

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Visva-Bharati: Santiniketan 731235



Chairperson
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9-10-18

NOTIFICATION

Faculty members who wish to be considered for promotion under Career Advancement Scheme (CAS) of UGC are invited to apply to the Head of the concerned Department/Centre stating that he/she fulfils all qualifications and criteria under CAS along with the Performance Based Appraisal System (PBAS) in the prescribed proforma [under Existing Regulations (2016) or New Regulations (2018) as per choice] as evolved by Visva-Bharati. Please note that as per UGC Gazette Notification (18th July, 2018) faculty members who have already qualified or are likely to qualify shortly under the existing regulations may be given a choice for being considered for promotion under either Existing Regulations (2016) or New Regulations (2018). While the proforma based on Existing Regulations (2016) is available in the University Website, proforma under New Regulations (2018) is under preparation. The faculty members may apply three months in advance of the due date.

Candidates who do not fulfill the minimum score requirement under API Scoring System on the due date may apply later upon fulfillment of the requirement. Candidates applying for promotion from Assistant Professor (Stage 3) to Associate Professor (Stage 4) or Associate Professor (Stage 4) to Professor (Stage 5) but obtaining less than 50% in the Expert assessment of the selection process will be **reassessed only after a period of one year.**

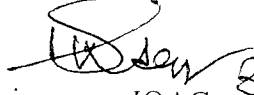
While CAS promotions from a lower grade to higher grade of Assistant Professor shall be decided by a Screening-cum-Evaluation Committee, those to the grades of Associate Professor and Professor shall be decided by respective Selection Committees by adhering to the criteria laid down for API score in PBAS.

Minimum score required for promotion shall be as per the applicable/relevant Amendment of UGC Regulation (Minimum Qualification For Appointment of Teachers and other Academic Staff in Universities and measures for the maintenance of Standards in Higher Education). Candidates are requested to refer to the rules carefully before filling up the form

Candidates are also requested to submit a printout of the relevant webpage on the UGC website stating the inclusion of the Journal (on which the API score has been claimed) in the UGC list of journals. Faculty members are requested to cooperate on this issue keeping in mind the difficulty in the process of scrutiny otherwise.

Furthermore, three sets of three publications (made during the entire period as Assistant Professor) shall be required to be submitted in a separate cover (for expert evaluation) for consideration of promotion from Assistant Professor to Associate Professor. Similarly, three sets of reprints of five major publications of the candidate shall be separately required from those applying for the grade of Professor, *provided* that such publications submitted by the candidate shall have been published since the period from which the teacher has been placed in the Assistant Professor Stage 3.

The applications with dully filled PBAS proforma and credentials should be submitted by the candidates **within 30th November, 2018**. The Head of the concerned Department/Centre shall forward the compiled applications with his/her recommendations to the Adhyaksha of their respective Bhavana preferably **within next five working days**. One copy of the application should be submitted to the IQAC office. The Adhyaksha of Bhavana shall arrange for evaluation of the applications by inviting External Expert(s) and members nominated by IQAC.


Chairperson, IQAC 8.10.18

The notification seeking application for CAS shall be put up on university website and copies shall be provided to all Bhavana.

Copy to:

1. The Adhyaksha, Bhasha-Bhavana – for circulation among departments and centres
2. The Adhyaksha, Kala-Bhavana – for circulation among departments and centres
3. The Adhyaksha, Palli Samgathan Vibhaga – for circulation among departments and centres
4. The Adhyaksha, Palli Siksha Bhavana – for circulation among departments and centres
5. The Adhyaksha, Rabindra-Bhavana – for circulation among departments and centres
6. The Adhyaksha, Sangit-Bhavana – for circulation among departments and centres
7. The Adhyaksha, Siksha-Bhavana – for circulation among departments and centres
8. The Adhyaksha, Vidya-Bhavana – for circulation among departments and centres
9. The Adhyaksha, Vinaya-Bhavana – for circulation among departments and centres
10. The CS to Upacharya, Visva-Bharati
11. The Registrar, Visva-Bharati
12. PA to the Chairman, IQAC

✓ 13. University webmaster - for upload on website.