

UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT

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Office of the Registrar
 Sector No.60, Navanagar
 Bagalkot - 587 103
 State: Karnataka

No.R/Rectt/Notification/ 2013-14 /1434

Date: 06.06.2013

NOTIFICATION

Sub: Regulations / Eligibility for promotion of Teachers under CAS - 2006 - reg.

Ref: 1. UGC No.F.3-1/2009 dated 30 June, 2010

2. ICAR F.No.1(01)/2009-Per-IV, dated 02 August 2010

3. Government Order No.AHD 64 AUM 2009, Bangalore, dated: 24.03.2010.

4. This office Notification No.R/Rectt/Notification/2012-13 dtd: 22.06.2012

5. Proceedings of 9th Meeting of the Academic Council held on 21.11.2012.

6. Resolution on Item No.3 of 15th Meeting of the Board of Management held on 22.11.2012.

7. Resolution on Item No.5 of 17th Meeting of the Board of Management held on 24.06.2012

8. Approval of the Hon'ble Vice Chancellor, UHS, Bagalkot dtd: 06.06.2013

In supersession of this office notification cited at reference (4) above, the University approval is hereby accorded for implementation of Regulations / Eligibility for promotion of teachers under CAS - 2006 in line with UGC / ICAR Guidelines as approved by the Board of Management as put up in the following Annexure with immediate effect:

1. Regulations / Eligibility for promotions of teachers under CAS- 2006 (Annexure-I);
2. Template for submission of work-done reports for promotions to various grades/cadres/AGP under CAS-2006 (Annexure-II)
3. Score card for promotion of teachers under CAS-2006 (Annexure-III); and
4. Proforma for Annual Evaluation Reports of teachers in the University (Annexure-IV).

As the promotions under Career Advancement Scheme - 2006 has been implemented in the University from 24.03.2010 in accordance with the GOK order dated 24.3.2010, the Regulations for Promotion of Teachers under CAS-2006 along with the Score Cards prescribed and the Template for submission of work-done reports for promotion under CAS-2006 are implemented w.e.f. 24.3.2010.

BY ORDER,

(M.B. MABALAGERI)
 REGISTRAR

To:

1. All Officers of the University.
2. All Deans of Colleges.
3. All Heads of Research Stations/AICRP Schemes / Horticulture Extension Education Units.
4. The Official Web-site of the University (www.uhsbagalkot.edu.in)

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ANNEXURE - I

REGULATIONS GOVERNING PROMOTION OF TEACHERS IN THE UNIVERSITY


Ref: UGC No. F.3-1/2009 dated 30 June, 2010, endorsed by ICAR vide F.No. 1 (01)/2009-Per-IV dated 02 August, 2010.

1. PROMOTIONS UNDER CAREER ADVANCEMENT SCHEME, 2006

1.1.1 Minimum requirements for promotions of teachers under Career Advancement Scheme, 2006

Sl. No.	Particulars	For promotions to			
		Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹ 7000)	Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹8000)	Associate Professor (Pay band of ₹37400-67000 and AGP of ₹9000)	Professor (Pay band of ₹37400-87000 and AGP of ₹10000)
1.	Service requirements	*Assistant Professor (Pay Band of ₹ 15600-39100 and AGP of ₹ 6000) completing Four years with Ph.D or Five years with M.Phil or Post Graduate Degree in professional courses or Six years without M.Phil or Ph.D or Master's Degree in the relevant professional courses	Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹7000) completing Five years	Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹8000) completing Three years	Associate Professor (Pay band of ₹37400-67000 and AGP of ₹9000) completing Three years
2.	Summer / Winter / refresher courses during assessment period	One of 10 days and above duration	One of 10 days and above duration	One of minimum one week duration	-


* - Amended vide Notification No. R/Rectt-IV/BOM-40/419/2017-18 dated 07.07.2017.


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Sl. No.	Particulars	For promotions to			
		Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹ 7000)	Assistant Professor (Pay band of ₹15600-39100 and AGP of ₹8000)	Associate Professor (Pay band of ₹37400-67000 and AGP of ₹9000)	Professor (Pay band of ₹37400-67000 and AGP of ₹10000)
3.	Publications in NAAS rated/ refereed journals	-	-	At least five publications in the entire service	A minimum of three publications after being placed in AGP of ₹9000. However, the publications after being placed in the Pay band of ₹15600-39100 and AGP of ₹8000 shall be considered for assessment.
4.	Committee for evaluation	Screening-cum-Evaluation Committee		Selection Committee	
5.	Minimum scores during the assessment period	60	65	70 (Inclusive of Interview marks)	70 (Inclusive of Interview marks)

1.1.2 Minimum requirements for promotion of Library Cadres under Career Advancement Scheme, 2006

SN	Particulars	For promotions to			
		Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹7000)	Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹8000)	Deputy Librarian (Pay band of ₹37400-67000 and AGP of ₹9000)	Librarian (Pay band of ₹37400-67000 and AGP of ₹10000)


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SN	Particulars	For promotions to			
		Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹7000)	Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹8000)	Deputy Librarian (Pay band of ₹37400-67000 and AGP of ₹9000)	Librarian (Pay band of ₹37400-67000 and AGP of ₹10000)
1.	Service requirements	Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹ 6000) completing Four years with Ph.D. or Five years with M.Phil. or Six years without M.Phil. or Ph.D.	Assistant Librarian (Pay band of ₹15600-39100 and AGP of ₹ 7000) completing Five years	Assistant Librarian/ Deputy Librarian (Pay band of ₹15600-39100 and AGP of ₹ 8000) completing Three years	Deputy Librarian (Pay band of ₹37400- to 67000 and AGP of ₹9000) completing Three years
2.	Summer/ Winter / refresher courses during assessment period	One of 10 days and above duration	One of 10 days and above duration	One course of minimum one week duration.	
3.	Publications in refereed journals	-	-	At least five publications in the entire service.	A minimum of three publications after being placed in AGP of ₹9000. However, the publications after being placed in the Pay band of ₹15600-39100 and AGP of ₹8000 shall be considered for assessment.
4.	Committee for evaluation	Screening-cum-Evaluation Committee		Selection Committee	
5.	Minimum scores during the assessment period	60	65	70 (Inclusive of Interview marks)	70 (Inclusive of Interview marks)

1.2.1 The overall promotion procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants


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based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, in prescribed score card.

- 1.2.2 (i) Evaluation of research publications shall be as per prescribed Score Card. Popular articles, if any, published by the candidates shall be considered only in the concerned discipline/assigned work. Appropriate weightage for such publications shall be given as per the score card.
- (ii) At the time of assessing the quality of publications of the candidates during their promotions, the committee shall have to be provided with the publications, which could be considered by the committee constituted for the purpose.
- 1.2.3 The process of promotions should involve inviting the biodata with duly filled score card based template and reprints of requisite number of publications of candidates, wherever necessary.
- The publications submitted by the candidate shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of promotion by the committee.
- 1.2.4 A teacher who wishes to be considered for promotion under CAS may submit in writing to the university on or after the date of eligibility, that he/she fulfils all qualifications under CAS and submit to the university the Score card based work done report, duly supported by all credentials. In order to avoid delays in holding Committee meetings in various positions under CAS, the University should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application. If a teacher submits the bio-data for assessment for promotion after the date of eligibility due to any reason, the date of eligibility for promotion will be the date of submission of bio-data for promotion. Further, in order to avoid any hardships, candidates who fulfill all other criteria mentioned in these Regulations, as on 24 March, 2010 and till the date on which this Regulation is notified, can be considered for promotion from the date, on or after 24 March 2010, on which they fulfill these eligibility conditions, provided as mentioned above.
- 1.2.5 A teacher shall have earned annual increments regularly during the assessment period for CAS promotions.
- 1.2.6 Candidates who do not fulfill the minimum score requirement under the Score card based system will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.
- 1.2.7 CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the Score Card system.
- 1.2.8 The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professors from AGP of ` 6000 to ` 7000 and from ` 7000 to ` 8000 shall consist of:
- a. The Vice Chancellor as the Chairperson;
 - b. One of the Directors / Deans;
 - c. The concerned University Head of the Department; and


