



UNIVERSITY OF KASHMIR

NAAC ACCREDITED GRADE "A"
UNIVERSITY CAMPUS, HAZRATBAL, SRINAGAR 190006, KASHMIR.

NOTIFICATION

Pursuant to the University Council Resolution on Item No. (27) Dated 24-10-2017, for adoption of modalities with regard to UGC's qualifications for appointment of teachers and other academic staff in Universities and Colleges and measures for maintenance of standards in Higher Education under its 4th Amendment in the University of Kashmir have been authorised for implementation.

Detailed modalities are contained in the Annexure to this notification for general information of all the concerned.

No.F(Modalities-UGC-CAS/Rect)KU/18
Dated: 11th January, 2018

Sd/-

Assistant Registrar
(Recruitment)

A handwritten signature in blue ink, written over the printed name of the Assistant Registrar.

Modalities for Calculation of API Scores under 4th Amendment to UGC Regulations, 2010

Modalities for calculation of API scores for appointment/promotion of teachers and other academic staff in the University, pursuant to amendment to UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Measures of Maintenance of Standards in Higher Education).

UGC recently revised the Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and colleges and measures for maintenance of Standards in Higher Education under its 3rd and 4th Amendments.

UGC has directed the Universities to detail the activities and adjust the weightages without changing the minimum total API scores required under each category.

As against the earlier guidelines, these amendments lay down the regulations by virtue of which the API score will be calculated as per the time spent in each activity by the teacher under Category I and II of the regulations.

In this regard, DIQA evolved a framework in tune with the guidelines with consultation with all the stakeholders which was later presented before the academic administrators and Vice-Chancellors' Forum of the State. The following three features were the hallmarks of the framework:

Quantification of API Scores/Weightages

Suggestions for Rationalization of Scores

Streamlining Performance Assessment of University Teachers

The category-wise description of the API calculation under this framework is given below:-

Category I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES (year-wise)

A. Direct teaching

Maximum Score allowed: 70 for Assistant Professors and 60 for Associate Professors/ Professors.

Shall include Lectures/ Tutorials/ Practicals/ Project Supervision/ Field work/ Research Guidance/Counseling/Self supporting programmes and Coaching programmes for DLL.

In this category the teacher has to score a minimum of 50% in the direct teaching-learning component.

B. Examination duties (question paper setting, invigilation, evaluation of answer scripts) as per the allotment

a) Question paper setting

b) Invigilation/ Inspection / Observer

c) Evaluation of answer scripts

Maximum Score allowed: 20 for Assistant and Associate Professors and 10 for Professors.

C. Innovative teaching - learning methodologies, updating of subject contents/courses, etc.

- a) Distribution/providing access to study material among the students
- b) Conduct of interactive sessions, group discussions
- c) Floating of new courses
- d) Revision of courses
- e) Any other student related in this category which will be authorised by the Departmental Committee.

Maximum score allowed: 10 for Assistant Professors, 15 for Associate Professors and 20 for Professors.

Regulatory Notes:

1. Teacher shall have to score at least 75% under the sub-category A (Direct Teaching), below which no score shall be assigned in the sub-category.
2. Only those assignments in this category which are carried out by the teacher in his/her own University will be considered for calculating the score. Any such assignment undertaken outside the University shall not be considered in this Category.
3. In case of Category I (b), the maximum limit would be 10% of the maximum score allowed if the activity is performed in any other institution other than the University.
4. Teacher shall submit a Self Declaration, attested by the concerned Head of the Department, in case of such assignments/events/activities, where no formal document is available.
5. 1 point for 1 credit in case of CBCS and 4 points for one full paper in case of the earlier scheme of courses under the programme shall be taken for calculation purposes.
6. For calculation purposes, standard time allocated to various activities shall be as under:-
 - A. **Direct teaching:** Score allocated = Actual hours spent per year divided by 7.5 for Assistant Professors and 7.75 for Associate Professors & Professors.
 - B. **Examination Duties:** [Score allocated = Actual hours spent per year divided by 10]
 - a) Question Paper Setting: Setting of one credit question paper (one set) = 1 hour
 - b) Invigilation/Inspection/acting as Observer: Per assignment = 3.30 hours
 - c) Evaluation of Answer scripts = 30 minutes per answer script for each 4 credit course
 - C. **Innovative teaching:** [Score allocated = Actual hours spent per year divided by 10]
 - a) Distributing /providing access to study material: Per Course = 10 hours
 - b) Conduct of interactive sessions, group discussion & other student related activities: Per activity = 10 hours
 - c) Floating of new courses: Per 4 credit course = 10 hours
 - d) Revision of courses: Per 4 credit course = 10 hours and per 1 credit course = 2.5 hours

