



**GOVERNMENT OF KERALA
ABSTRACT**

**FINANCE DEPARTMENT-IMPLEMENTATION OF AICTE SCHEME IN
GOVERNMENT AND AIDED POLYTECHNIC COLLEGES - DETAILED
GUIDELINES -ORDERS ISSUED**

FINANCE (PAY REVISION CELL-C) DEPARTMENT

G.O.(M.S) No.75 /2014/Fin Dated, Thiruvananthapuram, 20th February 2014

Read:1. AICTE Notification F.No.37-3/Legal/2010 dated 05.03.2010.

2. G.O. (MS) No.210/2013/H. Edn. dated 30.5.2013.

ORDER

As per Government Order read as 2nd above, it was decided in principle to implement AICTE scheme to qualified teaching faculties such as Lecturer, Head of Section and Principal in Government and aided Polytechnic Colleges in the State, strictly on the basis of the norms prescribed by AICTE and to entrust Finance (PRC) department to issue detailed and comprehensive orders. AICTE scheme was introduced in the country with the objectives of development of the Technical Education system, provide qualitative improvement, quantitative growth and maintain norms and standards. AICTE pay scales and other benefits are linked with qualification. As per notification read as 1st above, AICTE has issued VIth pay regulations for diploma level institutions which came into effect from 01.01.2006.

2) Government have examined the matter of implementation of AICTE scheme in Government and aided Polytechnics in detail, and are pleased to order that AICTE scheme shall be implemented, strictly following the norms prescribed by AICTE as detailed below.

I.General

The pay of the Lecturers, Heads of Department and Principals in Polytechnic Colleges shall be fixed according to their designations into two Pay Bands of ₹ 15600-39100 and ₹ 37400-67000 with eligible "Academic Grade Pay"(AGP in short). Each Pay Band shall have different stages of Academic Grade Pay which shall ensure that the teachers covered under this Scheme, subject to other conditions of eligibility being satisfied, have several opportunities for upward movement during their career. All direct recruitments to the cadre of Lecturer, Head of Department and Principal in the subjects covered under AICTE scheme, from the date of this order will deemed to be in AICTE scheme and such candidates must possess all qualifications prescribed by AICTE.

II. Applicability

The scheme shall be applicable only to those Lecturers, Heads of Department and Principals, in Engineering subjects, in Government and aided Polytechnic Colleges and the teaching faculties in non engineering subjects in aided Polytechnic Colleges, who are fully qualified as per AICTE norms and no other categories will be eligible for the benefits of this scheme. Others who are qualified as per Special Rules but do not possess the qualifications prescribed by AICTE will continue in State scales of pay.

III. Date of Effect

The date of effect of placement into AICTE scheme will be 01-07-2013. All the existing teachers, fully qualified as per AICTE norms, will be placed into AICTE scheme on 01-07-2013.

IV. Pay Scales, Service Conditions and Career Advancement Scheme for new entrants

1) The pay structure of teachers in Government and aided Polytechnic Colleges in the State entering the teaching profession on or after the date of this order will be as detailed below.

a). Lecturer (Engineering Subjects)

- i) Persons with first class in B.E/B.Tech qualification in appropriate branch/discipline in Engineering subjects, entering the teaching profession shall be designated as Lecturers and shall be placed in the Pay Band of ₹ 15600-39100 with AGP of ₹ 5400.
- ii) Persons with ME/M.Tech or Ph.D qualification in appropriate branch/discipline and having first class or equivalent at Bachelors or Masters level, entering the teaching profession shall be designated as Lecturer and shall be placed in the Pay Band of ₹ 15600-39100 with AGP of ₹ 6000.
- iii) Lecturer possessing Ph.D Degree in the relevant branch/discipline and having first class or equivalent at Bachelors or Masters level, shall be eligible, for moving up to the AGP of ₹ 7000 on completion of 4 years of service as Lecturer/equivalent cadre.
- iv) Lecturers who do not have M.E/M.Tech or Ph.D qualifications in the relevant branch/discipline of a program shall be eligible for the AGP of ₹ 6000 after completion of 6 years of service as Lecturer/equivalent cadre or on acquiring Masters qualification in the relevant branch/discipline.
- v) Lecturer possessing ME/M.Tech Degree in the relevant branch/discipline and

having first class or equivalent at Bachelors or Masters level, shall be eligible for the AGP of ₹ 7000 after completion of 5 years of service as Lecturer.

- vi) Lecturers who do not have Ph.D or ME/M.Tech degree in the relevant branch/discipline of a program shall be eligible for AGP of ₹ 7000 only after completion of 9 years of service as Lecturer/ equivalent cadre.
- vii) Lecturers with completed service of 5 years in the AGP of ₹ 7000 shall be eligible for the AGP of ₹ 8000, subject to satisfaction of other requirements laid down by AICTE.

b) Lecturer (Non Engineering subjects in aided Polytechnic Institutions)

- i) Persons with first class Masters degree in appropriate non Engineering subjects, entering the teaching profession in aided Polytechnic Institutions shall be designated as Lecturers and shall be placed in the Pay Band of ₹ 15600-39100 with AGP of ₹ 5400.
- ii) Lecturer possessing Ph.D Degree and first class Masters Degree in the relevant non engineering subject entering the teaching profession shall be in the Pay Band of ₹ 15600-39100 with AGP of ₹ 6000 and they will move up to the AGP of ₹ 7000 on completion of 4 years of service as Lecturer/ equivalent cadre.
- iii) Lecturers who do not have Ph.D degree but having first class Masters degree in the relevant non engineering subject, shall be eligible for AGP of ₹ 7000 only after completion of 9 years of service as Lecturer/ equivalent cadre.
- iv) Lecturers with completed service of 5 years in the AGP of ₹ 7000 shall be eligible, subject to satisfaction of other requirements laid down by AICTE, to move up to the AGP of ₹ 8000.

c). Head of the Department

- i) Persons promoted/directly recruited to the category of Heads of Department having ME/M.Tech degree in relevant branch/discipline and having first class or equivalent at Bachelors or Masters level, shall be placed in the Pay Band of ₹ 37400-67000 with AGP of ₹ 9000.
- ii) Heads of Department, possessing Ph.D degree and having ME/M.Tech in the relevant branch/discipline with first class or equivalent at Bachelors or Masters level, shall be eligible for the AGP of ₹ 10000 on completion 3 years of service in the AGP of ₹ 9000, subject to satisfaction of other conditions of academic performance as laid down by AICTE.

d) Principal

- i) Persons promoted/directly recruited to the posts of Principal having ME/M.Tech

degree in the relevant branch/discipline and having first class or equivalent at Bachelors or Masters level, shall be in the Pay Band of ₹ 37400-67000 with AGP of ₹ 10000.

ii) The Principal will be eligible for ₹ 2000 per month as Special Allowance for performing administrative duty.

2) The upward movement from one AGP to higher AGP (₹ 5400 up to ₹ 10000) for all categories shall be, subject to their satisfying other conditions as laid down by AICTE specified at Annex III. All advancements to higher grade pays in various cadres will be effected subject to completion of two AICTE approved refresher programmes of not less than two weeks duration each, and two one week each TEQIP sponsored programmes.