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- d. One subject expert in the concerned subject nominated by the Vice-Chancellor.
The quorum for the committee meeting shall be three including the subject expert and the Chairperson.
- 1.2.9 The Screening cum Evaluation Committee on verification / evaluation of score secured by the candidate through Score card system shall recommend to the Board of Management about the suitability for the promotion of the candidate(s) under CAS for implementation.
- 1.2.10 The composition of the Selection Committee for promotion from AGP of ` 8000 to ` 9000 and from ` 9000 to ` 10000 shall be similar to that for direct recruitments (as in 2.2 above).
- 1.2.11 All the procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with scores obtained and recommendation made on the basis of merit and duly signed by all members of the committee in the minutes.
- 1.2.12 CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.
- 1.2.13 The incumbent teacher must be on roll and active service of the University on the date of consideration by the Committee for CAS Promotion.
- 1.2.14 (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.
- (b) If, however, the candidate finds that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.
- (c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.
- 1.3 Ten percent of the sanctioned positions of Professors in the university may be upgraded to the new HAG scale of `67,000 (annual increment @ 3%) - `79,000/- with no grade pay and persons with a minimum of ten years of teaching/research/extension experience as Professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship on satisfying the required minimum scores, assessed by a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as Professor (HAG). As this elevation to HAG scale for Professor is applicable to only university departments, additional credentials are to be evidenced by:
- (a) Post-doctoral research outputs of high standard;
- (b) Awards / honours /and recognitions;
- (c) Additional research degrees like D.Sc., D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in science and technology.


The selection is to be conducted by the university by receiving duly filled-in proforma from eligible professors based on seniority, three times in number of the available


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vacancies. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert Committee evaluation of all credentials submitted. The Expert Committee shall comprise three persons of eminence in the concerned subjects who either are serving or retired and of the rank not below Deans/Directors/Vice-Chancellors or equivalent cadres. All the Experts of the Committee shall explicitly mention in their recommendation whether the candidate is eligible for placing in the new HAG scale (₹67000-79000 without any AGP). The names of all the recommended candidates will be pooled at the University level and based on seniority and the availability of the number of posts, the University shall place the candidates in the new HAG scale (₹67000-79000 without any AGP). The candidates whose names have been recommended for placement in the new HAG scale (₹67000-79000 without any AGP), but not considered for want of vacancies, shall be kept in reserve for a further period of three years and shall be placed in the new HAG scale (₹67000-79000 without any AGP) as and when vacancies arise. If any candidate is not recommended by the Committee for placement in the new HAG scale (₹67000-79000 without any AGP), he/she may apply once again after a gap of three years. In separate interview need to be conducted for this category.

1.4

The PPMC shall act as Internal Quality Assurance Cell (IQAC) in the University with Vice Chancellor as chairperson. The IQAC shall act as the documentation and record-keeping Cell for the university.


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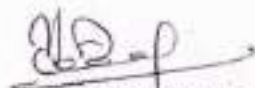
ANNEXURE-II**PROFORMA FOR SUBMITTING WORK-DONE REPORT FOR
PROMOTION OF TEACHERS UNDER CAS-2006****GENERAL**

1.	Name of the Teacher	
2.	Designation	
3.	Place of work	
4.	Date of appointment in the University	
5.	Date of obtaining Ph.D.	
6.	Date of entry into:	
	i)AGP of ₹.6000	
	ii)AGP of ₹.7000	
	iii)AGP of ₹.8000	
	iv)AGP of ₹.9000	
7.	Assessment period	From: _____ To: _____
8.	Details of work-done during the assessment period (enclosed)	

Place:

Date :

Signature


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WORK-DONE REPORT

(To be filled in by the concerned Teacher)

Important Note:

1. All components of work-done should be listed *year-wise* for the Assessment Period.
2. All claims must be supported by relevant documents/ certificates.
3. Reprints of all publications must be enclosed.
4. In the case of promotion from AGP of ₹.9000 to AGP of ₹.10000 research publications relating to the period after being placed in the AGP of ₹.8000 should be listed and enclosed.

I. Specific Achievements in Teaching/ Research/ Extension work under Assessment Period

1. Teaching

a) Courses offered

Sl. No.	Sem-ester	Year	UG / PG / Diploma / Certificate / Experiential Learning / Hands-on-Training / Industrial Training		Course No.	Offered at place of working or outside	Credit hrs.	Contact hours/ week
			*Shared	Independent				

* Experiential Learning.

b) Guidance to PG students as Chairman of the Advisory Committee

(i) Master's Degree

Sl. No.	Name of the Student	Department	Year of Completion

(ii) Ph.D. Degree

Sl. No.	Name of the Student	Department	Year of Completion

c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students

Sl. No.	Name of the Student	M.Sc./Ph.D.	Department	Year of Completion

d) Teaching aids developed (laboratory manuals, RHW/E manuals, AV Aids etc.)

Sl. No.	Details of Teaching Aids	Course Number	Credit Hours	UG/PG/Diploma/Certificate Course	Year

e) Acting as External Examiner for UG/PG examinations (which includes paper setting, paper corrections, conducting viva-voce etc.)

Sl. No.	Particulars	Period	University	UG/PG

2. Research

a) (i) Trials/ Experiments/ Studies conducted/ Testing trials/ Testing implements (year-wise)

Title	PI / Co-PI	University / AICRP/ Testing trial or Equipment	Year

ii) Nucleus (Vegetable / Spice/ Flower) seeds produced

Type of Seed/ Planting Material	Leader/Co-Leader	Quantity Produced	Year

iii) Breeder seed produced

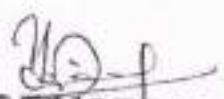
Type of Seed/ Planting Material	Leader/Co-Leader	Quantity Produced	Year

iv) Foundation seed/ Certified / TL Seeds/ Bioagents produced

Type of Seed/ Planting Material	Leader/Co-Leader	Quantity Produced	Year

v) Planting material produced

Type of Seed/ Planting Material	Leader/Co-Leader	Quantity Produced	Year


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vi) Processed products produced

Type of Product	Leader/Co-Leader	Quantity Produced	Year

b) Ad-hoc Projects (Externally funded)

Title of the Project	Competitive/ Institutional	PI/Co-PI	Funding Agency	Period	Total Outlay (Rs.)

c) Patents/ Varieties notified/ Prototype developed/ Varieties endorsed/Technology developed

Title	Details	PI/Co-PI	Meeting in which proposed	Date of approval/ Notification
Patents				
Varieties/ hybrids developed and notified				
Prototype/ Modules developed				
Varieties endorsed				
Technology developed				

d. (i) Establishing institutional / infrastructure / facilities from external funds
(Testing laboratory/ bio-control agents production lab, etc.)

Title	Details	Leader/Co-Leader	Year of establishment

(ii) Managing institutional facilities

Title	Details	Leader/Co-Leader	Period

e. Compilation / preparation of annual research report/ QRT/ Monitoring team report

Title	Details	Leader/Co-Leader	Year

3. Extension**(a) Transfer of Technologies****i) Farm Trials/ Demonstrations/ On-Farm Testing/ Campaign**

Particulars	Title	Season / Date	Place	Leader / Associate
1. Farm Trials				
2. Demonstrations				
3. On-Farm Testing				
4. Campaign				

ii) Field Days/ Krishi Melas/ Exhibitions/ Seed Mela/ Discussion Meetings/ FFS, etc

Particulars	Title	Season / Date	Place	Leader / Associate
1. Field day				
2. Krishimela				
3. Exhibition				
4. Seed Mela				
5. Discussion Meetings				
6. FFS				
7. Others (specify)				

iii) Consultancy services (based on documentation) Mobile / Person / Field visits / family visits / units /

Sl. No.	Person/ Organization to whom Consultancy provided	Date	Place

(b) Training programmes organized

Sl. No.	Name of the Training Programme	Duration with dates	Place	Leader / Associate

(c) Participation as Resource Person in Training Programme / Refresher Course/ Winter/ Summer Schools/NSS/RHWE etc.

