Guidelines/ Rules for Promotion of Faculty
under
Career Advancement Scheme (CAS)
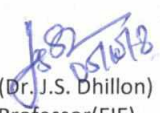
Sant Longowal Institute of Engineering & Technology
(Deemed to be University under MHRD, Govt. of India)
Longowal, District Sangrur-148106, Punjab, India

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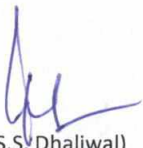| (Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

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Guidelines/Rules for Promotion of Faculty under
Career Advancement Scheme (CAS)

1. SHORT TITLE, APPLICATION AND COMMENCEMENT

1.1 The "Advisory Committee on Faculty Recruitment (ACoFAR)" was constituted for governing the promotion procedure of faculty in the Institute under Career Advancement Scheme, as per decision of the Board of Management taken in its 29th meeting held on 28.05.2018 vide Item No. 29.10.

1.2 These Guidelines/Rules and Regulations are called the SLIET Guidelines/Rules for Promotion of Faculty under Career Advancement Scheme (CAS)and will be implemented following the guidelines of the All India Council for Technical Education (AICTE) (Career Advancement Scheme for the Faculty and Other Academic Staff in Technical Institutions-Degree) Regulations, 2012 amended from time to time.

1.3 These Rules and Regulation shall apply to every regular faculty members of the Institute.

1.4 A faculty member of the Institute means Professors, Associate Professors and Assistant Professors, who is a full time salaried employee of the Institute and does not include honorary, visiting, part-time, contractual and ad-hoc faculty.

1.5 These Rules and Regulations shall come into force for all the candidates to be assessed on or after the date of approval of the Board of Management (BoM) of the Institute.

1.6 In these Rules & Regulations, the context; otherwise requires, -

   a.   "ACoFAR" means Advisory Committee on Faculty Recruitment

   b.   "AICTE" means the All India Council for Technical Education, New Delhi.

   c.   "Appendix" means the Appendix appended to these Rules.

   d.   "Appointing Authority" means the Director, SLIET in case of Group `B` & 'C' and the BoM for Group `A` posts.

   e.   "BoM" means the Board of Management of the Institute.

   f.   "CAS" means Career Advancement Scheme for the faculty of the Institute.

   g.   "CGPA" means Cumulative Grade Point Average

   h.   "Chairman" means the Chairman of the Board of Management of the Institute.

   i.   "Department" in relation to the Institute means an academic unit of the Institute engaged in academic activities (like teaching, research, etc) generally relating to a particular discipline or area.

   j.   "Director" means the Director of the Institute.

   k.   "HoD" means head of the Teaching Department of the Institute

   l.   "Institute/SLIET" means Sant Longowal Institute of Engineering & Technology, Longowal, District- Sangrur, Punjab, PIN – 148106.

   m.   "MHRD" means Ministry of Human Resource Development, New Delhi.

   n.   "MoA" means the Memorandum of Association of the Institute as amended from time to time.
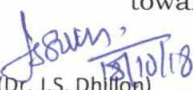
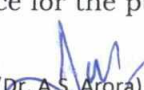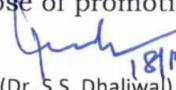| (Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
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o.   "President" means the President of the Society of the Institute

p.   "UGC" means University Grants Commission, New Delhi.

1.7   Anything, otherwise, not contained in these rules shall be governed/regulated by the AICTE/MHRD/BoM guidelines issued in this regard from time to time.

1.8   If any revision / rules of CAS are notified by MHRD / AICTE / BoM, the same will be applicable from the date of adoption by the Institute.

1.9   In case of any clarification in implementation of these guidelines/rules, the matter will be referred to ACoFAR for consideration and recommendations to the Competent Authority.
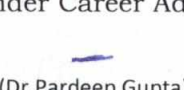
2.   GENERAL PROCEDURE/GUIDELINES

2.1   Faculty members who wish to be considered for promotion under Career Advancement Scheme may submit in writing to the Registrar, within three months in advance of the due date, stating that he/she fulfils all qualifications under CAS and submit the Performance Based Appraisal System (PBAS) on prescribed proforma as evolved by the Institute duly supported by all credentials as per the Academic Performance Indicator (API) guidelines set out in the Institute Regulations. In any event, the Institute shall send a general circular "Call for Applications for CAS" promotions from eligible candidates.

2.2   The incumbent faculty must be on the roll and active service of the Institute on the date of consideration by the Selection Committee for Promotion through Career Advancement Scheme.

2.3   Candidates who do not fulfil the minimum score requirement under the API Scoring System (Given in Rule-4) 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 got re-assessed. **However, in case of in-ordinate delay in re-assessment of a candidate, the date of promotion can be decided by the Selection Committee considering minimum period of one year from the date of previous assessment.**

2.4   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.

2.5   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 affected from the date of fulfilment of the eligibility conditions.

2.6   CAS promotion, being a personal promotion to the incumbent faculty holding a substantive sanctioned post, on superannuation or leaving the Institute by the individual incumbent, the said post shall revert to its original cadre.

2.7   All recommendations of the Selection Committee shall take effect only from the date of approval of the BoM or any later date as decided by the Board. There shall be no retrospective financial implementation of recommendations of the Selection Committee except fixation of pay on notional basis from the date of fulfilment of eligibility conditions.

2.8   The requirement of Vigilance Clearance Certificate from CVO of the Institute is essential for promotion to every stage under CAS.

2.9   The period spent on Extra Ordinary Leave, Study Leave (Other than QIP and special scheme of Government of India) during the period of assessment will not be counted towards service for the purpose of promotion under Career Advancement Scheme.

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3.   STAGES OF PROMOTION UNDER CAS AND ELIGIBILITY CRITERIA

The eligibility criteria along with proposed scores for Academic Performance Indicators (APIs) for promotions under Career Advancement Scheme(CAS) has been devised based on the guidelines prescribed by the AICTE, New Delhi duly adopted by the Institute in its 29th BoM (Item No.29.10).The stages of Promotions of faculty under Career Advancement Scheme and eligibility criteria are described below:

3.1   Entry Level Assistant Professor (Stage 1, APL-10 of Rs.57700-98200) to Assistant Professor (Stage 2, APL-11 of Rs.68900-117200).

i.   Entry Level Assistant Professor (Stage 1) or equivalent Grade Pay in 6th CPC, possessing Ph.D. Degree in the relevant discipline shall be eligible, for moving to the higher Academic Pay Level-11 of Rs.68900-117200 (Stage 2) after completion of four years' service as Assistant Professor.

