



UNIVERSITY OF AGRICULTURAL SCIENCES, BANGALORE
Administrative Office, GKVK, Bengaluru – 560 065

No. AO/RT/Promotions/CAS-2016/2024-25

Dated: 28-09-2024

C I R C U L A R

Sub: Promotions of Teachers, Library & Physical Education Faculty Under 2016 package in UAS, Bangalore **w.e.f., 01-09-2024.**

- Ref:**
- 1 Notification No.AO / RT / CAS – 2006 / Teach. / Library / Phy. Edu./2024-25 dated: 01/07/2024
 - 2 E-Gazette Volume 158, Issue 56, Part-5, Bengaluru, Thursday, 16th March 2023 of Govt. of Karnataka (page no. 804 to 913)
 - 3 Notification No. AO/RT/Qual. & Score card/e-Gazette/2022-23 dated: 15-03-2023.
 - 4 Government Letter No. AO. AGRI-29-AUM-2021 dated: 10-03-2023.
 - 5 Approval of the Vice-Chancellor, UAS, GKVK, dated:28-09-2024

The Government of Karnataka has issued directions vide its letter dated: 10/03/2023 referred to (Ref.1) above, to implement the new guidelines prescribing Qualifications & Score card for Direct Recruitment and Promotions (**under CAS – 2016**) of Teachers, Library & Physical Education faculty in Agricultural Universities of Karnataka. Pursuant to the said Government directions University of Agricultural Sciences, Bangalore has published new guidelines vide Notifications dated: 15/03/2023 (Ref.2) under statute 30(4-C) and published in the Karnataka Gazette on 16/03/2023 (Ref.3 above).

The new guidelines come into force with effect from the date of its publication in the Official Gazette i.e., 16/03/2023.

Applications were invited through this office Notification dated: 01-07-2024 (Ref.1) from the teachers who are eligible as on 31-07-2024 for promotion under CAS-2016 package and also informed the teachers who gets eligibility on or after 01-08-2024 to submit the application to the University (**as and when they become eligible**) as per clause 3.2 of the guidelines dated: 15-03-2023.

The Extract of clause 3.2, a teacher who wishes to be considered for promotion under CAS-2016 may submit in writing to the University, within three months in advance of the due date or after the eligibility date that he/she fulfills all the requirements under CAS-2016 supported by all credentials.

The scanned copies of guidelines, score card and application formats are uploaded to the University website (<https://uasbangalore.edu.in>) for the information of all the officers, Teachers, Library and Physical Education faculty working under UAS Bangalore.

P.T.O.

The new CAS-2016 promotion guidelines shall apply to all the Teachers, Library & Physical Education Faculty working under UAS, Bangalore as detailed in the following annexures:

| Particulars | | |
|-------------|--|---|
| 1 | Teachers | Min. eligibility criteria as per Annexure - 1 |
| 2 | Library Staff | Min. eligibility criteria as per Annexure - 2 |
| 3 | Physical Education Faculty | Min. eligibility criteria as per Annexure - 3 |
| Note: | In the notification dated: 15-03-2023 published in the Karnataka Gazette on 16-03-2023 the score card containing 23 marks pertaining to publications for promotion from Associate Professor to Professor (i.e., AL 13A to AL 14) is missed out and the same was submitted to Govt. for approval. Hence, the promotion from AL 13A to AL 14 are subject to receipt of approval from Govt. and publication in the Karnataka Gazette. | |

A teacher must provide **three copies** of his / her Bio-data (**enclosing all the attested documents in support of their claims**) along with filled - in application.

The Concerned Directors / Deans / Controlling Officers shall verify the correctness of the eligibility of the teacher and equivalent cadre as per the eligibility criteria mentioned in the Notification dated: 15/03/2023 and forward the same to the Administrative Officer within 10 days of submission of bio data by the faculty.

The promotion is subject to fulfillment of all eligibility conditions as per CAS-2016 guidelines.

Special Note:

1. *The teacher who wishes to be considered for promotion under CAS-2016 has to read & understand the instructions specified under clause 3 & 4 of the CAS-2016 guidelines carefully before submission of the application to the University and enclose all the necessary documents showing their eligibility along with application. Any documents submitted later will not be entertained.*
2. *The application must be in the prescribed proforma (**applicable to the academic level**) and should be filled by the applicant's own hand writing. The application & its annexures should be duly numbered and enclosures / annexures are arranged as per application proforma (point wise) & separated by a coloured sheet.*
3. *The teacher should also submit a self-evaluated marks in the prescribed pro-forma as per the CAS-2016 guidelines*
4. *The Photocopy / Xerox copy / Printout of filled in application (Scanned copy) submitted for assessment will not be considered.*
5. *If a 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.*
6. *If, for any reason a Teacher / Library staff / Phy. Edu. Faculty who fails to submit his / her application for assessment as stated in 3.2 of the guidelines, and submits at a later date, his date of eligibility will be postponed till next date for assessment.*

