



KARNATAKA STATE OPEN UNIVERSITY
Mukthagangothri, Mysuru-570006.



No. KSOU/AB/EST-1/598/2024-25

Date: 18.06.2024

Notification

Sub: Inviting application for Promotion of University Teachers / Other Academic Staff Under CAS

- Ref:** 1. UGC Notification dated: 18.07.2018.
2. Statute Approved by Hon'ble Governor, No. ED 01 UOV 2019 Bengaluru dated: 07.03.2019.
3. UGC Notification No. F.9-1/2010(PS/MISC)Pt.Vol.II, dated: 06.06.2024
4. Approval of the Hon'ble Vice-Chancellor dated: 18.06.2024.

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Applications are invited from the eligible teachers / other academic staff of the Karnataka State Open University governed by UGC scales of Pay, either or under the "UGC – Career Advance Scheme" UGC Regulation 2010 or 2018, as applicable.

1. Assistant Professor Academic Level-10 to Assistant Professor Academic Level-11
2. Assistant Professor Academic Level-11 to Assistant Professor Academic Level-12
3. Assistant Professor Academic Level-12 to Associate Professor Academic Level-13A
4. Associate Professor (Academic Level-13A) to Professor (Academic Level-14)
5. Assistant Librarian Academic Level-11 to Assistant Librarian Academic Level-12
6. Assistant Librarian Academic Level-12 to Deputy Librarian Academic Level-13A
7. Deputy Librarian Academic Level-13A to Librarian Academic Level-14

The eligible teachers of KSOU can download the application from official website of KSOU www.ksoumysuru.ac.in and submit filled hard copies of applications, in five (05) Sets along with enclosures in support of API/Research scores claimed to The Registrar, KSOU, Mysuru, through proper channel on or before **06.07.2024**. Applications received after the last date will not be considered under any circumstances.

By Order,

Signature
18/06/2024
Registrar
[Signature]



KARNATAKA STATE OPEN UNIVERSITY

Mukthagangothri : Mysuru 570006

Application Proforma for promotion under Career Advancement Scheme (CAS)for Teachers/ Library Staff

To
The Registrar
KSOU
Mysuru-570006

Sir,

I hereby apply for promotion under career Advancement Scheme (CAS) from the Level _____ To Level _____

in the Department of _____

as per the Notification Reference No. _____ Date: _____

I am furnishing the below mentioned information required for the purpose.

N.B If the space provided I the proforma for any part is not sufficient enclose additional sheets.

PART- A (GENERAL INFORMATION AND ACADEMIC BACKGROUND)

1.	Name (in Block Letters)	
2	Address	
3.	Telephone Number and e-mail	
4.	Date of birth	
5.	Present Position	
6.	Current Designation with pay Scale	
7.	Date and Designation at the time of joining service at KSOU	
8.	Date of Last Promotion	
9.	Date of Eligibility for Promotion	

Academic Qualification (P.G and above)

Examination Passed(Enclose certificates)	University/ Institution	Year of Passing	% of Marks
M.Phil			
Specialization if any			
Ph.D. details	Name of the awarding University		Year of award
Title of the thesis			
Pass in JRF/ NET/SLET/SET	Examining Body / University		Year of Passing

Appointments Held Prior to Joining KSOU (Please attach relevant certificates of service experience issued by the competent authority)

Designation	Name of the Employer	Nature of appointment (Regular/ Fixed term/Temporary/ Ad-hoc/Part-time)	Date		Pay Scale and Grade Pay
			Joining	Leaving	

Record of Service at KSOU

Level	Designation	Pay Scale and AGP	Duration		Experience	
			From (dd/mm/yyyy)	To (dd/mm/yyyy)	Year	Month
Level 10						
Level 11						
Level 12						
Level 13A						
Level 14						

Orientation / Refresher Course / Research Methodology Course Attended (*Enclose copies of certificates issued by the competent authority*)

Sl. No.	Name of the Course	Place	Duration

Any other Training Program/Summer School/Workshops/QIP/FIP etc. attended (*Enclose copies of certificates*)

Sl. No.	Particulars	Place	Duration	Sponsoring Agency

Any other Relevant Information, if any

PART-B
(ACADEMIC PERFORMANCE INDICATORS)

For detailed instructions of this PBAS proforma, the candidates should refer to the UGC regulations on
Minimum

Qualifications for Appointment of Teachers and other Academic Staffs in Universities and Colleges and
Measures for the Maintenance of Standards in Higher Education, 2018 vide Notification No.F.1-
2/2017(EC/PS) dated 18th July, 2018.

