National Institute of Educational Planning and Administration
17-B, Sri Aurobindo Marg, New Delhi-110016

Date: 17/12/2020

NIEPA Internal Review Committee to Consider the Cases for Grant of Career Advancement Scheme (CAS) to Eligible Faculty Members[1]

The Committee met on 9th, 10th, 11th and 14th December 2020 to discuss the norms for assessing the category-wise required API scores and other related requirements for CAS on the basis of the related norms developed and approved by NIEPA and the UGC Regulation, 2010.

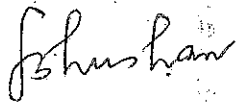The following were present in the above-mentioned meetings:

1. Prof. Sudhanshu Bhushan   Chairperson
2. Prof. Pranati Panda   Member
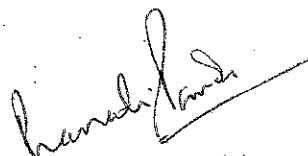3. Prof. K. Biswal   Member

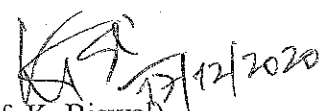The agenda of the meetings were as follows:

(i)   To look into the ACRs of the CAS applicants;

(ii)   To develop the framework for reviewing the API scores of the CAS applicants on the basis of NIEPA norms and the UGC Regulation, 2010; and

(iii)   To recommend the publications submitted by the CAS applicants for external review.

The Committee looked into the NIEPA norms for calculating the API scores, and the related norms and criteria laid down in the UGC Regulation, 2010.

1. After detailed deliberations, the Committee developed a Format for Reviewing the API Scores of CAS Applications, which is attached as Document I. Document I has been developed on the basis of Document II, which contains the API norms duly approved by the Competent authority of NIEPA and the UGC Regulation, 2010.

2. Document I (i.e., Format for Reviewing the API Scores of CAS Applications), if approved would be used for reviewing the CAS applications.

(Prof. Sudhanshu Bhushan)   (Prof. Pranati Panda)   (Prof. K. Biswal) 17/12/2020

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[1] Constituted by NIEPA vide its Notification No. F. 13-5/2005-Acad. (Misc.) Vol. I dated September 03, 2020.

NIEPA Internal Review Committee
to Consider the Cases for Grant of Career Advancement Scheme (CAS) to Eligible Faculty Members[1]

Document I
Format for Reviewing the API Scores of CAS Applications[2]

Category I: Teaching, Learning and Evaluation Related Activities

S. No.	Nature of Activity	Maximum Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score		
1.	Orientation/Training Programmes, Conference/Seminar/ Workshops organised	35	6.	Organisation of training programmes	(a) 2-3 days workshop/meeting	3 points
					(b) Above 4 days of workshop/Training	5 points
					(c) Long duration Programme (3 weeks/3 months Diploma programme	10 points
2.	Involvement in Academic activities, providing academic	10	10.	Resource Person in programmes of other	(a) For complete programme	10 points
						5 points

S. No.	Nature of Activity	Maximum Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score		
	inputs, teaching etc. in other institutions			institutions (by lecturing in sessions or academic inputs)	(b) For more than 2 sessions	2 points
					(c) For one session	
			12.	Member in Committees of other organisations	(a) One Year	3 points each
					(b) More than two years	5 points each
					(c) Temp. for one day only	2 point each
			13.	Membership in Academic/Professional Associations	(a) Short Term Member	1 point each
					(b) Life Member	2 point each
					Alumni	2 point each
3.	Teaching in M. Phil./Ph.D./NUEPA programmes	15	9.	Teaching within the University (Programmes/Students)	(a) Independent (b) Together (co-faculty) (c) Group Work (d) Presentations only	3 points per 10 sessions
4.	Supervising M. Phil./ Ph. D. scholars	15	4.	Guidance to students/trainees	(a) Ph. D. (Degree awarded only)	15 points
					(b) Ph. D. Submitted	10 points
					(c) M. Phil. (Degree Awarded only)	5 points
					(d) M. Phil. Submitted	3 points
5.	Supervising DEPA/IDEPA/P.G. Students	15	4.	Guidance to students/trainees	(e) DEPA Dissertation	3 points
					(f) IDEPA Dissertation	3 points

S. No.	Nature of Activity	Maximum Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score		
					(g) PG Dissertation	3 points
6.	Involvement in Projects/Researches	20	-	■ It is suggested that only involvement of the faculty in the on-going projects/research studies may be considered in Category I; ■ API score for this activity may be calculated considering the approved duration of the research studies/projects, viz., API score may be considered only once for a research study/project having one-year duration, twice for a research study/project having two-year duration and so on, irrespective of the actual duration of the on-going study/project	(a) Research studies/projects with an approved budget of Rs. 20.0 lakh or more and funded by NUEPA/NIEPA or sponsored by other agencies (b) Research studies/projects with an approved budget of less than Rs. 20.0 lakh and funded by NUEPA/NIEPA or sponsored by other agencies	10 points 05 points
7.	Academic contributions in the form of publications	20	2.	Books, Chapters in books other than journals	Mimeographed Training Material/Learning Material/Module	(a) 10 sole author (b) 5 each per co-author
	TOTAL SCORE	130				
	Minimum API Score Required Per Year	75				