Sl. No.	Name of the Programme	Date	Place	Topic

(d) Participation as Resource Person in bi-monthly Technical Workshop or campaign

Sl. No.	Title of the Meeting	Season	Date	Place

(e) Radio / Television Talk

Sl. No.	Particulars	Season	Date	Place

(f) Feedback to research based on which research formulations have been made


Sl. No.	Details of Feedback provided	Date	Place	Details of Research Formulations

(g) Income generated out of Revolving Fund

Sl. No.	Name of the Activity	PI/Co-PI	Income Generated (Rs.)	Period

(h) Development of Video/Radio programmes on technologies developed by self (Nos.)

Title of Video/Radio Programme	Leader/Co-Leader	Period


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4. Designated Corporate Activities

Farm Superintendent/ Farm Incharge/ External examination coordinator- Associate Coordinator/ Asst. Horticulturist/ Technical Assistant/ Technical Officer/ Asst. Professor (Documentation)/ Asst. Editor/ Assoc. Editor/ Information Specialist/ Audio Visual Specialist/ Asst. Professor of Physical Education/ Asst. Director of Student Welfare/ Asst. Professor in PPMC/Curator/ Manager-ATIC/ Training or Extension Consultant/ Technical Assistant to DE and DR's Office personnel/ Controller and coordinator of Extension/ Teachers and Coordinator- Bakery Training Unit, Technical Officer at Dean Office/ Teachers works in Dept. of Kannada and Agri-clinics & Agribusiness Centres/ Corporate works/ Teachers involved in selection and documentation.
Any other corporate activities certified by the University authority.

SLNo.	Activity	Duration

II. Publications: Papers published during the assessment period

a) Full length papers in refereed journals				
Authors	Year	Title of the paper	Journal and details	
b) (i) Books published by recognized publishers with ISBN				
Authors	Year	Title of the Book	Publishers with ISBN	
(ii) Chapters in standard books with ISBN				
Authors	Year	Title of the Book	Title of the Chapter	Publishers with ISBN
(iii) Books published individually				
Authors	Year	Title of the Book	Publisher	
(iv) Research /Extension Bulletin				
Authors	Year	Title of Bulletin	Publishers	
c) (i) Research Note/ Communication in Journal/ Abstract in Symposium/ Seminar/ Workshop/ Training Manual/ Proceedings of Workshop				
Authors	Year	Title	Details of Journals, Symposia, Workshop, Training etc.	
(ii) Popular Articles /Leaflets				
Authors	Year	Title	Details of publication	

d) Any other publications			
i) As Author / Compiler of POP /Editor			
Sl.No.	Year	Name of the Publication	Title and details of publication
(ii) As Assoc.Edictor/ Asst. Editor/Publisher/ Compiler			
Sl.No.	Year	Name of the Publication	Title and details of publication

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference

(a) Organizing Summer School/ Winter Schools / Refresher Courses/Special Training/ Symposia/ Seminar/ Workshop/Conference

Sl. No.	Title	Place	Date	Sponsored by	Organizer/ Associate

(b) Participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration

Sl. No.	Title	Place	Dates	Sponsored by

(c) Participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops etc. (except Annual Workshop)

Sl. No.	Title	Place	Dates	Sponsored by

IV. International Exposure (visits/trainings/courses etc.)

Sl.No.	Place & country visited	Purpose	Date	
			From	To

V. Awards/ Distinctions Received

Sl. No.	Title	Awarded by	Level*	Year of Award

* International / National / State / University / Professional Society

VI. Corporate / Other Activities

- a) Activities performed as Head of Office/ Farm coordinator/ Chief Warden/ Wardens/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer – NSS Coordinator/ Indian Redcross Society Programme officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ PG Coordinator/ Seminar incharge/ Placement Cell incharge / Leader-member in monitoring team/ Programme coordinators/ Crop coordinator/ Scheme Head/ Unit Head/ Dept. Head/ Programme Officer of Community Radio Station/ Training Hostel Manager/ Hostel Management/ Transport incharge, etc.
- b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RHWE – Coordinator/ Assoc. Coordinator – participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students counselor/ Leader for exposure visit of farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of University activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Student Self-Defence/ Anti-ragging squad member/ Guide Police conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc./ Member of Class and Exam time-table committee/ Referee for research journals/ Appraisal of research proposals/ Press meet work/ Participation in UG and PG admission/ member involved in organizing and selection of farmers/ teachers for nomination to various awards/ Member of Exam Invigilation Committee/ Member of BOS and Academic Council of other Universities/ worked as Chairperson in the Fund mobilization to support University events (more than `50,000)/ Organizing SHGs/ Commodity Groups/Krishi Andolans/Melas/ conducting Students' Association election as Returning Officer/ Presiding/ Polling Officer

Any other activities duly assigned by the Controlling Officer

Sl. No.	Name of the Activity	Duration/Date
a) Activities listed under (a) above		
b) Activities listed under (b) above		

VII. Outstation Service (other than A and B Class cities)

Sl. No.	Designation & Office	Place of Work	Duration		City Class (C / Others)
			From	To	

Any other relevant information:

Date:

Signature of the Teacher

Place:


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ANNEXURE-III

CAREER ADVANCEMENT SCHEME – 2006

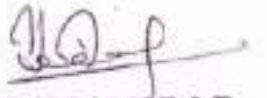
Proposed Score Card for Assessment of ASSISTANT PROFESSORS in the Pay Band of 15600-39100

- (i) to move from AGP `6000 to AGP `7000
(ii) to move from AGP `7000 to AGP `8000

I. Specific Achievements in Teaching/ Research/ Extension work during Assessment Period **Max. Marks: 50**

1. Teaching	
a)(i) UG / PG / Diploma / Certificate courses / Experiential Learning/ offered in his /her HQ	1.00 mark per contact hour
(ii) UG- / PG / Diploma / Certificate courses / Experiential Learning courses offered outside in his /her HQ	1.50 mark per contact hour
(iii) HOT / Industrial Training	0.25 contact hour per credit hour
b) Guidance to PG students as Chairman of the Advisory Committee	
i) M.Sc. students	1.00 mark for each student
ii) Ph.D. students	1.50 marks for each student
c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students	0.50 mark for each student
d) Teaching aids developed (laboratory manuals, RHWE manuals, AV Aids, e- notes/ lecture notes developed etc.)	0.50 mark for each activity per year
e) Acting as External Examiner for UG/PG examinations (which includes paper setting, paper corrections, conducting viva-voce etc.)	0.50 marks for each activity per year