(A) Teaching

Academic Year	Total Classes Assigned	Number of Classes Taught	Teaching= (Number of Classes Taught/ Total Classes Assigned) x 100%	Grade	Overall Grade
Year1					
Year 2					
Year 3					
Year4					
Year5					
Year6					

* Should be claimed by the applicant with supporting documents.

(B) Involvement in the University Students related Activities/ Research Activities*

Academic Year	Activity	Remarks	Grade	Overall Grade
Year 1	a. Administrative responsibilities such as Head, Chairperson/Dean/ Director/ Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			

	c. 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.			
	d. Organizing seminars/ conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			
	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			
Year 2	a. Administrative responsibilities such as Head, Chairperson/Dean/Director/ Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			
	c. 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.			
	d. Organizing seminars/ conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			
	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			

Year 3	a. Administrative responsibilities such as Head, Chairperson/Dean/Director/Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			
	c. 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.			
	d. Organizing seminars/conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			
	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			
Year 4	a. Administrative responsibilities such as Head, Chairperson/Dean/Director/Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			
	c. 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.			
	d. Organizing seminars/conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			

	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			
Year 5	a. Administrative responsibilities such as Head, Chairperson/Dean/Director/Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			
	c. 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.			
	d. Organizing seminars/conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			
	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			
Year 6	a. Administrative responsibilities such as Head, Chairperson/Dean/Director/Coordinator, Warden etc.			
	b. Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation			
	c. 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.			

	d. Organizing seminars/ conferences/ workshops, other college/university activities.			
	e. Evidence of actively involved in guiding Ph.D.students.			
	f. Conducting minor or major research project sponsored by national or international agencies.			
	g. At least one single or joint publication in peer reviewed or UGC list of Journals.			

* Should be claimed by the applicant with supporting documents.

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(C) Academic/ Research Score

1. Research Papers in Peer-reviewed or UGC Listed Journals

SI. No.	SI.No. in UGC Approved list	Title of the Paper	Name of the Journal	Volume, issue & page nos.	Year of Publication	Latest impact factor*	Whether you are main author/ sole author	Claimed Score	Enclosure No.

*Impact factor to be determined as per Thompson Reuters list

2. Publications (other than research papers)

(a) (i)Books published by International Publishers

SI. No	Book Title, editor and publisher with page numbers	Year of Publication	ISBN No.	No. of authors	Whether you are main author/ sole author	Claimed Score	Enclosure No.

(ii) Books published by National Publishers

SI. No	Book Title, editor and publisher with page numbers	Year of Publication	ISBN No.	No. of authors	Whether you are Main Author/sole author main	Claimed Score	Enclosure No.

(iii) Chapters in Edited Books

SI. No.	Title with page nos.	Book Title, editor and publisher	Year of Publication	ISBN No.	No. of authors	Whether you are main author/sole author	Claimed Score	Enclosure No.

(iv) Editor of Books by International Publishers

Sl. No.	Title with page nos.	Book Title, editor and publisher	Year of Publication	ISBN No.	No. of authors	Whether you are main author/ sole author	Claimed Score	Enclosure No.

(v) Editor of Books by National Publishers

Sl. No.	Title with page nos.	Book Title, editor and publisher	Year of Publication	ISBN No.	No. of authors	Whether you are main author/ sole author	Claimed Score	Enclosure No.

(b) (i) Translation of Chapters or Research Paper in Indian and Foreign Languages by Qualified Faculties

SI. No.	Title with page nos.	Title, editor and publisher	Year of Publication	ISBN/ISSN No.	No. of authors	Whether You are main author/sole author	Claimed Score	Enclosure No.

(ii) Translation of Books in Indian and Foreign Languages by Qualified Faculties

SI. No.	Title with page nos.	Book Title, editor and publisher	Year of Publication	ISBN No.	No. of authors	Whether you are main author/sole author	Claimed Score	Enclosure No.

