ADHIYAMAAN COLLEGE OF ENGINEERING (Autonomous)
Dr. M. G. R. Nagar, Hosur - 635130

Academic Performance Indicators (API)
for Career Advancement Scheme (CAS)
(UGC Regulations dated 18th July 2018)
Part A

GENERAL INFORMATION & ACADEMIC BACKGROUND

1. Name   :

2. Religion / Community   :

3. Department   :

4. Present Designation & Academic Level   :

5. Date of Last Promotion   :

6. Position and Academic Level for which you are
   an applicant under CAS   :

7. Date of eligibility for promotion   :

8. Address for correspondence (with Pin Code)
   Mobile No   :
   Email id   :

9. Scholastic Records (Matriculation till post-graduation):

Examinations	Subject	Name of the Board/University	Year of Passing	Percentage of marks obtained	Division/ Class/ Grade
SSLC					
H. Sc.					
Undergraduate					
Postgraduate					
Others (if any*)					

* *NET/JRF/SLET/Lectureship*

10. Research Degree(s):

Degrees	Title	Date of Award	University
M.Phil.			
Ph.D./D.Phil.			
Post-Doctoral Programme			
D.Sc./D.Litt.			

11. Position held prior to joining this institution:

Designation	Name of Employer	Date of joining		Salary with Grade	Reason for leaving
		Joining	Leaving		

12. Position held after appointment in this institution:

Designation	Department/ Faculty	Date of actual Joining		Grade/Academic Level
		From	To	

13. Teaching experience: PG teaching (in years):   UG teaching (in years):

14. Research experience (excluding years spent in M.Phil./Ph.D.) (in years):

15. Area of Specialisation:

16. Details of Orientation/Refresher Courses/Short term courses attended:

Name of the Course	Place	Duration		Sponsoring Agency
		From	To	

17. Number of Ph.D.'s awarded under your guidance:

Name of the Candidate	Full Time / Part Time	Date of Ph.D. Viva	Month and Year of Degree Awarded

PART-B

(As per UGC Regulations 2018, Appendix II)
Table 1: Assessment Criteria and Methodology for College Teachers

A: Teaching, Involvement in the Students Related Activities / Research Activities*:

1. **Teaching:** (Classes taught includes sessions on tutorials, lab and other teaching related activities) (Give semester-wise details, wherever necessary)

Sl. No.	Academic Year	Semester	Teaching		*Encl. No.
			Total **Classes (Hours) Assigned	Number of Classes (Hours) Taught	
1	Year 1	Odd			
		Even			
	Year 2	Odd			
		Even			
	Year 3	Odd			
		Even			
	Total number of hours handled for the assessment period (A)				
	Total number of hours assigned for the assessment period (B)				
	Overall Percentage = A/B x100				

* Should be claimed by the applicant with supporting documents.

** Theory paper 4 Credit = 4 x 12 weeks = 48 hours per semester, Practical paper: 1 Credit = 2 x 12 weeks = 24 hours per semester, and this may be arrived proportionately.

2. Involvement in the College Students related Activities / Research Activities:

Assessment Period	Activity	Claimed by the Applicant	Verified by the HoD/ Dean	Remarks	*Encl. No.
	a. Administrative responsibilities such as Head, Chairperson / Dean / Director / Co-ordinator, Warden etc.				
	b. Examination and evaluation duties assigned by the Department / School / College or attending the examination paper evaluation.				
	c. Student related co-curricular, extension and field based activities such as student clubs, career / student counselling, placement activity, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.				

Assessment Period	Activity	Claimed by the Applicant	Verified by the HoD/ Dean	Remarks	*Encl. No.
	d. Organising seminars / conferences / Workshops, other Department / School / College 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.				

Evidence to be produced

Table 2: Research Category

1. Research Papers in Peer-Reviewed or UGC listed Journals

Sl. No.	Title of the Research Paper	Name of the Journal	Vol., PP No. & Year	Impact Factor	Type of Authorship (First author/corresponding author/Principal/co-author)	Sl. No. in UGC listed Journals	Claimed Score	Verified Score by HoD/Dean	Encl. No.

2. Publications (other than Research papers)

Sl. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher, Month, Year	ISBN / ISSN	Claimed Score	Verified Score by HoD/Dean	Encl. No.
(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								

Sl. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher, Month, Year	ISBN / ISSN	Claimed Score	Verified Score by HoD/Dean	Encl. No.
Book								

Note: *Attach front, index and back pages justifying the claim showing the ISBN/ISSN No.*

3. **Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula.**

Sl. No.	Activity*	Claimed Score	Verified Score by HoD/Dean	Encl. No.
(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)				
(d) e-Content				
Development of e-Content in 4 quadrants for a complete course/e-book				
e-Content (developed in 4 quadrants) per module				

Sl. No.	Activity*	Claimed Score	Verified Score by HoD/Dean	Encl. No.

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

* Each activity should be claimed by the applicant with supporting documents

4. (a) Research Guidance
Ph.D. Awarded / Thesis Submitted*

Sl. No.	Name of the Scholar	Title of the Thesis	Awarded / Thesis submitted	University	Month and Year	Claimed Score	Verified Score by HoD/Dean	Encl. No.