List of documents to be enclosed by the teacher: (Compulsory – duly attested by the Gazetted Officer / rank)

1. Qualification Certificates [*Bachelor's degree, Master's degree & Ph.D. degree certificates (convocation) with marks cards / Transcripts*]. **Provisional Degree Certificates (PDC) will not be considered.**
2. Certificate of Training Programme / Summer School / Winter School / Refresher courses / Workshops etc. undergone during the assessment period.
 - a) **The certificates of training, summer school etc. submitted by the teacher for previous promotional assessment will not be considered again for present assessment.**
 - b) **In cases of unsuccessful due to not having undergone training & non-completion of summer / winter School etc. the date of eligibility will be postponed till the date of next assessment.**

- 3 Experience certificates [issued by the University Officer indicating therein the dates (from & to) and class of city (A,B,C) clearly]
- 4 Publication / Research Papers etc. as per the new CAS-Guidelines and pertain to the assessment period;
 - a) The Publication / Research paper etc. submitted by the teacher for previous promotional assessment will not be considered again for present assessment.
 - b) In cases of unsuccessful due to not having published research paper etc. the date of eligibility will be postponed till the date of next assessment.
- 5 Initial Appointment Order with duty report and subsequent promotional orders & duty reports.
- 6 Awards / Medals certificates etc.
- 7 Any other relevant documents, as per score card.

Instructions to the controlling officers (Directors / Deans' etc.)

- 1 Shall verify the correctness of the eligibility of the teacher and equivalent cadre as per the eligibility criteria.
- 2 Whether the teacher has enclosed the duly attested (**not self-attested**) Qualification, Experience, Training / other course certificates etc.
- 3 Whether the certificates enclosed by the teacher for having undergone Training Programme / Summer School/ Winter School / Refresher courses / Workshops etc. **pertains to the present assessment period.**
- 4 Before forwarding the application verify the Service Register of the concerned Teacher / Library staff / Phy.Edu. Faculties regarding any pending Departmental Enquiry, any punishment imposed, Extraordinary Leave availed by the teacher, etc. and record his remarks. **If found ineligible, do not forward the application.**
- 5 The controlling officers will be responsible for forwarding the bio data without verification / scrutiny. The controlling officers shall enclose the certificate stating that **"The bio data of the applicant is verified for the eligibility criteria and other claims made by him/her. I hereby recommend the applicant for his/her candidature to the promotion as his/her request"**

By Order


Administrative Officer

Encl: As above (Annexures 1, 2 & 3)

Copy to:

- 1 All the Officers of University of Agricultural Sciences, Bangalore
 - 2 All the Deans/ University Heads/ Heads of KVKs / Heads of Schemes/Heads of Research Station of UAS, Bangalore.
 - 3 The Head, AKMU, UAS, GKVK, Bengaluru - To upload this circular & its annexures to the University Website.
 - 4 The Secretary to Vice-Chancellor, UAS, GKVK, Bengaluru.
 - 5 The File.
- } With a request for wide circulation among all the Teaching Staff under their control & display in the Notice Board.

Requirements for Teachers to be eligible for promotion as per CAS-2016 guidelines

