

Minimum Qualifications for the Appointment and Norms for Promotions of Teachers In Technical Education - Regulation, 2019

Career Advancement Scheme (CAS)

Guidelines as per AICTE Regulations 2019, dated 01.03.2019 for Engineering & Technology, Pharmacy, Management & MCA

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Principal

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Outline

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AICTE / UGC References

Entry Pay-Cadre Structure and Mode of Appointment

S. No	Designations of Teaching Faculty	Entry Pay (Rs.)	Level	Mode of Appointment
1	Assistant Professor	₹57,700	10	Direct Recruitment
2	Assistant Professor (Senior Scale)	₹68,900	11	Promotion
3	Assistant Professor (Selection Grade)	₹79,800	12	Promotion
4	Associate Professor	₹1,31,400	13A1	Promotion / Direct Recruitment
5	Professor	₹1,44,200	14	Promotion / Direct Recruitment
6	Senior Professor	₹1,82,200	15	Promotion
7	Principal / Director	₹1,44,200	14	Direct Recruitment

Stages of Promotion/ Direct Recruitment

S. No	Stage	Designation
1	Entry Level, Stage - I	Assistant Professor
2	Stage - II	Assistant Professor (Senior Scale)
3	Stage - III	Assistant Professor (Selection Grade)
4	Stage - IV	Associate Professor
5	Stage - V	Professor
6	Stage - VI	Senior Professor

- Engagement of **not less than 40 hours per week** including teaching contact hours and other activities.
- The work of **tutorial / project / research / administration** may be distributed among the faculty members as per the need and availability of staff.
- The **laboratory** engagement will also be counted towards **teaching hours**.

S. No	Designation	Teaching / Laboratory hours per week
1	Assistant Professor	18
2	Associate Professor	14
3	Professor / Senior Professor	12
4	Director / Principal	6

*Relaxation of 2 hours per week for Dean/HOD

Teaching Engagement

Workload



Work Distribution

Designation	Teaching (%)	Research (%)	Publication (%)	Innovation - real world knowledge application / Consultancy (%)	Administration (%)
Head of the Depts.	30	10	20	20	20
Professor	30	10	20	30	10
Associate Professor	40	15	10	25	10
Assistant Professor	60	10	10	10	10

Qualification and Requirements for Direct Recruitment and Promotions

Assistant Professor (Level – 10, Entry Pay ₹57700/-)

For Direct Recruitment

S.No	Item	Minimum Qualifications
1	Engineering / Technology	B. E. / B. Tech. / B. S. and M. E. / M. Tech. / M. S. or Integrated M. Tech. in relevant branch with first class or equivalent in any one of the degrees
2	Management	<ul style="list-style-type: none">• Bachelor's Degree in any discipline and MBA / PGDM /C. A. / ICWA/ M. Com. with First Class• Two years of professional experience Master's
3	Science and Humanities	<ul style="list-style-type: none">• Master's degree with 55% marks in a relevant / allied subject• Must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR (or) similar test accredited by the UGC like SLET/SET (or) awarded a Ph.D.

Qualification and Requirements for Direct Recruitment and Promotions

Assistant Professor (Senior Scale, Level – 11, Entry Pay ₹68900/-)

For Promotion of Incumbents

- Qualifications prescribed for the post of Assistant Professor

(AND)

- Should have satisfied any one of the below mentioned set of requirements.

Set No.	Additional Qualification	To have acquired in the cadre of Assistant Professor		
		Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of Journals	Avg. 360° feedback score (out of 10)
1	-	4	2	8 to 10
2	-	5	1	8 to 10
3	-	5	2	5 to <8

Training requirements for Promotion

Two weeks of Faculty Development Programme (FDP) in the relevant area out of which at least one of the FDP shall be in advanced pedagogy recognised by AICTE / UGC / TEQIP / NITTTR / PMMMNMTT / IISc / IIT / University / Government / DTE / Board of Technical Education / CoA / IIA / SPA / ITPI / NRCs / ARPIT research organization / other institute of National Importance / Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training.

Qualification and Requirements for Direct Recruitment and Promotions

Assistant Professor (Selection Grade, Level – 12, Entry Pay ₹79800/-)

For Promotion of Incumbents

- Qualifications prescribed for the post of Assistant Professor (Senior Scale)

(AND)

- Should have satisfied any one of the below mentioned set of requirements.