Category II: Co-curricular, Extension and Professional Development related Activities

S. No.	Nature of Activity	Maximum Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score		
1.	Contribution to Programme activities/Students Activities etc	10	--	No norms in the Guidelines	The Committee may examine the applications case by case and award a maximum of 03 points	03 ponts
2.	Contribution to NUEPA activities (academic/administration committees) as member and sharing responsibilities	25	11.	Working in committees of NUEPA	(a) Board/Academic	4 points each
					(b) Committees constituted by VC for University (Annual basis)	3 points each
					(c) Committees for an activity (Temp.)	2 points each
3.	Professional development activities (participation in seminars/conferences/lecture delivering/acting as resource person in other organisations)	15	7.	Participation in Training Programmes	(a) One-week programme	5 points
					(b) Two weeks to four weeks	10 points
					(c) More than one month	20 points
			8.	Participation in Seminars/Conferences	(a) Only Participation	3 points
					(b) Participation & presentation of Paper	10 points
	TOTAL SCORE	50				

S. No.	Nature of Activity	Maximum Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score		
	Minimum API Score Required Per Year	15				

Category III: Research and Other Academic Contributions

S. No.	Nature of Activity	API Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score (Max. Points for Assistant Prof./Associate Prof. & Professor)		
1.	Publications, including mimeos (Papers in journals, occasional papers, chapters in books and mimeos)		1.	Research Papers Published in:	Referred Journals (Social Sciences/Educational Planning & Management)	15 per publication
					Non-referred but with ISSN numbers (Social Sciences/Educational Planning & Management)	10 per publication
					Occasional Papers	10 per publication
					Conference Proceedings as full paper	10 per publication

S. No.	Nature of Activity	API Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score (Max. Points for Assistant Prof./Associate Prof. & Professor)		
			2.	Books, Chapters in books other than journals	Text or reference books Published by International Publishers with an established peer review system	(a)50 for sole author (b) 25 each for co-author (c) 10 chapter in an edited book
					Book Published by National publisher	(a) 25 sole author (b) 13 each for co-author (with ISBN number)
2.	Research projects completed		3.	Research Projects Completed	NUEPA funded projects (below Rs.1 lakh)	10 points per project 5 points for co-project in-charges
					NUEPA funded Projects (Rs.1.10 to Rs.5.00 Lakhs)	15 points per project 8 points per co-project in-charge
					NUEPA funded projects (Rs.5.10 to 20 lakhs)	25 points per project 13 points per co-project in charge
					Projects funded by Other agencies (up to Rs.30 lakhs)	25 points per project

S. No.	Nature of Activity	API Score	Sl. No. in Appendix I of NIEPA Guidelines	Norms for Calculating API Score (Max. Points for Assistant Prof./Associate Prof. & Professor)		
						13 points per co-in charge
					Project funded by other agencies (above Rs.31 lakhs)	40 points per project 20 points per project in-charge
3.	Evaluation of Ph.D. thesis and M. Phil/DEPA/ PGDEPA/IDEPA dissertations		5.	Evaluation of Dissertations	(a) Ph. D. Thesis (b) M. Phil. Thesis (c) Dissertations	5 points 3 points 2 points
4.	Participation in JRMs/consultancy activities		14.	Participation in JRMs/ Consultancy activities	(a) M/HRD (b) Other Institutions	3 points 2 points
	TOTAL SCORE					
	Minimum API Score Required Per Year[3]					

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[3] The minimum API score required per year in this category has been considered by the Review Committee as per the provisions laid down in Appendix – III, TABLE – II (A) of the 'UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010', published in the Gazette of India, September 18, 2010.

Document II

ACADEMIC PERFORMANCE INDICATORS (APIs) APPROVED BY NIEPA AS PER ITS OBJECTIVES[4]

Category I: Teaching, Learning and Evaluation Related Activities

S. No.	Nature of Activity	Maximum Score[5]
1.	Orientation/Training Programmes, Conference/Seminar/Workshops organised	35
2.	Involvement in Academic activities, providing academic inputs, teaching etc. in other institutions	10
3.	Teaching in M. Phil./Ph.D./NUEPA programmes	15
4.	Supervising M. Phil./Ph. D. scholars	15
5.	Supervising DEPA/IDEPA/P.G. Students	15
6.	Involvement in Projects/Researches	20
7.	Academic contributions in the form of publications	20
	TOTAL SCORE	130
	Minimum API Score Required Per Year	75

Category II: Co-curricular, Extension and Professional Development related Activities

S. No.	Name of Activity	Maximum Score
1.	Contribution to Programme activities/Students Activities etc	10
2.	Contribution to NUEPA activities (academic/administration committees) as member and sharing responsibilities	25
3.	Professional development activities (participation in seminars/conferences/lecture delivering/acting as resource person in other organisations)	15
	TOTAL SCORE	50
	Minimum API Score Required Per Year	15

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[4] As per the NIEPA (earlier NUEPA) norms developed by the Committee to Evolve Standards for Academic performance (API) for Performance Based Appraisal System (PBAS) as per UGC Regulation 2010 (reported in Appendix A of the Minutes of its meeting dated February 07, 2012), and duly approved by the competent authority of NUEPA (now NIEPA).