* Certificate issued by competent authority


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2. Research

a) i) Trials/Experiments/Studies conducted / Testing trials /testing implements successfully conducted	2.00 marks per activity / year
ii) Nucleus / Vegetable/ Spice/ Flower seeds upto a quintal	2.00 marks
iii) Breeder seeds per ton	2.00 mark (Max. 10.00)
iv) Foundation/Certified/TL Seeds/Bioagents produced per ton	1.00 mark (Max. 10.00)
v) Planting material produced per 1000	1.00 mark/ (Max. 10.00)
vi) Processed products per 100 (kg/numbers)	1.00 mark (Max. 10.00)
	50% marks for Co-PI/Members
b) Ad-hoc Projects (Externally funded) - for each project total outlay	
i) For projects which have been obtained by the teacher on competitive mode	0.50 mark/lakh outlay (Max. 10 marks)
ii) For institutional projects assigned by the University	0.25 mark/ lakh outlay (Max. 10 marks)
	* Full marks for PI / Scientist & 50% marks for Co-PI / Members / Associate Scientist
c) i) Patents / variety / hybrid developed and released	PI - 5.0 marks for each Co-PI- 2.5 marks for each
ii) Prototypes / Modules/ technology developed	PI - 4.0 marks for each Co-PI- 2.0 marks for each
iii) endorsement of notified varieties	PI - 3.00 marks for each Co-PI- 1.50 mark for each
d) Establishment of institutional facilities from external funds (one lakh and above and other than 2 b. i & ii)	Leader -3.0 marks per facility Co-Leader- 1.50 mark per facility
e) Compilation / preparation of annual research report / QRT report/ Monitoring team report	1.00 mark per year

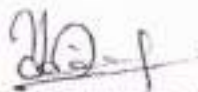
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3) Extension

a) Transfer of Technologies i) Farm Trials/ Demonstrations/ On-Farm Testing / Campaign ii) Field Days/ Krishi Melas/Exhibitions/Seed Mela/ Discussion Meetings / FFS and similar works iii) Consultancy services (based on endorsement by controlling officer)	1.0 mark for each activity organized and 0.5 mark for participation 1.0 mark for each activity organized and 0.50 mark for participation 0.25 marks per consultancy (Max. 5.00 marks)
b) Training programmes / workshop / group meet organized i) Up to one week duration	i. Coordinator-1.0 mark each ii. Assoc. Coordinator – 0.5 mark each
ii) For more than one week duration	i. Coordinator-2.0 marks each ii. Assoc.Coord.-1.00 mark each
c) As Resource Person in the Training Programme / Refresher Course/ Winter/ Summer Schools/NSS/RHWE etc.	0.50 mark for each lecture delivered
d) Participating as Resource Person in bi-monthly Technical Workshop / campaign	0.50 mark per workshop/ campaign attended
e) Diagnostic visit to farmers fields / family units / Radio / Television Talk	0.5 mark for each
f) Feedback to research based on which research formulations have been made	0.5 mark for each
g) Profit generated out of Revolving Fund a) Up to ` 50,000 b) `50,001 to `1,00,000 c) `1,00,001 to `2,00,000 d) More than ` 2,00,000 (Mutually exclusive from 2, a, iii, iv, v & vi)	1.00 mark/year 1.50 marks/year 2.00 marks/year 3.00 marks/year
h) Development of video/radio programmes on Agril. Technologies	0.5 mark for each

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4) Designated Corporate Activities

Farm Superintendent/Farm Incharge/ External examination co-ordinator – Associate co-ordinator / Asst. Horticulturist / Sr.Technical Assistant/ Technical Officer / Asst. Professor (Documentation)/ Asst. Editor/ Assoc. Editor/Information Specialists/ Audio Visual Specialist/ Asst. Professor of Physical Education/ Asst. Director of Student Welfare/ Asst. Professor/ Assoc.Professor/Professor in PPMC/Curator/ Manager ATIC/Training or Extension consultant / Technical Assistant D.E. & D.R's Office personnel / controller and co-ordinator of extension / Teachers and Co-ordinator-Bakery Training Unit, Technical Officer at Dean Office/Teachers works in Dept. Kannada/ Teachers works (Agri. Clinic and Agri. business centre and corporate works/teachers involved in selection and documentation.

Any other corporate activities certified by the University authority.

Based on the evaluation by the immediate superior/controlling officer, marks may be allotted for performance in the designated activity of the teacher at the rate of 8 marks per year.

II. Published Work during the Assessment Period**Max. Marks: 10**

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	
c) i) For each research note/ communication in a journal	1.0 mark	
ii) abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	(Max. 5 marks)
iii) Popular article/ leaflet	0.25 mark	
d) Any other publications –		
i) As Author / Compiler of POP /Editor	0.5 mark each	
ii) As Assoc. Editor / Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	(Max. 5 marks)

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.


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III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference **Max. Marks: 6**

a) For Organizing each activity as in the title	
i) Up to 10 days	2 marks
ii) More than 10 days	3 marks
50% for course co-director	
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences / Workshops / etc. (except Annual Workshop)	0.5 mark each
d) Other members involved in group meet organization of above activities	0.5 mark each

IV. International Exposure **Max. Marks: 1**

International visits/training/courses (outside India only)	1 mark per activity
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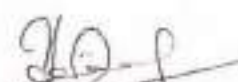
V. Awards/ Distinctions Received **Max. Marks: 3**

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.0 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.

VI. Corporate / Other Activities **Max. Marks: 13**

a) Activities performed as Head of Office / Farm co-ordinator / Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS programme officer / NSS co-ordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm management / Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy.R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ P.G.Co-ordinator/ seminar incharge/ Leader / member in monitoring team/ Programme Coordinator/ Crop Coordinator/ Scheme Head/ Unit Head/ Dept. Head / Programmer Officer of Community Radio Station / Training Hostel/ Hostel Management / Transport incharge, etc.	1.0 mark for each activity per year
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<p>b) Activities performed as Member - Co-chairman - Chairman of different committees of National - International - activities/ RHWE - Co-ordinator / Assoc. Coordinator - participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of University activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Referee for Research Journals/ Appraisal of Research Proposal/ Press meet work/ participation in UG&PG admission/ member involved in organization/ Selection of Farmers / Teachers for nomination to various awards. Member of exam invigilation committee / member of BOS & Academic Council of other Universities, worked as chairperson in the Fund mobilization to support University events (more than '50,000/-), organizing SHGs, commodity groups, Krishi Andolanas, / Melas conducting students association election as returning officer / presiding / polling officer</p> <p>Any other activities duly signed by the controlling officer</p>	<p>0.5 mark for each activity per year</p>
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VIII. Outstation Service

Max.Marks: 5

- a) A/B Class City - Nil
 b) C Class City - 1.0 mark per year of service
 c) Other Places - 2.0 mark per year of service

IX. Annual Evaluation Reports

Max.Marks: 12

Grade	AGP of '6000 to 7000 (4 years)	AGP of '7000 to 8000 (5 years)
a) A+, A, A- Grade	3.0 marks	2.5 marks
b) B+, B, B- Grade	2.5 marks	2.0 marks
c) C Grade	2.0 marks	1.5 mark

Minimum marks to be obtained for promotion from AGP of '6000 to '7000 : 60

Minimum marks to be obtained for promotion from AGP of '7000 to '8000 : 65


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Proposed Score Card for Assessment


- (i) For Promotion from ASSISTANT PROFESSOR (Pay Band of ` 15700-39100 + AGP ` 8000) to ASSOCIATE PROFESSOR (Pay Band of ` 37400-67000 + AGP ` 9000) &
- (ii) For Promotion from ASSOCIATE PROFESSOR (Pay Band of ` 37400-67000 + AGP ` 9000) to PROFESSOR (Pay Band of ` 37400-67000 + AGP ` 10000)

I. Specific Achievements in Teaching/ Research/ Extension work during Assessment Period **Max. Marks: 45**

1. Teaching

a)(i) UG / PG / Diploma / Certificate courses / Experiential learning offered in his /her HQ	1.00 mark per contact hour
(ii) UG / PG / Diploma / Certificate courses / Experiential Learning courses offered outside in his /her HQ	1.50 mark per contact hour
(iii) HOT / Industrial Training	0.25 contact hour per credit hour
b) Guidance to PG students as Chairman of the Advisory Committee	
(i) M.Sc. students	1.00 mark for each student
(ii) Ph.D. students	1.50 marks for each student
c) As Member of the Advisory Committee of M.Sc. and Ph.D. degree students	0.50 mark for each student
d) Teaching aids developed (laboratory manuals, RHWE manuals, AV Aids, e-notes / lecture notes developed etc.)	0.5 mark for each activity per year
e) Acting as External Examiner for UG/PG examinations (which includes paper setting, paper corrections, conducting viva-voce etc.)	0.50 mark for each activity per year


