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| **logo copy - kala** | **TAMIL NADU VETERINARY AND ANIMAL SCIENCES UNIVERSITY**  **CAREER ADVANCEMENT SCHEME (CAS)** |

**SCORES FOR ACADEMIC PERFORMANCE INDICATORS (API’s) IN CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF PHYSICAL EDUCATION AND SPORTS CADRES**

**Category I - Teaching, Learning, Evaluation and Administration**

The minimum API score required by teachers in this category is 100. The self-assessment score should be based on objectively verifiable data / documents duly certified by HOD / Institution Head / University Registrar wherever applicable and will be scrutinized / finalized by the screening / selection committee.

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| --- | --- | --- |
| **Sl.No.** | **Nature of Activity** | **Maximum score** |
| 1. | Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) |  |
| 2 | Extending services, sports facilities and training on holidays to the institutions and organizations |  |
| 3 | Up gradation of scientific and technological knowledge in Physical  Education and Sports |  |
| 4 | Development and maintenance of play fields, purchase and maintenance  of the other sports facilities |  |
| 5 | Examination duties |  |
| 6 | Other similar additional duties |  |
|  | **Total Score** | **180** |
|  | **Minimum API Score required\*\*** | **100** |

*\*\*Minimum score required for promotion: 150 out of a total of 250 from category I and II, at least 100 (from maximum of 180) from category I and 20 (from maximum of 70) from category II (as per D.O.No.F.1-2/2009 (ECPS) Pt.V(I) Vol.II, dated:04.06.2013 of UGC).*

**Category II - Co-Curricular, Extension, and Professional development**

The minimum API score required by Directors of Physical Education and Sports in this category is 20. The self-assessment score should be based on objectively verifiable data / documents duly certified by HOD / Institution Head / University Registrar wherever applicable and will be scrutinized / finalized by the screening / selection committee.

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| **Sl. No** | **Nature of Activity** | **Maximum Score** |
| 1 | Co-Curricular & Extension activities |  |
| 2 | Professional developmental activities |  |
|  | **Total Score** | **70** |
|  | **Minimum API Score required\*** | **20** |

*\*Minimum score required for promotion: 150 out of a total of 250 from category I and II, at least 100 (from maximum of 180) from category I and 20 (from maximum of 70) from category II (as per D.O.No.F.1-2/2009 (ECPS) Pt.V(I) Vol.II, dated:04.06.2013 of UGC).*

**Category III - Research & Academic contributions**

The minimum API score required by Directors of Physical Education and Sports in this category is different for various categories which are mentioned in table showing minimum score required for promotions to higher cadres. The self assessment score should be based on objectively verifiable data / documents duly certified by HOD / Institution Head / University Registrar wherever applicable and will be scrutinized / finalized by the screening / selection committee

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **APIs** | **Veterinary/ Dairy Sciences** | **Library/**  **Physical education** | **Max. Points** |
| III A | Research Papers published in  **journals and conference proceedings** | Refereed journals\* | Refereed journals\* | 15-20/ 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/publication |
| Conference proceedings as full papers  ( Abstracts not to be included) | Conference proceedings as full papers ( Abstracts not to be included) | 10/publication |
| III B1 | 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 |
| Subject books by National Level publishers/State and Central Govt. Publications with ISBN/ISSN numbers and University publications | 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 in knowledge based volumes by Indian /National level publishers with ISBN/ISSN nos. and with numbers of national and international directories | Chapters in knowledge based volumes by Indian /National level publishers with ISBN/ISSN nos. and with numbers of national and international directories | 5/chapter |