V. Revised Pay Scales, Service Conditions and Career Advancement Scheme for Incumbents.

1) The incumbent Lecturers, Heads of Section and Principals who are fully qualified as per AICTE norms and are in State scales of pay shall be placed into AICTE scheme, protecting their salary in the State scale as on 01-07-2013.

a) Lecturer (Engineering Subjects)

i) Incumbent Lecturers with first class B.E/B.Tech qualification in appropriate branch/discipline, who have not completed 6 years of service as Lecturer in Polytechnic Institutions shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with AGP of ₹ 5400. They will be eligible for the AGP of ₹ 6000 on completion of 6 years of service as Lecturer/equivalent cadre or on acquiring Masters degree in the relevant branch or discipline.

ii) Incumbent Lecturers with first class B.E/B.Tech qualification in appropriate branch/discipline, who have completed 6 years of service as Lecturer/ equivalent cadre in Polytechnic Institutions, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with AGP of ₹ 6000.

iii) Incumbent Lecturers with ME/ M.Tech qualification in appropriate branch/ discipline, who have not completed 5 years of service as Lecturer/ equivalent cadre and having first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with AGP of ₹ 6000. They will be eligible for the AGP of ₹ 7000 on completion of 5 years of service as Lecturer/ equivalent cadre.

iv) Incumbent Lecturers possessing ME/M.Tech degree in the relevant branch/ discipline with 5 years of service as Lecturer/ equivalent cadre and having first

class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band ₹ 15600-39100 with AGP of ₹ 7000.

- v) Incumbent Lecturers possessing Ph.D degree in the relevant branch/discipline, who have not completed 4 years of service as Lecturer/ equivalent cadre, and having first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with the AGP of ₹ 6000. They will be eligible for the AGP of ₹ 7000 on completion of 4 years of service as Lecturer/ equivalent cadre.
- vi) Incumbent Lecturers possessing Ph.D degree in the relevant branch/discipline, with 4 years of service as Lecturer/equivalent cadre, and having first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the pay band of ₹ 15600-39100 with the AGP of ₹ 7000.
- vii) Incumbent Lecturers who do not have Ph.D degree or ME/M.Tech degree in the relevant branch/discipline of a programme but having first class or equivalent at Bachelors level, shall be eligible for the AGP of ₹ 7000 only on completion of 9 years of service as Lecturer/equivalent cadre.
- viii) Incumbent Lecturers shall be eligible for the AGP of ₹ 8000 on completion of 5 years of service in the AGP of ₹ 7000, subject to satisfaction of other requirements as laid down by AICTE.
- ix) The placement of incumbent Lecturers to appropriate stage in the AICTE pay shall be made as per the Table I to III in Annex 1.

b) Lecturer (Non Engineering Subjects in aided Polytechnic Institutions)

- i) Incumbent Lecturers with first class Masters degree in appropriate non engineering subjects, who have not completed 6 years of service as Lecturer/ equivalent cadre, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with AGP of ₹ 5400. They will be eligible for the AGP of ₹ 6000 on completion of 6 years of service as Lecturer/equivalent cadre or on acquiring Ph.D degree.
- ii) Incumbent Lecturers with first class Masters degree in appropriate non engineering subject, who have completed 6 years of service as Lecturer/ equivalent cadre, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with AGP of ₹ 6000.
- iii) Incumbent Lecturers possessing Ph.D degree in the relevant non engineering subjects and having first class Masters degree in the relevant subject, who have not completed 4 years of service as Lecturer/equivalent cadre, shall be placed in

the pay band of ₹ 15600-39100 with AGP of ₹ 6000. They will be eligible for the AGP of ₹ 7000 on completion of 4 years of service as Lecturer /equivalent cadre.

- iv) Incumbent Lecturers possessing Ph.D degree and having first class Masters degree in the relevant non engineering subject, with 4 years of service as Lecturer/equivalent cadre, shall be placed in the pay band of ₹ 15600-39100 with the AGP of ₹ 7000.
- v) Incumbent Lecturers who do not have Ph.D degree but having a first class Masters degree in the relevant non engineering subject, shall be eligible for the AGP of ₹ 7000 only on completion of 5 years of service as Lecturer/equivalent cadre.
- vi) Incumbent Lecturers shall be eligible for the AGP of ₹ 8000 on completion of 5 years of service in the AGP of ₹ 7000, subject to other requirements as laid down by AICTE.
- vii) The placement of incumbent non engineering Lecturers in aided Polytechnic Colleges at appropriate stage in the AICTE Pay Band shall be made as per the Table I to III in Annex 1.

b) Head of Section

- i) The post of Head of Section existing in Polytechnic Colleges will be re-designated as Head of Department.
- ii) Incumbent Head of Section possessing ME/M.Tech degree in the relevant branch/ discipline and who have not completed 10 years of service from Lecturer/equivalent cadre onwards and having first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with the AGP of ₹ 8000. They shall be placed in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 9000 on completion of 10 years of service as Lecturer/equivalent cadre.
- iii) Incumbent Head of Section possessing ME/M.Tech degree in the relevant branch/ discipline with 10 years of service from Lecturers/ equivalent cadre onwards and having first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 9000.
- iv) Incumbent Head of Section possessing Ph.D degree in the relevant branch/ discipline and who have not completed 5 years of service from Lecturers/ equivalent cadre onwards and having ME/M.Tech degree with first class or

equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 15600-39100 with the AGP of ₹ 8000. They shall be placed in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 9000 on completion of 5 years of service.

- v) Incumbent Head of Section possessing Ph.D degree in the relevant branch/ discipline with 5 years of service from Lecturer/ equivalent cadre onwards and having ME/M.Tech degree with first class or equivalent at Bachelors or Masters level, shall be placed at appropriate stage in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 9000.
- vi) Incumbent Head of Section possessing Ph.D degree in the relevant branch/ discipline with 8 years of service (of which 3 years as Head of Section/equivalent cadre) from Lecturer/ equivalent cadre onwards and having ME/M.Tech degree with first class or equivalent at Bachelors or Masters level, shall be placed in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 10000.
- vii) The placement of incumbent Head of Section to appropriate AICTE pay, shall be made as per Table IV to VI in Annex I.

c) Principal

- i) Incumbent Principals possessing ME/M.Tech degree in the relevant branch/ discipline with first class or equivalent at Bachelors or Masters level, who have not completed 10 years of service from Lecturer/ equivalent cadre onwards shall be placed in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 9000. They shall be eligible for the AGP of ₹ 10000 on completion of 10 years of service from Lecturer/ equivalent cadre .
 - ii) Incumbent Principals possessing ME/M.Tech degree in the relevant branch/discipline having first class or equivalent at Bachelors or Masters level, with 10 years of service from Lecturer/ equivalent cadre onwards, shall be placed in the Pay Band of ₹ 37400-67000 with the AGP of ₹ 10000.
 - iii) Incumbent Principals shall be eligible for ₹ 2000 per month as Special Allowance for performing administrative duty.
 - iv) The placement of incumbent Principals to appropriate AICTE pay, shall be made as per Table VII to VIII in Annex I.
- 2) The upward movement from one AGP to higher AGP (₹ 5400 up to ₹ 10000) for all incumbents, after initial placement into the scheme on 01-07-2013, shall be, subject to their satisfying other conditions as laid down by AICTE specified at Annex III. All advancements to higher grade pays in various cadres will also be effected subject to

completion of two AICTE approved refresher programmes of not less than two weeks duration each, and two one week each TEQIP sponsored programmes.

VI. Incentives for Ph.D/M.Tech/M.E/M.Phil qualifications for those who enter into service on or after 01-07-2013.

- i) Five non compounded advance increments shall be admissible at the entry level of recruitment to persons possessing the degree of Ph. D awarded in the relevant discipline by a University following the process of registration, course work and external evaluation as prescribed by UGC.
- ii) M.Phil degree holders in non engineering subjects in aided Polytechnic Colleges, at the time of recruitment to the post of Lecturer, shall be entitled to two non compounded advance increments at the entry level.
- iii) ME/M.Tech degree holders in the relevant branch/discipline at the time of recruitment to the post of Lecturer, shall be entitled to two non compounded advance increments.
- iv) Teachers who complete their Ph. D degree while in service shall be entitled to three non compounded advance increments, if such Ph.D is in the relevant branch/discipline and has been awarded by a University complying with the process prescribed by UGC for enrolment, coursework, evaluation etc.
- v) Teachers who acquire ME/M.Tech/M.Phil degree in the relevant branch /discipline recognised by a statutory University, while in service, shall be entitled to one advance increment.