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2. Research

a) i) Trials/Experiments/Studies conducted / Testing trials / testing implements successfully conducted ii) Nucleus / Vegetable/ Spice/ Flower seeds upto a quintal iii) Breeder seeds per ton iv) Foundation seed /Certified / TL Seeds/Bio agents produced per ton iv) Planting material produced per 1000 v) Processed products per 100 (kg/nos.)	2.00 marks per activity 2.00 marks 2.00 mark (Max. 10.00) 1.00 mark (Max. 10.00) 1.00 mark (Max. 10.00) 1.00 mark (Max. 10.00) 50% marks for Co-PI /Members/Assoc. Scientists
b) Ad-hoc Projects (Externally funded) - for each project total outlay i) For projects which have been obtained by the teacher on competitive mode ii) For institutional projects assigned by the University	0.50 mark/lakh outlay (Max. 10 marks) 0.25 mark/ lakh outlay (Max. 10 marks) 50% marks Co-PI/Members/Assoc. Scientists
c) i) Patents / variety / hybrid developed and released ii) Prototypes / Modules/ technology developed iii) Endorsement of notified varieties	PI - 5.0 marks for each Co-PI- 2.5 marks for each PI - 4.0 marks for each Co-PI- 2.0 marks for each PI - 3.00 marks for each Co-PI- 1.50 mark for each
d) Establishment of institutional facilities from external funds (one lakh and above and other than 2 b i & ii.	Leader -3.0 marks per facility Co-Leader- 1.50 mark per facility
e) Compilation / preparation of annual research report / QRT report/ Monitoring team report	1.00 mark per year

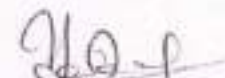
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3) Extension

a) Transfer of Technologies i) Farm Trials/ Demonstrations/ On-Farm Testing / Campaign ii) Field Days/ Krishi Melas/Seed Mela/ Exhibitions/ Discussion Meetings / FFS & similar works iii) Consultancy services (based on endorsement by controlling officer)	1.0 mark for each activity organized and 0.5 mark for participation 1.00 mark for each activity organized and 0.50 mark for participation 0.25 marks per consultancy (Max. Marks 5.00)
b) Training programmes / Workshop / Group meet organized i) Up to one week duration	i. Coordinator-1.0 mark each ii. Assoc. Coordinator - 0.5 mark each
ii) For more than one week duration	i. Coordinator-2 marks each ii. Assoc.Coord.-1.00mark each
c) As Resource Person in the Training Programme / Refresher Course/ Winter/ Summer Schools/NSS/RHWE etc.	0.50 mark for each lecture delivered
d) Participating as Resource Person in bi-monthly Technical Workshop or campaign	0.50 mark per workshop/ campaign attended
e) Diagnostic visit to farmers fields / family units / Radio / Television Talk	0.5 mark for each
f) Feedback to research based on which research formulations have been made	0.5 mark for each
g) Profit generated out of Revolving Fund a) Up to ` 50,000 b) ` 50,001 to ` 1,00,000 c) ` 1,00,001 to ` 2,00,000 d) More than ` 2,00,000 (Mutually exclusive from 2, a, iii, iv, v & vi)	1.00 mark/year 1.50 mark/year 2.00 mark/year 3.00 mark/year
h) Development of video/radio programmes on Agril. Technologies	0.5 mark for each

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4) Designated Corporate Activities

Farm Superintendent/ Farm incharge/ External examination coordinator - Associate coordinator / Asst. Horticulturist/ Sr. Technical Assistant/ Technical Officer / Asst. Professor (Documentation)/ Asst. Editor/ Assoc. Editor/ Information Specialist/ Audio Visual Specialist/ Asst. Professor of Physical Education/ Asst. Director of Student Welfare/ Asst. Professor/ Assoc.Professor/Professor in PPMC/ Curator/ Manager ATIC/ Training or Extension consultant / Technical Assistant D.E. & D.R's Office personnel / controller and coordinator of extension / External Examination / Teachers and Coordinator- Bakery Training Unit, Technical Officer at Dean Office/ Teachers works in Dept. Kannada/ Teachers works (Agri. Clinic and Agri. business centre) and corporate works/ teachers involved in selection and documentation.

Any other corporate activities certified by the University authority.

Based on the evaluation by the immediate superior/controlling officer, marks may be allotted for performance in the designated activity of the teacher at the rate of 10 marks per year.

II. Published Work during the Assessment Period**Max. Marks: 12**


a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	
c) i) For each research note/ communication in a journal	1.00 mark	
ii) Abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	(Max. 5 marks)
iii) Popular article/ leaflet	0.25 mark	
d) Any other publications -		
i) As Author / Compiler of POP /Editor	0.5 mark each	(Max. 5 marks)
ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	

Note:(i) Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

(ii) For movement from AGP of ' 8000 to ' 9000, all publications after appointment as Assistant Professor shall be considered.

(iii) For movement from AGP of ' 9000 to ' 10000, all publications after being placed in the AGP of ' 8000 will be considered.

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III. Summer Schools/ Winter Schools/ Refresher Course/ Special Max. Marks: 4 Training/ Symposia/ Seminar/ Workshop/ Conference

a) For Organizing each activity as in the title	
i) up to 10 days	2.0 marks
ii) more than 10 days	3.0 marks
50% for course co-director, co- coordinator	
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences / Workshops / group meet etc.	0.5 mark each
d) other members involved in organization of above activities	0.5 mark

IV. International Exposure Max. Marks: 1

International visits/training/courses (outside India only)	1 mark per activity
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V. Awards/ Distinctions Received Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.00 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.

VI. Corporate / Other Activities Max. Marks: 8

a) Activities performed as Head of Office / Farm Coordinator/ Chief Warden / Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer – NSS Coordinator/ Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy.R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades / Programme Officer of Community Radio Station / Training Hotel Manager / P.G. coordinator/ seminar incharge/ Leader / member in monitoring team/ Scheme Heads/ Units Heads/ KVK Heads/ Dept. Heads/ Overall Incharge/ Crop Coordinator/ Transport Incharge/ Farm Coordinator/ Etc.	1.0 mark for each activity per year
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<p>b) Activities performed as Member - Co-chairman - Chairman of different committees of National - International - activities/ RHWE Coordinator/ Assoc. Coordinator - participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of University activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Referee for Research Journals/ Appraisal of Research Proposal/ Press meet work/ participation in UG&PG admission/ member involve in organization, Selection of farmers / Teachers for nomination to various awards. Member of exam invigilation committee / member of BOS & Academic Council of other Universities, worked as chairperson in the Fund mobilization to support University events (more than '50,000/-), organizing SHGs, commodity groups, Krishi Andolanas/ Melas conducting students association election as returning officer / presiding / polling officer.</p> <p>Any other activities duly signed by the controlling officer</p>	<p>0.5 mark for each activity per year</p>
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VII. Outstation Service**Max. Marks: 5**

- a) A/B Class City - Nil
 b) C Class City - 1.0 mark per year of service
 c) Other Places - 2.0 marks per year of service

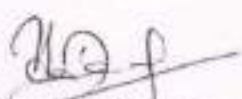
VIII. Annual Evaluation Reports during the assessment period**Max. Marks: 12**

a) A+, A, A- Grade	- 4 marks
b) B+, B, B- Grade	- 3 marks
c) C Grade	- 2 marks

IX. Performance in Interview**Max. Marks: 10**

Minimum marks to be obtained for promotion from AGP of '8000 to '9000 : 70

Minimum marks to be obtained for promotion from AGP of '9000 to '10000 : 70


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Proposed Score Card for Assessment of ASSISTANT PROFESSOR Physical Education in the Pay Band of `15600-39100

