>module/lecture | Organizing<br>Institute | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|            |                            |                             |                          |                          |                         |                          |  |
|            |                            |                             |                          |                          | TOTAL                   |                          |  |

<sup>\*2</sup> for each

#### iv) Course Coordinator for MOOCs

| Sl.<br>No. | Name of<br>MOOCs<br>Course | No. of<br>Quadrants/Credits | Duration<br>of<br>Course | No. of<br>module/<br>lecture | Organizing<br>Institute | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|----------------------------|-----------------------------|--------------------------|------------------------------|-------------------------|-----------------------|--|
|            |                            |                             |                          |                              |                         |                       |  |
|            |                            |                             | TOTAL                    |                              |                         |                       |  |

<sup>\*8</sup> for each 4 credit course (In case of MOOCs of lesser credits 2 marks/credit)

## d) E-CONTENT

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

| Sl.<br>No. | Name<br>of the<br>Module | No. of<br>Quadrants/Credits | Duration<br>of Course | No. of<br>module/lecture | Organizing<br>Institute | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|--------------------------|-----------------------------|-----------------------|--------------------------|-------------------------|--------------------------|--|
|            |                          |                             |                       |                          |                         |                          |  |
|            |                          | _                           | TOTAL                 |                          |                         |                          |  |

<sup>\*12</sup> for each

ii) e-Content (developed in 4 quadrants) per module

| Sl.<br>No. | Name<br>of the<br>Module | No. of<br>Quadrants/Credits | Duration<br>of Course | No. of module/lecture | Organizing<br>Institute | API<br>Score<br>Claimed* | API Score<br>Awarded (For<br>office use only) |
|------------|--------------------------|-----------------------------|-----------------------|-----------------------|-------------------------|--------------------------|---|
|            |                          |                             |                       |                       |                         |                          |   |
|            |                          | _                           | TOTAL                 |                       |                         |                          |   |

<sup>\*5</sup> for each

iii) Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)

|            | Module<br>     |                             |                    |                       | <br>TOTAL               | Claimed*     | office use only)          |
|------------|----------------|-----------------------------|--------------------|-----------------------|-------------------------|--------------|---------------------------|
| Sl.<br>No. | Name<br>of the | No. of<br>Quadrants/Credits | Duration of Course | No. of module/lecture | Organizing<br>Institute | API<br>Score | API Score<br>Awarded (For |

<sup>\*2</sup> for each

iv)Editor of e-content for complete course/ paper /e-book

| Sl.<br>Io. | Name of<br>the<br>Module | No. of<br>Quadrants/Credits | Duration<br>of Course | No. of<br>module/lecture | Organizing<br>Institute | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|--------------------------|-----------------------------|-----------------------|--------------------------|-------------------------|-----------------------|--|
|            |                          |                             |                       |                          |                         |                       |  |
|            |                          |                             |                       |                          | TOTAL                   |                       |  |

<sup>\*10</sup> for each

# 4. a) RESEARCH GUIDANCE:

|                      | Awarded<br>(No.) | Thesis<br>Submitted<br>(No.) | Supervisor/Guide<br>or Joint<br>Supervisor / Co-<br>guide | API Score Claimed* | API Score<br>Awarded (For<br>office use only) |
|----------------------|------------------|------------------------------|---|--------------------|---|
| PhD                  |                  |                              |   |                    |   |
| M.Phil.              |                  |                              |   |                    |   |
| P.G.<br>Dissertation |                  |                              |   |                    |   |
|                      | (Refer p         | age No:                      | ) TOTAL   |                    |   |

<sup>•</sup> Ph.D. - 10 per degree awarded; 5 per thesis submission

Note: For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.

<sup>•</sup> M.Phil./P.G. Dissertation -2 per degree awarded

# b) RESEARCH PROJECTS COMPLETED:

# i) More than 10 lakhs

| Sl.<br>No. | Title | Agency | Period | Grant/Amount<br>Mobilized<br>(Rs. in lakhs) | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|-------|--------|--------|---|-----------------------|--|
|            |       |        |        |   |                       |  |
|            |       |        |        | TOTAL                                       |                       |  |

<sup>\* 10</sup> per Project for PI/50% for co-PIs per project

# ii) Less than 10 lakhs

| Sl. No. | Title | Agency | Period | Grant/Amount<br>Mobilized<br>(Rs. in lakhs) | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|---------|-------|--------|--------|---|-----------------------|--|
|         |       |        |        |   |                       |  |
|         |       |        |        | TOTAL                                       |                       |  |

