

DRAVIDIAN UNIVERSITY

SRINIVASAVANAM :: KUPPAM

ASSESSMENT CRITERIA FOR PROMOTION UNDER CAREER ADVANCEMENT SCHEME

Application for promotion from			to						
	Category	Acade	emic	Level	Pay Scale	Mark 🗹			
Assi	stant Professor	10			Rs.57,700 – 1,82,400				
Assi Scal	stant Professor to Assistant Professor Sr.	10 to	11		Rs.68,900 - 2,05,500				
Assi	stant Professor Sr. Scale to Assistant Sessor Sel.Grade	11 to	12		Rs.79,800 - 2,11,500				
Assi	stant Professor Sel.Grade to Associate	12 to	13A		Rs.1,31,400 - 2,17,100				
	Tessor ociate Professor to Professor	13A t	o 14		Rs.1,44,200 - 2,18,200				
Part	z – A : GENERAL INFORMATION								
1.	Name of the Teacher (In block letters)		:						
2.	Department & School		:						
3.	Date of Birth		:						
4.	Caste (Whether belongs to SC / ST / BC / PH)		:						
5.	Date of appointment in Dravidian University service		:						
6	Present Designation and (Pay Scale)		:						
7.	Date of Appointment / Promotion as		1	1					
	Assistant Professor (Stage 1 with AGP 6000) Academic Level 10)	/	:						
	Assistant Professor (Stage 2 with AGP 7000) Academic Level 11)	/	:						
	Assistant Professor (Stage 3 with AGP 8000) Academic Level 12)	/	:						
	Associate Professor (Stage 4 with AGP 9000 Academic Level 13 A))/	:						
	Professor (Stage 5 with AGP 10000/ Academ Level 14)	nic	:						

8.	Date of last Promotion / Appointment with stage		:	
9.	Position / Academic Level for which ap	oplied	:	
10.	Date of Eligibility for promotion		:	
11.	Assessment Period		:	
12.	Address for Communication		:	
	Contact Details Mo	bile	:	
		Land Line	:	
		e-Mail	:	

13. Academic Qualifications (copies of certificates to be enclosed):

Examination	Name of the Board / University	Month & Year of Passing	Percentage of marks obtained	Division	Subject / Specialization
S.S.C.					
Intermediate					
Graduation					
Post Graduation					
Other examination if any					

14. Research Degrees (copies of certificates to be enclosed) :

Degree	Title of Dissertation / Thesis	Date of Submission	Date of award	University
M.Phil				
Ph.D.				
D.Sc. / D.Lit.				

15. Appointments including Post-doctoral positions such as Research Associate , Research Scientist etc., held prior to joining the Dravidian University service

		Aided /	Nature of	Pay band	Dat	e of	Reasons for
Designation	Institution	Unaided	Duty	with Grade Pay	Joining	Leaving	leaving

15. Post(s) held after appointment in the Dravidian University service :-

		Nature of	Dat	e of	Pay Scale / Pay Band with Grade Pay
Designation	Department	Duty	From	То	

16.	Period of Teaching e	xperie	ence :-			
	P.G. Classes (in	year)	:			
	U.G. Classes (in	year)	:			
17.	Courses taught at var	rious l	evels (n	name of the cou	rse and give deta	ils) :-
	Post Graduation:		•••••			
	Under Graduatio	n	:			

	Nome of the Course	Disease	D4'	Period	Sponsoring
	e-contents and other Co (please enclose copies of	urses attended:-	d)	·	•
	1 0		ng- Learning-Ev Course (with	valuation/Technology P e-certification) /	•
20.				Methodology Course/	
	(c)				
	(b)				
	(a)				
19.	Field of Specializations u	nder the Subject / Disc	ipline:		
18.	Total duration of Researc excluding the period spen M.Tech. / M.Phil / Ph.D.		:		
10	Total dynation of Doggona	h avmanianaa			

N	D.	.	Period		Sponsoring
Name of the Course	Place	Duration	From	To	agency

PART-B: Assessment Criteria and Methodology

Acti	Activity 1.1: Teaching (Classes taught includes sessions on tutorials, Lab and Other teaching related activities)										
Sl. No.	Year	Course/Paper	Level (UG or PG)	Mode of Teaching/Lecture/ Seminar/Tutorial/ Practical's	Total No. of Classes Assigned in a year	Number of Classes taught as per documented record	% of Classes Number of Classes taught/Total Classes assigned x100	Grading	Annexure (with page No.)	Grade verified by	
SI.	Ye	Course	Level (U	Mode of Teac Seminar Prac	Total No. Assigned	Number of C as per docun	% of Classe Classes ta Classes ass	Gra	Annexure (v	НОВ	Committee
80%	6 & ab	ove – Good			<u> </u>		<u>l</u>	l	l	1	