(i) to move from AGP ` 6000 to AGP ` 7000

(ii) to move from AGP ` 7000 to AGP ` 8000

I. Performance/ contribution during the assessment period of Max. Marks: 50 corporate work

a)	Organizing various inter campus/ inter University Tournaments	2 marks per event per year
b)	Serving as a team Manager/ Coach of the college Sports/ Cultural teams in the Inter Campus/ Local Tournaments	1 mark per event per year
c)	Accompanying the University Sports/ Cultural team as a Manager/Coach	1 mark per event per year
d)	Attending as-sports team selection committee member (State/University/District/ Taluk Teams)	1 mark per event per year
e)	Serving Sports and Cultural Council as Member of the College	1 mark per event per year
f)	Serving as Technical Official/Experts outside the University	2 marks per event per year
g)	Attending as Committee Member of Field Day/ Krishimela/ Convocation/ National Festival/ HSC/ Disciplinary Committee or any other activities assigned by the College / University.	1 mark per event per year
h)	Other works attended by Physical Education Teacher i. Developing Sports Infrastructure like outdoor Games/ Gymnasium and indoor games. ii. Conducting sports activities in connection with the College day, Hostel day and during any other occasions.	1 mark per event per year

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II. Published Work during the Assessment Period

Max. Marks: 10

a)	For each full length article published in refereed journal	2.0 marks	
b)	For each book published / edited		
	i) Recognized publishers with ISBN	2.0 marks	
	ii) Chapters in standard books with ISBN	1.0 mark	
	iii) Published individually	0.5 mark	
	iv) Research/ Extension Bulletin	0.5 mark	
c)	i) For each research note/ communication in a journal	1.0 mark	
	ii) abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
	ii) Popular article/ leaflet	0.25 mark	(Max. 5 marks)

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d) Any other publications –		
i) As Author / Compiler of POP /Editor	0.5 mark each	(Max. 5 marks)
ii) As Assoc. Editor / Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference Max. Marks: 6

a) For Organizing each activity as in the title	
i) Up to 10 days	2 marks
ii) More than 10 days	3 marks
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops etc. (except Annual Workshop)	0.5 mark each
d) other members involved in organization	0.5 marks per activity

IV. International Exposure

Max. Marks: 1

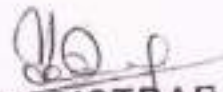
International visits/training/courses (outside India only)	1 mark per activity
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V. Awards/ Distinctions Received

Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.0 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.


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VI. Corporate / Other Activities**Max. Marks: 13**

- | | |
|---|-------------------------------------|
| a) Activities performed as External Examination Coordinator - Associate Coordinator/ Chief Warden / Wardens/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer - NSS / Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades P.G.co-ordinator/seminar incharge. Leader / member in monitoring team. | 1.0 mark for each activity per year |
| b) Activities performed as Member - Co-chairman - Chairman of different committees of National - International - activities/ RHWE - Assoc. Coordinator - participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of UNIVERSITY activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involve in organization, selection of farmers / Teachers for nomination to various awards. | 0.5 mark for each activity per year |
| Any other activities duly signed by the controlling officer | |

VII. Outstation Service**Max.Marks: 5**

- | |
|---|
| a) A/B Class City - Nil
b) C Class City - 1.0 mark per year of service
c) Other Places - 2.0 mark per year of service |
|---|

VIII. Annual Evaluation Reports during the assessment period**Max. Marks: 12**

Grade	AGP of '6000 to 7000 (4 years)	AGP of '7000 to 8000 (5 years)
a) 'A' Grade	3.0 marks	2.5 marks
b) 'B' Grade	2.5 marks	2.0 marks
c) 'C' Grade	2.0 marks	1.5 mark

Minimum marks to be obtained for promotion from AGP of '6000 to '7000 : 60

Minimum marks to be obtained for promotion from AGP of '7000 to '8000 : 65


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Proposed Score Card for Assessment of teachers in Physical Education:

- (i) For Promotion from ASSISTANT PROFESSOR (Pay Band of '15600-39100 + AGP '8000) to ASSOCIATE PROFESSOR (Pay Band of '37400-67000 + AGP '9000) &
- (ii) For Promotion from ASSOCIATE PROFESSOR (Pay Band of '37400-67000 + AGP '9000) to PROFESSOR (Pay Band of '37400-67000 + AGP '10000)


I. Performance / Contribution during Assessment period of Corporate Max. Marks: 45 work

a)	Organizing various Inter-campus. Inter-University Tournaments	2 marks per year
b)	Serving as a team Manager/ Coach of the college Sports/ Cultural teams in the Inter Campus/ Local Tournaments	1 mark per year
c)	Accompanying the University Sports/Cultural team as a Manager /Coach.	1 mark per year
d)	Serving Sports and Cultural Council as Member of the College	1 mark per year
e)	Serving as Technical Official/ Experts outside the University.	2 marks per year
f)	Attending as Committee Member of Field Day/ Krishimela/ Convocation/ National Festival / HSC/Disciplinary Committee or any other activities assigned by the College/University.	0.5 marks per year
g)	Other works attended by Physical Education Teacher i) Developing Sports Infrastructure like outdoor Games/ Gymnasium and indoor games. ii) Conducting sports activities in connection with the College day, Hostel day and during any other occasions.	1 mark per year

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II. Published Work during the Assessment Period**Max. Marks: 12**

a)	For each full length article published in refereed journal	2.0 marks	
b)	For each book published / edited		
i)	Recognized publishers with ISBN	2.0 marks	
ii)	Chapters in standard books with ISBN	1.0 mark	
iii)	Published individually	0.5 mark	
iv)	Research/ Extension Bulletin	0.5 mark	
c)	i) For each research note/ communication in a journal/ abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
	ii) Popular article/ leaflet	0.25 mark	(Max. 5 marks)


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d) Any other publications –		
i) As Author / Compiler of POP /Editor	0.5 mark each	(Max. 5 marks)
ii) As Assoc. Editor/Asst. Editor/Publisher/ Compiler of other publications	0.25 mark each	

Note:(i) Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

(i) For movement from AGP of ' 8000 to ' 9000, all publications after appointment as Assistant Professor shall be considered.

(ii) For movement from AGP of ' 9000 to ' 10000, all publications after being placed in the AGP of ' 8000 will be considered.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Max. Marks: 4 Symposia/ Seminar/ Workshop/ Conference

a) For Organizing each activity as in the title up to 10 days more than 10 days 50% for course co-director, co- co ordinator	2.0 marks 3.0 marks
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops, group meet etc.	0.5 mark each
d) other members involved in organization of above activities	0.5 mark

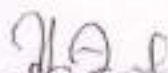
IV. International Exposure Max. Marks: 1

International visits/training/courses (outside India only)	1 mark per activity
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V. Awards/ Distinctions Received Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.00 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.


