

SKN Agriculture University, Jobner

Score Card for

Assistant Professor (Stage-II) to Assistant Professor (Stage-III) [AL 11- AL 12]

Name:Subject:

S.No.	Attributes (Rounded off to nearest one decimal wherever applicable)	Maxi. score	Candidate's score	Scrutiny Commit. Score	Annexure
A	Academic Qualifications:	25			
i.	Score for B.Sc. (Ag.)/B.Sc. degree (% marks x 0.07)	07			
ii.	Score for M.Sc. (Ag.)/M.Sc. degree (% marks x 0.08)	08			
iii.	Ph.D. degree (% of marks x 0.07); candidates having Ph.D. degree without course work will be awarded 3.5 marks only	07			
iv.	Post-doctoral fellow (0.5 mark for each completed 6 months)	01			
v.	Special training abroad for more than 3 months= 2.0 marks and 1 to 3 months= 1.5 marks and less than 01 month=0.75 mark related to subject of specialization	02			
Note: If the University/Board gives grading instead of percentage, the equivalent percentage shall be as declared /certified by the concerned University/Board and the certificate/declaration shall be compulsorily enclosed with the application.					
B.	Service experience and Annual Assessment:	10			
i.	1.0 marks for each year of service experience as Assistant Professor (AGP Rs. 7000).	05			
ii.	Annual assessment reports of five years, (Outstanding=1.5 marks; Very good= 1.0 mark; Good=0.75 mark and Satisfactory= 0.50 mark per year)	05			
C.	(i) Awards/Recognitions : 1.5 marks each for standing first or award of gold medal at university level in graduation, master and Ph.D., 1.5 marks each for JRF/SRF fellowship through National Level Test at Master's and Ph.D. levels. 2.0 marks for Jawahar Lal Nehru Award for Ph.D. thesis, 1.0 mark for Best thesis Award for Ph.D. thesis (ii) In-service Award/Recognition : 2.0 marks each for award by Central Government organization such as ICAR, CSIR, UGC, DBT, DST, National Institute, FAO, UN etc. and 1.0 mark for award at state level, and 0.50 mark each at university level and district level.	06			
Note: If the award is received by a team, the team leader will get full marks and co-leaders will be awarded half of the allotted marks . If a candidate gets more awards for the same achievement, the highest one award will be considered for allotment of marks.					
D.	Society membership, fellowship etc. 0.50 mark each for life membership of national level professional society. 0.50 mark each for award such as best paper/poster/exhibition etc. at national level, 1.0 mark for conference Fellow of a national level professional society.	02			
E.	Teaching, Research, Extension and Monitoring (during assessment period)	32			
	2.0 marks for each course/ semester for UG/PG courses taught (Marks shall be shared equally among teachers in shared courses). 0.50 mark for development of e-module/course/content				

	etc.				
	2.0 marks and 1.0 mark respectively for Ph.D. and Master's thesis guided as major advisor. 0.20 mark and 0.10 mark each for member of advisory committee in Ph.D. and Masters's thesis, respectively.				
	2.0 marks for each experiment conducted/season as sole researcher and 1.0 mark for each experiment/season shared with other researcher.				
	Projects got sanctioned, handled and completed: 3.0 marks for competitive mode and 1.0 mark for institutional mode for PI. For Co-PI, 1.5 marks for competitive mode and 0.50 mark for institutional mode projects. PVT/testing trials/other misc trials: PI: 1.0 mark, Co-PI: 0.50 mark				
	Varieties/Technologies developed : i. For each variety/ technology developed & released at national level 1.5 marks as major contributor and 0.75 marks for Co-operators. ii. For each variety/ technology developed & released at state level 1.0 mark as major contributor and 0.50 mark for Co-operators. iii. 1.5 marks for each genetic stock, bio-agent etc registered with NBPGR, as measure contributor and 0.75mark for co-operators. iv. 1.5 marks for each technology /var. included in package of practices (POP) as major contributor and 0.75 marks as Associate contributor. v. 2.0 marks for each patent granted				
	1.0 mark for each On-campus trainings/kisan melas/exhibition organized 1.0 mark as major contributor and 0.50 mark as Associate contributor. 0.50 and 0.25 mark each for Off-campus trainings/OFT/ field days/ campaign organized for major contributor and Associate contributor, respectively. 1.0 mark each for one week training, 1.5 marks each for 30 days training & above and 2.0 marks each for 80 days training & above as major contributor and 50% marks as associate contributor.				
	TV-Radio talks delivered: 0.50 mark for each TV talk and 0.25 mark for each radio talk. (Max. 2 marks)				
	No. of lectures delivered in trainings/field days/kisan melas etc. organized by other agencies: (0.10 mark for each lecture). (Max. 5 marks)				
	Popularization of Technologies: Success story/Impact study/On farm testing made/Demonstration unit/Orchard establishment (1.0 mark each as major contributor and 0.50 mark as associate contributor) and FLD's and other demonstrations conducted (0.50 mark as major contributor and 0.25 mark as associate contributor), 1.0 mark for development of Documentary developed.				
	Full time posting to assist in DOR, DEE, DE, PM & E, COE, HRD, DSW, Land Scape, OSD, ATIC, CIMCA etc. 1.0 mark for each completed year. (Max. 4 marks)				
	1.0 mark each as Major Contributor and 0.25 mark each as Associate in preparation of annual reports/proceeding of conferences /self-study report/ newsletter/ research highlights / trainings manuals (capacity building/ refresher trainings/Orientation training etc.), developing distant learning courses and other printed documents at university level/directorates. (Max. 4 marks)				