<sup>\* 5</sup> per Project / 50% for co-PIs per project

# c) RESEARCH PROJECTS ONGOING\*:

# i) More than 10 lakhs

| SI.<br>No. | Title | Agency | Period | Grant/Amount<br>Mobilized<br>(Rs. in lakhs) | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|-------|--------|--------|---|-----------------------|--|
|            |       |        |        |   |                       |  |
|            |       |        |        | TOTAL                                       |                       |  |

<sup>\* 5</sup> per Project / 50% for co-PIs per project

#### ii) Less than 10 lakhs

| Sl.<br>No. | Title | Agency | Period | Grant/Amount<br>Mobilized<br>(Rs. in lakhs) | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------------|-------|--------|--------|---|-----------------------|--|
|            |       |        |        |   |                       |  |
|            |       |        |        | TOTAL                                       |                       |  |

<sup>\* 2</sup> per Project / 50% for co-PIs per project

# d) Consultancy

| Sl.<br>No. | Title and<br>Nature of<br>consultancy | Agency | Period | Amount<br>(Rs.) | API Score<br>Claimed* | API Score<br>Awarded (For<br>office use<br>only) |
|------------|---------------------------------------|--------|--------|-----------------|-----------------------|--|
|            |                                       |        |        |                 |                       |  |
|            |                                       |        | TOTAL  |                 |                       |  |

<sup>\*3</sup> per consultancy

# 5. a) IPR (Patents, Copyrights, Designs etc.,)

| Sl.<br>No. | Title | IPR<br>Name and<br>Number | National/Inter<br>national | Agency | Year of<br>Award | API<br>Score<br>Claimed* | API Score<br>Awarded (For<br>office use only) |
|------------|-------|---------------------------|----------------------------|--------|------------------|--------------------------|---|
|            |       |                           |                            |        |                  |                          |   |
|            |       |                           |                            |        | TOTAL            |                          |   |

<sup>\*10</sup> for International; 7 for National

# b) Policy document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central / State Govt.)

| SI.<br>No. | Title | Agency | National /<br>International /<br>State | API Score<br>Claimed* | API Score<br>Awarded (For<br>office use only) |
|------------|-------|--------|--|-----------------------|---|
|            |       |        |  |                       |   |
|            |       |        | TOTAL                                  |                       |   |

<sup>\* 10</sup> for each International / 7 for National/Central Govt. / 4 for State Govt.

# C) Awards/Fellowship

| Sl. No | Title of<br>Fellowship /<br>Award | Year of Award | Academic body/<br>Association/Agency | National/<br>International | API Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|--------|-----------------------------------|---------------|--------------------------------------|----------------------------|-----------------------|--|
|        |                                   |               | Nil                                  |                            |                       |  |
|        |                                   |               |                                      |                            |                       |  |
|        |                                   |               |                                      | TOTAL                      |                       |  |

<sup>\* 7</sup> for International /5 for National

6. Invited lectures / Resource Person / Paper presentations in Seminars/Conferences/Full paper in Conference Proceedings\*

| S.No | Title                                     | Invited/Lead/<br>Key Note/<br>Resource<br>person/<br>Presented | Title of<br>Seminar /<br>Conference /<br>Workshop | International (Abroad) / International (within India) / National / State / University level | Place<br>and<br>Date | API<br>Score<br>Claimed* | API Score<br>Awarded<br>(For office<br>use only) |
|------|---|--|---|---|----------------------|--------------------------|--|
| 1    | Resource                                  | Person / Invite  |   |   |                      |                          |  |
|      | (Refer page No:                           |  |   |   |                      |                          |  |
| 2    | International seminar                     |  |   |   |                      |                          |  |
|      | ( Refer pa                                | age No:  |   |   |                      |                          |  |
| 3    | National                                  | seminar  |   |   |                      |                          |  |
|      | (Refer page No:                           |  |   |   |                      |                          |  |
| 4    | State / University level ( Refer page No: |  |   |   |                      |                          |  |
|      |   |  |   |   | TOTAL                |                          |  |

<sup>\*</sup>International (Abroad) – 7, International (within India) – 5, National – 3, State / University-level - 2

#### Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- \*\*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

## **SUMMARY OF API SCORES (Claimed)**

| Item<br>No. | Criteria                 | Total-API Score<br>(Claimed) for<br>Assessment Period |
|-------------|--------------------------|---|
| 1.          | Journal Publications     |   |
| 2.          | Books/Books Chapters     |   |
| 3.          | ICT                      |   |
| 4.          | Research                 |   |
| 5.          | IPR and Awards           |   |
| 6.          | Lectures (Invited etc.,) |   |
|             | Total                    |   |