Entry Level Assistant Professor (Stage 1) or equivalent Grade Pay in 6th CPC, possessing M.Phil. Degree or a Post-Graduate Degree in the professional courses (M.E. / M.Tech.), approved by the relevant statutory body, shall be eligible, for moving to the higher Academic Pay Level-11 of Rs.68900-117200 (Stage 2) after completion of five years' service as Assistant Professor.

Entry Level Assistant Professor (Stage 1) or equivalent Grade Pay in 6th CPC, who does not have Ph.D. or M.Phil. or a Master's Degree in the relevant professional course (M.E. / M.Tech.), shall be eligible, for moving to the higher Academic Pay Level-11 of Rs.68900-117200 (Stage 2) only after completion of six years' service as Assistant Professor.

ii.   Minimum API scores using PBAS scoring Performa prescribed by the Institute as per the norms provided in Rule-4.

iii.   "One orientation and one Refresher/ Research Methodology Course of 2/3 weeks duration **(Minimum 4 weeks- may be of one week each)** approved or conducted by AICTE/ QIP / Central Govt./State Govt./TEQIP/CIIILP/ISTE/NITTTR/IIT/DTE/ SBTE/ University / SWAYAM / Advance NPTEL etc.

iv.   Development of one laboratory manual containing at least eight experiments and development of course material of one subject preferably of Integrated Certificate Diploma Programme (ICD) with questions banks of at least (i) 50 multiple choice questions (MCQ), (ii) 30 short-answer questions and (iii) 20 descriptive type questions.

v.   Consistently Good Annual Performance Appraisal Reports (APAR/ACRs) for the assessment period.

vi.   Screening-cum-Verification process for recommending promotion. Candidates may be asked to appear before the Screening-cum-Verification Committee for personal interaction.

3.2   Assistant Professor (Stage 2, APL-11 of Rs.68900-117200) to Assistant Professor (Stage 3, APL-12 of Rs.79800-131700).

i.   Assistant Professor who has completed five years of service in the Academic Pay Level-11 of Rs.68900-117200 (Stage 2) or equivalent Grade Pay in 6th CPC shall be eligible, subject to meeting API based PBAS requirements laid down by these Regulations, to move up to next higher Academic Pay Level-12 of Rs.79800-131700 (Stage 3).

ii.   Minimum API scores using PBAS scoring Performa prescribed by the Institute

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as per the norms provided in Rule-4.

iii.   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 weeks duration **(Minimum 2 weeks- may be of one week each)** approved or conducted by AICTE/ QIP / Central Govt./State Govt./ TEQIP / CIIILP/ ISTE/ NITTTR/ IIT/DTE/ SBTE/ University / SWAYAM / Advanced NPTEL etc.

iv.   Development of one laboratory manual containing at least eight experiments and development of course material of one subject preferably of Integrated Certificate Diploma Programme (ICD) with questions banks of at least (i) 50 multiple choice questions (MCQ), (ii) 30 short-answer questions and (iii) 20 descriptive type questions.

v.   Consistently Good Annual Performance Appraisal Reports (APAR/ACRs) for the assessment period.

vi.   Screening-cum-Verification process for recommending promotion. Candidates may be asked to appear before the Screening-cum-Verification Committee for personal interaction.

3.3   Assistant Professor (Stage-3, APL-12 of Rs.79800-131700) to Associate Professor (Stage 4, APL-13A of Rs.131400-204700):

i.   Assistant Professor completing three years of teaching in the Academic Pay Level-12 of Rs.79800-131700 (Stage-3) or equivalent Grade Pay in 6th CPC shall be eligible, subject to the qualifying conditions and the API based PBAS requirement prescribed by these Regulations, to move to the Academic Pay Level-13A of Rs.131400-204700 (Stage-4) and to be designated as Associate Professor. Ph.D. Degree is mandatory requirement for moving to the higher grade of Associate Professor (Stage 4, APL-13A of Rs.131400-204700).
Two years' post Ph.D. experience as Assistant Professor is desirable for promotion to the post of Associate Professor (Stage-4).

ii.   Minimum API scores using PBAS scoring Performa prescribed by the Institute as per the norms provided in Rule-4.

iii.   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 minimum one-week duration approved or conducted by AICTE/ QIP / Central Govt./State Govt./ TEQIP / CIIILP/ ISTE/ NITTTR/ IIT/DTE/ SBTE/ University / SWAYAM / Advanced NPTEL etc.

iv.   At least three publications (preferably one publication in Web of Science / SCOPUS during assessment period)in the entire period as Assistant Professor (twelve years).

v.   Development of one laboratory manual containing at least eight experiments and development of course material of one subject preferably of Integrated Certificate Diploma Programme (ICD)/ Undergraduate programme (UG) with questions banks of at least (i) 50 multiple choice questions (MCQ), (ii) 30 short-answer questions and (iii) 20 descriptive type questions.

vi.   Consistently Good Annual Performance Appraisal Reports (APAR/ACRs) for the assessment period.

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vii.   A Selection Committee process as stipulated in these Regulations.

viii   Industrial training of 2-4 weeks in reputed industry is desirable during service period of Stage I, II and III and will be mandatory w.e.f. January 2021.

3.4 Associate Professor (Stage-4, APL-13A of Rs.131400-204700) to Professor (Stage-5, APL-14 of Rs.144200-211800)

i.   Associate Professor completing three years of service in Stage-4, APL-13A of Rs.131400-204700 or equivalent Grade Pay in 6th CPC and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher Academic Pay Level-14 of Rs.144200-211800 (Stage-5).