VII. Incentives for Ph.D/M.Tech/M.E qualifications for incumbents

- i) Incumbent Lecturer/Head of Section/Principal possessing the degree of Ph. D awarded in the relevant discipline by a University following the process of registration, course work and external evaluation as prescribed by UGC, shall be entitled to five non compounded advance increments in the AICTE pay after placement into the scheme.
- ii) Incumbent Lecturers holding ME/M.Tech degree in the relevant discipline and Lecturers in non-engineering subjects in aided Polytechnic Colleges, who acquire M. Phil degree, recognised by a statutory University, shall be entitled to two non compounded advance increments in the AICTE pay after placement into the scheme.
- iii) Incumbent Lecturer/Head of Section/Principal who have been enrolled for Ph.D and have already undergone course-work if any, as well as evaluation, and only notification in regard to the award of Ph.D is awaited shall also be entitled to the

award of three non compounded advance increments even if the University awarding such Ph.D has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

VIII. Increments

- i) Each annual increment shall be equivalent to 3% of the sum total of pay in the relevant Pay Band and the AGP, as applicable for the stage in the Pay Band.
- ii) Each advance increment shall also be at the rate of 3% of the sum total of pay in the relevant Pay Band and AGP, as applicable and shall be non compoundable.
- iii) There will be a uniform date of annual increment, namely, 1st of July of every year. Those completing 6 months and above in the AICTE Scheme as on 1st day of July will be eligible to be granted the increment.
- iv) The incumbents, whose date of next increment in State scale is between 1st July 2013 and 1st January 2014, will be sanctioned next increment on 01-07-2013, after placement into AICTE scheme.

IX. Fixation of pay on Promotion on or after 01-07-2013

In case of promotion from one grade pay to another in the AICTE scheme, the fixation will be done as follows:

- i) One increment equal to 3% of the sum of the pay in the Pay Band and the existing grade pay will be computed and rounded off to the next multiple of 10. This will be added to the existing pay in the Pay Band. The grade pay corresponding to the promotion post will thereafter be granted in addition to this pay in the pay band. However, in view of the considerable raise in effective pay between the two Pay Bands, there shall be no additional increment on movement from the Pay Band of ₹ 15600-39100 to the Pay Band of ₹ 37400-67000. In cases of promotion involving change in the Pay Band, if the pay in the lower Pay Band is less than the minimum of the higher Pay Band, pay in the Pay Band will be stepped up to such minimum.
- ii) In cases where an employee reaches the maximum of the Pay Band, the next higher Pay Band will be granted after one year of reaching such maximum. At the time of placement in the higher Pay Band, benefit of one increment will be provided. Thereafter, the employee will continue to move in the higher Pay Band till his pay in the Pay Band reaches the maximum of the Pay Band of ₹ 37400-67000, after which no further increments will be granted.
- iii) Rules of fixation of pay on promotion in State scales will not be applicable to those coming under AICTE scheme.

X. Other terms and conditions

- i) Since the implementation of AICTE scheme is envisaged as a Placement Scheme for existing faculties from revised State scale of pay to AICTE scheme, option facility will not be allowed under any circumstances.
- ii) Allowances other than Dearness Allowance shall be as applicable to State Government employees.
- iii) Age of superannuation, rules regarding pension, family pension, gratuity and encashment of leave, ex gratia compensation, provident fund etc are as applicable to State Government employees.
- iv) To maintain quality and excellence, the teachers going on deputation to other jobs except those related to education and research cannot carry forward AICTE pay scales.
- v) Administrative allowance is admissible to Principals only while performing administrative duties of the post of Principal.
- vi) The Minimum Qualification and experience of Lecturer, Head of Department and Principal in Polytechnic Institutions is given at Annex II.
- vii) For all Career Advancement Promotions from the date of order, the conditions in AICTE (Career Advancement Scheme for Teachers and other academic staff in Technical Institutions)(Diploma) Regulations 2012, as given at Annex.III should be strictly followed, wherever applicable.
- viii) The rules, orders, regulations, guidelines etc, as laid down by AICTE from time to time shall be applicable.
- ix) All recruitments to the cadres of Lecturer, Head of Department and Principal in the subjects covered under AICTE scheme, from the date of this order, shall be deemed to be under AICTE scheme and for such recruitments the norms prescribed by AICTE should be strictly followed.
- x) The Special Rules should be modified wherever necessary within a period of six months, strictly in tune with AICTE norms, in consultation with Finance Department.
- xi) An undertaking as given at Appendix shall be obtained from every beneficiary under this scheme to the effect that any excess payment made on account of incorrect placement of pay in the AICTE Pay Bands or grant of inappropriate Pay Band/Academic Grade Pay or any other excess payment made shall be recovered.
- xii) Anomalies if any, in the implementation of the scheme shall be brought to the

notice of Government through Director of Technical Education.

- xiii) Employees who are on leave without allowance as on 01.07.2013, and are eligible in all respects as per AICTE scheme will be placed under the scheme notionally on 01.07.2013 and they will be eligible for the monetary benefit under the scheme from the date of rejoining duty.
- xiv) The employees under suspension as on 01.07.2013, and are qualified in all respects as per AICTE norms, on their reinstatement will be placed under the scheme notionally with effect from 01.07.2013 with monetary benefits subject to the finalisation of disciplinary proceedings.
- xv) The AICTE scales of pay shall not be applicable to those who left service from the department on their own will/resigned /opted for relief to join other departments in Central/State/Quasi Government/private service etc on or after 01.07.2013 and where AICTE scales of pay are not in force.
- xvi) In case of employees who died on or after 01-07-2013 and was qualified in all respects as per AICTE scheme, the Head of office/Accountant General/Head of the Department is authorised to place the incumbent into AICTE scheme.
- xvii) If any question arises relating to the interpretation of any of the provisions of this order, the same shall be referred to Government for decision.
- xviii) All conditions like educational qualifications, experience and other academic performance requirements prescribed by AICTE shall be strictly adhered to. The sanctioning authority shall be personally held responsible for any lapse or deviation in sanctioning the AICTE benefits without observing the norms. Excess payment, if any, on account of irregular placement in AICTE scheme will be recovered with interest from the fixation authority in accordance with clause No.4 of Circular No.12/2013/Fin dated 30-01-2013.
- xix) Orders regarding pension in respect of teachers coming under this scheme, who retire on or after 01-07-2013 will be issued separately.

(By Order of the Governor)

RAJESH KUMAR SINHA

SECRETARY FINANCE (EXPENDITURE)

To

The Principal Accountant General (A&E/G&SSA), Kerala, Thiruvananthapuram
The Accountant General (E&RSA), Kerala, Thiruvananthapuram
The Private Secretaries to Chief Minister and other Ministers.

The Private Secretaries to Speaker, Deputy Speaker, Leader of Opposition and Government Chief Whip.
The Secretary to Governor.
The Additional Secretary to Chief Secretary
The Advocate General, Ernakulam (with C.L).
The Secretary, Kerala Public Service Commission (with C.L)
The Higher Education (L) Department.(vide U.O.File No.29494/L3/2011/H.Edn)
Finance (Education C) Department (vide U.O.File No.50870/Edn.C2/2013/Fin)
The Director of Technical Education, Thiruvananthapuram
The Principals of all Government and aided Polytechnic Colleges.
The Director of Treasuries, Thiruvananthapuram
The District Treasuries/ Sub Treasuries.
The Nodal Officer, www.finance.kerala.gov.in
The Director Information and Public Relations, Thiruvananthapuram
Stock File/Office Copy.