Set No.	Additional Qualification	To have acquired in the cadre of Assistant Professor (Senior Scale)		
		Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of Journals	Avg. 360° feedback score (out of 10)
1	-	4	1	8 to 10
2	-	4	2	5 to < 8

Training requirements for Promotion

Two weeks of Faculty Development Programme (FDP) in the relevant area recognised by AICTE / UGC / TEQIP / NITTTR / PMMMNMTT / IISc / IIT / University / Government / DTE / Board of Technical Education / CoA / IIA / SPA / ITPI / NRCs / ARPIT / research organization / other institute of National Importance / Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training

Qualification and Requirements for Direct Recruitment and Promotions

Associate Professor (Level – 13A1, Entry Pay ₹131400/-)

For Direct Recruitment

- Ph.D. degree in the relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch

(AND)

- At least total 6 research publications in SCI journals / UGC / AICTE approved list of journals.

(AND)

- Minimum of 8 years of experience in teaching / research / industry out of which at least 2 years shall be Post Ph.D. experience.
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For Promotion of Incumbents

- Ph. D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch.

(AND)

- Should have satisfied any one of the below mentioned set of requirements.

Set No.	Additional Qualification	To have acquired in the cadre of Assistant Professor (Selection Grade).		
		Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of Journals	Avg. 360° feedback score (out of 10)
1	-	3	2	5 to < 8
2	-	3	1	8 to 10

Training requirements for Promotion

Two weeks of Faculty Development Programme (FDP) in the relevant area recognised by AICTE / UGC / TEQIP / NITTTR / PMMMNMTT / IISc / IIT / University / Government / DTE / Board of Technical Education / CoA / IIA / SPA / ITPI / NRCs / ARPIT / research organization / other institute of National Importance / Design Studio.

OR

One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE

OR

Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

AND

Completed minimum two weeks of relevant Industrial Training / Professional Training.

Qualification and Requirements for Direct Recruitment and Promotions

Professor (Level – 14, Entry Pay ₹144200/-)

For Direct Recruitment

- a) Ph. D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch

(AND)

- b) Minimum of 10 years of experience in teaching / research / industry out of which at least 3 years shall be at a post equivalent to that of an Associate Professor

(AND)

- c) At least 6 research publications at the level of Associate Professor in SCI journals / UGC / AICTE approved list of journals and at least 2 successful Ph.D. guided as Supervisor / Co-supervisor till the date of eligibility of promotion.

(OR)

At least 10 research publications at the level of Associate Professor in SCI journals / UGC / AICTE approved list of journals till the date of eligibility of promotion.

For Promotion of Incumbents

- Ph. D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch.

(AND)

- Should have satisfied any one of the below mentioned set of requirements.

Set No.	Ph.D. guided	Total Experience (Years)	To have acquired in the cadre of Associate Professor		
			Experience (Years)	Research publications in SCI journals /UGC / AICTE approved list of Journals	Avg. 360° feedback score (out of 10)
1	1	15	3	6	8 to 10
2	2	15	3	6	5 to < 8
3	-	16	3	4	8 to 10

Qualification and Requirements for Direct Recruitment and Promotions

Senior Professor (Level –15, Entry Pay ₹182200/-)

For Promotion of Incumbents

a) Ph. D. degree in the relevant field

(AND)

b) Minimum ten years of experience in the cadre of Professor

(AND)

c) At least one patent awarded

(OR)

Development of one MOOC course applicable at national platform.

(AND)

For Promotion of Incumbents (Cont..)

- d) At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have at least 2 successful Ph. D. guided as Supervisor / Co-Supervisor as a Professor.

(OR)

At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided academic leadership as institution head at least for 3 years at the level of Professor.

(OR)

At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided educational leadership at state / national level at least for 3 years at the level of Professor.

Calculation of 360⁰ Feedback Score

25 Points

- Teaching Process

25 Points

- Students' Feedback

20 Points

- Departmental Activities

10 Points

- Institute Activity

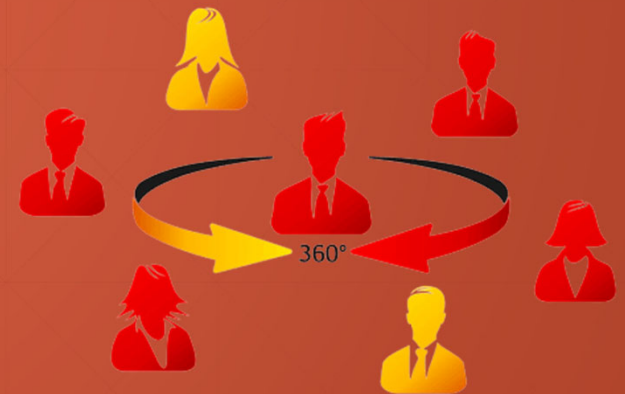
10 Points

- Annual Confidential Report

10 Points

- Contribution to Society

360 Degree Feedback Calculation Parameters



Teaching Process (Maximum Points 25)