Three years' experience as Associate Professor after acquiring Ph.D. degree is must for promotion to the post of Professor (Stage-5).

ii.   Minimum yearly/cumulative API scores using the PBAS scoring proforma prescribed by the Institute as per the norms provided in Rule-4.

iii.   A minimum of five publications (preferably three publications in Web of Science / SCOPUS during assessment period) since the period that the faculty is placed in Stage-3.

iv.   Development of one laboratory manual containing at least eight experiments and development of course material of one subject preferably of Undergraduate programme (UG)/ post-graduate programme (PG) with questions banks of at least (i) 50multiple choice questions (MCQ), (ii) 30 short-answer questions and (iii) 20 descriptive type questions.

v.   Consistently Good Annual Performance Appraisal Reports (APAR/ACRs) for the assessment period.

vi.   A selection committee process as stipulated in these Regulations.

vii.   Industrial training of 4-6 weeks in reputed industry is desirable during service period of Stage I, II, III and IV and will be mandatory w.e.f. January 2021.

3.5 Professor (Stage-5, APL-14 of Rs.144200-211800) to Professor (Stage-6, APL-15-HAG of Rs. 182200-224100)- Upto 10% of the posts of Professor in the Institute.

i.   Professor completing ten years of service (Universities only) in Stage-5, APL-14 of Rs.144200-211800 or equivalent Grade Pay in 6th CPC and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher Academic Pay Level-15(HAG) of Rs.182200-224100 (Stage-6).

ii.   Minimum yearly/cumulative API scores for the assessment period as prescribed by the Institute as per the norms provided in Rule-4.

iii.   Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards/honours/recognitions/patents and IPR on products and processes developed/technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.B. etc.

iv.   Development of one laboratory manual containing at least eight experiments

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and development of course material of one subject preferably of Undergraduate programme (UG)/ post-graduate programme (PG) with questions banks of at least (i) 50 multiple choice questions (MCQ), (ii) 30 short-answer questions and (iii) 20 descriptive type questions.

v. Consistently Good Annual Performance Appraisal Reports (APAR/ACRs) for the assessment period.

vi. A selection *An expert* committee process as stipulated in these Regulations.

vii. Industrial training of 6-8 weeks in reputed industry is desirable during service period of Stage I, II, III, IV and V and will be mandatory w.e.f. January 2021.

4. CRITERIA FOR AWARDING ACADEMIC PERFORMANCE INDICATOR (API) SCORE UNDER CAS AS WELL AS DIRECT RECRUITMENT

For each category, even though several avenues of activities and their API scores are given to provide choice/ opportunity to the faculty, maximum limit of scores that can be given or carried forward under each category/ area during the assessment period is indicated below. The self-assessment scores are further to be based on the indicators / activities given below.

NB. The self-assessment score of the assessment period is subject to verification by the Institute and by the Screening-cum-Verification Committee or Selection Committee as the case may be.

4.1 CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES
Maximum Scores Allocated : 125
Minimum API Score Required   : 75

Brief Explanation: Based on the faculty'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 faculty 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.

i.	Lectures/Seminars/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score will be assigned if a faculty has taken less than 80% of the assigned classes. Maximum Score of 50 if there is 100% performance in taking the classes and proportionate score up-to 80% performance, below which no score will be given) **Note:** Maximum API score of 50 is to be divided among two semesters equally. For each semester API score would be allocated to each subject on pro-rata basis taking AICTE prescribed load as the maximum.	**Maximum Score:50**
ii.	Lectures or other teaching duties(except self-studies courses) in excess of the AICTE norms. If faculty has taken classes exceeding AICTE norms, then two points to be assigned for each extra hour of classes/ credit. Marks will be allocated as per the policy given at 4.1(i) above. **Maximum Score of 10 if there is 100% performance**	**Maximum Score:10**
iii.	Preparation and Imparting of knowledge/ instruction as per curriculum with the prescribed material (text book/ manual etc), syllabus enrichment by providing additional resources to students (100% compliance=20 points)	**Maximum Score:20**

	(a)	Extra assignments apart from regular six assignments(5 questions per assignment) per subject.	01 point for each extra assignment subject to 2 points maximum per subject.
	(b)	Extra quizzes with minimum of 10 questions	01 point for each extra quiz subject to 2 points maximum per subject.
	(c)	Study Material development for a subject (Theory/Practical)(Laboratory Manual(set of experiment), course material, e-resources, question bank for ICD, UG, PG etc.)	4 for each subject maximum of 12.
	(d)	UG/ICD Project Guidance	2 per Group maximum 8 points
iv.	**Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.**		**Maximum Score 20**
	(a)	Updating of courses, design of curriculum (5 per subject)	10
	(b)	Participatory and Innovative Teaching/Learning Process with materials for problem-based learning, case studies, group discussions etc. • Interactive Courses: 5 points per course • Participatory Learning Modules: 5 points per module • Case Studies: 5 points per study	10
	(c)	Use of ICT in Teaching/Learning process with computer aided methods like power-point/ Multimedia/ Simulation/ Software/Video etc. (Use of any one of these in addition to chalk and Board: 5 points per course)	10
	(d)	Developing and imparting Remedial/ Bridge Courses (each activity: 5 points)	10
	(e)	Organizing and conduction of popularization programs/ training courses in computer assisted teaching/ web-based learning and e-library skills to students • Workshop/ Training course(3-5 days): 5 points for each • Popularization programme: 5 points for each	10
	(f)	Developing of laboratories, Initiative for purchase of equipment (minimum 5 lakhs), development of software. (Each activity 5 points)	10
v.	**Examination duties (Invigilation, question paper setting, evaluation/assessment of answer scripts) as per allotment**		**Maximum Score 25**
	(a)	End semester/ Annual Examination work as per duties allotted. (Invigilation- 5 points; Evaluation of answer scripts – 10 points;	20

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	Question paper setting- 5 points)(100% compliance = 20 points) **Note:** 1. *No score to be claimed if no examination duties are assigned.* 2. *Points can be claimed only if duties are actually performed by the faculty without any adjustments.*		
	(b) Minor examination/ evaluation responsibilities for internal/ continuous assessment work as allotted (100% compliance=10 points)	10	
	(c) Examination work such as coordination, Centre Superintendent, Deputy Superintendent or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10	

4.2   **CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIESDURING ASSESSMENT PERIOD**
Maximum Scores Allocated : 50
Minimum API Score Required: 15