Forwarded/By order



Accounts Officer

Table.I.				
Incumbent Lecturers below six years of service in the post of Lecturer/equivalent cadre.				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	20740	15600	5400	21000
2	21240	15600	5400	21000
3	21800	15600	5400	21000
4	22360	15600	5400	21000
5	22920	15600	5400	21000
6	23480	15600	5400	21000
7	24040	15600	5400	21000
8	24660	15760	5400	21160
9	25280	16290	5400	21690
10	25900	16820	5400	22220
11	26520	17360	5400	22760
12	27140	17890	5400	23290
13	27820	18470	5400	23870
14	28500	19050	5400	24450
15	29180	19640	5400	25040
16	29860	20220	5400	25620
17	30610	20860	5400	26260
18	31360	21510	5400	26910
19	32110	22150	5400	27550
20	32860	22800	5400	28200
21	33680	23500	5400	28900
22	34500	24200	5400	29600
23	35320	24910	5400	30310
24	36140	25610	5400	31010
25	37040	26380	5400	31780
26	37940	27150	5400	32550
27	38840	27930	5400	33330
28	39740	28700	5400	34100
29	40640	29470	5400	34870

Table.II.				
1. Incumbent Lecturers who have completed six years of service in the post of Lecturer/equivalent cadre				
2. Incumbent Lecturers with M.Tech/M.E who have not completed five years of service as Lecturer/equivalent cadre				
3. Incumbent Lecturers with Ph.D who have not completed four years service as Lecturer/equivalent cadre				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	20740	15600	6000	21600
2	21240	15600	6000	21600
3	21800	15600	6000	21600
4	22360	15600	6000	21600
5	22920	15600	6000	21600
6	23480	15600	6000	21600
7	24040	15600	6000	21600
8	24660	15760	6000	21760
9	25280	16290	6000	22290
10	25900	16820	6000	22820
11	26520	17360	6000	23360
12	27140	17890	6000	23890
13	27820	18470	6000	24470
14	28500	19050	6000	25050
15	29180	19640	6000	25640
16	29860	20220	6000	26220
17	30610	20860	6000	26860
18	31360	21510	6000	27510
19	32110	22150	6000	28150
20	32860	22800	6000	28800
21	33680	23500	6000	29500
22	34500	24200	6000	30200
23	35320	24910	6000	30910
24	36140	25610	6000	31610
25	37040	26380	6000	32380
26	37940	27150	6000	33150
27	38840	27930	6000	33930
28	39740	28700	6000	34700
29	40640	29470	6000	35470

Table.III.				
1.Incumbent Lecturers with Ph.D& 4 years of service as Lecturer/equivalent Cadre				
2.Incumbent Lecturers with M.Tech/M.E and 5 years of service as Lecturer/equivalent cadre				
3.Incumbent Lecturers completed 9 years of service as Lecturer/ equivalent cadre				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	20740	15600	7000	22600
2	21240	15600	7000	22600
3	21800	15600	7000	22600
4	22360	15600	7000	22600
5	22920	15600	7000	22600
6	23480	15600	7000	22600
7	24040	15600	7000	22600
8	24660	15760	7000	22760
9	25280	16290	7000	23290
10	25900	16820	7000	23820
11	26520	17360	7000	24360
12	27140	17890	7000	24890
13	27820	18470	7000	25470
14	28500	19050	7000	26050
15	29180	19640	7000	26640
16	29860	20220	7000	27220
17	30610	20860	7000	27860
18	31360	21510	7000	28510
19	32110	22150	7000	29150
20	32860	22800	7000	29800
21	33680	23500	7000	30500
22	34500	24200	7000	31200
23	35320	24910	7000	31910
24	36140	25610	7000	32610
25	37040	26380	7000	33380
26	37940	27150	7000	34150
27	38840	27930	7000	34930
28	39740	28700	7000	35700
29	40640	29470	7000	36470

Table.IV.				
Incumbent Head of Section below 10 years of service as Lecturer/equivalent cadre and above				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	22360	15600	8000	23600
2	22920	15600	8000	23600
3	23480	15600	8000	23600
4	24040	15600	8000	23600
5	24660	15760	8000	23760
6	25280	16290	8000	24290
7	25900	16820	8000	24820
8	26520	17360	8000	25360
9	27140	17890	8000	25890
10	27820	18470	8000	26470
11	28500	19050	8000	27050
12	29180	19640	8000	27640
13	29860	20220	8000	28220
14	30610	20860	8000	28860
15	31360	21510	8000	29510
16	32110	22150	8000	30150
17	32860	22800	8000	30800
18	33680	23500	8000	31500
19	34500	24200	8000	32200
20	35320	24910	8000	32910
21	36140	25610	8000	33610
22	37040	26380	8000	34380
23	37940	27150	8000	35150
24	38840	27930	8000	35930
25	39740	28700	8000	36700
26	40640	29470	8000	37470
27	41640	30330	8000	38330
28	42640	31190	8000	39190
29	43640	32040	8000	40040

Table.V.				
1. Incumbent Head of Section with 10 years of service from Lecturer/ equivalent cadres onwards				
2. Incumbent Head of Section with Ph.D with 5 years of service from Lecturer/equivalent cadre onwards, who have not completed 3 years of service in the post of Head of section/equivalent cadre.				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	22360	37400	9000	46400
2	22920	37400	9000	46400
3	23480	37400	9000	46400
4	24040	37400	9000	46400
5	24660	37400	9000	46400
6	25280	37400	9000	46400
7	25900	37400	9000	46400
8	26520	37400	9000	46400
9	27140	37400	9000	46400
10	27820	37400	9000	46400
11	28500	37400	9000	46400
12	29180	37400	9000	46400
13	29860	37400	9000	46400
14	30610	37400	9000	46400
15	31360	37400	9000	46400
16	32110	37400	9000	46400
17	32860	37400	9000	46400
18	33680	37400	9000	46400
19	34500	37400	9000	46400
20	35320	37400	9000	46400
21	36140	37400	9000	46400
22	37040	37400	9000	46400
23	37940	37400	9000	46400
24	38840	37400	9000	46400
25	39740	37400	9000	46400
26	40640	37400	9000	46400
27	41640	37400	9000	46400
28	42640	37400	9000	46400
29	43640	37400	9000	46400

Table.VI.				
Incumbent Head of Section with Ph.D & 8 years of service from Lecturer/equivalent cadre onwards, out of which 3 years of service in the post of Head of section/equivalent cadre.				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	22360	37400	10000	47400
2	22920	37400	10000	47400
3	23480	37400	10000	47400
4	24040	37400	10000	47400
5	24660	37400	10000	47400
6	25280	37400	10000	47400
7	25900	37400	10000	47400
8	26520	37400	10000	47400
9	27140	37400	10000	47400
10	27820	37400	10000	47400
11	28500	37400	10000	47400
12	29180	37400	10000	47400
13	29860	37400	10000	47400
14	30610	37400	10000	47400
15	31360	37400	10000	47400
16	32110	37400	10000	47400
17	32860	37400	10000	47400
18	33680	37400	10000	47400
19	34500	37400	10000	47400
20	35320	37400	10000	47400
21	36140	37400	10000	47400
22	37040	37400	10000	47400
23	37940	37400	10000	47400
24	38840	37400	10000	47400
25	39740	37400	10000	47400
26	40640	37400	10000	47400
27	41640	37400	10000	47400
28	42640	37400	10000	47400
29	43640	37400	10000	47400

Table.VII.				
Incumbent Principals with 10 years of service from Lecturer/ equivalent cadre onwards				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	37040	37400	10000	47400
2	37940	37400	10000	47400
3	38840	37400	10000	47400
4	39740	37400	10000	47400
5	40640	37400	10000	47400
6	41640	37400	10000	47400
7	42640	37400	10000	47400
8	43640	37400	10000	47400
9	44640	37400	10000	47400
10	45640	37400	10000	47400
11	46640	38830	10000	48830
12	47640	38830	10000	48830
13	48640	38830	10000	48830
14	49740	38830	10000	48830
15	50840	38830	10000	48830
16	51940	38830	10000	48830
17	53040	38830	10000	48830
18	54140	38830	10000	48830
19	55240	38830	10000	48830
Principal will be eligible for Rs 2000/ per month as Administrative Allowance for performing administrative duties.				

