



# **Model Institute of Engineering & Technology (Autonomous)**

## **Faculty Promotion Policy (UNDER CAREER ADVANCEMENT SCHEME)**

2021-26

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# OBJECTIVE

The Promotion policy aims to provide the faculty members with an opportunity to progress in their career based on performance and competence. The promotion policy aims to integrate the aspirations for growth and development of faculty members with the future requirements of the institution. It also ensures equity, fairness and transparency in matters relating to promotion.

# APPLICABILITY

This policy is applicable to all the faculty members in the institution.

# PROCESS

The institution adheres to the regulations given below formulated by the All-India Council of Technical Education (AICTE) and the University Grants Commission (UGC) for the promotion of faculty members:

- AICTE regulations, as per the notification dated 1st March 2018, are followed for career advancement of faculty in Engineering, Management & Computer Applications program. The details are given below in the Table 1:

S.No.	Post	Eligibility	Set of Requirements					
			Set No.	Additional Qualification	To have acquired in the cadre of Assistant Professor			
Experience (Years)	Research publications in SCI journals /UGC /AICTE approved list of journals	Avg. 360° feedback score (out of 10)						
1	Assistant Professor to Assistant Professor (Senior Scale) under the Career Advancement Scheme (CAS) as mentioned in Rule 5.2(a) of AICTE Regulations	<ul style="list-style-type: none"> <li>• Qualifications prescribed for the post of Assistant Professor.</li> <li>• Should have completed minimum training requirements.</li> <li>• Should have satisfied any one of the below-mentioned set of requirements</li> </ul>	1	-	4	2	8 to 10	
			2	-	5	1	8 to 10	
			3	-	5	2	5 to < 8	

<p>2</p>	<p>Assistant Professor to Associate Professor under the Career Advancement Scheme (CAS) as mentioned in Rule 5.2 (a) of AICTE Regulations</p>	<ul style="list-style-type: none"> <li>● Ph. D. degree in relevant field and First class or equivalent at either Bachelor's or Master's level in the relevant branch.</li> <li>● Should have completed minimum training requirements.</li> <li>● Should have satisfied any one of the below-mentioned set of requirements</li> </ul>	<table border="1"> <thead> <tr> <th rowspan="2">Set No.</th> <th colspan="3">To have been acquired in the cadre of Assistant Professor (Selection Grade).</th> </tr> <tr> <th>Experience (Years)</th> <th>Research publications in SCI journals UGC AICTE approved list of journals</th> <th>Avg. 360° feedback score (out of 10)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3</td> <td>2</td> <td>5 to &lt; 8</td> </tr> <tr> <td>2</td> <td>3</td> <td>1</td> <td>8 to 10</td> </tr> </tbody> </table>	Set No.	To have been acquired in the cadre of Assistant Professor (Selection Grade).			Experience (Years)	Research publications in SCI journals UGC AICTE approved list of journals	Avg. 360° feedback score (out of 10)	1	3	2	5 to < 8	2	3	1	8 to 10												
Set No.	To have been acquired in the cadre of Assistant Professor (Selection Grade).																													
	Experience (Years)	Research publications in SCI journals UGC AICTE approved list of journals	Avg. 360° feedback score (out of 10)																											
1	3	2	5 to < 8																											
2	3	1	8 to 10																											
<p>3</p>	<p>Associate Professor to Professor under the Career Advancement Scheme (CAS) as mentioned in Rule 5.2 (a) of AICTE Regulations</p>	<ul style="list-style-type: none"> <li>● Ph. D. degree in relevant field and First Class or equivalent at either Bachelor's or Master's level in the relevant branch.</li> <li>● Should have satisfied any one of the below-mentioned set of requirements.</li> </ul>	<table border="1"> <thead> <tr> <th rowspan="2">Set No.</th> <th rowspan="2">Ph.D. guided</th> <th rowspan="2">Total Experience (Years)</th> <th colspan="3">To have acquired the cadre of Associate Professor.</th> </tr> <tr> <th>Experience (Years)</th> <th>Research publications in SCI journals UGC / AICTE approved list of journals</th> <th>Avg. 360° feedback score (out of 10)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>15</td> <td>3</td> <td>6</td> <td>8 to 10</td> </tr> <tr> <td>2</td> <td>2</td> <td>15</td> <td>3</td> <td>6</td> <td>5 to &lt; 8</td> </tr> <tr> <td>3</td> <td>-</td> <td>16</td> <td>3</td> <td>4</td> <td>8 to 10</td> </tr> </tbody> </table>	Set No.	Ph.D. guided	Total Experience (Years)	To have acquired the cadre of Associate Professor.			Experience (Years)	Research publications in SCI journals UGC / AICTE approved list of journals	Avg. 360° feedback score (out of 10)	1	1	15	3	6	8 to 10	2	2	15	3	6	5 to < 8	3	-	16	3	4	8 to 10
Set No.	Ph.D. guided	Total Experience (Years)	To have acquired the cadre of Associate Professor.																											
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3	-	16	3	4	8 to 10																									
<p>4</p>	<p>Professor to Professor (Senior Scale)</p>	<ul style="list-style-type: none"> <li>● Ph. D. degree in the relevant field</li> <li>● Minimum ten years of experience in the cadre of Professor</li> <li>● At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have at least 2 successful Ph. D. guided as Supervisor / Co-Supervisor as a Professor.</li> </ul> <p>OR</p> <p>At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided</p>																												