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

S. No	Nature of Activity	Score
(i)	**Extension and Co-curricular, Extension and Professional Development Related Activities**	**Maximum Score 20**
	(a) Institutional Co-curricular activities for students such as field studies/ educational tours, industrial training and placement activity (5 point each)	10
	(b) Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC, NSO or any other similar activity (each activity 10 points)	10
	(c) Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points)	10
	(d) Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points)	10
(ii)	**Contribution to Corporate Life and Management of the Institution**	**Maximum Score 15**
	(a) Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each)	10
	(b) Institutional Governance responsibilities like, Dean, Director, Warden, Bursar, School Chairperson, IQAC Coordinator, Registrar, Chairman / Vice Chairman SET, Deputy Registrar, Assistant Registrar, TEQIP Coordinator, Training & Placement Officer, Head of a Department/Section In-charge etc. (10 points for each completed year)	10
	(c) Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee, examination coordinator etc.(2 points each),	10

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	(d)	Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (2 points each).	10
	(e)	Responsibilities of Laboratory In-charge(Laboratory In-charge 5 each)	10
	(f)	Organization of Conference / Training Programme *As Chairman/Organizational Secretary: International (10 points), National/regional (5 points) * As member of the organizing committee (1 point each) * As Co-ordinator, co-chairman, co-convener, Treasurer, Jt. Secretary (3 point each)	10
(iii)		**Professional Development Related Activities**	**Maximum Score 15**
	(a)	Membership/participation in State/ Central Bodies/Committees * At National level: 3 points each * At State Level :2 points each	10
	(b)	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
	(c)	Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes (2 points each)	10

4.3   CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the faculty's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by faculty from this category is different for different levels of promotion.

The self-assessment score will be filled by the faculty and is based on verifiable criteria and will be finalized by the screening/selection committee.

S.N.	APIs	Engineering/ Sciences	Faculties of Languages/ Humanities/ Management	Maximum points
III (A)	Research Papers* (Published in Journals)	Refereed Journals*	Refereed Journals *	15 per Publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10 per Publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	International: 10 per publication National: 5 per 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 per book as sole author; 10 per chapter in an edited book

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Member, ACoFAR

		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25 per book as sole author, and 5 per chapter inedited books
		Subject Books by Other local publishers with ISBN/ISSN numbers.	Subject Books by Other local publishers with ISBN/ISSN numbers.	15 per book as sole author, and 3 per 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 per Chapter
		Chapters in knowledge-based Volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	Chapters in knowledge-based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories	5 per/ Chapter
III C	**Research Projects**			
III C (i)	**Sponsored Projects carried out/ ongoing**	Major Projects amount mobilized with grants above 20.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20 per Project for Principal Investigator (PI) and 10 per Project for Co-PI(s)
		Major Projects amount mobilized with grants above 5.0 lakhs up to 20.00 lakhs	Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15 per Project for PI and 7.5 per Project for Co-PI(s).
		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 per Project for PI and 5 per Project for Co-PIs
III C (ii)	**Consultancy Projects carried out / ongoing**	Amount mobilized with minimum of Rs.1.00 lakh	Amount mobilized with minimum of Rs. 0.50 lakhs	10 for PI and 5 for Co-PI(s) for every Rs.1.0 lakhs and Rs.0.50 lakhs, respectively

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III C (iii)	**Completed projects: Quality Evaluation**	Completed project Report	Completed project report	20 for PI and 10 for Co-PI(s) for each major project and 10 for PI and 5 for Co-PI(s) for each minor project
III C (iv)	**Projects Outcome / Outputs**	Patent/ Technology transfer/ Product/Process	Major Policy document of Govt. Bodies at Central and State level	30 for PI and 15 for Co-PI(s) for each national level output or patent and 50 for PI and 15 for Co-PI(s) for each International level output or patent
III D	**Research Guidance**			
III D (i)	**Diploma/ICD**	Completed only	Completed only	1 Points for each project (Maximum Score 5)
III D (ii)	**B.E. / B.Tech.**	Completed only	Completed only	1 Points for each project (Maximum Score 5)
III D (ii)	**M.E./ M. Tech./MBA/ M.Phil/Post Graduate**	Degree awarded only	Degree awarded only	3 Points for each candidate
		Thesis submitted	Thesis submitted	2 points for each candidate
III D (iii)	**Ph.D.**	Degree awarded only	Degree awarded only	10 Points for each candidate
		Thesis submitted	Thesis submitted	7 Points for each candidate
III E	**TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS ATTENDED**			
III E (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes **(Max: 30 points)**	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20 points each
		(b) One-week duration	(b) One-week duration	10 points each
		(c) Less than one-week duration	(c) 2-5 days	5 points each
III E (ii)	Papers in Conference/ 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 Points each
		b) National	b) National	10 Points each
		c) Regional/ State level	c) Regional/State level	5 Points each
		d) Local – University/ College level	d) Local – University/ College level	3 Points each
III E (iv)	Invited lectures or presentations for conferences/ symposia	(a) International	(a) International	10 Points each
		(b) National level	(b) National level	5 Points each
III E (v)	**Short Term Courses Organized**			
	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes	STC organized	STC organized	10 Points per week
		With minimum 30% expert lectures delivered and 50% expert lectures must be from outside Experts	With minimum 30% expert lectures delivered and 50% expert lectures must be from outside Experts	15 Points per week
		With minimum 50% expert lectures and 50% expert lectures must be from outside Experts	With minimum 50% expert lectures and 50% expert lectures must be from outside Experts	20 Points per week.
III E (vi)	**Patents**			
	Patents granted/ published/filed	Granted	Granted	20 points per patent per contributor
		Published	Published	10 points per patent per contributor
		Filed	Filed	5 points per patent per contributor

*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

Note-1:
1. Refereed Journal will be accepted as per AICTE/UGC approved list.
2. Indexed- Journal indexed by Web of Science, Scopus, Scimago, ESCI, ZR, CASSI, EBSCO A-Z, Index Copernicus, SCI, ISI, ORCID, AHCI etc. will be accepted.
3. Impact Factor: As described by Web of Science, Scopus, Scimago, ESCI, ZR, CASSI, EBSCO A-Z, Index Copernicus, SCI, ISI, ORCID, Thomson Reuters, AHCI etc.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication [III (A)] and not under presentation [III (E)(ii)].

Note-2: The API Score for joint publications/ book will have to be calculated in the

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following manner: Of the total score for the relevant category of publication by the concerned faculty, the first/Principal author and the corresponding author/supervisor/mentor of the faculty 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.