Table.VIII.				
Incumbent Principals below 10 years of service from Lecturer/ equivalent cadre onwards.				
Sl.No	Basic Pay (State scale)	Pay in the Pay Band	AGP	AICTE Pay
1	37040	37400	9000	46400
2	37940	37400	9000	46400
3	38840	37400	9000	46400
4	39740	37400	9000	46400
5	40640	37400	9000	46400
6	41640	37400	9000	46400
7	42640	37400	9000	46400
8	43640	37400	9000	46400
9	44640	37400	9000	46400
10	45640	37400	9000	46400
11	46640	37400	9000	46400
12	47640	37400	9000	46400
13	48640	37400	9000	46400
14	49740	37400	9000	46400
15	50840	37400	9000	46400
16	51940	37400	9000	46400
17	53040	37400	9000	46400
18	54140	37400	9000	46400
19	55240	37400	9000	46400
Principal is eligible for Rs 2000/ per month as Administrative Allowance for performing administrative duties.				

Annex -II
Minimum Qualification and Experience for appointment of teaching Posts in Polytechnic Institutions.

<i>Post</i>	<i>Qualification</i>	<i>Experience</i>
Lecturer/Workshop Superintendent		
Engineering/Technology	Bachelor's degree in Engineering/Technology in the relevant branch with First Class or equivalent. If the candidate has a Master's degree in Engineering/Technology first class or equivalent is required at Bachelors or Masters level.	
Non Engineering subject(Physics, Chemistry, Mathematics &English)	First class Masters degree from a University recognised by UGC and approved by Universities in Kerala.	
Head of Department		
Engineering/Technology	Bachelors and Masters degree of appropriate branch in Engineering/Technology with First Class or equivalent either at Bachelor's or Master's level. OR Bachelor's degree and Master's degree of appropriate branch in Engineering/Technology with First Class or equivalent either at Bachelor's or Master's level and Ph. D or equivalent, in appropriate discipline in Engineering/ Technology.	Minimum of 10 years relevant experience in teaching/research/industry. Minimum of 5 years relevant experience in teaching/research/industry
Principal		
	Qualification as above for the post of Head of Department and Ph. D in engineering. OR Qualification as above for the post of Head of Department	Minimum of 10 years relevant experience in teaching/Research/industry out of which at least 3 years shall be at the level of head of department or equivalent.

		In case of Architecture, professional practice of 10 years as certified by the Council of Architecture shall also be considered valid.
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Note:

1. Equivalence for Ph. D is based on publication 5 International Journal papers, each journal having a cumulative impact index of not less than 2.0, with incumbent as the main author and all 5 publications being in the authors' area of specialization.
2. Ph. D shall be from a recognized University.
3. In case of research experience, good academic record and books/research publications/IPR/Patents record shall be required as deemed fit by the expert members of the Selection Committee. If the experience in industry is considered, the same shall be at managerial level equivalent to head of department with active participation record in designing, planning, executing, analyzing, quality control, innovating, training, technical books/research paper publications/IPR/patent etc as deemed fit by the expert members of the selection committee.
4. For the Post of Head of Department and Principal, flair for Management and Leadership is essential as deemed fit by the expert members of the Selection Committee.
5. If a class/division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class/division. If a Grade Point System is adopted the CGPA will be converted into equivalent marks as below.

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%

	पाठ्यक्रमों में सहभागिता (प्रत्येक कार्यकलाप के लिए : 5 अंक)	
	शिक्षा तथा राष्ट्रीय विकास पर निकायों/समितियों में सदस्यता/सहभागिता (प्रत्येक कार्यकलाप के लिए : 5 अंक)	10
	समाचार पत्रों, पत्रिकाओं या अन्य प्रकाशनों (जो वर्ग 3 में शामिल नहीं हैं) में आलेखों का प्रकाशन; रेडियो वार्ता आदि (प्रत्येक के लिए 1 अंक)	10
	अधिकतम पूर्णांक सीमा	15
III	अनुसंधान, प्रकाशन तथा अकादमिक योगदान	
	इसको अभातशिप विनियम 2010 के अनुसार भरा जाएगा। जहां कहीं भी अनुसंधान (शोध) योगदान संयुक्त रूप से किया गया है, ए.पी.आई. अंकों को, तालिका-1 दर्शाये गए फार्मूले के अनुसार सहयोगियों के मध्य बांट दिया जाएगा।	
	(iii) ए.पी.आई. अंकों का सारांश	
	सूचकांकों के प्रत्येक सेट के लिए अधिकतम अंक (स्कोर) सीमा के सारांश को हिसाब में रखा जाएगा।	
	(iv) इसी प्रकार पुस्तकालयाध्यक्ष/ उप-पुस्तकालयाध्यक्ष/सहायक पुस्तकालयाध्यक्ष तथा निदेशक, शारीरिक शिक्षा एवं खेलकूद/उप-निदेशक, शारीरिक शिक्षा एवं खेलकूद/सहायक निदेशक शारीरिक शिक्षा एवं खेलकूद के संवर्गों के लिए पी.बी.ए. एस. प्रपत्र, जो कि अभातशिप विनियम 2010 में रेखांकित किए गए ए.पी.आई. अंक पैटर्न पर आधारित है, विश्वविद्यालय द्वारा विकसित किया जायेगा।	

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
NOTIFICATION**

New Delhi, the 8th November, 2012

All India Council for Technical Education (Career Advancement Scheme for the Teachers and other Academic Staff in Technical Institutions) (Diploma) Regulations, 2012

F. No. 37-3/Legal/AICTE/2012.—In exercise of its powers conferred under sub-section (1) of Section 23 read with Section 10(i) and (v) of the All India Council for Technical Education Act, 1987 (52 of 1987), the All India Council for Technical Education makes the following Regulations :

1.	SHORT TITLE, APPLICATION AND COMMENCEMENT :
1.1	These Regulations may be called the All India Council for Technical Education (Career Advancement Scheme (CAS) for the Teachers and other Academic Staff in Technical Institutions) (Diploma) Regulations, 2012.
1.2	They shall apply to all technical institutions approved by the AICTE imparting technical education and such other courses/Programs and areas as notified by the AICTE from time to time.

