



DATTA MEGHE INSTITUTE OF MEDICAL SCIENCES

[Deemed to be University]

Conferred 'A' Grade status by H.R.D. Ministry Govt. of India. Re-accredited by NAAC (3rd Cycle) with 'A+' Grade Placed under Category-I (Graded Autonomy) by UGC

Office: Sawangi (Meghe), Wardha – 442107, Maharashtra, India

Ph.No. : 07152-287701 – 06, 304000 Fax: 07152-287714, 287719 Email: medical.wda @sancharnet.in

No. 18B of 2021

Date: 5th April, 2021

Notification

As approved by the Board of Management in its meetings held on 27.3.2021 respectively, it is notified for the information of all concerned that, policy for Career Advancement Scheme (CAS) is hereby prepared and shall come into force with immediate effect.

Accordingly the details of the scheme along with proforma shall be available with the respective Heads of the Institution. The teachers who consider themselves as eligible under Career Advancement Scheme (CAS) shall fill in the Self Appraisal Proforma for each year of assessment separately and submit the same through their Head of the Department to Head of the Institution.

The eligibility for the upward movement from the post of Assistant Professor to Associate Professor and from Associate Professor to Professor shall be applicable in the context of statutory guideline notified by the apical governing council.

All the promotion under the Career Advancement Scheme (CAS) shall be termed as personal promotions & the designation of such promoted teaching employee shall be Associate Professor (Designate) / Professor (Designate). The promoted teaching faculty under Career Advancement Scheme (CAS) will have to shoulder the burden of their substantive post.

Only institutional seniority and achievements shall be considered.

Score for eligibility will be:-

- i) Not less than 50% for each head and cumulatively not less than 65% for movement from Assistant Professor to Associate Professor cadre and
- ii) ii) Not less than 60% for each head and cumulatively not less than 75% for movement from Associate Professor to Professor cadre.



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The total number of posts available for promotion under Career Advancement Scheme (CAS) shall be 25% of the sanctioned posts as per apical council. Those scoring highest marks vis-à-vis posts shall be considered for the upward movement under Career Advancement Scheme (CAS).

The Head of the Institution shall submit the applications so received, quarterly, to the office of Registrar for scrutiny & approval of Hon'ble Vice Chancellor.

A teacher promoted to a higher post shall be treated as on probation for a period of one year extendable by one year. If, during the period of probation, the work and conduct of a promoted teacher is not satisfactory, he shall be liable to be reverted to the post which he held prior to promotion at the sole discretion of the Competent Authority.

Registrar

DMIMS (DU)

Copy to:

1. Hon'ble Pro Chancellor, DMIMS (DU)
2. Hon'ble Vice Chancellor, DMIMS (DU)
3. Hon'ble Pro Vice Chancellor, DMIMS (DU)
4. The Chief Coordinator, DMIMS (DU)
5. All the Heads of Institutions, DMIMS (DU)
6. The Principal, FNTCN/SMCON
7. All the Deans, Faculties, DMIMS (DU)
8. The Dean, Examinations, DMIMS (DU)
9. The Director, IQAC
10. The Director, Research & Development, DMIMS (DU)
11. The Director, School of Advanced Studies, DMIMS (DU)
12. The Director, SHPER, DMIMS (DU)
13. The Director, Personnel & Planning, DMIMS (DU)
14. The Director, Intl. Initiatives /Strategic Planning, DMIMS (DU)
15. The Director, Ph.D Cell
16. Mrs. Manisha Meghe, Director, Sharad Pawar Dental College, Sawangi (Meghe)
17. The Director, Examinations, Assessment and Evaluation, DMIMS (DU)
18. The Joint Registrar/Asst. Registrar, DMIMS (DU)
19. The OSD, DMIMS (DU)
20. The Finance Officer, DMIMS (DU)
21. The Asst. Registrar DMMC, Wanadongri, Nagpur
22. CAOs/AOs/AAOs of all constituent colleges
23. Website Incharge



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ATTACHMENTS TO NOTIFICATION No. 18 B of 2021 DATED 5th April, 2021

PROMOTION OF TEACHING EMPLOYEES CAREER ADVANCEMENT SCHEME (CAS)

1. Avenues of internal promotion shall be made available to the teaching employees of the institute and / or institutions.
2. The promotion to the teachers of the institute/institutions shall be governed in terms of the Career Advancement Scheme (CAS) notified by the University Grants Commission vide their regulations to the extent applicable in the context of the statutory guidelines notified by the apical governing councils namely the Medical Council of India, the Dental Council of India, the Indian Nursing Council and the Central Council for Indian Medicine as the case may be.
3. A teacher promoted to a higher post shall be treated as on probation for a period of two years extendable by one year. If, during the period of probation, the work and conduct of a promoted teacher is not satisfactory, he shall be liable to be reverted to the post which he held prior to promotion during his period of probation at the sole discretion of the Competent Authority.
4. Only institutional seniority and achievements shall be considered.
5. Scored under each head should not be less than 50% for promotion from Assistant Professor to Associate Professor and should not be less than 60% for promotion from Associate Professor to Professor Cadre.
6. The eligibility score would be as follows :

From Assistant Professor to Associate Professor - 65%

From Associate Professor to Professor - 75%



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As per UNIVERSITY GRANTS COMMISSION NOTIFICATION New Delhi, the 18th July, 2018

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned) x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above-Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of actively involved in guiding Ph.D students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer-reviewed or UGC list of Journals.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities



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Overall Grading:

Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.

