

SIDO KANHU MURMU UNIVERSITY

DUMKA -814110

Email : s.k.m.university.dumka@gmail.com

Website : www.skmu.ac.in



Notice

Applications in the prescribed PBAS proforma of the University are invited from the teachers of University Departments and Constituents Colleges, under S.K.M. University, Dumka who are appointed on substantive basis for promotion from one Academic level/Grade pay to another Academic level/Grade pay under the Career Advancement Scheme 2018 with effect from 24.02.2023 as per the notifications no. 43/23 dated 03.04.2023 of this University, as communicated by the Department of Higher and Technical Education, Govt. of Jharkhand vide its letter. no. 02/वि.1-15/2019-492, dated- 24.02.2023.

The levels of promotions are given below:-

1. Assistant Professor (Academic level 10) to Assistant Professor(Senior Scale/Academic level 11)
2. Assistant Professor(S.S./Academic level 11) to Assistant Professor(Selection Grade/Academic level 12)
3. Assistant Professor(Selection Grade/Academic level 12) to Associate Professor (Academic level 13A)
4. Associate Professor (Academic level 13A) to Professor (Academic level 14)
5. Professor (Academic level 14) to Senior Professor (Academic level 15)

The applicants are advised to go through the concerned Statute before submitting applications. The filled in applications along with all required documents (self-attested) should be submitted in triplicate sets to the Principal/Prof. in-charge of the College and respective Heads of the University Departments latest by 09.03.2024 for onward transmission to the office of the Registrar, S.K.M. University, Dumka upto 25.03.2024. Incomplete applications or applications without complete supporting documents will not be considered.

The application form may be downloaded from the University website: www.skmu.ac.in

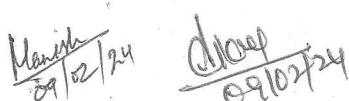
Memo No. SKMU/R-G/ 74 /24

Date-09/02/2024

Copy to :

1. Teacher concerned for information and necessary action.
2. All Heads of the P.G. University Departments, S.K.M. University, Dumka for information.
3. Principals/ Prof. In-charge, All Constituent colleges under S.K.M. University, Dumka for information.
4. All Statutory and Non Statutory officers, S.K.M. University, Dumka.
5. PA to Registrar/ PVC/ VC.
6. Guard File.


Registrar
S.K.M. University, Dumka


Manish 09/02/24 Deep 09/02/24

PBAS Proforma-cum-Application Format
 for promotion of teachers under Career Advancement Scheme 2018, w.e.f. 24.02.2023.
 (As per Notification by the Department of Higher and Technical Education
 Government of Jharkhand: पत्रांक-02/वि.1-15/ 2019-492, दिनांक-24-02-2023)

	Level of Promotion	Please √ the appropriate box:
1.	Assistant Professor (Academic level 10) to Assistant Professor (Senior Scale/Academic level 11)	
2.	Assistant Professor (Senior Scale/Academic level 11) to Assistant Professor (Selection Grade/Academic level 12)	
3.	Assistant Professor (Selection Grade/Academic level 12) to Associate Professor (Academic level 13A)	
4.	Associate Professor (Academic level 13A) to Professor (Academic level 14)	
5.	Professor (Academic level 14) to Senior Professor (Academic level 15)	

(SIDO KANHU MURMU UNIVERSITY, DUMKA)

GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name of applicant :
2. Father's Name :
3. Subject :
4. College/University Department :
5. Date of substantive appointment :

D	D	M	M	Y	Y	Y	Y
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6. Current Designation and Academic Level(as per pay fixation by HRD, Govt. of Jharkhand) :
7. Which position and pay of Academic level are you an applicant under CAS? :
8. Period of Assessment (From) :

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 (To) :

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---
9. Date of Birth :

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---
10. Sex :

11. Marital Status :
12. Nationality :
13. Indicate whether belongs to SC/ST/OBC category:
SC/ST/OBC category:
14. Address for Correspondence (with Pin code):
Pin code):
District..... State
PIN.....
15. Permanent Address (with Pin code), in case different from Sl.No.14 :
.....
District..... State
PIN.....
16. Contact Number :
17. Email Id :

18. Academic Qualifications (Matric till Post-Graduation)

Examination	Board/ University	Year of passing	% of Marks obtained	Div./ Grade	Subjects
High School/ Matric					
Intermediate/+2					
Graduation					
Post-Graduation					
JRF/NET/SLET					
Other Exams. (if any)					