1.3.	They shall come into force with effect from the date of their publication in the Official Gazette. <i>Provided</i> that in the event, any candidate becomes eligible for promotion under Career Advancement Scheme in terms of these Regulations on or after 5 th March, 2010, the promotion of such a candidate shall be governed by the provisions of these Regulations.
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2. CAREER ADVANCEMENT SCHEME :

2.1	A teacher who wishes to be considered for promotion under CAS may submit in writing to the State Government / College, within three months in advance of the due date, that he / she fulfils all qualifications under CAS and submit to the State Government / College the Performance Based Appraisal System (PBAS) in a proforma as evolved by the concerned State Government / College duly supported by all credentials as per the Academic Performance Indicator (API) guidelines (Appendix 1) set out in these Regulations.
2.2	In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the State Government / College 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 these Regulations, as on 05 th March, 2010 and till the date on which these Regulations are notified, can be considered for promotion from the date, on or after 5 th March, 2010, on which they fulfill the eligibility conditions.
2.3	Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the Regulations as per Tables II (A) of Appendix 1 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 is successfully re-assessed.
2.4	The Selection Committee specifications as delineated in Clause 4 are applicable to Career Advancement promotions of Lecturer to Lecturer (Senior scale) to Lecturer (Selection Grade).
2.5	CAS promotions from a lower grade to a higher grade of Lecturer / Lecturer (Senior scale) shall be conducted by a "Screening-cum-Evaluation Committee" adhering to the criteria laid out as API score in Performance Based Appraisal System (PBAS) in the Tables of Appendix 1.
2.6	The "Screening-cum-Evaluation Committee" for CAS promotion of Lecturer / Lecturer (Senior scale) from one AGP to the other higher AGP shall consist of :
[1]	"Screening-cum-Evaluation Committee" for College teachers :
[i]	The Principal / Director of the College;
[ii]	Head of the concerned department from the College, where there is no HOD, Professor as nominated by the Principal / Director from the same or any other Institution in the jurisdiction of the concerned State; and

		[iii]	Two subject experts in the concerned subject nominated by the State Government from the panel of experts.
		[2]	For Government/ Government Aided/ Government Autonomous Colleges :
		[i]	As may be prescribed by the respective State Governments / Board of Governors
	2.7		The quorum for these committees in both categories mentioned above shall be three including one subject expert / State nominee need to be present.
	2.8		The Screening-cum-Evaluation Committee on verification / evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the respective Directorate of Technical Education based on these Regulations and as per the minimum requirement specified in Tables II and III of Appendix 1 for each of the cadre of Lecturer, shall recommend to the State Government / Syndicate / Executive Council / Board of Management of the College about the suitability for the promotion of the candidate(s) under CAS for implementation.
	2.9		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.
	2.10		CAS promotion, being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert to its original cadre.
	2.11		The incumbent teacher must be on the roll and active service of the Colleges on the date of consideration by the Selection Committee for Selection / CAS Promotion.
	2.12		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 of the promotion if they consider themselves eligible. In any event, the College concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.
	2.13		In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.
	2.14		If a candidate applies for promotion immediately on completion of the minimum eligibility period and is successful, the date of promotion will be made applicable from the date of completion of minimum period of eligibility.
	2.15		If, however, the candidate finds that he / she fulfils the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from the date of application.
	2.16		If the candidate does not succeed in the first assessment, but succeeds in the subsequent assessment, his / her promotion will be deemed to be from the later date of successful assessment.

3.	STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY APPOINTED LECTURER :
3.1	Entry level Lecturer (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through three successive stages (stage 2, stage 3 and Stage 4), provided they are assessed to fulfill the eligibility and performance criteria as laid down in next clause.
3.2	In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these Regulations from 5 th March, 2010 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in the tables of Appendix 1 is to be implemented for one year, initially based on the existing systems in Universities / Colleges for one year only with the minimum annual scores as depicted in Table II (a) for College teachers. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2013, one year API scores for 2012-13 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2014, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
3.3	Lecturer, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade of Rs.6000 (stage 2) after completion of four years service as Lecturer.
3.4	Lecturer possessing M. Phil Degree or a Post-Graduate Degree in professional courses, approved by the relevant statutory body, shall be eligible for the next higher grade of Rs.6000 (stage 2) after completion of five years service as Lecturer.
3.5	Lecturer 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 of Rs.6000 (stage 2) only after completion of six years service as Lecturer.
3.6	The upward movement from the entry level grade (stage 1) to the next higher grade of Rs.6000 (stage 2) for all Lecturers shall be subject to their satisfying the API based PBAS conditions laid down by the AICTE in these Regulations.
3.7	Lecturer who has completed five years of service in the grade of Rs.6000 (stage 2) shall be eligible, subject to meeting the API based PBAS requirements laid down by these Regulations, to move up to next higher grade of Rs.7000 (stage 3).
3.8	Lecturer completing three years of teaching in the grade of Rs.7000 (stage 3) shall be eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these Regulations, to move to the Pay Band of Rs.37400-67000 with next higher grade of Rs.8000 (stage 4) and to be designated as Lecturer (Selection Grade). However those joining the Service after 5 th March 2010 shall have also earned Ph. D in addition to above mentioned requirements to move to the stage 4.
3.9	Lecturer (Senior Scale) completing three years of service in stage 3 and possessing a Ph. D. Degree in the relevant discipline shall be eligible to be appointed and designated as Lecturer (Selection Grade) and be placed in the next higher grade of Rs.9000 (stage 4) subject to following :

	(a)	satisfying the required credit points as per API based PBAS requirements as provided in Tables of Appendix 1; and
	(b)	an assessment by a duly constituted selection committee as suggested for the direct recruitment of Head of the Department.
4.	SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURES :	
	The AICTE has evolved following guidelines on :	
	(a)	Constitution of Selection Committees for selection of Lecturer, Head of the Department, Workshop Superintendent for direct recruitment and under CAS
	(b)	Specified selection procedures for direct recruitment and Career Advancement Schemes Regulations for Teachers in Colleges. However, for other academic staff in Colleges, UGC guidelines of 30.6.2009 and any amendments / corrigendum / clarifications issued subsequently by UGC be followed.
5.	SELECTION COMMITTEE SPECIFICATIONS :	
	5.1	Lecturer in Colleges including Private Colleges :
		The Selection Committee for the post of Lecturer in Colleges including Private Colleges shall have the following composition:
	1.	Chairperson of the Governing Body of the College or his/her nominee from among the members of the Governing body to be the Chairperson of the Selection Committee.
	2.	The Principal / Director of the College.
	3.	Head of the Department of the concerned subject in the College.
	4.	Two nominees of the State Government whom one should be a subject expert. In case of Colleges notified / declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the State Government from the list of experts suggested by the relevant statutory body of the College, of whom one should be a subject expert.
	5.	Two subject-experts not connected with the College to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the State Government from the list of subject experts approved by the State.
	6.	In case of Colleges notified/ declared as minority educational Institutions, two subject experts not connected with the State to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the State Government from the list of subject experts approved by the relevant statutory body of the College
	7.	An academician representing SC / ST/ OBC/ Minority/ Women/Differently-abled categories, if any of candidates representing these categories is the

		applicant, to be nominated by the State Government, if any of the above members of the selection committee does not belong to that category.
		To constitute the quorum for the meeting, five of which at least two must be from out of the three subject-experts shall be present. For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Services, Commissions / Teacher Recruitment Boards must invite three subject experts, for which the concerned State Government be involved in the selection process by respective appointing authority.
5.2		Head of the Department/ Workshop Superintendent in Colleges including Private Colleges :
		The Selection Committee for the post of Head of the Department/ Workshop Superintendent in Colleges including Private Colleges shall have the following composition :
	1.	The Chairperson of the Governing Body or his or her nominee, from among the members of the Governing body to be the Chairperson of the Selection Committee.
	2.	The Principal / Director of the College.
	3.	The Head of the Department of the concerned subject from the State College.
	4.	Two State Government representatives nominated by the State Government, one of whom will be the Principal of College or equivalent position in the College and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the State Government from the list of experts suggested by the relevant statutory body of the College of whom one should be a subject expert.
	5.	Two subject-experts not connected with the College to be nominated by the Chairperson of the governing body of the College out of a panel of five names recommended by the State Government from the list of subject experts approved by the relevant statutory body of the State concerned. In case of Colleges notified / declared as minority educational Institutions, two subject experts not connected with the State to be nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from minority communities, recommended by the State from the list of subject experts approved by the relevant statutory body of the College.
	6.	An academican representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these