\**The API score for paper in refereed journal would be as follows: papers with NAAS rating – 5.9 and below = 15 points, papers with NAAS rating 6.0 to 8.0 = 20 points and papers with NAAS rating of 8.1 and above = 25 points. NAAS rating of the corresponding year of publication of the paper will be taken. Of the total score for the category of publication by the concerned teacher, the first/principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors. If there is only one person under other author category, the distribution of marks between the above two category shall be 80% and 20%. This applies to popular articles, papers in conferences, seminars, workshops and symposia also.*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| III B 2 | **Popular articles** | Published in a Newspaper / professional magazines | | | Published in a Newspaper / professional magazines | | | | | | 3/Publication | | | | |
| III B 3 | **Pamphlets** | Published for farmers. Indicate the number published | | | Indicate the number published | | | | | | 3/Publication | | | | |
| III B 4 | **Sports programmes organized** | Indicate whether it is international, national, state or university level.  Mention your role | | | Indicate the number organized | | | | | | International – 60  National – 50 (including Inter Agri./Vet Univ. Meets) State / Inter collegiate – 40 | | | | |
| III B 5 | **Student achievement in Sports** | List the number of students won medals / awards / participated in  International  National  State  District  Inter Agri / Vet University Meet  Inter Collegiate Meets  Any other  (Track events for every student and field even for every game) | | |  | | | | Participation | | | | Medals won | | |
| International | | | | 40 | | | | 50 | | |
| National | | | | 20 | | | | 30 | | |
| State | | | | 10 | | | | 20 | | |
| District | | | | 5 | | | | 10 | | |
| IA/IV | | | | 10 | | | | 20 | | |
| Inter college | | | | 5 | | | | 10 | | |
| Any other | | | | Decided by Scrutiny committee | | | | | | |
| **IIIC** | **Research Project** | | | | | | | | | | | | | | |
|  | Sponsored projects ongoing | **(**a)Major projects amount mobilized with grants above Rs.30.0 lakhs | | | Major projects amount mobilized with grants above Rs.5.0 lakhs | | | | | 20/each project for Principal Investigator & 10/each project for CoPI | | | | | |
|  |  | (b)Major projects amount mobilized with grants above Rs.5.0 lakhs to 30.0 lakhs | | | Major projects amount mobilized with grants above Rs.3.0 lakhs to 5.0 lakhs | | | | | 15/each project for Principal Investigator & 5 / each project for CoPI | | | | | |
|  |  | (c) Minor projects (amount mobilized with grants above Rs.50,000 to 5.0 lakhs | | | Minor projects (amount mobilized with grants above Rs.25,000 to 3.0 lakhs | | | | | 10/each project for Principal Investigator & 2/ each project for CoPI | | | | | |
|  |  | (d) Corpus fund / student projects below 50,000 | | | Corpus fund / student projects below 50,000 | | | | | 5/project for PI & 2/project for Co-PI | | | | | |
| **III(D) Research guidance** | | | | | | | | | | | | | | | |
| III D (i) | M.PEd / M.Phil | | Degree awarded | | | Degree awarded | | | | | | 10/each candidate for member advisory committee | | | |
| III D (ii) | Ph.D | | Degree awarded | | | Degree awarded | | | | | | 20/each candidate for member advisory committee | | | |
| III D (iii) | B.PEd | | Project | | |  | | | | | | 5/each candidate for member advisory committee | | | |
| **III E Participation in Training courses, refresher courses, orientation courses, etc.** | | | | | | | | | | | | | | | |
| III E (i) | Refresher courses, Orientation courses, Training, Faculty development programmes | | | Minimum of two weeks duration | | | Minimum of two weeks duration | | | | | | | 20 / each | |
| Less than two weeks and more than one week | | | Less than two weeks and more than one week | | | | | | | 10 / each | |
| Less than 1 week | | | Less than 1 week | | | | | | | 5 / each | |
| III E (ii) | Papers in conferences/seminars/  Workshops / Symposia  **(max.=50 points)** | | | Presentation of research papers(oral /posters) | | | | Presentation of research papers(oral /posters) | | | | | | |  |
| (a)International | | | | (a)International | | | | | | | 10/each |
| (b) National | | | | (b) National | | | | | | | 7 /each |
| (c) Regional/state level | | | | (c) Regional/state level | | | | | | | 5/each |
| (d) Local-University/college level | | | | (d) Local-University/college level | | | | | | | 3/each |
| III E  (iii) | Invited lectures /Lead talks or presentations for conferences /symposia | | | (a) International | | | | (a) International | | | | | | | 10/each |
| (b) National level | | | | (b) National level | | | | | | | 7/each |
| (c) Regional/state level | | | | (c)Regional/state level | | | | | | | 5/each |
| (d)Local-University/college level | | | | (d)Local-University/college level | | | | | | | 3/each |
| III E (iv) | Participation as members of Judging panel in sports event | | | (a) International | | | | (a) International | | | | | | | 10/each |
| (b) National level | | | | (b) National level | | | | | | | 7/each |
| (c) Regional/state level | | | | (c) Regional/state level | | | | | | | 5/each |
| (d) University/college level | | | | (d) University/college level | | | | | | | 3/each |
| III F | **Awards, Honours, Fellowships and Appreciations (during assessment period only)** | | | | | | | | | | | | | | |
|  |  | | | (a) International | | | | (a) International | | | | | | | 30/each |
|  |  | | | (b) National level | | | | (b) National level | | | | | | | 15/each |
|  |  | | | (c) Regional / State / University / College level / Professional bodies | | | | (c) Regional / State / University / College level / Professional bodies | | | | | | | 10/each |