Category II PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

A. Student related co-curricular , extension and field based activities

- i) Discipline related co-curricular activities
 - a) Discipline related activities
 - b) Scholar/Student Seminars/Remedial classes
- ii) Other co-curricular activities
- iii) Extension and dissemination activities (public/ popular lectures/talks, seminars) other than in ones own Department/Centre/Campus

Maximum API allowed: 15/year

B. Contribution to Corporate Life and management of the Department and institution through participation in Academic and administrative committees and responsibilities

- i) Administrative Responsibilities
- ii) Participation in Committees (Board of Studies, Academic & Administrative Committees)

Maximum API allowed: 15/year

C. Professional Development activities

- i) Participation in Seminars, Conferences, Workshops, Training Courses, Industrial Visits
- ii) Talks, Lectures in Refresher/Faculty Development courses
- iii) Dissemination of information/general articles published in newspapers, magazines and any other relevant contribution
- iv) Any other contribution which the applicant claims under the category

Maximum API allowed: 15/year

Regulatory Notes:

1. Calculation under the Category shall be carried out as Actual hours spent per academic year on different activities divided by 10.
2. Maximum API score capping under the three broad categories under the Category shall be 15 per year in each sub-category for the entire duration of the assessment period.
3. A teacher needs to score a minimum of 50 points in this category for the entire assessment period.
4. For assessment purposes, the following standard shall be observed:-
 - a) For discipline related co-curricular activities, field work, study visit, career counselling = 6 hours per activity per day
 - b) Student/scholar seminars = UG/PG Seminar=30 minutes/ seminar and for M. Phil/Ph.D. Seminar = 2 hours/scholar
 - c) Extension, outreach and dissemination activities= 4 hours per activity
 - d) Administrative responsibilities (fixed allocations) shall be given the following weightage:
 - 1) Dean /Head/Director = 4 hours/day. The same applies in case two positions are simultaneously held.
 - 2) Teacher Incharge of any Departmental activity = 1 hour per day
 - 3) DIQA Nodal Officers/Academic Counsellors = 40 hours per year
 - 4) Warden, Chief Proctor, Proctor, Provost, Chief Coordinator, Coordinator, or any other similar duties that require regular office hours for its discharge = 1 hour per day

- e) Participation in Board of Studies, Academic and Administrative Committees
 - 1) Member, Board of Under-graduate/Post-graduate Studies = 12 hours per year
 - 2) Member Departmental Committee, Research Committee = 20 hours per year
 - 3) Screening Committee for recruitment = 40 hours per year
 - 4) Member of other committees like Library Committee, Admission Committee, Examination Committee, etc. = 10 hours per year for library Committee and Examination Committee, and 60 hours for admission committee per year.
- f) For Professional Development activities, the following weightage will be given:
 - 1) Participation in seminars, conferences, workshops, training courses, industrial visits = 6 hours per day
 - 2) Talks/lectures in Refresher/Orientation/other training courses = 4 hours per talk/lecture
 - 3) Dissemination of general articles in newspapers/magazines = 2 hours per article/ activity.
 - 4) Any other contribution which the applicant claims under the category will be evaluated as per its quality and volume.

Category III RESEARCH AND ACADEMIC CONTRIBUTION

- A. RESEARCH PAPERS
- B. PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)
 - a) Books
 - b) Chapters in books
- C. RESEARCH PROJECTS
 - a) Sponsored projects
 - b) Consultancy Projects
 - c) Major Policy document /Patent/Technology transfer/ Product/Process
- D. RESEARCH GUIDANCE
- E. FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES/SEMINARS/SYMPOSIA/WORKSHOP
 - a) Awards
 - b) Invited Lectures/Papers in Conferences/Seminars
- F. DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL

Regulatory Notes

1. The score under the sub-category E (b) shall be restricted to 20% of the minimum fixed for category III for any assessment period.
2. Scoring points under the Category III shall be the same as reflected in UGC Regulations 2016 (4th Amendment).

General Regulatory Notes:

1. All these regulations shall be regarded as addition/updating/revision of the various clauses of the modalities notified by the University vide Notification dated 17.9.2011.

2. These modalities shall have effect from **May 11, 2016**, i.e. the date 3rd Amendment to the UGC Regulations was notified in the Government of India Gazette.
3. Applicants shall have to score the minimum prescribed score in Category II and III together during the assessment period both for Open and promotion under CAS.
4. Other terms and conditions shall remain the same as envisaged in the UGC Regulations 2010 and in subsequent amendments.