F	Other assigned duties (during assessment period)	07			
	<p>1.0 mark for each completed year to act as ADSW, Chief Hostel Warden/ Pool officer, O/I, Master trainer, OSD, DDO, central store etc, NCC/ NSS/ Farm/ Technical Cell/ Student section / Establishment /Accounts Secretary Sports Board, Secretary cultural for each year of assigned duty.</p> <p>0.50 marks for In charge (Kisan Ghar/ Guest house/ Games-sports/ ADPE/ Placement cell/ / Security, Cultural activities, Library, central Laboratory, Legal cell, RTI cell etc.), Hostel Warden</p> <p>0.25 marks each for, Nodal officer/, I/c Laboratory, Asstt./Dy. Supdt. Examination etc. for each year of assigned duty.</p> <p>0.10 mark for invigilation duty, flying squad etc., 0.30 marks as observer, counselor in JET etc.,</p> <p>0.30 mark for convener in various committees and 0.10 mark for member.</p>				
G.	<p>Summer/ Winter Schools/ Refresher Courses/ Orientation / Other trainings/Vocational course/Seminar/ Symposium organized:</p> <p>One week: Coordinator- 1 mark, Co-coordinator- 0.25 mark</p> <p>Two weeks: Coordinator- 1.5marks, Co-coordinator- 0.40 mark</p> <p>>two weeks: Coordinator- 2 marks, Co-coordinator- 0.50 mark</p> <p>Lectures delivered in these: 0.50 per lecture</p>	02			
H.	<p>Summer/ Winter Schools/ Refresher Courses/ orientation/ Other trainings / seminar/ symposia etc. attended.</p> <p>01 mark for each Summer/Winter Schools/Refresher Courses/orientation /Other trainings of more than one week duration; 0.75 mark for one week or less duration and 0.50 mark for each seminar/symposia/conference/workshop/annual group meet etc. attended.</p>	01			
I.	Publications in NAAS rated Journals:	15			
	<p>a.Paper published in journals having NAAS rating 6.0 and above or journals listed in UGC- Care list Group II = 2.0 marks each for 1st author and 1.0 mark co authors.</p> <p>b.Paper published in journals having NAAS rating from 4.00 to 5.99 = 1.5 marks each for 1st author and 0.75 mark for co-authors</p> <p>c.Paper published in journals having NAAS rating below 4.00 or journals listed in UGC- Care list Group I = 1.0 mark each for 1st author and 0.50 mark for co-authors</p> <p>d.Book published by National Institute/ Universities/ Standard publishers:</p> <ul style="list-style-type: none"> •Each authored book having ISBN with more than 100 pages = 1st author, 2.0 marks and co-authors = 1.0 mark for each book •Each edited book having ISBN/proceedings of conference etc. having more than 100 pages =1st Editor =1.0 mark and Co-editors, =0.50 mark for each book/proceeding <p>e.Book chapter in books having ISBN/ laboratory or practical manual / extension bulletin/ technical bulletin/ full length paper published in proceedings of National or International seminar/ symposium/ conference/ research paper published in journals not included in Ia to Ic categories =1st author 0.5 mark and co-authors, 0.25mark</p> <p>f.Each short note / communication published in NAAS rated journal = 1st author, 0.5 mark and co-authors, 0.25 mark</p> <p>g. Each abstract published in proceedings of seminar /symposium /conference or short note papers published in Non-NAAS journals = 1st author, 0.10 mark and 0.05 mark for co-authors</p> <p>h. Each popular article in reputed magazine / folder/ leaflet= 0.10</p>				

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mark for 1 st author and 0.05 mark for co- authors i. Publication of Smarika, Souvenir etc= 0.25mark for 1 st author and 0.10 mark for co- authors Note: NAAS rating will be considered of the published year.				
Grand Total (A to I)	100			

Note: Attach proof duly verified by HOD/Officer In- charge/ZDR/Director/Dean.