[5] Intra-category/activity-wise maximum score to be considered while calculating the Category I level required aggregate API score, even if the candidate has API score more than the required API score in each of the sub-categories/activities. However, given the minimum API score requirement at the Category I level (i.e., Required API Score for Category I = 75), the activity-wise maximum score is not an essential requirement.

Category III: Research and Other Academic Contributions

S. No.	Description of the Activity	API Score
1.	Publications, including mimeos (Papers in journals, occasional papers, chapters in books and mimeos)	
2.	Research projects completed	
3.	Evaluation of Ph.D. thesis and M. Phil/DEPA/PGDEPA/IDEPA dissertations	
4.	Participation in JRMs/consultancy activities	
	TOTAL SCORE	
	Minimum API Score Required Per Year[6]	

Appendix I

Norms for Calculating the API Scores in Category I, II and III

S. No.	APIs	Description	Max. Points for Assistant Prof./Associate Prof. & Professor	Remarks
1.	Research Papers Published in:	Referred Journals (Social Sciences/Educational Planning & Management)	15 per publication	
		Non-referred but with ISSN numbers (Social Sciences/Educational Planning & Management)	10 per publication	
		Occasional Papers	10 per publication	
		Conference Proceedings as full paper	10 per publication	
2.	Books, Chapters in books other than journals	Text or reference books Published by International Publishers with an established peer review system	(a) 50 for sole author (b) 25 each for co-author (c) 10 chapter in an edited book	
		Book Published by National publisher	(b) 25 sole author (b) 13 each for co-author (with ISBN number)	
		Mimeographed Training Material/Learning Material/Module	(c) 10 sole author (d) 5 each per co-author	
3.	Research Projects	NUEPA funded projects (below Rs.1 lakh)	10 points per project 5 points for co-project in-charges	On completion of project
		NUEPA funded Projects (Rs.1.10 to Rs.5.00 Lakhs)	15 points per project 8 points per co-project in-charge	do
		NUEPA funded projects (Rs.5.10 to 20 lakhs)	25 points per project 13 points per co-project in charge	do

S. No.	APIs	Description	Max. Points for Assistant Prof./Associate Prof. & Professor	Remarks
		Projects funded by Other agencies (up to Rs.30 lakhs)	25 points per project 13 points per co-in charge	do
		Project funded by other agencies (above Rs.31 lakhs)	40 points per project 20 points per project in-charge	do
4.	Guidance to students/trainees	(a) Ph. D. (Degree awarded only) (b) Ph. D. Submitted (c) M. Phil. (Degree Awarded only) (d) M. Phil. Submitted (e) DEPA Dissertation (f) IDEPA Dissertation (g) PG Dissertation	15 points 10 points 5 points 3 points 3 points 3 points 3 points	
5.	Evaluation of Dissertations	(a) Ph. D. Thesis (b) M. Phil. Thesis (c) Dissertations	5 points 3 points 2 points	
6.	Organisation of Training programmes	(a) 2-3 days workshop/meeting (b) Above 4days of workshop/Training (c) Long duration Programme (3 weeks/3 months Diploma programme	3 points 5 points 10 points	
7.	Participation in Training Programmes	(a) One Week Programme (b) Two Week to four week (c) More than one month	5 points 10 points 20 points	
8.	Participation in Seminars/Conferences	(a) Only Participation (b) Participation & presentation of Paper	3 points 10 points	Local/ Regional/ National/ International

S. No.	APIs	Description	Max. Points for Assistant Prof./Associate Prof. & Professor	Remarks
9.	Teaching within the University (Programmes/Students)	(a) Independent (b) Together (co-faculty) (c) Group Work (d) Presentations only	3 points per 10 sessions	Local/ Regional/ National/ International
10.	Resource Person in programmes of other institutions (by lecturing in sessions or academic inputs)	(a) For complete programme (b) For more than 2 sessions (c) For one session	10 points 5 points 2 points	Local/ Regional/ National/ International
11.	Working in committees of NUEPA	(a) Board/Academic (b) Committees constituted by VC for University (Annual basis) (c) Committees for an activity (Temp.)	4 points each 3 points each 2 points each	
12.	Member in Committees of other organisations	(a) One Year (b) More than two years (c) Temp. for one day only	3 points each 5 points each 2 point each	
13.	Membership in Academic/Professional Associations	(a) Short Term Member (b) Life Member (c) Alumni	1 point each 2 point each 2 point each	
14.	Participation in JRMs/ Consultancy activities	(a) M/HRD (b) Other Institutions	3 points 2 points	