| S. N. | Mode | Cadre | AL | Pay Band | Experience | Requirements as per guidelines | Research Publication | Assesment Report | Min. Score |
|-------|-----------|--|-----------|---------------------|--|---|--|--|--|
| 1 | Placement | Assistant Professor | 10 to 11 | 68,900 – 2,05,500 | 4 years with Ph.D. 5 years with M.Phil. 6 Years without Ph.D. & M.Phil. in AL-10 | Training / Course etc. One Offline of 21 days' duration or Two Online of 21 days' duration Any one of the following during the assessment period 1 Refresher/Res.Methodology etc. of 5 days' duration; or 2 One MOOCs Course in the relevant subject (with e-certification); or 3 Dev. of e-contents in four-quadrants/MOOCs course recognized by Central / State Govt.during the assessment period or 4 SWAYAM Platform recognized by Cen.Govt. | One Res. publication in the peer-reviewed journals or NAAS / UGC – listed journals during assessment period | Satisfactory / Good in atleast 3/4/5 years out of last 4/5/6 years | 60/100 |
| 2 | Placement | Assistant Professor | 11 to 12 | 79,800 – 2,11,500 | 5 Years in AL-11 (with Ph.D. in relevant/ allied subject) | Any two of the following during the assessment period 1 One Offline of 10 days' duration or Two courses of 5 days' duration in lieu of 10 days' programme; or 2 One MOOCs Course in the relevant subject (with e-certification); or 3 Contribution towards the Dev. of e-contents in four-quadrants/ contribution towards the development of 10 modules of MOOCs course/contribution towards conduct of a MOOCs course recognized by the Central / State Govts.; or 4 SWAYAM Platform recognized by Cen.Govt. | Three Res. publication in the peer-reviewed journals or NAAS / UGC – listed journals during assessment period | Satisfactory / Good in atleast 4 years out of last 5 years | 65/100 |
| 3 | Promotion | Assistant Professor to Associate Professor | 12 to 13A | 1,31,400 – 2,17,100 | 3 Years in AL-12 (with Ph.D. in concerned/relevant subject) | Any one of the following during the assessment period 1 One Offline of 10 days' duration or Two courses of 5 days' duration in lieu of 10 days' programme; or 2 One MOOCs Course in the relevant subject (with e-certification); or 3 Contribution towards the Dev. of e-contents in four-quadrants/ contribution towards the development of at least 10 modules of MOOCs course/contribution towards conduct of a MOOCs course recognized by the Central / State Govts.; or 4 SWAYAM Platform recognized by Cen.Govt. | Min. of Seven Res. publications in the peer-reviewed journals or NAAS / UGC – listed journals of which three Res.Papers should have been published during assessment period | Satisfactory / Good in atleast 2 years out of last 3 years | * 70/100 (Incl. of interview marks) |
| 4 | Promotion | Associate Professor to Professor | 13A to 14 | 1,44,200 – 2,18,200 | 3 Years in AL 13A (with Ph.D. in concerned/relevant subject) | NIL | Published a min. of ten publications in the peer- reviewed journals NAAS rated or UGC -listed journals, out of which three research papers should have been published during the assessment period | Satisfactory / Good in atleast 2 years out of last 3 years | * 70/100 (Incl. of interview marks) |
| 5 | Promotion | Professor to Senior Professor | 14 to 15 | 1,82,200 – 2,24,100 | 10 Years in AL-14 | 1 Ph.D. degree has been successfully awarded to two candidates under his / her supervision during the assessment period. 2 For elevation to the Senior Professor, additional credentials are to be evidenced by; (a) Post-doctoral research outputs of high standard (b) Awards/ honours/ and recognitions 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. | Published a minimum of ten publications in the peer-reviewed journals or UGC listed / NAAS rated journals during the assessment period. | Satisfactory / Good during preceding 5 years | ** 70/100 (Incl. of interaction marks) |

Annexure - 2

Requirements for Library Staff to be eligible for promotion as per CAS-2016 guidelines

| S. N. | Mode | Cadre | AL | Pay Band | Experience | Requirements as per guidelines | Assesment Report | Min. Score | |
|---|-----------|---|-----------|---------------------|--|---|--|--|---|
| 1 | Placement | Assistant Librarian | 10 to 11 | 68,900 – 2,05,500 | 4 years with Ph.D. 5 years with M.Phil. 6 Years without Ph.D. & M.Phil. in AL-10 | 1 Attended one orientation course of 21 days duration | Satisfactory / Good during the Assessment Period | 60/100 | |
| | | | | | | 2 Attended training, seminar or workshop on automation and digitization, maintenance and related activities of at least two weeks or 10 days & above. | | | |
| 2 | Placement | Assistant Librarian | 11 to 12 | 79,800 – 2,11,500 | 5 Years in AL-11 | Any two of the following during the assessment period | | Satisfactory / Good during the Assessment Period | 65/100 |
| | | | | | | 1 Training/Seminar/Workshop/Course on automation and digitization. | | | |
| | | | | | | 2 Maintenance and other related activities of at least two weeks or above 10 days duration (or completed two courses of at least five days duration in lieu of every course / programme of ten days duration) | | | |
| | | | | | | 3 Taken/developed one MOOCs course in the relevant subject (with e-certification). or | | | |
| 4 Library up-gradation course during the assessment period. | | | | | | | | | |
| 3 | Promotion | Assistant Librarian to Deputy Librarian | 12 to 13A | 1,31,400 – 2,17,100 | 3 Years in AL-12 | Any one of the following during the assessment period | | Satisfactory / Good during the Assessment Period | * 70/100 (inclusive of interview marks) |
| | | | | | | 1 Training/ Seminar/ Workshop/ Course on automation and digitization. | | | |
| | | | | | | 2 Maintenance and other related activities of at least 10 days duration (or completed two courses of at least five days duration in lieu of every course/programme of ten days duration) | | | |
| | | | | | | 3 Taken/ developed one MOOCs course in the relevant subject (with e-certification), and | | | |
| 4 Library up-gradation course during the assessment period | | | | | | | | | |
| 4 | Promotion | Deputy Librarian to Librarian | 13A to 14 | 1,44,200 – 2,18,200 | 3 Years in AL-13A (with Ph.D. in concerned/relevant subject) | i. A Ph.D. degree in Library Science/Information Science/ Library and Information Science/Documentation/ archives and Manuscript keeping. | Satisfactory / Good during the Assessment Period | * 70/100 (inclusive of interview marks) | |
| | | | | | | ii. Has done any one of the following in the last three years. | | | |
| | | | | | | 1 Training/ Seminar/ Workshop/ Course on automation and digitization | | | |
| | | | | | | 2 Maintenance and other related activities of at least 10 days duration (or completed two courses of at least five days duration in lieu of every course/ programme of ten days duration) | | | |
| | | | | | | 3 Taken /developed one MOOCs course in the relevant subject (with e-certification) | | | |
| | | | | | | 4 Library up-gradation course during the assessment period | | | |
| | | | | | | iii Evidence of innovative library services, including the integration of ICT in a library | | | |