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		categories is the applicant, to be nominated by the State, if any of the above members of the selection committee does not belong to that category.
		The quorum for the meeting should be five of which at least two must be from out of the three subject-experts. For all levels of teaching positions in for Government / Government aided / Government autonomous Colleges, the State Public Service, Commissions / Teacher Recruitment Boards must invite three subject experts, for which the concerned State be involved in the selection process by respective appointing authority.
	5.3	College Principal / Director :
		The Selection Committee for the post of College Principal shall have the following composition :
	1.	Chairperson of the Governing Body as Chairperson.
	2.	Two members of the Governing Body of the College to be nominated by the Chairperson of whom one shall be an expert in academic administration.
	3.	One nominee of the State Government who shall be a Higher Education expert.
	4.	Three experts consisting of the Principal / Director of a College (to be nominated by the Governing Body of the College) out of a panel of six experts approved by the State Government
	5.	An academican representing SC / ST / OBC / Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the State Government, if any of the above members of the selection committee does not belong to that category.
		To constitute the quorum for the meeting, five of which at least two must be from out of the three subject experts shall be present. All the selection procedures of the selection committee shall be completed on the day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee. The term of appointment of the College Principal / Director shall be FIVE years with eligibility for reappointment for one more term only after a similar selection committee process.
	6.	COUNTING OF PAST SERVICES FOR DIRECT RECRUITMENT AND PROMOTION UNDER CAS :
	6.1	Previous regular service, whether national or international, as Lecturer, Head of the Department, Workshop Superintendent or equivalent in a College, National

		Laboratories or other scientific / professional organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT etc., should be counted for direct recruitment and promotion under CAS of a teacher as Lecturer (senior scale), Lecturer (Selection Grade) or any other nomenclature these posts are described as per Appendix I – Table No. II provided that :
	(a)	The essential qualifications of the post held were not lower than the qualifications prescribed by the AICTE for Lecturer, Head of the Department, Workshop Superintendent as the case may be.
	(b)	The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Lecturer, Head of the Department, Workshop Superintendent
	(c)	The candidate for direct recruitment has applied through proper channel only.
	(d)	The concerned Lecturer, Head of the Department, Workshop Superintendent should possess the same minimum qualifications as prescribed by the AICTE for appointment to the post of Lecturer, Head of the Department, Workshop Superintendent, as the case may be.
	(e)	The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of State Government / Central Government / concerned institutions, for such appointments.
	(f)	The previous appointment was not as guest lecturer for any duration, or an ad-hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service of more than one year duration can be counted provided that :
		[i] the period of service was of more than one year duration;
		[ii] the incumbent was appointed on the recommendation of duly constituted Selection Committee;
		[iii] the incumbent was selected to the permanent post in continuation to the ad-hoc or temporary service; and
		[iv] Artificial break in service shall not be used to the prejudice of employee, appointed on permanent basis. The person appointed on permanent basis shall be given the benefit of entire service rendered by him with effect from the date of initial appointment (temporary/contract/ad-hoc) notwithstanding the artificial break/breaks in service.
	(g)	No distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government) was considered for counting past services under this clause.

Dr. K. P. ISAAC, Member-Secy.

[ADVT. III/4/162/12/Exty.]

APPENDIX - 1**TABLE - I****PROPOSED SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF COLLEGE TEACHERS****CATEGORY I : TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

Brief Explanation : Based on the teacher's self-assessment, API scores are proposed 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.

Sl. No.	Nature of Activity	Maximum Score
1	Lectures, seminars, tutorials, practicals, contact hours undertaken as percentage of lectures allocated ^a	50
2	Lectures or other teaching duties in excess of the AICTE 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

Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Note: ^a Lectures and tutorials allocation to add up to the AICTE norm for particular category of teacher. State Government may prescribe minimum cut-off (net of due leave), say 80 %, for 1 above, below which no scores may be assigned in these sub-categories.

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

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed 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.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

Sl. No.	Nature of Activity	Maximum Score
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
3	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
	Total Score	50
	Minimum API Score Required	15

CATEGORY- III : RESEARCH AND ACADEMIC CONTRIBUTIONS

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

Sl. No.	APIs	Engineering	Faculties of Languages Humanities/ Social Sciences/ Management	Max. points for College teacher position
III A	Research Papers	Refereed Journals *	Refereed Journals*	15 / publication

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	published in :			
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN number.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 / Publication
		Seminar/ Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	International 10/ publication National 5 / publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	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 contributed to edited knowledge based volumes published by International Publishers Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international	Chapters in knowledge based volumes in Indian/National level publishers with ISBN /ISSN numbers and with numbers of national and international directories	5 / Chapter

		directories			
III (C)	RESEARCH PROJECTS				
III (C) (i)	Sponsored Projects carried out/ ongoing	Major Projects amount mobilized with grants above Rs. 30.0 lakh	Major Projects amount mobilized with grants above Rs. 5.0 lakh	20 /each Project	
		Major Projects amount mobilized with grants above Rs. 5.0 lakh up to Rs. 30.00 lakh	Major Projects Amount mobilized with minimum of Rs.3.00 lakh up to Rs.5.00 lakh	15 /each Project	
		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.3.00 lakh	Amount mobilized with minimum of Rs.1.0 lakh	10 per every Rs.3.0 lakh and Rs.1.0 lakh, 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	
				10 / each minor Project	
III (C) (iv)	Projects Outcome / Outputs	Major policy document of Govt. Bodies at Central and State level	Major Policy document of Govt. Bodies at Central and State level	30 / each national level output or patent	
		Patent/ Technology transfer/ Product/ Process	Patent/ Technology transfer/ Product/ Process	50 /each for International level	
III (D)	RESEARCH GUIDANCE				
III (D) (i)	M.Phil./ M.Tech	ME/	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)	Attended Refresher courses, Methodology workshops, Training, Teaching Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	Not less than two weeks Duration	Not less than two weeks duration	20/each
		One week duration	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	15 /each
		b) National	b) National	10/ each
		c) Regional/State level	c) Regional/State level	5 /each
		d) Local -College level	d) Local – 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 /each
<p>* Wherever relevant to any specific discipline, the API score for paper in refereed journal would 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.</p>				
<p>** 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</p>				

(e)(ii).

Notes : 1. It is incumbent on the Coordination Committee proposed in these Regulations and the to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally total score, if the number of authors are more, then the first two authors would share equally 60% of the total points and the remaining authors would share equally 40% of the points.

TABLE - II (A)

MINIMUM APIS AS PROVIDED IN TABLE I.

TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

		Lecturer: (Stage 1 AGP 5400 to Stage 2 AGP 6000)	Lecturer: (Stage 2 AGP 6000 to Stage 3 AGP 7000)	Lecturer: (Stage 3 AGP 7000 to Stage 4 AGP 8000)	Lecturer: (Stage 4 AGP 8000 to Stage 5, PB4, AGP 9000)	
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	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	

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(Category III)						
V	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	
	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - 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	

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

- All Universities / Colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these Regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the Universities / Colleges for follow up by the Universities / College authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
- 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.
- 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, if any for one year only with the minimum average scores as depicted in Table II (a) and II (b). 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 2011, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher becoming for CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
- As shown in Table II, the aggregate minimum API score required 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.
- 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 later 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(B)

Minimum Scores for APIs for direct recruitment of teachers in Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulations.

