

S.N.D.T. WOMEN'S UNIVERSITY, MUMBAI

Academic/Research Score Proforma as per UGC Regulations-2018 dated 18th July, 2018 & Government Resolution No. Misc-2018 /C.R.56/18/UN-1 Dt. 8th March 2019 and Corrigendum Dt. 10th May 2019

**For
Career Advancement Scheme (CAS) for Directors of Physical Education and Sports (who
are not involved in teaching physical education and sports) of colleges**

=====

Part A : General Information and Academic Background

1. Name (in Block Letters) :-
2. Name of College:-
3. Department :-
4. Current Designation & Grade Pay :-
5. Date of last Promotion :-
6. Which position and grade pay are you an applicant under CAS?
7. Date of eligibility for promotion :-
8. Address (With Pin Code) :-
- Telephone/Mobile No. :-
- Email :-
9. Research Degree(s)

Degrees	Title	University	Date of award
M. Phil.			
Ph.D.			
D.Sc/D. Litt.			

10. Appointments held

Sr. No	Designation	Name of Employer	Date of		Reason of leaving, if any
			Joining	leaving	

11.Orientation / Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programs'/ Faculty Development Programs of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course

Sr. No	Name of the Course	Place	Duration	Sponsoring Agency

12. Tick the appropriate stage your promotion (under CAS) and mentioned whether you fulfill the minimum eligibility requirements indicated therein:

Tick mark (✓) the academic level	Stages of promotion of Teachers through CAS	Eligibility	Eligible Yes/No
	Assistant Director of Physical Education and Sports (Academic Level 10)/College Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level11) / College Director of Physical Education and Sports (Senior Scale/Academic Level 11)	<ul style="list-style-type: none"> i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. Degree or six years of service for those without an M.Phil or Ph.D. degree. ii) He/she has attended one Orientation course of 21 days' duration; and iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification). 	
	From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ College Director of Physical Education And Sports(Senior Scale/Academic Level11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / College Director of Physical Education and Sports (Selection Grade/Academic Level 12)	<ul style="list-style-type: none"> i) He/she has completed five years of service in Senior Scale/ Academic Level11. ii) He/she has done any two of the following in the last five years: (i) Completed one course / programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) 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), and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification). 	

	From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/College Director of Physical Education and Sports(Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ College Director of Physical Education and Sports (Academic Level 13A).	<ul style="list-style-type: none"> i) He/she has completed three years of service in Selection Grade/ Academic Level 12. ii) He/she has done any one of the following during last three years: (i)Completed one course / programme from among the categories of Refresh Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of atleast 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), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification). 	
	From University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 14)	<ul style="list-style-type: none"> i) He/she has completed three years of service in Academic Level 13A. ii) 2) He/she has done any one of the following during last three years: (i)Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes 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), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification). iii) Evidence of organizing competitions and coaching camps of at least two weeks' duration. iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc. v) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. 	

Note: The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

Part B: Assessment Criteria

ASSESSMENT CRITERIA: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(Since all the activities are based on objectively verifiable records, evidences must be provided to the committee)

Sr. No.	Nature of Activity	Grading Criterion	Assessment Years					
			20-20	20-20	20-20	20-20	20-20	20-20
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90% & above – Good Below 90% but 80% & above-Satisfactory Less than 80% - Not satisfactory						
2	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory – neither good nor satisfactory						
3	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 Disciplines Unsatisfactory – neither good nor satisfactory						

4	Up-gradation of sports and physical training infrastructure with scientific and Technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.						
	<p>i) At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition.</p> <p>ii) Being invited for coaching at state/national level.</p> <p>iii) Organizing at least three workshops in a year.</p> <p>iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular college activities.</p>	<p>Good: Involved in any two activities.</p> <p>Satisfactory: 1 activity</p> <p>Not Satisfactory: Not involved/undertaken any of the activities.</p>						
	Overall Grading	<p>Good: Good in Item 1 and satisfactory/good in any two other items.</p> <p>Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items.</p> <p>Not Satisfactory: If neither good nor satisfactory in overall grading.</p>						

Note:

- (1) It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment.
- (2) The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee.
- (3) The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.
- (4) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I certify that the information provided is correct as per records available with the college/university Department and/or documents enclosed along with the duly filled proforma.

Signature of the teacher

Forwarded through:

Chairman, IQAC committee
College

Principal