

## SNDT Women's University

1, Nathibai Thackersey Road,  
Mumbai - 400 020  
Phone : +91 22 2203 1879  
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श्रीमती ना. दा. ठाकरसी विद्यापीठ  
१, नाथीबाई ठाकरसी मार्ग  
मुंबई ४०० ०२०  
Telegram: UNIWOMEN  
Website: sndt.ac.in

ESTB-I/File-12/2022-23/1960

December 12, 2022

### CIRCULAR

**Sub : Career Advancement Scheme (CAS) of University/College/Teachers**  
**Ref :- 1. G.R. No. Misc.-2018/C.R.56/18/UNI-I dated 08.03.2019**  
**2. Corrigendum dated 10.05.2019**

All the Heads of the Departments/Principal of Colleges conducted by the University are hereby informed that, the University has constituted the campuswise API Committee to verify the API scores of the teachers of the University (only aided - Higher Education), from the following committee. **The CAS API Proforma is uploaded on University website [www.sndt.ac.in](http://www.sndt.ac.in).**

The Principal / Head of the Department are requested to forward the CAS proposal of eligible teachers of your department as per prescribed API proforma alongwith required documents in 07 (06 + 01) sets with all necessary documents to the Establishment Section on or before **31<sup>st</sup> December 2022**.

It is further requested to check & verify the Minimum Academic Performance Indicator (API) proposal **as per the enclosed guidelines** in accordance with 1. GR No. Misc - 2018/C.R. 56/18/UNI - 1 dated 08.03.2019 of the eligible teachers of your department/college from the API verification committee before sending the proposal to the Establishment Section.

#### I - Churchgate Campus Committee

Sr. No.	Name of the Member	Department/College
01	Dr. Nilesh Thakre - <b>Chairperson</b> Professor (under CAS),	Department of Psychology, Mumbai
02	Dr. Jitendra Tiwari, - <b>Member</b> Associate Professor (under CAS)	Department of Sanskrit, Mumbai
03	Dr. Darshana Ojha - <b>Member</b> Associate Professor	Department of Gujarati, Mumbai
04	Dr. Sunil Ramteke - <b>Member</b> Professor (under CAS)	Department of Marathi, Mumbai

#### II - Juhu Campus Committee

Sr. No.	Name of the Member	Department/College
01	Dr. Mira Desai - <b>Chairperson</b> Professor (under CAS),	Department of Extension & Communication, Mumbai
02	Dr. Anshu Sharma - <b>Member</b> Professor (under CAS)	Department of Textile Science & Apparel Design, Mumbai
03	Dr. Madhavi Dharankar - <b>Member</b> Associate Professor	Department of Educational Technology, Mumbai
04	Dr. Manjeet Kaur Chauhan - <b>Member</b> Associate Professor	Department of Resource Management, Mumbai

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## III - Pune Campus Committee

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Sr. No.	Name of the Member	Department/College
01	Dr. Ratnaprabha Jadhav - <b>Chairperson</b> Professor (under CAS),	Department of Geography, Pune
02	Dr. Rashmi Hasamnis - <b>Member</b> Associate Professor (under CAS)	Department of Commerce, Pune
03	Dr. Pratap Gaikwad - <b>Member</b> Associate Professor (under CAS)	Department of Marathi, Pune
04	Dr. Ramesh Pathare - <b>Member</b> Associate Professor	Department of Psychology, Pune

The Checklist of the documents to be submitted to the University for the CAS promotion are as follows :

1. Category - I, II, III as per the new API proforma with supporting documents
2. Please specify the exact date of promotion
3. Last Pay Fixation Form (i.e. Stage I, II, III, IV & V if applicable) and 7<sup>th</sup> Pay
4. Proposal should submit with proper index & page numbers
5. API Report should be verified by the API Committee
6. Last 03 years Confidential Reports signed by Reporting & Reviewing Officer
7. Photocopy of updated Service Book
8. It is mandatory to provide Original Service Book at the time of Screening / Selection Committee
9. Proposal with incorrect / false information will not be accepted by the University, if the case is rejected candidates and Head of the Departments will be responsible.
10. The proposal of the API should be sent only as per norms of the Government Resolution
11. You are requested to submit the proposal in 07 copies (01 original + 06 Photo copy) with indexing & proper numbering.
12. **The CAS proposal will not be accepted by the establishment section unless the CAS proposal is duly verified by the API Committee.**
13. If the teacher is applying for CAS Promotion, then the API Committee will consist of 4 member's i.e Chairperson, two members from the above mentioned campus-wise committee and Head of the Department /Principal of the College.
14. If the Head of the Department is applying for CAS Promotion, then the API Committee will consist of 4 members i.e Chairperson, three members from the above mentioned Campus-wise Committee.

(DR. VILAS D. NANDAVADEKAR)  
REGISTRAR

To,

All the Head of the Department/Principal/Co-ordinator of conducted Department/College/  
Institute of conducted by University.

CC : The office of the Vice-Chancellor/ Pro. Vice-Chancellor/ Registrar/ Finance & Accounts  
Officer, SNTD Women's University, Mumbai.