Below 80% but 70% & above-Satisfactory

Less than 70% - Not satisfactory

Activity 1.2: Involvement in Students-Related Activities/ Research Activities

- (a) Administrative responsibilities such as; Head/Chairperson/ Dean/ Director/ Coordinator, Warden etc.
- (b) Examination and evaluation duties assigned by the 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 being actively involved in guiding Ph.D. students.
- (f) Conducting minor or major research project (s) sponsored by national or international agencies.
- (g) At least one single or joint publication in peer- reviewed or UGC list of Journals.

Year	Detail of Activities	Category	No. of Activities	Grading	Annexure with page	Grade	nde verified by	
			during Assessment Period		No.	HOD	Committee	

Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

Not-satisfactory - Not involved / undertaken any of the activities

Note: Number of activities can be within or across the broad categories of activities

OVERALL GRADING:

Sl. No.	Year	Grade in Activity-1 Good/ Satisfactory / Not-Satisfactory	Grade in Activity-2 Good/ Satisfactory/ Not-Satisfactory	Overall Grade

Overall Grading: Good: Good in Teaching and Satisfactory or good in activities

Good: Good in teaching and satisfactory (activity S.No.1.1) or good in activity at Sl.No.1.2.

Satisfactory: Satisfactory in teaching (activity S.No.1.1) and good or satisfactory in activity at S1.No.1.2.

Not Satisfactory: If neither good nor satisfactory in overall grading

2. Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc,.)

2.1 RESEARCH PAPERS PUBLISHED:

Category	Academic/Research Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
2.1	Research Papers in Peer- Reviewed or UGC listed Journals	08 per paper	10 per paper

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.

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.

Sl. No.	Title with page Nos.	Journal with ISSN & Publisher	Refereed Journals	Peer-Reviewed or UGC listed Journals	Latest Impact Factor, if any	No. of Co-authors	Whether First / Corresponding / Co-Author	Academic Score	DOH Verified		

2.2: PUBLICATIONS (OTHER THAN RESEARCH PAPERS)

Category	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
2.2 (a) B	ooks authored which are publish	ed 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
2.2 (b) Tr	anslation works in Indian and Fore	ign Languages by qualified f	faculties:
	Chapter or Research paper	03	03
	Book	08	08

Sl. No.	Chapter or Co- Publisher ISSN	ISBN/ ISSN	International/ National/Local	Acad emic	Verified Academic Score by		Evidence/ Annexure		
	Research paper	Editor/ Author	tor/ and year Number nu		publisher	Score	HOD	Committee	page No.

2.3: CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA.

Category	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
(a) Develo	opment of Innovative pedagogy	05	05
(b) Desigr	n 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 MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
(d) E-Conte	ent		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e- content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10

Sl.	Title of the Curriculum/ Course/MOOCs/	Author	Academic	Verified S	Evidence/ Annexure page No.	
No.	e-Content	Score	HOD	Committee		

2.4 (a): RESEARCH GUIDANCE:

CH GUIDANCE	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline	Maximum score for University/ College teacher*				
4RC	Ph.D.	Degree	awarded	10 per Degree				
RESE.		Thesis s	05 per Degree					
RE	M.Phil./P.G dissertation	Degree	Degree Awarded					

Level of Guidance	Registered	Thesis Degree submitted Awarded	Academic	Verified Sco	Evidence/		
			Awarded	Score	HOD	Committee	Annexure page No.
Ph.D							
M.Phil/ PG Dissertation							

2.4 (b): RESEARCH PROJECTS COMPLETED:

EARCH MECTS PLETED	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
RESE, PROJ COMPI	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05

2.4 (c): RESEARCH PROJECTS ONGOING:

EARCH DJECTS GOING	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
RESE PROJ ONG	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02

SI. No.	Title of the Research Project	PI/ Co-PI/ Joint PI	Period	Total Grant sanctioned & Received (in Rs.)	Funding agency	National or International level	Academic Score	Verified	Academic Score by	Evidence / Annexure page No.
	Ti	ď		Tot.		, i	,	HOD	Commit tee	Ev

2.4 (d): CONSULTANCY:

Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
Consultancy	03	03

SI. No.	Title of the Projects/ Consultancy	PI/ Co-PI/ Joint PI	Period	Completed	Total Grant sanction & released (in Rs.)	Name of the funding agency	Academic Score	Verified Academic Score by		Evidence/ Annexure page No.