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VI. Corporate / Other Activities**Max. Marks: 8**

a) Activities performed as External Examination Coordinator – Associate Coordinator/ Chief Warden / Wardens/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer – NSS / Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO Dy.R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ PG coordinator/ seminar incharge. Leader / member in monitoring team.	1.0 mark for each activity per year
b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RHWE – Assoc. Coordinator – participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of UNIVERSITY activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Press meet work/ participation in UG&PG admission/ member involve in organization, selection of Farmers / Teachers for nomination to various awards. Any other activities duly signed by the controlling officer	0.5 mark for each activity per year

VII. Outstation Service**Max. Marks: 5**

- a) A/B Class City - Nil
 b) C Class City - 1.0 mark per year of service
 c) Other Places - 2.0 marks per year of service

VIII. Annual Evaluation Reports during the assessment period**Max. Marks: 12**

a) 'A' Grade	- 4 marks
b) 'B' Grade	- 3 marks
c) 'C' Grade	- 2 marks

IX. Performance in Interview**Max. Marks: 10**

Minimum marks to be obtained for promotion from AGP of '8000 to '9000 : 70

Minimum marks to be obtained for promotion from AGP of '9000 to '10000 : 70


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Proposed Score Card for Assessment of ASSISTANT LIBRARIAN in the Pay Band of '15600-39100

(i) to move from AGP ' 6000 to AGP ' 7000

(ii) to move from AGP ' 7000 to AGP ' 8000

I.	Library Services	Max. Marks 50
	1. Library Services: Services rendered in different sections of the Library like Acquisition, Periodicals, Technical, Circulation, Documentation, Maintenance, Computer, Reference etc.,	5 marks for each activity per year in any one of the section.
	2. Specialized / Additional Services: Services rendered under the following section a. Binding section, b. General T.B.B. c. SC/ST, ST Book Bank, d. Photographic section, e. Institutional Repositories, f. Digital Library, g. Assisting Librarian in Administration.	3 marks per year
	3. Teaching offered for PG students (Non credit course)	One mark per contact hour
	4. Innovative Library Activities: Conducting Library Usage survey, conducting Book Exhibition, Preparation of Reading list for Students, Creation of Databases OPAC. Attending as a member of University Committee Special Lecture as a guest, Institution Building Activities.	One mark per each Activity per year
	5. a) Competitive projects by the individuals b) Project funded by Govt. / University /ICAR 50% marks for Co-PI/ Associates	0.5 mark / lakh 0.25 / lakh

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II. Published Work During the Assessment Period

Max. Marks: 10

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	

c) i) For each research note/ communication in a journal	1.0 mark	(Max. 5 marks)
ii) abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop	0.5 mark	
ii) Popular article/ leaflet	0.25 mark	

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference Max. Marks: 6

a) For Organizing each activity as in the title	
i) Up to 10 days	2 marks
ii) More than 10 days	3 marks
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	2 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops etc. (except Annual Workshop)	1 mark each
50% marks for Co-Cordinator & Members	

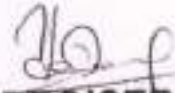
IV. International Exposure Max. Marks: 1

International visits/training/courses (outside India only)	1 mark per activity
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V. Awards/ Distinctions Received Max. Marks: 3

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.0 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.


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VI. Corporate / Other Activities**Max. Marks: 13**

a) Activities performed as External Examination Coordinator – Associate Coordinator/ Warden/ Staff Advisor/ Tour Leader and Co-Tour leader (State/ All India/ NSS Programme Officer – NSS / Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/ DAO/ AAO/ Dy.R/ AR/ DC/ AC/ Dy. Librarian/ Asst. Librarian etc.)/ Scrutinizing UG/PG grades/ PG coordinator/seminar incharge. Leader / member in monitoring team.	1.0 mark for each activity per year
b) Activities performed as Member - Co-chairman – Chairman of different committees of National – International – activities/ RHWE – Assoc. Coordinator – participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Meets/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of UNIVERSITY activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Member in monitoring team/ Press meet work/ participation in UG&PG admission/ member of monitoring team / member involve in organization, selection of Farmers / Teachers for nomination to various awards. Any other activities duly signed by the controlling officer	0.5 mark for each activity per year

VII. Outstation Service**Max.Marks: 5**

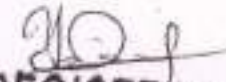
- a) A/B Class City - Nil
 b) C Class City – 1.0 mark per year of service
 c) Other Places – 2.0 mark per year of service

VIII. Annual Evaluation Reports (during the assessment period)**Max.Marks: 12**

Grade	AGP of '6000 to 7000 (4 years)	AGP of '7000 to 8000 (5 years)
a) 'A' Grade	3.0 marks	2.5 marks
b) 'B' Grade	2.5 marks	2.0 marks
c) 'C' Grade	2.0 marks	1.5 mark

Minimum marks to be obtained for promotion from AGP of '6000 to '7000 : 60

Minimum marks to be obtained for promotion from AGP of '7000 to '8000 : 65


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Proposed Score Card for Assessment for Promotion from ASSISTANT LIBRARIAN (Pay Band of '15600-39100 + AGP '8000) to DEPUTY LIBRARIAN (Pay Band of '37400-67000 + AGP '9000)

I	Services Rendered under different sections of the Library	Maximum 45 marks
	Acquisition Section:- <ol style="list-style-type: none"> 1. Listing of indented Books for Library Committee meeting. 2. Procuring of books from different firms. 3. Taking entries of books into the accession register. 4. Attending Audit queries. 5. Sending list of books to the indented Departments. 	<p>One mark for each activity per year</p>
	Periodical Section:- <ol style="list-style-type: none"> 1. Subscribing Indian and Foreign Periodicals. 2. Receiving Gift and Exchange of Periodicals. 3. Sending Reminders. 4. Sending Journals for binding section. 5. Attending Audit quires. 	<p>One mark for each activity per year</p>
	Technical Section:- <ol style="list-style-type: none"> 1. Classification of Books & Journals. 2. Cataloguing of Books & Journals. 3. Technical Processing of Books & Journals. 4. Preparation of Catalogue Cards & Merging with existing catalogue. 5. Maintenance of Shelf List / OPAC 	<p>One mark for each activity per year</p>
	Circulation Section:- <ol style="list-style-type: none"> 1. Library Membership- issuing Computerized ID Cards for Students, Teachers and Researchers. 2. Supervision of Charging System and Discharging system. 3. Overdue collections. 4. Issuing No-dues certificates for Teachers and Students. 5. Inter Library Loan / Allotment of Research Cubicles. 	<p>One mark for each activity per year</p>
	Reference Section:- <ol style="list-style-type: none"> 1. Providing reference service to the users of the Library with print and non print sources. 2. Acquisition of Reports and Theses. 3. Classification and cataloguing of Reports and Theses. 4. Offering orientation courses of UG and PG Students. 5. Maintenance of Reference Section, Report Section and Theses Section. 	<p>One mark for each activity per year</p>

Documentation Section:- <ol style="list-style-type: none"> 1. Preparation of recent addition(Monthly). 2. Compilation of Current Catalogue of Periodicals. 3. Compilation of Bibliographies. 4. Compilation of Catalogue of Theses. 5. Technical Information Services and Reading lists. 	One mark for each activity per year
Maintaining of Books / Periodicals Section:- <ol style="list-style-type: none"> 1. Maintenance of Books stacks. 2. Maintenance of Periodicals. 3. Removal Books for Binding and repair. 4. Providing Reader guides and bay guides. 5. Providing reference service. 	One mark for each activity per year
Computer Section:- <ol style="list-style-type: none"> 1. Providing Internet Service to the readers. 2. Subscription of CD-ROM Databases. 3. Subscription of Online Journals. 4. OPAC (Online Public access catalogue) 5. Over all maintenance of Computer Section. 	One mark for each activity per year
Teaching offered for PG students(Non credit course)	One mark per contact hour
Specialized Library Services	
Reprographic Section:- <ol style="list-style-type: none"> 1. Procurement of materials for Reprographic section. 2. Maintenance of the Xerox Machines. 3. Maintenance of the printers. 	One mark for each activity per year
General Text Book Bank:- <ol style="list-style-type: none"> 1. Procurement of Text Books for TBB 2. Issue and return of the Text books to Students. 3. Issuing No due Certificates for the Students. 	One mark for each activity per year
SC/ST Book Bank:- <ol style="list-style-type: none"> 1. Procurement of Text Books to SC/ST Book Bank. 2. Issue and return of the Text books to SC/ST Students. 3. Issuing No due Certificates for SC/ST Students. 	One mark for each activity per year
Binding Section:- <ol style="list-style-type: none"> 1. Procurement of Materials for the Binding Section. 2. Arranging for Books, Journals, Reports for Binding. 3. Supervision of the Binding Section. 	One mark for each activity per year
Photographic Section:- <ol style="list-style-type: none"> 1. Procurement of Materials for the Photographic Section. 2. Collection of fees for ID Cards. 3. Distribution of photo ID Cards. 	One mark for each activity per year