The scores would be considered during assessment period only [except A and C].

Note: Description of cadre & scales

Cadre	Promotional Scale
Assistant Professor (I) (Rs. 15600-39100, AGP Rs. 6000) (Rs. 57700-182400, AL 10)	Senior Scale (II) (Rs. 15600-39100, AGP Rs. 7000) (Rs. 68900-205500, AL 11)
Assistant Professor (II) (Rs. 15600-39100, AGP Rs. 7000) (Rs. 68900-205500, AL 11)	Selection Scale (III) (Rs. 15600-39100, AGP Rs. 8000) (Rs. 79800-211500, AL 12)
Assistant Professor (III) (Rs. 15600-39100, AGP Rs. 8000) (Rs. 79800-211500, AL 12)	Assoc. Prof. (IV) (Rs. 37400-67000, AGP Rs. 9000) (Rs. 131400-217100, AL 13A)
Associate Professor (IV) (Rs. 37400-67000, AGP Rs. 9000) (Rs. 131400-217100, AL 13A)	Professor (V) (Rs. 37100-67000, AGP Rs. 10000) (Rs. 144200-218200, AL 14)

Note: AL means Academic Level as mentioned in 7th pay scale matrix, AGP: Academic Grade Pay in 6th pay scales.

Minimum Academic Performance and Service Requirements for promotion of Assistant Professor (stage II) to Assistant Professor (Stage III)

CAS promotion from Assistant Professor Stage II (AL 11) to Assistant Professor Stage III (AL 12) shall be conducted by a Screening Cum Evaluation Committee.

1. Minimum Eligibility:

- Service requirement: Minimum 5 years of service on the post of Assistant Professor in stage II in AGP 7000/- or Pay level AL 11 i.e. Assistant Professor (stage II).
- One course / programme from among the categories of Methodology, workshops, training, teaching-learning-evaluation technology programme, soft skills development programmes and faculty development programmes of minimum 3 weeks duration.
- Minimum score required should be 50%.

2. CAS promotion Criteria:

Candidate gets 'satisfactory' or above grade in the annual performance assessment reports of at least four of the last five years of the assessment period.

Name and Signature of candidate





Sri Karan Narendra Agriculture University, Jobner

PERSONAL HISTORY PROFORMA FOR CONSIDERING CASES UNDER THE CAREER ADVANCEMENT SCHEME

ASSISTANT PROFESSOR (STAGE-II) TO ASSISTANT PROFESSOR (STAGE-III)

NAME OF UNIT: _____

1.	Name (in Block letters)	:			
2.	Father's Name	:			
3.	Designation	:			
4.	Discipline	:			
5.	Date of Birth	:			
6.	Full Address	:			
7.	Educational Qualifications				
	Degree	Year of passing	Institution/ University	Subject/ Specialization	Division/ Marks in % OGPA
	Bachelor's Degree				
	Master's Degree				
	Ph. D.				
	NET/SLET etc.				
	Any other				

8.	Date of joining in university as Assistant Professor through selection	:	
9.	Date of joining in the present post in pay band III i.e. (Rs. 15600-39100, AGP Rs. 7000)/ (Rs. 68900-205500, AL 11)	:	
10.	i) Date of completion of 5 years service as Assistant Professor in pay band III i.e. Rs. 15600-39100, AGP Rs. 7000/ (Rs. 68900-205500, AL 11)	:	
	ii) Particulars of leave without pay, if availed	:	

11.	Other duties assigned: (a separate sheet may be attached as annexure)			
	S. No.	Work/Duty Assigned	Duration	
			From	To

12.	Participation in refresher course/ orientation programme/ summer / winter school/ seminar/ symposia etc: (a separate sheet may be attached as annexure)			
	S. No.	Title of the course	Duration	Name of the Organizing Institution
13.	Awards/ distinctions received, if any: (a separate sheet may be attached as annexure)			
14.	Research Publications: (a separate sheet may be attached as annexure)			
15.	Constraints experienced in meeting targets of research /teaching/ extension, if any: (a separate sheet may be attached as annexure)			
16.	Three significant achievements exclusively during assessment period (Attach one page note for each achievement on separate sheet as annexure)			
	<u>S. No.</u> 1. 2. 3.			
	Encl: Annexure Score card with required enclosures Any other: Signature of the Applicant			
	Verified that the information furnished by the Asstt. Prof./ Scientist is correct. Signature of the Head of the Institute			