2.5 (a): PATENTS:

PATENTS	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
	International	10	10
	National	07	07

SI. No.	Title of the Research Project	PI/ Co-PI/ Joint PI	Period	Total Grant sanctioned & Received (in Rs.)	Funding agency	Patent	Output/ Patent: National or International level	Academic Score	Verified	Evidence/ Annexure page No.	
	T Res	/Id		T sa Rec	Fui		nO V Iu	Aca	HOD	Comm ittee	An

2.5 (b): *POLICY DOCUMENT (SUBMITTED TO AN INTERNATIONAL BODY/ORGANIZATION LIKE UNO/ UNESCO/ WORLD BANK/ INTERNATIONAL MONETARY FUND ETC. OR CENTRAL GOVERNMENT OR STATE GOVERNMENT)

POLICY	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
DOCUMENT	International	10	10
	National	07	07
	State	04	04

SI. No.	Title of the Policy Document	Author	Recipient from Organization (UNO/ UNESCO/ world bank/ Central Govt.,/State Govt., etc	International body/ organization like UNO/ UNESCO/ world bank/ international monetary fund etc. or central government or state	Inter National/ National/State	Academic Score	Verified	Academic Score by	Evidence/ Annexure page No.
	Tidi.		Re Orgai UNES(Centi	International organization UNESCO/ w international fund etc. c government government	Int S.	Ac	HOD	Com mittee	Evide

2.5 (c) AWARDS/FELLOWSHIP

AWARDS/ FELLOWSHIP	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
	International	07	07
	National	05	05

Sl. No.	Name of the Award/ Fellowship	Name of the academic body/	International/ National level	Date of Award	Academic Score	Verified Academic Score by HOD Committee		Evidence/ Annexure page No.
	.	association						

2.6: *INVITED LECTURES / RESOURCE PERSON/ PAPER PRESENTATION IN SEMINARS/ CONFERENCES/FULL PAPER IN CONFERENCE PROCEEDINGS (PAPER PRESENTED IN SEMENARS/CONFERENCES AND ALSO PUBLISHED AS FULL PAPER IN CONFERENCE

PROCEEDINGS WILL BE COUNTED ONLY ONCE)

INVITED	Activity	Faculty of Sciences/ Engineering/Agriculture/ Medical/Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/Social/ Sciences/ Library/ Education/ Commerce/ Management/ & other related discipline
RESOURCE	International (Abroad)	07	07
PERSON	International (within country)	05	05
	National	03	03
	State/University	02	02

Sl. No.	Title/ Academic session/Subject of Lecturer delivered	Organizing Institution (Name of the City & Country)	Whether National/ International/ State/ University level	Date of Lecture	Duration	Academic Score	Verified Academic Score by		Evidence / Annexure page No.
	<u> </u>	1 4							A

SUMMARY OF ACADEMIC SCORE

Total Academic Score: Methodology for University Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

	Academic/Research Activity	Year	Year	Year	Year	Year	Year	Total Academic		ed Academic core by
	, read emily, research views;	I	II	III	IV	٧	VI	Score	HOD	Committee
1	Research Papers in Peer-Reviewed or									
	UGC listed Journals Peer-Reviewed									
	Peei-Reviewed									
	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) (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									
	course, paper /c book									

	Academic/Research Activity	Year I	Year II	Year III	Year IV	Year V	Year VI	Total Academic		ed Academic core by
		-	11	111	10	V	٧ı	Score	HOD	Committee
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 t	to an								
	and a supplied that the supplied to the suppli	ike								
	UNO/UNESCO/World Bank/ Intern	ational								
	Monetary Fund etc. or Central									
	Government or State Government)	I								
	International									
	National									
	State (c)Awards/Fellowship	<u> </u>								
	International									
	National									
	National									
	VI. itad lastumas / Dansumas Dansum/									
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									
	State, Striversity		l							

Date :

Place : Signature & Designation of the Applicant

Certified that, ______ has been working as

I solemnly declare that the particular furnished above are true to the best of my knowledge.

in the Department since _____

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

Head of the Department

Dean