Requirements for Physical Education Faculty to be eligible for promotion as per CAS-2016 guidelines

| S. N. | Mode | Cadre | AL | Pay Band | Experience | Requirements as per guidelines | Assessment Report | Min. Score |
|-------|-----------|--|-----------|---------------------|--|--|--|---------------------------------------|
| 1 | Placement | Assistant Professor of Physical Education | 10 to 11 | 68,900 – 2,05,500 | 4 years with Ph.D. 5 years with M.Phil. 6 Years without Ph.D. & M.Phil. in AL-10 | i. Attended one orientation/Refresher course of 21days duration on teaching methodology during the assessment period | Satisfactory / Good in atleast 3/4/5 years out of last 4/5/6 years | 60/100 |
| | | | | | | ii. Any one of the following (Online/offline): Completed Refresher/Research Methodology course/ workshop/ syllabus up-gradation workshop/Training Teaching- Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least five days duration, or taken on MOOCs course(with e-certification), or development of e-contents in four-quadrants/MOOCs. Course during the assessment period. | | |
| | | | | | | iii. Published one research publication in the peer reviewed journals or UGC-listed journals during assessment period | | |
| 2 | Placement | Assistant Professor of Physical Education | 11 to 12 | 79,800 – 2,11,500 | 5 Years in AL-11 (with Ph.D. in relevant / allied subject) | i. Any two of the following in the last five years: Completed a course/programme from amongst the categories of Refresher courses/Research methodology course/workshops/syllabus up gradation workshop/Teaching-Learning Evaluation/Technology Programmes/ Faculty Development Programmes of at least ten days duration (or completed two courses of at least five days duration in lieu of one 10 days programme), or completed one MOOCs course in the relevant subject (with e-certification), or contribution towards the development of e-contents in four quadrants / contribution towards development of 10 modules of MOOCs course / contribution towards conduct of a MOOCs course during the assessment period; and | Satisfactory / Good in atleast 4 years out of last 5 years | 65/100 |
| | | | | | | ii. Published three research papers in the peer reviewed journals or UGC-listed journals during the assessment period. | | |
| 3 | Promotion | Assistant Professor (PE) to Associate Professor (PE) | 12 to 13A | 1,31,400 – 2,17,100 | 3 Years in AL-12 (with Ph.D. in relevant / allied subject) | i. Has done any two of the following in the last three years of Academic level-12: Completed one course/ programme from amongst the categories of Refresher courses / Research methodology course / workshops / syllabus up gradation workshops /Teaching- Learning Evaluation / Technology Programmes / Faculty Development Programme of at least ten days duration(or completed two courses of at least five days duration in lieu of one 10 days programme) or completed one MOOCs course in the relevant subject (with ecertification), or contribution towards the development of e-contents in four quadrants / contribution towards the development of at least 10 modules of MOOCs course / contribution towards conduct of a MOOCs course during the assessment period. | Satisfactory / Good in atleast 2 years out of last 3 years | 70/100 (Inclusive of interview marks) |
| | | | | | | ii. Published a minimum of seven research publications in the peer- reviewed journals or UGC-listed journals of which three research Papers should have been published during the assessment period | | |
| 4 | Promotion | Assoc.Prof.(PE) to Professor (PE) | 13A to 14 | 1,44,200 – 2,18,200 | 3 Years in AL-12 (with Ph.D. in relevant / allied subject) | Published a minimum of ten publications in the peer- reviewed journals or UGC –listed journals, out of which three research papers should have been published during the assessment period | Satisfactory / Good in atleast 2 years out of last 3 years | 70/100 (Inclusive of interview marks) |