Examples:

Suppose a joint publication carried 10 marks, then the distribution of marks will be as under:

i. In case there are only two authors i.e. first/Principal author and the corresponding author/supervisor/mentor then both the authors are eligible for 10 marks each.

ii. In case there are three or more authors then first/Principal author and the corresponding author/supervisor/mentor are eligible for 6 marks each and the remaining authors are eligible for 4 marks each.

Note 3: The candidate can claim API in one category/ subcategory only.

4.4 MINIMUM APIS AS PROVIDED TO BE APPLIED FOR THE PROMOTION OF FACULTY UNDER CAS AND WEIGHTAGES FOR EXPERT ASSESSMENT

Sr. No.	Category of API Score	Assistant Professor/ equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Associate Professor (Stage 4) to Professor (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities (category I)	75/Year	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	10/Year (40/ assessment period)	20/Year (100/ assessment Period)	30/Year (90/ assessment period)	40/Year (120/ assessment period)	50/Year (500/ assessment period
Expert Assessment System		Screening Committee	Screening Committee	Selection Committee	Selection Committee	Expert Committee

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Professor(M.E.)
Member, ACoFAR

(Dr. J.S. Ubhi)
Professor(ECE)
Member, ACoFAR

V #	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. # Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - Contribution to Research. 30 % - Assessment of domain knowledge and teaching practices. 20 % - Interview performance	50% - research. 50 % - Performance evaluation and other credential by referral procedure

Evaluation by Selection Committee (Complete component)
- API scores are the merely minimum eligibility criterion for appearing before Selection Committee.
- Candidate has to score minimum 50% in the Expert Assessment for promotion to next higher Stage as per Rule-2.3.

5. APPLICATION FORM/PROFORMA FOR PROMOTION UNDER CAS

The Proforma to be filled up by the faculty for promotion under Career Advancement Scheme has been devised by the Institute as per AICTE, New Delhi Regulations 2010 and 2012. The same is attached at **APPENDIX-I**. All the faculty seeking promotion under Career Advancement Scheme are required to apply for the same in the prescribed proforma only. Any application for promotion under CAS, which is not on the prescribed proforma will not be entertained and will be rejected straightway.

6. COUNTING OF PAST SERVICE

The regular active service within the Institute will only be considered for promotion under CAS. The service rendered by any faculty other than the SLIET will not be considered towards promotion under CAS.

7. PRELIMINARY SCREENING COMMITTEES

7.1 The Preliminary Screening Committee shall consist of the following:
Preliminary Screening Committee (Level-I)(For Verification of API Scores)

i.	Head of the concerned Department	Chairman
ii.	Two Professors or Associate Professors of the Department to be nominated by the Director	Member
iii.	One Professor or Associate Professor of other Department	Member

Preliminary Screening Committee (Level-2)
(For overall screening)

i.	Two Deans to be nominated by the Director (Out of which one will act as Chairman)	Chairman Member
ii.	Head of the concerned Department	Member
iii.	Registrar or his nominee	Member

7.2 The Preliminary Screening Committee will scrutinize the application of the faculty seeking promotion under CAS to assess that the application is complete in all respect and supporting with all requisite documents.

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Professor(M.E.)
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Member, ACoFAR

7.3   To assess eligibility of the candidate for promotion under CAS in terms of length of service required qualifications and other general conditions.

7.4   To assess that the candidate is tentatively fulfilling the API Score Criteria.

7.5   The Preliminary Screening Committee if satisfied that the candidate is fulfilling the pre-requisite qualifications to be considered for promotion under CAS may recommend the Director to consider the candidate(s) by the respective Screening-cum-Evaluation or Selection Committee.

7.6   If required under special circumstances, preliminary screening may be got done from external experts (outside Institute) as nominated by the Director.

8.   SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCESS

8.1.   While CAS promotions from a lower grade to a higher grade of Assistant Professor shall be decided by a "Screening cum Evaluation Committee", those to the grades of Associate Professor and Professor shall be decided by respective Selection Committees, by adhering to the criteria laid down for API score in PBAS.

8.2   The meetings of the Screening-cum-Evaluation/Selection Committee will be convened by the Chairman of the Selection Committee as and when necessary.

8.3   Four members of the Selection Committee shall form the quorum, consisting of at least two experts.

8.4   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 the members of the selection committee in the minutes.

8.5   Recommendations of the Selection Committee/Screening-cum-Verifications Committee will be placed before the BOM, for final approval and subsequent issue of promotion/appointment orders by the Registrar.

8.6   If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons about it.

8.7   **Screening-cum-Verification Committees**

The Screening-cum-Verification Committee for promotion of faculty from Assistant Professor(Stage-1 to Stage-2) and Assistant Professor (Stage-2 to Stage-3) shall consist of:

i.	Director	Chairperson
ii.	One nominee of MHRD, New Delhi	Member
ii.	One Expert from the Directory of Subject Experts approved by the BOM to be nominated by the Director	Member
iii.	Dean to be nominated by the Director	Member
iv.	Head of the Department concerned (if the post of selection is being made higher in status than occupied by the Head of the Department, one nominee of the BoM be included).	Member

8.8   **Selection Committees**

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
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The Selection Committees for promotion of faculty from Assistant Professor to Associate Professor (Stage-3 to Stage-4), Associate Professor to Professor (Stage-4 to Stage-5) and Professor (Stage-5) to Professor(Stage-6) shall consist of:-

i.	Director	Chairperson
ii.	One nominee of MHRD, New Delhi	Member
ii.	Three Experts from the Directory of Subject Experts approved by the BOM to be nominated by the Director	Member
iii.	Dean to be nominated by the Director	Member
iv.	Head of the Department concerned (if the post of selection is being made higher in status than occupied by the Head of the Department, one nominee of the BoM be included).	Member

9.   DIRECTORY OF SUBJECT EXPERTS

9.1   The Institute will create a panel of Subject Experts and update it preferably on annual basis.

9.2   The list will be prepared by taking inputs from Departments.   Director may also add extra names or delete some from the list.