3. Creation of ICT Mediated Teaching Learning Pedagogy and Content and Development of New and Innovative Courses and Curricula

Sl. No.	Activity*	Claimed Score	Enclosure No.
(a) Development of Innovative Pedagogy			
(b) Desian of New Curricula and Courses			
(c) MOOCs			
	(i) Development of Complete MOOCs in 4 Quadrants (4 credit course) (in case of MOOCs of lesser credits 05 marks/credit)		
	(ii) MOOCs (developed in 4 quadrant) per Module/lecture		
	(iii) Content Writer/Subject Matter ExPert for Each Module of MOOCs (at least one quadrant)		
	(iv) Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)		
(d) E-Content			
	(i) Development of e-Content in 4 quadrants for a complete course/e-book		

	(ii) e-Content (developed in 4 quadrants) per module		
	(iii) Contribution to Development of e-content Module in Complete Course/Paper/e-book (at least one quadrant)		
	(iv) Editor of e-content for Complete Course/ Paper/e-book		

*Each activity should be claimed by the applicant with supporting documents.

4. Research & Consultancy Activities

(a) Research Guidance

(i) Ph.D. Awarded /Thesis Submitted*

SI. No.	Name of the Scholar	Title of the Thesis	Awarded/ Thesis Submitted	University	Month & Year	Claimed Score	Enclosure No.

*Please submit Ph.D. Notification/Certificate of Submission

(ii) M.Phil. / PG Dissertation Awarded*

SI. No.	Name of the Scholar	Title of the Thesis	Awarded / Thesis Submitted	University	Month & Year	Claimed Score	Enclosure No.

*Please submit M.Phil. / PG dissertation Notification/Certificate of award

(b) Research Projects Completed

Sl. No.	Title	Agency.	Period	Grant/ Amount Mobilized (Rs. in Lakh)	Claimed Score	Enclosure No.

(c) Ongoing Research Projects

Sl. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs.in Lakh)	Claimed Score	Enclosure No.
		-		-		

(d) Consultancy Projects

Sl. No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs.in Lakh)	Claimed Score	Enclosure No.

5. Patents/ Policy Documents /Awards/ Fellowships

(a) Patents

SI. No.	Details of Patent	International / National	Year of Grant	Claimed Score	Enclosure No.

(b) Policy Document (Submitted to an international body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)

SI. No.	Details of Policy Document	International/ National/ State	Year	Claimed Score	Enclosure No.

(c) Award/ Fellowships

SI. No.	Name of the Award / Fellowship	Awarding Institute/ Organization	International/ National/ State Level	Date Awarded	Claimed Score	Enclosure No.

6. Invited lectures / Resource Person/ Paper Presentation in Seminars/ Conferences/ Full Paper in Conference Proceedings*

SI. No.	Title of the lecture/ paper presented	Title of Seminar / Conference, etc.	Date with year	Organized by	International (abroad or within country) / National/ State/ University	Claimed Score	Enclosure No.

*Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once

Summary of Total Claimed Score by the Applicant

Assessment Period from _____ to _____						
	Claimed Score (Only from Section C)					Total Claimed Score
1	2	3	4	5	6	

Verified Score

Assessment Period from _____ to _____						
	Claimed Score (Only from Section C)					Total Claimed Score
1	2	3	4	5	6	

Other Relevant Information (Please give details of any other credential, significant contributions not mentioned earlier)

Sl. No.	Details(Mention Year, value etc. where relevant)

List of Enclosures: (Please attach, copies of certificates, sanction orders, papers etc.where ever necessary)

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

Declaration

I, _____ hereby solemnly certify that the information provided by me in this application proforma is true and correct to the best of knowledge and belief. I also confirm that I have never been convicted by any court of law or suspended / dismissed by any employer / organization from job. I understand that if any of the information given by me in this application form is found to be incorrect, or I have concealed / misrepresented any information, my candidature / appointment is liable to be cancelled / terminated at any stage without assigning any reason therefor. I confirm that I shall abide by the decision(s) of the University with regard to my application / appointment / promotion.

Place : **Signature of the Applicant** _____

Date :

Designation _____

Certified that Dr. _____ has been working as _____ in _____ Department from _____ the particulars given in this application have been checked and verified from the office records and are found to be correct.

Chairperson of the Department