19. Research Degree(s)

Degree	Title	Date of Award	University/Institute
M.Phil/M.Tech.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

20. Period of Teaching experience:(Years).....(Months)

21. Details of Teaching Experience (write chronologically from the initial appointment to the present position):

Name of the Univ./College/ Department	Name of Post	From (DD/MM/YYYY)	To (DD/MM/YYYY)	Remarks

22. Period of Research experience excluding years spend in M.Phil./Ph.D. (in years):

23. Doctoral Research experience (as Research Scientist, Research Associate etc.) in years:.....

24. Fields of Specialisation under the Subject/Discipline:

- (a)..
- (b)..

25. Post held after joining the University:

S.N.	Name of the Univ./College/ Department	Name of post	From	To	Nature of duties	Total Period	Remarks
1							
2							
3							

26. (a) Orientation Course Details (for promotion from Level 10 to Level 11):

Name of the Course	Institution	Duration & Date	Sponsoring Agency

(b) Refresher Course Details (for promotion from Level 10 to 11 & 11 to 12):

Name of the Course	Institution	Duration & Date	Sponsoring Agency

(c) Refresher Courses/ Methodology Workshops/ Training/ Teaching-Learning-Evaluation/ Technology Progammes/ Soft Skill Development Programmes/ Faculty Development Programmes attended (For promotion from Level 10 to 11 &11 to 12):

Name of the Course	Institution	Duration & Date	Sponsoring Agency

APPENDIX-II

TABLE – 1 (Category I & II)

(For Level 10 to 11, 11 to 12 , 12 to 13A & 13A to 14)

(To be certified by Head University Department/ Principal of the College)

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sl. No.	Activity	Grading Criteria	Grade assigned by self
1.	Teaching: (Number of classes taught/total classes assigned) x 100 (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% and above- Good Below 80% but 70% and above – Satisfactory Less than 70% - Not Satisfactory	
2.	Involvement in the University / college students related activities / research activities: b. Administrative responsibilities such as Head/ Chairperson/Dean/ Director/Coordinator, Warden, etc. c. Examination and evolution duties assigned by college/ University or attending the examination paper evolution. d. 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. e. Organising seminars/ conferences/ workshops, other College /University activities. f. Evidence of actively involved in guiding Ph.D students. g. Conducting minor or major research project sponsored by national or international agencies. h. At least one single or joint publication in SCI journals / Scopus indexed/ UGC-care listed journals.	Good- involved in at least three 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	

APPENDIX-II
TABLE -2 (CATEGORY-III)
(FOR LEVEL 12 TO 13A & 13A TO 14)
(ACADEMIC/RESEARCH SCORE)

Sl. No.	Academic/Research Activity	Scoring Criteria/Rate	Number during Assessment period	Score assigned by self during Assessment period	Score assigned by Screening Committee during Assessment Period
1.	Research papers in Peer reviewed or refereed journals / UGC listed journals	(i)08 per paper for Faculty of Sciences/Engineering/Agriculture/Medical/Veterinary Science (ii)10 per paper for Faculty of languages/Humanities/Arts/Social Sciences/Library/Education/Physical Education/Commerce/Management & Other related disciplines			
2.	Publications (other than research papers)				
	(a)Books authored which are published by publishers having experience in publishing text books and reference books within the country and abroad with IBSN No, * i) The text books/Reference books author should be in relevant subject. ii) The publisher should have wide experience of publishing Text book/Reference books.				
	International publisher	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 language by qualified faculty			
	Chapter or research paper	03		
	Book	08		
3.	Criterion of ICT mediated teaching learning pedagogy and content and development of new and innovative courses and curricula			
	(a)Development of innovative pedagogy duly approved by Academic council	05		
	(b)Design of new curriculum and courses by Academic council	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 four quadrants) 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 credit 02 marks / credit)	08		
	(d) E- content			
	Development of e-content in 4 quadrants) for a complete course/e-book	12		
	e- content (developed in 4 quadrants) per module	05		
	Contribution to development of e-content	02		

	module in complete course/ subject/ e-book (at least one quadrant)			
	Editor of e- content for complete course/ paper/e-book	10		
4.	(a)Research guidance PhD	<u>10 per degree awarded</u> (First guide-10, CO-guide-05) <u>05 per thesis submitted</u> (First guide-05 Co-guide-2.5)		
	M. Phil. / PG dissertation	02 per degree awarded		
	(b) Research projects completed			
	More than 10 lakhs rupees	10		
	less than 10 lakhs rupees	05		
	(d) consultancy i) minimum 5 lakhs/ per year 1 mark each	03		
5.	(a)Patents			
	International	10		
	National	07		
	(b) *Policy documents (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			
	International (given by government / internationally renowned and government recognised bodies)			
	National level (Awards given by Government of India / Government of India recognised National			