9.3   Normally, the experts should be drawn from NITs, IITs, IIMs, NITTTRs, IISERs, IISc, IIEST, Centre / State University Departments, major R&D Laboratories/Technical & R&D Institute of repute such as CSIR, ICAR, DAE, ISRO, DRDO etc., CFTIs, major industry and top 100 NIRF Ranking Institutes' of current year.

9.4   The list, along with postal and electronic address, designation, specialization and other relevant particulars of proposed experts is to be placed before the Board of Management for approval.

9.5   It is extremely important that the suggested panel of experts is examined critically by the Board and any member with questionable integrity is removed.

9.6   Normally, the experts shall be invited by the Director from the approved Directory of Subject Expert.   However, in case the experts from the approved Directory is / are unable to attend / not available, the Director may invite experts other than those in the Directory of Experts preferably from IITs / NITs, with intimation to the Chairman, BoM.

10.   RESIDUARY MATTERS:
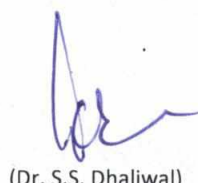
In regard to matters not specified or referred to in these Rules, the faculty in the posts specified in these Rules shall be governed by the directions/regulations of the AICTE/BOM and other Orders applicable to the teaching employees of the SLIET in general.
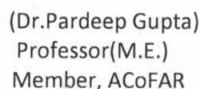
11.   POWER OF RELAX:

If the BOM, on recommendations made by the Director to that effect, is of the opinion that it is necessary or expedient to do so for reasons to be recorded in writing, it may relax any of the provisions of these Rules.

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12.   REPEAL AND SAVINGS:

All the earlier guidelines/decisions of the BOM or any authority regarding the matters governing method of promotion of faculty in respect of the posts included in these Recruitment Rules shall stand repealed on the date on which these Rules come into force.

13.   INTERPRETATIONS:

Any question relating to interpretation of these Rules, the decision of the BOM shall be final unless otherwise specifically included in these Rules.

14.   ABBREVATIONS RELATED TO THESE RULES AND REGULATIONS

"API" means Academic Performance Indicators
"PBAS" means Performance Based Appraisal System
"TEQIP" means Technical Education Quality Improvement Programme.
"CIIILP" meansCanada India Institute Industry Linkage Program
"CPC" means Central Pay Commission
"ISTE" means Indian Society for Technical Education
"NITTTR" means National Institute Technical Faculty Training & Research
"IIT" means Indian Institute of Technology
"DTE" means Directorate of Technical Education
"SBTE" means State Board of Technical Education
"NIT" means National Institute of Technology
"IIM" means Indian Institute of Management
"IISER" means Indian Institute of Science Education & Research
"IISc" means Indian Institute of Science.
"IIEST" meansIndian Institute of Engineering Science & Technology
"CSIR" means Council of Scientific and Industrial Research
"ICAR" means Indian Council of Agricultural Research
"DAE" means Department of Atomic Energy
"ISRO" means Indian Space Research Organization.
"DRDO" means Defence Research and Development Organization
"CFTI" means Central Funded Technical Institution
"ESCI" means Emerging Course Citation Index
"ZR" means Zoological Record
"CASSI" means Chemical Abstracts Services Source Index
"SCI" means Science Citation Index
"ISI" means International Scientific Indexing
"NIRF" means National Institute Ranking Framework
"NEPTEL" means National Programme on Technology Enhanced Learning
"QIP" means Quality Improvement Programme

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APPENDIX-I

Sant Longowal Institute of Engineering & Technology
(Deemed to be University under MHRD, Govt. of India)
Longowal, District Sangrur-148106, Punjab, India
www.sliet.ac.in

Circular No.
Date

PBAS Proforma for promotion under AICTE Career Advancement Scheme

Application for promotion from: _____

Period of Assessment for the purpose of promotion (including grace period, if any):

From _____ to _____

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1	Name (in Block Letters)	:	
2	Father's Name/Mother's Name	:	
3	Department	:	
4	Current Designation & Grade Pay	:	
5	Date of Last Promotion with date and order Number	:	
6	Position and grade pay/level for which an applicant under CAS?	:	
7	Date of eligibility for promotion	:	
8	Date and Place of Birth	:	
9	Sex	:	
10	Marital Status	:	
11	Nationality	:	
13	Address for correspondence (with Pincode)	:	
14	Permanent Address (with Pincode)	:	

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Professor(M.E.)
Member, ACoFAR

(Dr. J.S. Ubhi)
Professor(ECE)
Member, ACoFAR

14.a	Contact Number	:	
14.b	E-mail	:	

15.   **Academic Qualifications (Matric onwards):**

Examination	Specialization	University/Board	Year	CGPA/ % of marks obtained	Division & Distinction
Matric					
Intermediate (10+2)					
Bachelor's Degree (B.E./B.Tech./B.Sc./BBA)					
Master's Degree (M.E./M.Tech./M.Sc./MBA)					
Ph.D.					
D.Sc./D.Litt.					
Other Exams (if any)					
Serial Number of Proof Attached					

16.   **Record of service in SLIET**

Designation	Essential qualifications for the post at the time of appointment	Nature of appointment (Regular/ Fixed term/ Temporary/ Adhoc)	Nature of Duties	Pay-Scale	Period		Total experience
					From	To	

17.   **Total period of teaching Experience in SLIET: (in Years)**   [ ]

18.   **Short Term Courses attended:**

S.No.	Title	Place	Duration	No. of weeks (1/2/3)	Sponsoring Agency
Serial Number of Proof Attached					

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Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

19. List of Publication (for the purpose of evaluation, attach copy of only best five publications):

Sr.No.	Authors	Title	Journal	Vol/No./Yr./pp	Indexed by	Impact Factor

20.   Any other relevant information:

21.   FUTURE PLANS

(Please provide a brief write up of your future plans for teaching and research)

i)   Teaching:
_____
_____

ii)   Research:
_____
_____

22.   List of self-attested testimonials attached (original to be produced at the time of interview) Please tick √ the ones applicable

i.   Matriculation Mark sheet / certificate   ☐

ii   Graduation mark sheets/ degree   ☐

iii   Post-Graduation mark sheets/ degree   ☐

iv   M.Phil. degree   ☐

v   Ph.D./ M.Phil. Degree   ☐

vi   Experience Certificates other than SLIET   ☐

vii   Post-Doctoral Fellowship   ☐

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Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

viii	Award (s)/ Fellowship (s)	
ix	Academics Distinctions	
x	Academic duties performed	
xi	Administrative duties performed	
xii	Research Publications including Books	
xiii	Seminars/ Conferences/ Workshops/ Training Programmes attended	
xiv	Seminars/ Conferences/ Workshops/ Training Programmes organized	
xv	Research Guidance (No. of Students Guided)	
xvi	Research Projects	
xvii	Papers presented in Seminars/ Conferences/ Workshops	
xviii	Peer recognition/citation of publications	
xix	Consultancy undertaken	
xx.	Others	

Total Number of above self-attested testimonials attached_____ (in words_____
_____)

N.B. Applications without the above self-attested testimonials will not be entertained.