## PART C: OTHER RELEVANT INFORMATION

| 1. | PLEASE GIVE DETAILS OF ANY OTHER CREDENTIAL, SIGNIFICANT   |
|----|--|
|    | CONTRIBUTIONS, AWARDS RECEIVED ETC. NOT MENTIONED EARLIER. |

| Sl.No | Details (Mention year, value etc. where relevant) |  |  |  |  |
|-------|---|--|--|--|--|
|       |   |  |  |  |  |
|       |   |  |  |  |  |

- 1. Membership in professional bodies
- 2. Future plans (in 150 words)

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

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

# 2. Detail about Departmental disciplinary actions/legal cases, if any

I certify that the information provided is true, complete and correct as per records available with the University and/or documents enclosed along with the duly filled PBAS proforma. If any incorrect information or issue, I will abide by the rules and regulations of the Tamil University.

Place & Date: Signature of the faculty with Designation

|  | fied by the university/college as necessary and place tion Committee of Selection Committee for assessment |
|--|--|
| Forwarded by Head of the Dep                   | artment:   |
| Certified that all the infor                   | mation/documents provided by   |
| Dr   | was duly verified with original and found correct.   |
|  | Signature of the HOD   |
| Ref.no.  |  |
| Date:  | Office Seal  |
| Forwarded by Dean of Faculty                   | :  |
| Certified that all the info was duly verified. | rmation provided by Dr   |
|  | Signature of the Dean  |
| Date:  | Office Seal  |
| 4. Receipt and dispatch det                    | ails of the Registrar Office :   |
| Date of forwarded to th                        | e Director IQAC :  |
|  |  |
|  | Registrar  |

N.B: The individual PBAS proforma duly filled along with all enclosures, submitted for

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

| S.No. |   | Assistant Professor (Stage1/ AGP Rs. 6000/-to Stage 2/ AGP Rs.7000/-) | Assistant<br>Professor<br>(Stage 2/<br>AGP<br>Rs.7000/-<br>To Stage<br>3/ AGP<br>Rs.8000/-) | Assistant Professor (Stage 3/ AGP Rs.8000/) to Associate Professor (Stage 4/ AGP Rs.9000/-) | Associate Professor (Stage 4/ AGP Rs.9000/-to Professor (Stage 5/ AGP Rs.10000/-) |
|-------|---|---|---|---|---|
| 1.    | Research<br>and<br>Academic<br>contribution<br>(Category III) | 40/assessmen<br>t period  | 100/<br>Assessment<br>period  | 90/assessmen<br>t period  | 120/assessment period   |
| 2.    | Expert<br>Assessment<br>system                                | Screening<br>Committee  | Screening<br>Committee  | Selection<br>Committee  | Selection<br>Committee  |

## C. CAREER ADVANCEMENT SCHEME (CAS) FOR UNIVERSITY TEACHERS

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

#### **Eligibility:**

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech. M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/Syllabus Up-gradation Workshop/Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

#### **CAS Promotion Criteria:**

#### A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix, Table 1),and;
- ii) The promotion is recommended by the screening-cum evaluation

committee.

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

#### **Eligibility:**

- i) Assistant Professors who have completed five years of service in Academic Level 11/ Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/ Senior Scale: Completed a course/programme from amongst the categories of Refresher Courses/ Research Methodology/ Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/Technology Programmes/Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/ contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

#### **CAS Promotion Criteria:**

#### A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' gradient he annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

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

- i) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- ii) A Ph.D. Degree in the subject concerned/allied/relevant discipline.
- iii) Anyone of the following during last three years: completed one course/ programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/ programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/ contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.

v) Evidence of having guided at least one Ph.D. candidate.

#### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix, Table 1, and has a research score of at least 70 as per Appendix, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

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

#### **Eligibility:**

- An Associate Professor who has completed three years of service in Academic Level 13A.
- ii) A Ph.D. degree in the subject concerned/allied/relevant discipline.
- iii) A minimum of ten research publications in the peer- reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- iv) Evidence of having successfully guided doctoral candidate.
- v) A minimum of 110 Research Score as per Appendix, Table 2.

#### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix, Table 1, and at least 110 research score, as per Appendix, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

#### V Professor (Academic Level 14) to Senior Professor (Academic Level 15)

## Eligibility

- I. Ten years experience as a Professor
- II. A minimum of ten publications in the peer-reviewed or UGC listed journals and PhD degree has been successfully awarded to two candidates under his/her supervision during the assessment period

#### **CAS Promotion Criteria:**

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject experts who are not of the rank lower than the rank of a Senior Professor or Professor having at least ten years of experience. The selection shall be based on 10 best publications during the last ten years and interaction with a Selection Committee constituted in accordance with these regulations.