**Guidelines for awarding scores in Academic performance indicators for   
Career Advancement system**

**Category I - Teaching, Learning, Evaluation and Administration**

1. **Teaching / Administration / Duties**

|  |  |  |
| --- | --- | --- |
| 1 | Annual Planning of physical Education & sports Programmes | 40/year |
| 2 | Physical fitness programs conducted | 15/programme |
| 3 | Evaluation of Physical fitness &Training Programs of Students | 15/programme |
| 4 | Conduct of non-credit course | 40/year |
| 5 | Conduct of sports events, matches for own institution | 5/event |
| 6 | Conduct seminar on Game /Sports for other institutions | 5 / year |
| 7 | Expert speech &demo on various Games & Sports | 5 / speech.demo |
| 8 | Up gradation by using ICT | 10 / event |
| 9 | Use of Latest tools & machines for practicing the games | 10 / event |
| 10 | Update latest rules | 10 / event |
| 11 | Maintenance of Sports facilities / fields | 30/year |
| 12 | Purchase of equipment | 20/year |
| 13 | Improvement to sports fields | 15/field/year |
| 14 | Invigilation (Midterm/ Internal) | 2/activity |
| 15 | Evaluation (Midterm/ Internal) | 2/activity |
| 16 | Invigilation (Board/Comprehensive Exam) | 2/activity |
| 17 | Admission, Invigilation & related duties of University | 4/activity |
| 18 | Other similar/ special additional duties | 2 / activity |
|  |  |  |
| **Total score for category** | | **180** |
| **Minimum API scores required** | | **100** |

**Category II Co-Curricular, Extension, and Professional development**

1. **Co-Curricular and Extension activities**

|  |  |  |
| --- | --- | --- |
| 1 | NSS | 5 |
| 2 | NCC | 10 |
| 3 | Sports secretary / Cafeteria incharge / Cooperative stores incharge / Vehicle officer / Security officer-incharge | 5 |
| 4 | Cultural activities/clubs and associations of staff and students | 5 |
| 5 | Subject related events (Package of Practices, consultative workshops etc) | 5 |
| 6 | Warden / Deputy warden | 5 |
| 7 | Reviewer/ referee of journals | 5 |
| 8 | Student Advisorship and counseling | 5 / year |
| 9 | Alumni/ Welfare associations | 5 |
| 10 | Articles in College/University publications | 5 |
| 11 | Membership in committees within and other universities for all purposes | 10 / activity |
| 12 | Other similar/special additional duties | 5/ duty |

**B. Professional developmental activities**

|  |  |  |
| --- | --- | --- |
| 1 | Participation in seminars /symposium/ workshop/ Conferences etc | 2/each |
| 2 | Participation in Guest talks / lectures | 2/each |
| 3 | Membership in professional associations (National and State level) | 5/each |
| 4 | Membership/participation in State, Central and student advisory committees on education & research and National development, | 5/each |
| 5 | Campus development activities | 10/each |
| **Total score for category II (A+B)** | | **70** |
| **Minimum API scores required** | | **20** |

\*\* Other similar / special additional duties include: sale of UG application forms, Participation in line department programmes, preparation of bankable projects for farmers/entrepreneurs, village attachment programmes for students, etc

**Table-1**

## MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS AND EQUIVALENT CADRES IN THE UNIVERSITY

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.No | **Promotion of Teachers through CAS** | **Service requirement** | **Minimum Academic Performance Requirements and Screening/Selection Criteria** |
| 1. | **Assistant Director of Physical Education from Stage 1 to Stage 2** | Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil/P.G Degree in Professional Courses such as M.Tech. / M.V.Sc. or six years of service who are without Ph.D/M.Phil/PG Degree in Professional Courses. | 1. Minimum API scores using PBAS scoring proforma developed by the concerned university as per the norms provided in Table 2. 2. Two Refresher/ Orientation / Research Methodology Course/Summer / Winter school of 2 to 3 weeks duration. 3. Screening cum Verification process for recommending promotion. |
| 2. | **Assistant Director of Physical Education from Stage 2 to Stage 3** | Assistant Professor with completed service of five years in Stage 2. | 1. Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table 2. 2. One course / programme from among the categories of refresher courses, methodology workshops, Summer/Winter school, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2 to 3 week duration after reaching stage 2. 3. Screening cum Verification process for recommending promotion. |
| 3. | **Assistant Director of Physical Education (Stage 3) to Deputy Director of Physical Education (Stage 4)** | Assistant Professors with three years of completed service in Stage 3 | 1. Minimum API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table 2 and 3. 2. At least three publications in the entire period as Assistant Professor (twelve years). 3. One course/ programme from among the categories of methodology workshops, Training, Teaching-Learning Technology Programmes, Soft Skills development Programmes and FDPs of minimum one week duration after reaching stage 3. 4. A Selection Committee process as stipulated in the Regulation. |
| 4. | **Deputy Director of Physical Education (Stage 4) to Deputy Director of Physical Education (Stage 5)** | Associate Professor with three years of completed service in Stage 4. | 1. Minimum yearly/cumulative API scores using the PBAS scoring proforma developed by the concerned university as per the norms provided in Table 2 and 3. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. 2. A minimum of five publications since the period that the teacher is placed in Stage 3. 3. A Selection Committee process as stipulated in the Regulation. |