	Level bodies/ state- level) (Awards given by State Government)			
6.	*Invited lectures / Resource person /paper presentation in seminars / conference/ full paper in presented in also published as full seminars/ conference proceedings also (paper presented in seminars/ conference and also published as full papers in conference proceedings will be counted only once)			
International(Abroad)	07			
International (Within country)	05			
National	03			
state /University	02			

Note:- Teacher must get 'Satisfactory or 'Good' grade from either Category-I & Category-II(Appendix-II, Table-1) in the at least three/four/five of last four/five/six years of assessment period also research score 70(for Academic Level 12 to Academic Level 13A) & research score120(for Academic Level 13A to Academic Level 14) from Category -III (Appendix-II, Table-2).

Grade/Research Score during Assessment Period	Claimed by Applicant	Verified by Principal/Head University Department/Registrar
Category-I,Table-1(Teaching and Learning)		
Category-II, Table-1(Administrative, Examination/Evaluation, Co-curricular, extension and professional development related activities)		
Category-III, Table-2(Reseach and Academic Contributions)		

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS(DETAILS DESCRIPTION)

(i) Research Papers Publications:

Sl. No.	Title with page nos.& Year	Name of Journal	ISSN/ISBN No.	Latest Impact factor, if any	Whether you are the First/Principal/Corresponding Author	No. of co-authors	Research Score
1.							
2.							
3.							

Please attach self-attested copy of pages of research papers where in the details written above are mentioned.

(ii) Full papers published in Conference Proceedings (Abstracts not to be included):

Sl. No.	Title with page nos.& Year	Inference Proceedings	ISSN/ ISBN No.	Whether you are the First/Principal/Corresponding Author	No. of co-authors	Research score
1.						
2.						
3.						
Total						

Please attach self-attested copy of relevant papers.

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

SCI Journals/Scopus Indexed/UGC-Care listed journals(Impact factor to be determined as per Thomson Reuters list

(i) paper in journals without impact factor – 5 points (ii) paper with impact factor less than 1 – 10 points(iii) papers with impact factor between 1 and 2 - 15 points; (iv) papers with impact factor between 2 and 5 - 20 points; (v) papers with impact factor between 5 and 10 by 25 points; (vi) Papers 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 First/Principal/Corresponding author and 30% of total value of publication for each of joint authors.

(iii) Articles/Chapters published in Books:

Sl. No.	Title with page nos. & Year	Book Title, & Publisher name with City/Country	ISSN/ ISBN No.	International/National/ State level/Local	No. of co-authors	Whether you are the main author	Research score
1.							
2.							
3.							
Total							

Please attach self-attested copies of papers where in the details written above are mentioned.

(iv) Books published as single (Sole) author:

Sl. No.	Title with page nos.& Year	Type of Book (Text or Reference/ subject) & Authorship	Publisher Name with City/Country	International/National /State level/Local	ISSN/ ISBN No.	Research score
1.						
2.						
3.						
Total						

Please attach self-attested copies of papers where in the details written above are mentioned

(v) Research Projects (Sponsored Projects carried out/ongoing)

Sl. No	Title/Subject	Major /Minor	Funding Agency	Date of Commencement	Grant/Amount Mobilized (Rs Lakhs)	Research Score
1.						
2.						
3.						
Total						

Please attach self-attested copy of relevant papers.

(vi) Research Projects (Consultancy Projects carried out/ongoing)

Sl. No	Title/Subject	Major /Minor	Funding Agency	Date of Commencement	Grant/Amount Mobilized (Rs Lakhs)	Research Score
1.						
2.						
3.						
Total						

Please attach self-attested copy of relevant papers.

(vii) Completed Projects : Quality Evaluation

Sl. No	Title/Subject of Project	Major /Minor	Funding Agency	Date of Commencement	Date of Completion	Grant/Amount Mobilized (Rs Lakhs)	Research Score
1.							
2.							
Total							

Please attach self-attested copy of relevant papers.

