

Standard Operating Procedure (SOP) for processing of applications under CAS 2018 Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

[As per University of Delhi Ordinances and DU SOP; Notification:- Estab. IV/017/2018-2020/9]

ELIGIBILITY

- The date of eligibility for promotion to Professors can not be before 18th July, 2018.
- Associate Professors who have completed three years of service in Academic Level 13A are eligible to apply.
- The applicant should have a Ph.D. degree in relevant/allied subject/discipline.
- The applicant should have a minimum of ten research publications in peer-reviewed or UGC-listed journals. Out of these, a minimum of three should have been published during the assessment period.
- The applicant should have a minimum research score of 110 from a minimum of three out of the six categories (section B.3 of PBAS).

ASSESSMENT CRITERIA

- Promotion to Professors in Colleges will be assessed on the basis of grading in APARs and the Academic Research Score.
- The applicant should get a 'satisfactory' or 'good' grade in the Annual Performance Assessment Reports of at least two of the last three years of the assessment period.
- The Research Score, wherever prescribed will be considered for entries made from the time of appointment as Assistant Professor.
- The academic research score and other eligibility requirements shall be verified by the IQAC cell of the college and Screening Committee.

METHODOLOGY FOR CALCULATING ACADEMIC/RESEARCH SCORE

(This applies to section B.3 of the APAR and PBAS Proforma)

- The academic/research score will be calculated as per the table given below (In accordance with Table VI-A.b of the UGC guidelines adopted by the University of Delhi and approved by competent authority; Circular Ref. Estab-IV/017/2018-2020/9, dated 27-08-2020-Page 11 of 15). The applicant must provide relevant proofs/evidence for all the scores claimed 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.

B3 PART	Research Activity	Academic/Research Score	
		Science	Arts and Commerce
	Published Research Papers	8 per paper	10 per paper
1.	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): Paper in refereed journals without impact factor - 5 Points Paper with an impact factor less than 1 - 10 Points Paper with impact factor between 1 and 2 - 15 Points Paper with impact factor between 2 and 5 - 20 Points Paper with impact factor between 5 and 10 - 25 Points Paper with impact factor > 10 - 30 Points Two authors: 70% of the total value of publication score for each author. More than two authors: 70% of the total value of publication score for the First/Principal/Corresponding author and 30% of the total value of publication score for each of the joint authors.		
2.	Publications (other than Research papers)		
2.a.(i)	Books authored		
	Research Activity	Academic/Research Score	
		Science	Arts and Commerce
	(i) Published by an International publisher	12	12
	(ii) Published by a National publisher	10	10
2.a.(ii)	Chapter in Edited Books	5	5
2.a.(iii)	Books Edited		
	International Publisher	10	10
	National Publisher	8	8
2.b.	Translation works in Indian and Foreign Languages		
2.b.(i)	Chapter or Research Paper	3	3
2.b.(ii)	Books Translated	8	8
3.	Creation of ICT mediated Teaching-Learning pedagogy and content and development of new and innovative courses and curricula		
3. (a)	Development of Innovative Pedagogy	5	5
3.(b)	Design of new Curricula and Courses	2/curricula/course	2/curricula/course
3. (c)	Development of MOOCs		
3.c.1	Development of complete MOOCs in 4 Quadrants for a course with credits	20	20
3.c.2	MOOCs (developed in 4 quadrant) per module/Lecture	5	5
3.c.3	Content writer/subject matter expert	2	2
3.c.4	Course Coordinator for MOOCs	8	8
3. (d)	Development of E-Content		

3.d.1	Development of E-Content in 4 Quadrants for a complete course/e-book	12	12
3.d.2	E-content (developed in 4 quadrants) per module	5	5
3.d.3	Contribution to development of e-content	2	2
3.d.4	Editor of e-content for complete course/paper/e-book	10	10
4. (a)	Research Guidance		
	Ph. D.	10/degree awarded 5/thesis submitted	10/degree awarded 5/thesis submitted
		For joint supervision of research students, 70% of the total score for Supervisor and Co-Supervisor. The supervisor and Co- Supervisor will get 7 points each.	
	M. Phil.	2/degree awarded	2/degree awarded
4. (b)	Research Projects Completed		
	Research Activity	Academic/Research Score	
		Science	Arts and Commerce
	More than10 lakh	10	10
	Less than 10 lakhs	5	5
		Joint Projects: The principal investigator and Co-investigator would get 50% points each.	
4. (c)	Research Projects ongoing		
	More than10 lakh	5	5
	Less than 10lakh	2	2
		Joint Projects: The principal investigator and Co-investigator would get 50% points each.	
4.(d)	Consultancy	3	3
5.(a)	Patents		
	International	10	10
	National	7	7
5. (b)	Policy Document		
	International	10	10
	National	7	7
	State	4	4
5. (c)	Awards/Fellowship		
	International	7	7

	National	5	5
6.	Invited lectures/resource Person/paper presentation in Seminars/Conferences/Full Paper in Conference Proceedings		
	International (Abroad)	7	7
	International (within Country)	5	5
	National	3	3
	State	2	2
	• Paper presented if part of edited book or proceeding then it can be claimed only once. • Paper presented in seminars/conferences and also published as a full paper in Conference proceedings will be counted only once.		
• The research score shall be from a minimum of three categories out of the six categories. • To calculate the 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 in Seminars/Conferences/Full Paper in Conference Proceedings) shall have an upper capping of 30% of the total research score of the teacher concerned.			


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