* Submit Ph.D. Notification/Certificate of Submission

M.Phil./P.G. Awarded *

Sl. No.	Name of the Scholar	Title of the Dissertation/Thesis	M.Phil./P.G.	University	Month and Year	Claimed Score	Verified Score by HoD/Dean	Encl. No.

* Submit M.Phil./P.G. Notification /Certificate of awarded

(b) Research Projects Completed

Sl. No.	Title of the Project	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration From	Duration To	Claimed Score	Verified Score by HoD/Dean	Encl. No.

(c) Research Projects Ongoing:

Sl. No.	Title of the Project	Names of PI and co-PI	Funding Agency	Grant Sanctioned	Duration From	Duration To	Claimed Score	Verified Score by HoD/Dean	Encl. No.

(d) Consultancy

Sl. No.	Title and Nature of the Project	Agency to it is offered	Grant Component	Duration From	To	Claimed Score	Verified Score by HoD/Dean	Encl. No.

5. (a) Patents

Sl. No.	Details of Patent including names of authors	International/National	Year	Claimed Score	Verified Score by HoD/Dean	Encl. No.

(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)

Sl. No.	Details of Policy Document	International / National / State	Year	Claimed Score	Verified Score by HoD/Dean	Encl. No.

(c) Awards/Fellowship

Sl. No.	Name of the Award / Fellowship	Awarding Institute / Organization	International / National /	Date Awarded	Claimed Score	Verified Score by HoD / Dean	Encl. No.

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)

Sl. No.	Title	Name of the Event	Organiser / Institute	Duration	Invited/Oral/ Poster	International (Abroad)/ International (within country) / National / State / University level	Claimed Score	Verified Score by HoD / Dean	Encl. No.

Note:

- *Paper presented if part of edited book or proceeding then it can be claimed only once.*
- *For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.*
- **For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.*
- *The research score shall be from the minimum of three categories out of six categories.*

S. No.	Academic/Research Activity	Faculty of Sciences /Engineering / Agriculture /Medical /Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education /Physical Education / Commerce / Management & other related disciplines
1.	**Research Papers in SCI/WOS/Scopus indexed /UGC care list journals**	08 per paper	10 per paper
2.	**Publications (other than Research papers)**		
	(a) Books authored which are published by		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	**Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula**		
	(a)Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks / credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of	02	02
	MOOCs (at least one quadrant)		
	Course Coordinator for MOOCs (4 credit course)(In	08	08
	In case of MOOCs of lesser credits 02 marks/credit)		
	(d) E-Content		
	Development of e-Content in 4 quadrants for a	12	12
	complete course/e-book		
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in	02	02
	complete course/paper/e-book (at least one quadrant)		
	Editor of e-content for complete course/ paper /e-book	10	10
4.	**(a) Research guidance**		
	Ph.D.	10 per degree awarded	10 per degree awarded

	M.Phil./P.G dissertation	05 per thesis submitted 02 per degree awarded	05 per thesis submitted 02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5.	**(a) Patents**		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
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)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list)

i)   Paper in refereed journals without impact factor   -   5 Points
ii) Paper with impact factor less than 1   -   10 Points
iii) Paper with impact factor between 1 and 2   -   15 Points
iv) Paper with impact factor between 2 and 5   -   20 Points
v)   Paper with impact factor between 5 and 10   -   25 Points
vi) Paper with impact factor >10   -   30 Points
(a) Two authors: 70% of total value of publication for each author.
(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.
Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Applicant Claimed Score in Research Component

Summary of Total Claimed Score (1+2+3+4+5+6) Assessment Period from_____ to _____							
Year	**Claimed Score**						**Total Claimed Score**
Entire Assessment Period	**1**	**2**	**3**	**4**	**5**	**6**	
from_____ to _____							
Total Claimed Score							

Verified Score by the HoD/DEAN in Research Component

Summary of Total Claimed Score (1+2+3+4+5+6) Assessment Period from_____ to _____							
Year	**Claimed Score**						**Total Claimed Score**
Entire Assessment Period	**1**	**2**	**3**	**4**	**5**	**6**	
from_____ to _____							
Total Claimed Score							

Declaration

I, _____, hereby solemnly certify that the information provided in this application form is true and correct to the best of my knowledge and belief.

Place :   **Signature of the Applicant**

Date :   **Designation:**

Forwarded by: **Approved by:**
Head of the Department   **Principal**

Minimum API requirements for the promotion of teachers under CAS in college departments

S. No.		Assistant Professor (Academic Level 10 to Academic Level 11)	Assistant Professor (Academic Level 11 to Academic Level 12)	Assistant Professor to Associate Professor (Academic Level 12 to Academic Level 13A)	Associate Professor to Professor (Academic Level 13 A to Academic Level 14)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Note: *The eligibility conditions for CAS promotion for different academic levels refer page no. 82 - 84 of UGC notification dated 18th July 2018.*

Scrutiny Committee

Name and Designation	Signature
Dr. Dhanasekaran. M, Professor and Head Department of Management Studies	
Dr. Arivudai Nambi. J, Professor and Head Department of Aeronautical Engg.	
Dr. Uttham Kumar.N, Professor and Head Department of English.	