



हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय Central University of Himachal Pradesh

कैम्प कार्यालय, एचपीसीए क्रिकेट स्टेडियम के निकट, धर्मशाला, जिला - कागडा, हिमाचल प्रदेश - 176215
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Recommendation(s) of Screening Committee For Promotion of Teachers under Career Advancement Scheme (CAS)

Name _____ Designation _____

Department _____ School _____

CAS Promotion due from _____ (Academic Level _____) to
_____ (Academic Level _____)

1. Service Rendered in present Academic : From _____ to _____
Pay Level (Total duration in years)

Total Duration in years : _____ years

2. PhD Degree in the relevant Subject : YES / No / Not Required

Title of the PhD Thesis (Self) : _____

3. Participation in Minimum Two Weeks : YES / No
duration RC/RMW/FDP etc.

Number of Course Attended :

Details of Course Attended : 1. From _____ to _____

Name of the Course _____

Institute from where course was undertaken _____

2. From _____ to _____

Name of the Course _____

Institute from where course was undertaken _____

4. Total No. of Research Publications :
during entire service period (As per list
attached separately as per proforma)

Total No. of Research Papers Published :
during Assessment Period under
consideration (As per list attached
separately as per proforma)

Table-1

Assessment Criteria and Methodology for University/College Teachers for Promotion under CAS

(Performa to be filled by Screening-cum-Evaluation Committee)

Name of the Teacher:

Department:

Applied for promotion under CAS (Stage):Academic Pay Matrix Level.....) toAcademic Pay Matrix Level.....)

Sl. No.	Activity	Year/Session Grading						Overall Grading (Verified by Screening-cum-Evaluation Committee)
1.	Teaching: (Number of classes taught/total classes assigned)x100% {Classes taught includes sessions on tutorials, lab and other teaching related activities)							
2.	Involvement in the University/College students related activities/research activities: a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. d) Organising seminars/ conferences/ workshops, other college/university activities. e) Evidence of actively involved in guiding Ph.D. students. f) Conducting minor or major research project sponsored by national or international agencies. g) At least one single or joint publication in peer reviewed or UGC list of Journals.							

Note:

1. For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.
2. All the documents must be attached by the concerned teacher separately for each respective year/session in support of above activities mentioned at Sl. No. 1 and Sr. 2 above.
3. The Grading criteria is attached at 'Annexure-1'.

Recommendations of the Screening-cum-Evaluation Committee:

Certified that the details of Dr./Sh./Ms.....have been verified with the information filled by him/her in his/her application form (Attached as 'Annexure-1') alongwith the documents submitted by him/her (attached as per file) and found correct as per requisite criteria as laid down under UGC Regulations, 2018. The committee recommend him/her for promotion under CAS from(Academic Pay Matrix Level.....) to(Academic Pay Matrix Level.....) w.e.f. the due date of eligibility for CAS promotion i.e..... (Consequential Service and Financial benefits both from the due date of eligibility for promotion) in accordance with UGC Regulations, 2018.

(Prof.)
.....

(Prof.)
Head, Department of

(Prof.)
Dean, School of

(Prof.)
.....

Vice-Chancellor nominee & the Chairperson of the Committee

Table-2

**Research Score (For Total Assessment Period under Consideration as per UGC Regulations, 2018)
As per verification of submitted record/Documents by applicant:**

Sl. No.	Academic/Research Activity	Score Claimed	Score Verified by Screening Committee
1.	Research Papers in Peer-Reviewed or UGC listed Journals		
2.	Publications (other than Research papers): Like; Books, edited Books, chapters in edited books, Translation works etc.		
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula, MOOCs, E-content etc.		
4.	Research guidance (PhD, M.Phil./PG Level, Dissertations, Research Projects, Consultancy)		
5.	Patents, Policy Document, Awards/Fellowships		
6.	Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings		
	Total Research Score of Applicant		