(viii) Project Outcome/Output:

Sl. No.	Title/ Subject of Project	Period	Funding Agency & Total Grants received	Project Outcome/ Output	Patent / Technology Transfer/ Product/Process	Major policy Document of Govt. Bodies at Central and State level	National/ International	Research score
1.								
2.								
Total								

Please attach self-attested copy of relevant papers.

(ix) Research Guidance (M.Phil) (Degree Awarded Only)

Sl. No.	Title of the Thesis	Subject	Date of Award	Research Score
1.				
2.				
Total				

Please attach self-attested copy of relevant papers.

(x) Research Guidance (Ph.D.)

Sl. No.	Title of the Thesis	Subject	Degree Awarded/ Thesis Submitted	Date of Award of Degree/ Thesis Submission	Research Score
1.					
2.					
Total					

Please attach self-attested copy of relevant papers.

(xi) Training courses and Conference / Seminar/Workshop:

(a) Refresher courses, Methodology workshops, Training, Teaching-learning-evaluation Technology programmes, Soft Skill development programmes and Faculty development programmes. (Max :30 Points)

Sl. No	Name of the Course	Institution	Duration & Date	Sponsoring Agency	Research Score
1.					
2.					
Total (Maximum 30 Points)					

Please attach self-attested copy of relevant papers.

(b) Participation and Presentation of Research Papers in Conferences/Seminars/Workshops etc.**

SL No.	Title of Paper Presented	Title of Conference /Seminar etc.	Organized by	Whether International/National/ Regional/State level/Local- University/College level	Date of presentation	Research score
1						
2						
Total						

Please attach self-attested copy of relevant papers.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III) (a) and not under presentation (III (E) (ii))

(c) Invited Lectures or presentations for Conferences/Symposia:

Sl. No.	Title of Lecture	Title of Conference /Seminar etc.	Organized by	Whether International /National	Date of presentation	Research score
1						
2						
3						
Total						

Please attach self-attested copy of relevant papers.

Sl. No.	Total Research Score Under Category- III	Claimed by Applicant	Verified by Principal/Registrar
(i)	For Assessment period		
(ii)	Over two previous stages, taken together (If the required total Research Score under Category III is not fulfilled in above)		

PART-C: OTHER RELEVANT INFORMATION

1. Did the applicant apply for any promotion earlier, which was denied?

Name of the post applied for:

Year in which applied:

2. Whether any disciplinary action has been taken against you? If yes, please give details.

3. Please give details of any other credentials, significant contributions, awards received etc. Not mentioned earlier in this proforma.

Sl. No.	Details (Mention Year, Value etc., where relevant)
(i)	
(ii)	

Total no. of Certificates/testimonials attached with the application:.....

Certified that the information furnished in the aforesaid paragraphs and the documentary evidence furnished are true and correct. For any omission and commission or wrong information, I shall be held solely responsible.

Date:

Place:

Signature of the Applicant

List of Enclosures (Please attach self-attested documents):

To be filled in by the Head of Institution/Department

1. Certified that the statement made above by the applicant (Name
....., College/University Dept.....)

have been found true and correct as per records enclosed along with duly filled PBAS Proforma.

2. Certified that C.C.R. of the applicant is attached herewith in a sealed cover along with each application.
3. Certified that statements made in the application have been verified.

**Signature of the Head of the
Institution/Department**

Date:

(To be filled in by the Office of the Registrar)

The application has been checked and found complete in all respects or incomplete in the following respect:-

Nothing in the records of the University is known to the contrary of the statement made by the applicant and certified by the Head of the Institution/Department concerned.

Signature of the Registrar

Date:

SEAL OF THE UNIVERSITY

CONFIDENTIAL CHARACTER ROLL OF TEACHERS

(Period: to

1. Name of the teacher :
2. Designation :
3. Subject :
4. Mode of appointment :
5. Ability :
 - (a) Teaching :
 - (b) Research :
 - (c) Examination duties :
6. Professional/Administrative skill :
7. Relation with :
 - (a) Colleagues :
 - (b) Students :
 - (c) Parents & General Public :
8. Physical Health :
9. Moral Character :
10. Activities :
 - (a) Extra-Curricular :
 - (b) Extension :
11. Special Remarks, if any :

Place:

Head of Department/Principal of College

Date:

Vice Chancellor's Remarks

Date & Seal of the University

Signature
(Vice-Chancellor)