	Lecturer / equivalent cadres (Stage 1)	Head of the Department / Workshop Superintendent / equivalent cadres (Stage 4)	
Minimum API Scores	Minimum Qualification as stipulated in these Regulations	Consolidated API score requirement of 300 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%)	

TABLE : III			
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN COLLEGES			
Sl. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Lecturer from Stage 1 to Stage 2	Lecturer 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	<p>(i) Minimum API scores using PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A)/II(B) of Appendix 1.</p> <p>(ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIILP/ISTE/ NITTTR / IIT / DTE / SBTE / University, etc.</p> <p>(iii) Screening-cum-Verification process for recommending promotion.</p>
2.	Lecturer from Stage 2 to Stage 3	Lecturer with completed service of five years in Stage 2.	<p>(i) Minimum API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A) / II(B) of Appendix 1</p> <p>(ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching – Learning – Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration approved or conducted by AICTE / Central Govt. / State Govt. /TEQIP / CIILP / ISTE/ NITTTR / IIT / DTE / SBTE / University etc.</p> <p>(iii) Screening-cum-Verification process for recommending promotion.</p>
3.	Lecturer (Stage 3) to (Stage 4)	Lecturer with three years of completed service in Stage 3.	<p>(i) Minimum API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table IIA / II(B) of Appendix 1.</p> <p>(ii) At least three publications in the entire</p>

			<p>period as Lecturer (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders..</p> <p>(iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration approved or conducted by AICTE/Central/State Govt /TEQIP / CIILP/ISTE/ NITTR / IIT / DTE / SBTE / University, etc.</p> <p>(iv) A selection committee process as stipulated in these Regulation and in Tables II(A) and II(B) of Appendix I.</p>
4.	Lecturer (Stage 4) to (Stage 5)	Lecturer with three years of completed service in Stage 4.	<p>(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned State Government as per the norms provided in Table II(A)/II(B) of Appendix 1. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required.</p> <p>(ii) A minimum of five publications since the period that the teacher is placed in Stage 3.</p> <p>(iii) A selection committee process as stipulated in these Regulations and in Tables II(A) and II(B) of Appendix I.</p>

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State Government of _____

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

Session / Year _____

(To be completed and submitted at the end of each academic year)

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. & E-mail)	:	
8.	Whether acquired any degree 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

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)					
Sl. No.	Course / Paper	Level	Mode of teaching *	No. of classes per week allotted	No. of Classes conducted	% of classes / 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 upto 80% performance, below which no score may be given)					
(b)	Teaching Load in excess of AICTE norm (max. score : 10)					
(ii)	Reading / Instructional material consulted and additional knowledge resources provided to students					
Sl. No.	Course / Paper	Consulted	Prescribed	Additional Resource Provided		

API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (max. Score : 20)			API Score	
(iii)	Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, etc.			
Sl. No.	Short Description			API Score
	Total Score (max Score : 20)			
(iv)	Examination Duties Assigned and Performed			
Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (max. : 25)			

CATEGORY II							
<u>CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES</u>							
Please mention your contribution to any of the following :							
Sl. 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							
<u>(RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS)</u>							
A) Published Papers in Journals							
Sl. No.	Title with Page Nos.	Journ al	ISSN/ISBN No.	Whether peer reviewed, impact factor, if any	No. of co-authors	Whether you are the main author	API Score

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B(i) Articles / Chapters published in Books

Sl. 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

Sl. 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

Sl. 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							
Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score		
(c) (iii & iv) Completed Projects / Consultancies							
Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. in Lakh)	Whether policy document/patent as outcome	API Score	
(D) Research Guidance							
Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score			
M.E./M.Tech./Master in appropriate field							
Ph. D. or equivalent							
(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)							
Sl. No.	Programme	Duration	Organised by	API Score			

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia					
Sl. 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.					
Sl. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc.	Organised by	Whether international / national	API Score
IV. SUMMARY OF API SCORES					
Sl. No.	Criteria	Last Academic Year	Total-API Score for Assessment Period	Annual Av. API Score for Assessment Period	
I	Teaching, Learning and Evaluation related activities				
II	Co-curricular, Extension, Professional development, etc.				
	Total (I + II)				
III	Research and Academic Contribution				

PART C : OTHER RELEVANT INFORMATION

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

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

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

Sl. No.	Sl. No.
1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

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

Signature of the faculty with
Designation, Place & Date

Signature of HOD/School
Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the State Government/College and information filed with the IQAC.

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PART C : OTHER RELEVANT INFORMATION

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

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

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

Sl. No.	Sl. No.
1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

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

Signature of the faculty with
Designation, Place & Date

Signature of HOD/School
Chairperson/Principal

N.B. : The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the State Government/College and information filed with the IQAC.

Instructions for Filing up Part B of the PBAS Proforma

Part B of the Proforma is based on the AICTE Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

N.B. : The self-assessment scores are subject to verification by the State Government/College, and by the Screening- cum-Verification Committee or Selection Committee as the case may be.

I Teaching and Evaluation Related Performance :

		Indicators/Activities	Maximum Score
(i)	(a)	Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80% assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score if there is 100% achievements	50
	(b)	If teacher has taken classes exceeding AICTE norm, then two point to be assigned for each extra hour of classes	10
(ii)		Imparting of knowledge/instruction vis-a-vis with the prescribed material (Text book / Manual, etc.) and methodology of the curriculum (100% compliance = 20 points)	20
(iii)		Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement, etc.	
		Updating of courses, design of curriculum, (5-single course)	10
		Preparation of resource material, fresh reading materials, Laboratory manuals, etc.	10
		Use of innovative teaching-learning methodologies; use of ICT; updated subject content and course improvement.	10

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	a.	ICT Based Teaching material:10points/each	
	b.	Interactive Courses : 5 points/each	
	c.	Participatory Learning modules : 5 points/each	
		Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 points)	10
		Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
		Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
		Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students	10
	a.	Workshop/Training course : 10 points each	
	b.	Popularization program : 5 points each	
		Maximum Aggregate Limit	20
(iv)		Examination Related Work	
		College/ State Government end semester/Annual Examination work as per duties allotted. (Invigilation – 10 points, Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points)	20
		College/ State Government examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
		Examination work such as coordination, or flying squad duties, etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
		Maximum Aggregate Limit B (iv)	25
II	Co-curricular, Extension and Profession Related Activities and Participation in the Corporate Life of the Institution		

(i)	Extension and Co-curricular Related Activities	
	Institutional Co-curricular activities for students such as field studies/educational tours, industry-imparting training and placement activity (5 point each)	10
	Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
	Students and Staff Related Socio-Cultural and Sports Programmes, campus publications (department level 2 points, institutional level 5 points).	10
	Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms, etc. (5 points each)	10
	Maximum Aggregate Limit	20
(ii)	Contribution to Corporate Life and Management of the Institution	
	Contribution to Corporate life in Universities/Colleges through meetings, popular lectures, subject related events, articles in College magazine and State Government volumes (2 point each).	10
	Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
	Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
	Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
	Organization of Conference/Training: International (10 points); national/regional (5 points)	10
	Maximum Aggregate Limit	15
(iii)	Professional Development Related Activities	
	Membership in profession related committees at state and national level	10

	a.	At national level : 3 points each	
	b.	At state level : 2 points each	
		Participation in subject associations, conferences, seminars without paper presentation (Each activity:2 point)	10
		Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
		Membership/participation in Bodies/ Committees on Education and National Development (5 each)	10
		Publication of articles in newspapers, magazine or other publications (not covered in category 3); radio talks, etc. (1 point each).	10
		Maximum Aggregate Limit	15
III	RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS		
	This is to be filled as per the AICTE Regulations, 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.		
	iii.	Summary of API Scores	
	The summary must take into account the maximum score limits for each set of indicators.		
	iv.	Similar PBAS proforma could be developed by the universities for the Cadres of Librarian/ Deputy Librarian /Assistant Librarian and Director of Physical Education & Sports/Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in AICTE Regulations, 2010.	

UNDERTAKING

[See G.O.(MS) No75/2014/Fin Dated:20-02-2014]

I hereby undertake that any excess payment that may be found to have been made out of incorrect placement into AICTE scheme or any excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Signature:.....

Name:.....

Designation:.....

Polytechnic College:.....

Place:.....

Date:.....