Not Satisfactory: If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course



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	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07



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International (within country)	05	05
National	03	03
State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list)

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points
- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.



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C: Teaching Experience

1. Teaching Experience						
Designation Held	University/ Institute	Status		Duration		No. of Years
		UG/PG	Permanent/ Temporary	From	To	

D : Additional Capacity Enhancement

1. Details of Faculty Health Education Training:					
Period		Nature of Training/Course	Institution	Remarks	
From	To				
2. Details of Higher Skill Training (including observership & Fellowship) :					
Per iod		Nature of Training/Course	Area of skill	Institution	Remarks
Fro m	To				
3. Details of any other courses / Training:					
Period		Nature of Training/Course	Area of skill	Institution	Remar ks
From	To				

Signature of the Faculty



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S.N.	Academic/Research Activity	Faculty of Sciences /Engineering / Agriculture/Medical/ Veterinary Sciences	Self-appraisal Score	Verified Score
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper		
2.	Publications (other than Research papers)			
	(a) Books authored which are published by ;			
	International publishers	12		
	National Publishers	10		
	Chapter in Edited Book	05		
	Editor of Book by International Publisher	10		
	Editor of Book by National Publisher	08		
	(b) Translation works in Indian and Foreign Languages by qualified faculties			
	Chapter or Research paper	03		
	Book	08		
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula			
	(a) Development of Innovative pedagogy	05		
	(b) Design of new curricula and courses	02 per curricula/course		
	(c) MOOCs			
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)	20		
	MOOCs (developed in 4 quadrant) per module/lecture	05		
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02		
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)	08		



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	(d) E-Content			
	Development of e-Content complete course/e-book in 4 quadrants	12		
	e-Content (developed in 4 quadrants) per module	05		
	Contribution to development of e-content module incomplete course/paper/e-book (at least one quadrant)	02		
	Editor of e-content for complete course/paper /e-book	10		
4	(a) Research guidance			
	Ph.D.	10 per degree awarded 05 per thesis submitted		
	M.Phil./P.G dissertation	02 per degree awarded		
	(b) Research Projects Completed			
	More than 10 lakhs	10		
	Less than 10 lakhs	05		
	(c) Research Projects Ongoing :			
	More than 10 lakhs	05		
	Less than 10 lakhs	02		
	(d) Consultancy	03		
5	(a) Patents			
	International	10		
	National	07		
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)			
	International	10		
	National	07		
	State	04		
	(c) Awards/Fellowship			
	International	07		
	National	05		
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)			
	International (Abroad)	07		
	International (within country)	05		
	National	03		
	State/University	02		



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- | | | |
|--|---|-----------|
| vii) Paper in refereed journals without impact factor | - | 5 Points |
| viii) Paper with impact factor less than 1 | - | 10 Points |
| ix) Paper with impact factor between 1 and 2 | - | 15 Points |
| x) Paper with impact factor between 2 and 5 | - | 20 Points |
| xi) Paper with impact factor between 5 and 10 | - | 25 Points |
| xii) Paper with impact factor >10 | - | 30 Points |
| (c) Two authors: 70% of total value of publication for each author. | | |
| (d) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors. | | |

Joint Projects: Principal Investigator and Co-investigator would get 50% each.



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(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other related disciplines	Self-appraisal Score	Verified Score
1.	Research Papers in Peer-Reviewed or UGC listed Journals	10 per paper		
2.	Publications (other than Research papers)			
	(a) Books authored which are published by ;			
	International publishers	12		
	National Publishers	10		
	Chapter in Edited Book	05		
	Editor of Book by International Publisher	10		
	Editor of Book by National Publisher	08		
	(b) Translation works in Indian and Foreign Languages by qualified faculties			
	Chapter or Research paper	03		
	Book	08		
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula			
	(a) Development of Innovative pedagogy	05		
	(b) Design of new curricula and courses	02 per curricula/course		
	(c) MOOCs			
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20		
	MOOCs (developed in 4 quadrant) per module/lecture	05		
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02		
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08		
	(d) E-Content			
	Development of e-Content in 4 quadrants for complete course/e-book	12		
	e-Content (developed in 4 quadrants) per module	05		



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	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02		
	Editor of e-content for complete course/ paper /e-book	10		
4	(a) Research guidance			
	Ph.D.	10 per degree awarded 05 per thesis submitted		
	M.Phil./PG dissertation	02 per degree awarded		
	(b) Research Projects Completed			
	More than 10 lakhs	10		
	Less than 10 lakhs	05		
	(c) Research Projects Ongoing:			
	More than 10 lakhs	05		
	Less than 10 lakhs	02		
	(d) Consultancy	03		
5	(a) Patents			
	International	10		
	National	07		
	(b) *Policy Document (Submitted to an International body/Organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)			
	International	10		
	National	07		
	State	04		
	(c) Awards/Fellowship			
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	National	05		
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)			
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	International (within country)	05		
	National	03		
	State/University	02		



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xv) Paper with impact factor between 1 and 2	-	15 Points
xvi) Paper with impact factor between 2 and 5	-	20 Points
xvii) Paper with impact factor between 5 and 10	-	25 Points
xviii) Paper with impact factor >10	-	30 Points

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(f) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

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