S No	Semester	Course Code / Name	Classes Scheduled (S)	Classes Held (H)	Points (H/S)*25	Enclosure No (Attendance Records)
1	First					
2	First					
1	Second					
2	Second					
				TOTAL		

Students' Feedback (Maximum Points 25)

S No	Semester	Course Code / Name	Faculty Feedback Index (FFI scored)	Enclosure No. (feedback report signed by faculty, HOD & Principal)
1	First			
2	First			
1	Second			
2	Second			
Annual Average FFI				
TOTAL SCORE				
(Annual Average FFI*5) rounded to two decimal places				

Departmental Activities (Maximum Points 20)

S No	Semester	Activity	Points	Order copy & other file records	Points by HOD
1	First		3		
2	First		3		
.....				
1	Second		3		
2	Second		3		
.....				
Total (Maximum 20)					

Departmental Activities

Course Counsellor or Coordinators

Member in any committee constituted by Head of the Department

Laboratory In-charge etc.

Project Allotment, Progress & Evaluation Committee

Project Coordinators

Floor In-charges

Any Task assigned by Head of the Department

Institute Activities (Max Credit 10)

S No	Semester	Activity	Credit Point	Criteria	Enclosure No.
1		HOD / Dean / Controller of Examinations / Proctor	4	4 Points / semester	
2		I/c or Coordinator appointed by Head of Institute (SWAYAM, OBE, remedial classes, QIP, Nodal Centre, purchase committee etc)	3	3 Points / semester	
3		Organized Conference / FDP / Workshop	3	3 Points / event	
Total					

Institute Activities

Additional Administrative Assignments such as Dean, Associate Dean, Registrar, Deputy Registrar, Assistant Registrar, Estate Officer, Training & Placement Officer/ Co-ordinator, HoD, Chief Warden, Warden, Nodal Officer, Chief Vigilance Officer, Central Public Information Officer, First Appellate Authority under RTI, Section In-charge, Faculty In-charge etc.

Any other committee constituted with the approval of Principal / Dean

Annual Confidential Report Grading

10	• Extraordinary
9	• Excellent
8	• Very Good
7	• Good
5	• Satisfactory

Contribution to Society (Max Credit 10)

S No	Semester	Activity	Credit Point	Details	Enclosure No.
1		Induction Program	5		
2		Unnat Bharat Abhiyan	5		
3		Yoga Classes	5		
4		Blood Donation	5		

Summary

S No	Criteria	Maximum Points	Scored Points
1	Teaching Process	20	
2	Students' feedback	20	
3	Departmental Activities	20	
4	Institute Activities	10	
5	ACR / APAR	20	
6	Contribution to Society	10	
	Total	100	

Student's Feedback Form

To be used by institutions

Parameters

Has the Teacher covered entire Syllabus

Has the Teacher covered relevant topics beyond syllabus

Effectiveness of Teacher in terms of:

- Technical content/course content
- Communication skills
- Use of teaching aids

Pace on which contents were covered

Motivation and inspiration for students to learn

Support for the development of Students' skill

- Practical demonstration
- Hands on training

Clarity of expectations of students

Parameters(Cont..)

Feedback provided on Students' progress

Willingness to offer help and advice to students

Ratings

1	2	3	4	5
Very Poor	Poor	Good	Very Good	Excellent

Assessment Process for Promotion Under the CAS

Every academic year,
The faculty shall submit
**Annual Performance
Assessment Report
(APAR)** to the Principal
on or before 30th June.

The CAS central
committee will **release
the notification** for
eligible candidates and
ask them to submit
**Performance Based
Appraisal System
Proforma (PBAS)**.

The submitted **APAR will
be evaluated by Head/
Faculty in-charge** and
submit report to the
Principal

A CAS Promotion
shall be **granted
as mentioned in
subsequent
clauses**



Committees / Assignments

Departmental Level

Institutional Level