Certificate/Declaration

I, _____ son/ daughter of _____ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee or at any other stage, my candidature/ appointment may be cancelled by the SLIET, Longowal without prejudice to initiation of any other disciplinary action.

Signature of the applicant

Date :_____

Name_____

Verified by the Reporting Officer/HoD

Signature of Head of Department

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PART B: ACADEMIC PERFORMANCE INDICATORS

(To be filled by the Candidates)

Name: _____ Present Designation: _____

Department: _____

CATEGORY I: Teaching, Learning and Evaluation Related Activities

(Details of most recent academic year of the assessment period is to be given

(i). TEACHING WORK ASSIGNED

(Semester I)

Duration: _____ to _____

S. No.	Semester/Class	Sub. Code	Subject Name	No. of hours engaged per week			Total scheduled classes	Classes held	%age held	API Score
				L	T	P				
	Total API Score									
	Serial Number of Proof Attached									

(Semester II)

Duration: _____ to _____

S. No.	Semester/Class	Sub. Code	Subject Name	No. of hours engaged per week			Total scheduled classes	Classes held	%age held	API Score
				L	T	P				
	Total API Score									
	Serial Number of Proof Attached									

(Summer courses)

Duration: _____ to _____

S. No.	Semester/Class	Sub. Code	Subject Name	No. of hours engaged per week			Total scheduled classes	Classes held	%age held	API Score
				L	T	P				
	Total API Score									
	Serial Number of Proof Attached									

Period	API Score
Semester I (Max. 25)	
Semester II (max. 25)	
Teaching load in excess of AICTE norms including extra load during semester and summer term (max. 10)	
Total API score	

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Professor(EIE)   Professor(EIE)   Professor(Math)   Professor(M.E.)   Professor(ECE)

Chairman, ACoFAR   M.S. ACoFAR   Member, ACoFAR   Member, ACoFAR   Member, ACoFAR

(ii) **Reading/ Instructional material consulted, and additional knowledge resources provided to students**

S. No.	Semester /Class	Sub. Cod	Sub. Name	Consulted	Prescribed	Additional Resource provided	API Score
API Score based on preparation and imparting of knowledge/ instruction as per curriculum and syllabus enrichment by providing additional resources to students **(maximum score:20)**						API Score	

Serial Number of Proof Attached, if any ....

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

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

Serial Number of Proof Attached, if any ....

(iv) **Examination duties assigned and performed:**

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

Serial Number of Proof Attached ....

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

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

(Details of most recent academic year of the assessment period is to be given)

S.No.	Type of Activities /Position	Duration/Date and time	Contributions	API Score
(i)	Extension, Co-curricular &field-based Activities			
	Total (Maximum20)			
(ii)	Contribution to corporate life and Management of the Institute		Yearly/ Semester wise responsibilities	API Score
	Total (Maximum: 15)			
(iii)	Professional Development Activities e.g. Organizing STC/ Seminar/ Conference/Continuing education program			
	Total (Maximum 15)			
	Total Score (i+ii+iii)			

Serial Number of Proof Attached, if any ....

(Dr. J.S. Dhillon)
Professor(EIE)
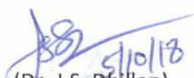Chairman, ACoFAR

(Dr. A.S. Arora)
Professor(EIE)
M.S. ACoFAR

(Dr. S.S. Dhaliwal)
Professor(Math)
Member, ACoFAR
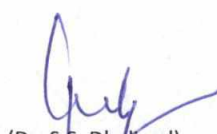
(Dr.Pardeep Gupta)
Professor(M.E.)
Member, ACoFAR

(Dr. J.S. Ubhi)
Professor(ECE)
Member, ACoFAR

CATEGORY: III.   RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS
(Details of entire assessment period is to be given)
(For promotion to Professor, period from start of stage 3 can be counted along-with stage 4)
(A) Published Papers in Journals

S.N.	Title with Vol/No./Yr./PP	Journal	ISSN/ISBN No.	Whether peer reviewed. /Indexed (Impact factor, if any)	No. of Co-authors	Whether you are the main author	API Score

Serial Number of Proof Attached ....

B (i) Articles/ Chapters published in Books

S.N.	Title with page no.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed.	No. of Co-authors and Date of Publication	Whether you are the main author	API Score

Serial Number of Proof Attached ....

B(ii) Full papers in Conference Proceedings

S.N.	Title with page no.	Details of conference Publications	No. of Co-authors and Date of publication	Whether you are the main author	API Score

Serial Number of Proof Attached ....

B (iii) Books published as single author or as editor

S.N.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether Peer Reviewed	No. of Co-author & Date of Publication	Whether you are the main author	API Score

Serial Number of Proof Attached ....

C (i). Ongoing Research Projects

S.N.	Title	Agency	Duration			Grant/ Amount Mobilized (Rs Lakhs)	API Score
			From	To	Years		

Serial Number of Proof Attached ....

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

C (ii). Ongoing Consultancy Projects

S.N.	Title	Agency	Duration			Grant/ Amount Mobilized (Rs Lakhs)	API Score
			From	To	Years		

Serial Number of Proof Attached ....

C (iii). Completed Research Projects

S.N.	Title	Agency	Duration			Grant/ Amount Mobilized (Rs Lakhs)	Whether Policy document/ patent as outcome	API Score
			From	To	Years			

Serial Number of Proof Attached ....