		<p>academic leadership as institution head at least for 3 years at the level of Professor.</p> <p>OR</p> <p>At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided educational leadership at state / national level at least for 3 years at the level of Professor.</p> <ul style="list-style-type: none"> <li>● At least one Patent Awarded</li> <li>● Development of one MOOC Course Awarded at National Platform.</li> </ul>	
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**TABLE - 1 AICTE Regulations for Career Advancement Scheme (CAS) promotions at various stages**

- The UGC regulations, issued on 18<sup>th</sup> July 2018, govern promotions for faculty engaged in teaching in programs such as law, undergraduate-management, commerce & computer applications. The details are given below in Table 2:

S.No.	Post	Eligibility
1	Entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) to Assistant Professor (Senior Scale/Academic Level 11)	<ul style="list-style-type: none"> <li>● Assistant Professors who have completed four years of service and have a Ph.D. degree or five years of service and have a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech.,M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil./ PG Degree in Professional courses. i. Attended one Orientation course of 21 days' duration on teaching methodology; and ii. Any one of the following: Completed one Refresher / Research Methodology Course</li> <li>● Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching- Learning Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration, OR Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period.</li> <li>● CAS Promotion Criteria: A teacher shall be promoted if; i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period. ii. The promotion is recommended by the screening-cum-evaluation committee.</li> </ul>

<p>2</p>	<p>Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)</p>	<ul style="list-style-type: none"> <li>● Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade.</li> <li>● A Ph.D. degree in subject relevant /allied/relevant discipline.</li> <li>● Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e certification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.</li> <li>● CAS Promotion Criteria: A teacher may be promoted if; i) He/she gets a ‘satisfactory’ or ‘good’ grade in the annual performance assessment reports of at least two of the last three years of the assessment period. ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations</li> </ul>
<p>3</p>	<p>Associate Professor (Academic Level 13A) to Professor (Academic Level 14)</p>	<ul style="list-style-type: none"> <li>● Associate Professors who have completed three years of service in Academic Level 13A.</li> <li>● A Ph.D. degree in subject relevant/allied/relevant discipline.</li> <li>● A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period. A minimum of 110 Research Score as per Appendix II, Table 2</li> <li>● CAS Promotion Criteria: A teacher shall be promoted if; i) The teacher gets ‘satisfactory’ or ‘good’ grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 and at least 110 research score as per Appendix II, Table 2. ii) The promotion to the post of Professor is recommended by a selection committee constituted in accordance with these Regulations.</li> </ul>
<p>4</p>	<p>Professor (Academic Level 14) to Senior Professor (Academic Level 15)</p>	<ul style="list-style-type: none"> <li>● The promotion shall be based on academic achievement, favorable reviews from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years’ of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.</li> <li>● Ten years’ experience as a Professor.</li> <li>● A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degrees have been successfully awarded to two candidates under his/her supervision during the assessment period.</li> </ul>

TABLE - 2 UGC Regulations for Career Advancement Scheme (CAS) promotions at various stages

 Director  
Model Institute of  
Engineering & Technology  
JAMMU-181122