\* For Physical Education cadres seeking promotion under CAS to Deputy Director of Physical Education, for those who on the date of this notification (11.08.2011) are Assistant Director of Physical Education in Stage 2, the requirement of publications may be adjusted pro rata. For all others who enter Stage 2, subsequent to this notification, the requirement of three publications, as defined in these regulations, will be applicable.

**Table - 2**

**MINIMUM API REQUIREMENT FOR THE PROMOTION OF DIRECTOR OF PHYSICAL EDUCATION AND SPORTS UNDER CAS IN THE UNIVERSITY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Assistant Director of Physical Education (Stage 1, AGP Rs. 6000)**  **to**  **Assistant Director Physical Education  (Stage 2, AGP Rs. 7000)** | **Assistant Director Physical Education (Stage 2, AGP Rs. 7000)**  **to**  **Assistant Director Physical Education  (Stage 3, AGP Rs. 8000)** | **Assistant Director Physical Education (Stage 3, AGP Rs. 8000) to**  **Deputy Director Physical Education  (Stage 4, AGP Rs. 9000)** | **Deputy Director Physical Education (Stage 4, AGP Rs. 9000) to**  **Deputy Director Physical Education  (Stage 5, AGP Rs. 10000)** |
| 1 | Procurement, Organization and delivery of knowledge and information thro library services (Category I) | 100/Year | 100/Year | 100/Year | 100/Year |
| 2 | Co-curricular, Extension and Profession related  activities (Category II) | 20/Year | 20/Year | 20/Year | 20/Year |
| 3 | Minimum total average annual Score under Categories I and II | 150/Year | 150/Year | 150/Year | 150/Year |
| 4 | 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) |
| 5 | Expert Assessment  System | Screening  Committee | Screening  Committee | Selection Committee | Selection Committee |
| 6 | 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% - Research and Academic Contributions  50% - Assessment of  domain knowledge  on Library automation and Organizational skills.  20% - Interview  Performance | 50% - Research and Academic Contributions  30% - Assessment of  domain knowledge  on Library automation and Organizational skills.  20% - Interview  performance |

*If a candidate does not satisfy the minimum average API scores specified in row nos. 3 and 4 for different Stages concerned, then he / she will not be eligible for promotion. Also, the API scores shall be used for screening purpose only and they will have no bearing on the expert assessment of candidates for promotion under CAS, as per D.O.No.F.1-2/2009 (ECPS) Pt.V(I) Vol.II, dated:04.06.2013 of UGC.*

**Table – 3**

**PERCENTAGE DISTRIBUTION OF WEIGHTAGE POINTS IN THE EXPERT ASSESSMENT FOR THE PROMOTION OF DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS UNDER CAREER ADVANCEMENT SCHEME (CAS)**

**[for Academic Level 13A (Stage 4) and 14 (Stage 5)]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contribution to Research *(Marks obtained in Cat III for research will be converted as detailed below)*** | | | | |
| **Research Activities** | **Promotion to  Academic Level 13A (Stage 4)** | | | **Promotion to  Academic Level 14 (Stage 5)** |
| If a candidate gets the minimum score required of 90 / assessment period for Stage 4 and 120 / assessment period for stage 5, then he / she will be given the marks of | **15** | | | **25** |
| If a candidate gets the score of 240 / assessment period for stage 4 and 370 / assessment period for stage 5, then he / she will be given the marks of | **30** | | | **50** |
| If he / she gets the score in between 90 and 240 points for stage 4 and between 120 and 370 points for stage 5, then for every 10 points higher than 90 points and 120 points for stage 4 and 5 respectively, he / she will be given one mark there of upto maximum possible marks | | | | |
|  | | | | |
| **Assessment of Domain Knowledge and Teaching skill** | | | | |
| If a candidate gets the minimum score required of 150/year in Categories I and II put together, then he / she will be given the marks of | | **25** | **15** | |
| If a candidate gets the maximum possible score of 250/year in Categories I and II put together, then he / she will be given the marks of | | **50** | **30** | |
| If he / she gets the score in between 150 and 250, then for every score higher than 150, he/she will be given the mark of | | **0.25** | **0.15** | |