Adopting information and Technologies (ICT) 1. Video Library maintenance 2. Digitalization of documents 3. E-Learning	One mark for each activity per year
Adhoc projects 1. Competitive projects by individuals 2. Project funded by Govt. / University/ ICAR 50% marks for Co-PI/ Associates	0.5 mark / lakh 0.25mark / lakh

* Certificate issued by competent authority

II. Published Work During the Assessment Period

Max. Marks: 12

a) For each full length article published in refereed journal	2.0 marks	
b) For each book published / edited		
i) Recognized publishers with ISBN	2.0 marks	
ii) Chapters in standard books with ISBN	1.0 mark	
iii) Published individually	0.5 mark	
iv) Research/ Extension Bulletin	0.5 mark	
c) i) For each research note/ communication in a journal/ abstract in symposium/ seminar/ workshop/ training manual/ proceedings of the workshop ii) Popular article/ leaflet	0.5 mark 0.25 mark	(Max. 5 marks)

Note: Any publications having 3 authors, each author will get equal marks and such of the publications which have more than 3 authors, fourth author onwards will get half of the assigned mark.

III. Summer Schools/ Winter Schools/ Refresher Course/ Special Training/ Symposia/ Seminar/ Workshop/ Conference

Max. Marks: 4

a) For Organizing each activity as in the title up to 10 days more than 10 days 50% for course co-director, co- co ordinator	2.0 marks 3.0 marks
b) For participation in Summer School/ Winter School/ Refresher Course/ Orientation Course of more than 10 days duration	1 mark each
c) For participation in Special Training/ Orientation Programmes/ Symposia / Seminars / Conferences, Workshops, group meet etc.	0.5 mark each
d) other members involved in organization of above activities	0.5 mark

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IV. International Exposure**Max. Marks: 1**

International visits/training/courses (outside India only)

1 mark per activity


V. Awards/ Distinctions Received**Max. Marks: 3**

a) International Award	2.5 marks for each
b) National Award	2.0 marks for each
c) State Award	1.5 mark for each
d) University Award	1.00 mark for each
e) Professional Society Award	0.75 mark for each

Note: Best paper award/Best poster presentation award / Best paper presentation award in any journal/ conference/ seminar/ symposium etc. will be treated as Professional Society Award.

VI. Corporate / Other Activities**Max. Marks: 8**

a) Activities performed as External Examination Coordinator - Associate Coordinator/ Chi Wardens/ Staff Advisor/ Tour Leader and Co-Tour leader (State/All India)/ NSS Programme Officer - NSS / Indian Redcross Society Programme Officer/ Coordinator/ NCC Officer/ Farm Management/ Academic, General, Financial Management (as AO/DAO/AAO Dy.R/AR/DC/AC/Dy. Librarian/Asst. Librarian etc.)/ Scrutinizing UG/PG grades .P.G.co-ordinator/seminar incharge. Leader / member in monitoring team.	1.0 mark for each activity per year
b) Activities performed as Member - Co-chairman - Chairman of different committees of National - International - activities/ RHWE - Assoc. Coordinator - participation in RHWE camp/ Internship/ Tournament Organized/ Spl. Officer of SC-ST Cell/ Minority Cell/ Technical Assistant (Part-time)/ Students Counselor/ Leader for exposure visit of Farmers/ Liaison Officer for BOM/VIP's tours assigned by the University/ Participation in Melas/ Exhibitions as State, National, International levels representing University/ Member/ Co-Chairman in different committees of University activities/ Team Manager and Co-Team Manager to Sports/ Cultural Activities/ Stock verifying Officer/ Anti-ragging squad member/ grade point conversion work/ worked as Rapporteur/ Co-Chairman in the National/ International Conferences, Seminars, Workshops/ Symposium etc., Member of Class and Exam time-table committee, Member in monitoring team/ Press meet work/ participation in UG&PG admission/ member of monitoring team / member involve in organization, selection of Farmers /Teachers for nomination to various awards.	0.5 mark for each activity per year
Any other activities duly signed by the controlling officer	


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VII. Outstation Service**Max. Marks:**

- a) A/B Class City - Nil
- b) C Class City - 1.0 mark per year of service
- c) Other Places - 2.0 marks per year of service

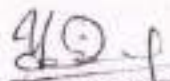
VIII. Annual Evaluation Reports (during the assessment period)**Max. Marks: 12**

a) 'A' Grade	- 4 marks
b) 'B' Grade	- 3 marks
c) 'C' Grade	- 2 marks

IX. Performance in Interview**Max. Marks: 12**

Minimum marks to be obtained for promotion from AGP of ₹8000 to ₹9000 : 60


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UNIVERSITY OF HORTICULTURAL SCIENCES, BAGALKOT

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Office of the Registrar

Udyanagiri, Near Seemikeri Cross

Bagalkot - 587104

State: Karnataka

No: R/UHSB/BOM-40/415/2017-18

Date: 07-07-2017

Sub: Modification to the existing recruitment regulations for the officers and teaching posts - reg.

- Ref:**
1. This office order No. R/Rectt/27/Notifn/455/2011-12 dated 10.08.2011.
 2. Proceedings of Co-ordination Committee Meeting held on 11.03.2016.
 3. Resolution on Item No. 16 of 40th Meeting of the BOM held on 21.04.2017.
 4. Approval of the Hon'ble Vice-Chancellor, UHS, Bagalkot.

PREAMBLE:

As per the above referred (1) order, the candidates will be called for interview in the ratio of 1:10 for the post of Assistant Professor based on merit of qualifying examination and also all eligible candidates having doctorate degree.

Further, the Co-ordination Committee has recommended in its meeting held on 11.03.2016 cited at reference (2) above that, the eligible candidates will be called for interview for the post of Assistant Professor, Associate Professor, Professors and Officers in the ratio of 1:5 based on the merit of 90 marks out of 100 marks excluding interview marks as per score card prescribed for that posts. The same committee will scrutinize the applications and conduct the interview for the various posts of officers and teaching.

In this connection, the proposal has been placed before the Hon'ble Board of Management for its kind approval. Hence, the Board has examined the proposal and accorded its approval and directed to implement the same in the forthcoming recruitment under reference (3) cited at above.

Hence, the order.

ORDER:

In partial modification to this office order cited at reference (1) above, the ratio of 1:10 for calling interview for the post of Assistant Professor is modified as under and the condition of all eligible candidates having doctorate degree will be called for interview remain unaltered.

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1. The eligible candidates will be called for interview based on merit of 90 marks excluding interview marks as per score card for the post of Teaching i.e. Professor, Associate Professor and Assistant Professor in the ratio of 1:5.
2. The eligible candidates will be called for interview based on merit of 90 marks excluding interview marks as per score card for the post of Officers also in the ratio of 1:5.
3. The same committee will scrutinize the applications and conduct the interviews for the various posts of Officers /Teaching.

This shall come into force with immediate effect.

By order,


REGISTRAR

To,

1. All Officers of the University
2. All Deans of the Colleges of the University
3. All ADRE's of MHREC/RHREC, Heads of HREC/AICRP Schemes of the University
4. All Extension Leaders of HEEUs of University/Sr. Scientist & Head, KVK, Kolar
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