C (iv). Completed Consultancy Projects and Outcome

S.N.	Title	Agency	Duration			Grant/ Amount Mobilized (Rs Lakhs)	Whether Policy document/ patent as outcome	API Score
			From	To	Years			

Serial Number of Proof Attached ....

(D) Project/Research Guidance

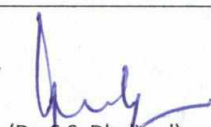| S.N.	Number Enrolled	Thesis Submitted	Degree Awarded	API Score
Dip./B. E. Project				
M. Phil or Equivalent				
Ph.D or Equivalent				

Serial Number of Proof Attached ....

E(i) Training Courses, Teaching-Learning-Evaluation Technology, Faculty Development Programs attended
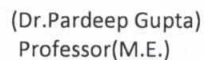
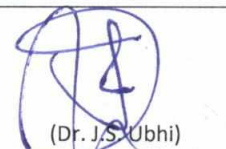| S.N.	Programme/ Title	Duration			Organised by	API Score
		From	To	No. of weeks		

Serial Number of Proof Attached ....

(Dr. J.S. Dhillon)   (Dr. A.S. Arora)   (Dr. S.S. Dhaliwal)   (Dr.Pardeep Gupta)   (Dr. J.S Ubhi)
Professor(EIE)   Professor(EIE)   Professor(Math)   Professor(M.E.)   Professor(ECE)
Chairman, ACoFAR.   M.S. ACoFAR   Member, ACoFAR   Member, ACoFAR   Member, ACoFAR

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

S.No.	Title of the paper presented	Title of Conference/Seminar etc	Date(s) of the event	Organised by	Whether International/ National/State/Regional/University or College Level	API Score

Serial Number of Proof Attached ....

E(iii)   Invited Lectures and Chairmanships at National or international Conference/ Seminars

S.N.	Title of Lecture/ Academic Session	Title of Conference/Seminar etc	Date(s) of the event	Organised by	Whether International/ National/State	API Score

Serial Number of Proof Attached ....

E(iv) Short-term courses organized.

S.N.	Programme/ Title	Sponsored by	Duration			Percentage contribution in delivering expert lectures	API Score
			From	To	No. of weeks		

Serial Number of Proof Attached ....

E(iv) Patents.

S.N.	Title	Authors Names	Details of Patent			API Score
			Filed	Published	Granted	

Serial Number of Proof Attached ....

IV SUMMARY OF API SCORES

	Criteria	Previous academic year score						Total – API Score for Assessment Period	Annual Average API Score for Assessment Period
		1st	2nd	3rd	4th	5th	6th		
I	Teaching, Learning and Evaluation related Activities								
II	Co-curricular, extension, professional development etc.								
	Total = I + II								
		Previous academic year scores						Previous	Sum Total of

(Dr. I.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

		1st	2nd	3rd	4th	5th	6th	total of assessment period	assessment period
III	Research and Academic Contribution								
	Total API Score I+II+III								

OTHER RELEVANT INFORMATION

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

S.N.	Details (Mention Year, Value etc. where relevant)
Serial Number of proof attached................	

Certificate/Declaration

I, _____ son/ daughter of _____ hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee or at any other stage, my candidature/ appointment may be cancelled by the SLIET, Longowal without prejudice to initiation of any other disciplinary action.
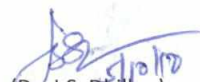
Date:_____

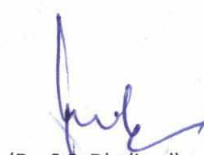Signature of the applicant

Name_____

Verified by the Reporting Officer/HoD
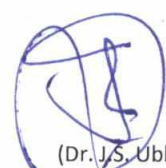
Signature of Head of Department

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

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

Name: _____ Present Designation: _____

Department: _____

Information to be filled by the Screening Committee

S.No.	Contents	Verification by Screening Committee
1.	Whether application has been received within the due date	Yes/No
2.	Whether fulfilling the requisite educational qualifications required under CAS	Yes/No
3.	Whether completed the qualified service required under CAS	Yes/No
4.	Whether attended the required number of STC etc.	Yes/No
5.	Whether having required number of Research Publication	Yes/No
6.	Whether requisite documents have been attached with the application form	Yes/No
7.	Whether claimed the minimum required yearly/ cumulative API Score	Yes/No

7.1 SUMMARY OF API SCORES

	Criteria	API Score for Assessment Period claimed by the candidate	API Score for Assessment Period verified by the Preliminary Screening Committee	API Score for Assessment Period further verified by the Screening-cum-Verification/Selection Committee
I	Teaching, Learning and Evaluation related Activities			
II	Co-curricular, extension, professional development etc.			
	Total = I + II			
III	Research and Academic Contribution			
	Total API Score I+II+III			

Note-1 : The impact factor for a journal will be considered as on the date of year of publication.
Note-2 : The publication will be considered from the date of acceptance of the publication.
Recommendations of the Preliminary Screening Committee:

The candidate is eligible/non-eligible to be considered for Screening-cum-Verification/Selection Committee as the case may be with respect of basic minimum requisitions under CAS.

Names and signatures of the Screening Committee Members

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
Chairman, ACoFAR	M.S. ACoFAR	Member, ACoFAR	Member, ACoFAR	Member, ACoFAR

Name: _____ Present Designation: _____

Department: _____

Information to be filled by the Office

S.No.	Contents	Verification by the Office
1.	Whether Vigilance Clearance Certificate has been received from CVO in respect of Candidate	Yes/No
2.	Whether any minor / major penalty has been imposed on him / her during the said assessment period	Yes/No
3.	Whether work and conduct of the candidate as observed from the Annual Self Appraisal Report for the assessment period has been found to be Good.	Yes/No

3.1 Proforma for Annual Performance Appraisal Report Gradings							
	Assessment Period						
	Grading of Annual Assessment Report						

Recommendations of the Office:

The candidate is eligible/non-eligible to be considered for Screening-cum-Verification/Selection Committee as the case may be with respect to work and conduct.

Names and signatures of the Officials verified the particulars

(Dr. J.S. Dhillon)	(Dr. A.S. Arora)	(Dr. S.S. Dhaliwal)	(Dr.Pardeep Gupta)	(Dr. J.S. Ubhi)
Professor(EIE)	Professor(EIE)	Professor(Math)	Professor(M.E.)	Professor(ECE)
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