**ANDHRA UNIVERSITY**



**APPLICATION FOR PROMOTION FROM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_UNDER CAREER ADVANCEMENT SCHEME (CAS)**

1. Name of the Teacher (in Capital Letters) :

2. Present Designation / Department / College :

3. Date of joining AU service in first :

 Teaching post

4. Date of joining in the present :

 Stage/Position and effecting date of scale

5. Date of eligibility for promotion :

6. Present Pay Band + AGP in Revised :

 Applicable Pay Band

7. Effective date of Present Pay :

Band + AGP in Revised

 Applicable Pay Band

8. Details of qualifying service already :

 rendered up to the present Stage/

 Position

|  |  |  |  |
| --- | --- | --- | --- |
| Sl. No. | Designation / Stage | Qualifying Service | Total Number of years |
| From | To  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

9. Academic Qualifications (Starting from Matriculation / SSC) :

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Examination Passed | Name of the University | Year of Passing | Class Secured | % of Marks | Rank | Subjects/Specialization |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**: 2 :**

|  |  |  |  |
| --- | --- | --- | --- |
| **10.** | Research Qualification, i.e., Ph.D./M. Phil. / LLM / M. Tech. / M.E., Give full details with Subject Specialization; date of award and name of the Guide & University under whom worked (attested copies to be enclosed).  | **:** |  |
| **11.** | Publications in Journals (reputed national/inter-national with impact factor, Books, etc.)(Pl. see Appendix for details) |  |  |
|  | During the assessment period  | **:** |  |
|  | Out of the assessment period  | **:** |  |
| **12.** |  Details of participation in Orientation/Refresher Courses / Summer Institutes of approved duration. |  |  |
|  | During the assessment period  | **:** |  |
|  | Out of the assessment period  | **:** |  |
| **13.** | No. of students Awarded / Guided under your supervision | **:** |  |
|  | During the assessment period  | **:** |  |
|  | Out of the assessment period  | **:** |  |
| **14.** | No. of projects completed or on going | **:** |  |
|  | During the assessment period  | **:** |  |
|  | Out of the assessment period  | **:** |  |
| **15.** | Address for Communication E-Mail / Telephone / Mobile of the Teacher | **:** |  |

Note: All the teachers who are applying for CAS shall submit their Annual self-performance score sheet year-wise in the Assessment period through the proper channel as per Appendix II Tables 1 and 2 in Go.Ms.No.14, dated February 13, 2019. (The evidence should be attached, as well as the assessment period-wise.)

**Station: SIGNATURE OF THE APPLICANT**

**A P P E N D I X**

**PERFORMANCE-BASED APPRAISAL SYSTEM (PBAS) &**

**ACADEMIC PERFORMANCE INDICATORS (APIS)**

**FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME (CAS)**

**(FACULTIES OF arts & Commerce / Law / SCIENCES / PHARMACEUTICAL SCIENCES / ENGINEERING)**

**SECTION – A: GENERAL**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Name and Designation of the Faculty | : |  |
| 2. | Name of the Department / College | : |  |
| 3. | Address for Communication e-Mail / Telephone / Mobile of theFaculty | : |  |
| 4. | YEAR OF PERFORMANCE APPRAISAL | : |  |

**Appendix II Table 1 / Assessment Criteria and Methodology for University /College Teachers (G.O.Ms.No.14, dated 13-02-2019)**

**ACADEMIC SELF – PERFORMANCE SCORING SHEET**

**Name & Department of the Teacher:**

**Stage / Position for promotion:**

**Year(s) of Assessment:**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** |  **ACTI VITY** |  **GRADING** |
| 1. |  **Teaching:** (Number of classes taught **/** total classes assigned) x 100% (Classes taught includes sessions on tutorials, lab and other teaching related activities) |  |  |
| 2. |  **Involvement in the University / College Students** **related activities / research activities )**  |
| a. | Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. |  |  |
| b. | Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. |  |
| c. | Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. |  |
| d. | Organising seminars/ conferences/ workshops, other college/university activities. |  |
| e. | Evidence of actively involved in guiding Ph.D. students. |  |
| f. | Conducting minor or major research project sponsored by national or international agencies. |  |
| g. | At least one single or joint publication in peer reviewed or UGC list of Journals. |  |

**Station: SIGNATUE OF THE HEAD OF THE DEPARTMENT**

**Appendix II Table 2 / Assessment Criteria and Methodology for University /College Teachers (G.O.Ms.No.14, dated 13-02-2019)**

**ACADEMIC SELF – PERFORMANCE SCORING SHEET**

**Name & Department of the Teacher:**

**Stage / Position for promotion:**

**Year(s) of Assessment:**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **ACADEMIC/RESEARCH ACTI VITY** |  **Academic/Research Score** |
| 1. | Research Papers in Peer-Reviewed or UGC listed Journals |  |
| 2. | Publications (other than Research papers) |  |
| a)Books authored which are published by; |  |
| International publishers |  |
| National publishers |  |
| Chapter in Edited Book |  |
| Editor of Book by International Publisher |  |
| Editor of Book by National Publisher  |  |
| b)Translation works in Indian and Foreign Languages by qualified faculties  |  |
| Chapter or Research paper  |  |
| Book  |  |
| 3. | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula |  |
| a)Development of Innovative pedagogy |  |
| b)Design of new curricula and courses |  |
|  c)MOOCs |  |
| Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks / credit) |  |
| MOOCs (developed in 4 quadrant) per module / lecture  |  |
| Content writer / subject matter expert for each module of MOOCs (at least one quadrant) |  |
|  | Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks / credit) |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **ACADEMIC/RESEARCH ACTI VITY** |  **Academic/Research Score** |
|  | d)E-Content |  |
|  | Development of E-Content in 4 quadrants for a complete course / e-book |  |
|  | E-Content (developed in 4 quadrants) per module |  |
|  | Contribution to development of E-Content module in complete course / paper / e-book (at least one quadrant) |  |
|  | Editor of E-Content for complete course / paper / e-book |  |
| 4. | a)Research guidance |  |
|  Ph. D. |  |
| M.Phil. / P.G. dissertation |  |
| b)Research Projects Completed  |  |
| More than 10 lakhs |  |
| Less than 10 lakhs |  |
| c)Research Projects Ongoing: |  |
| More than 10 lakhs |  |
| Less than 10 lakhs |  |
| d)Consultancy  |  |
| 5. | a)Patents  |  |
| International  |  |
| National  |  |
| b)\*Policy Document (Submitted to an International body / organisation like UNO / UNESCO / World Bank / International Monetary Fund etc. or Central Government or State Government)  |  |
| International  |  |
| National  |  |
| State |  |
| c)Awards / Fellowship  |  |
| International  |  |
| National  |  |
|  |   |  |

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **ACADEMIC/RESEARCH ACTI VITY** |  **Academic/Research Score** |
| 6. | \*Invited lectures/ Resource Person / paper presentation in Seminars / conferences / full paper in Conference Proceedings (Paper presented in Seminars/ conferences and also published as full paper in conference Proceedings will be counted only once) |  |
| International (Abroad) |  |
| International (within country) |  |
| National  |  |
| State / University |  |

**Station: SIGNATURE OF THE APPLICANT**