

**DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH,  
P.O. KRISHINAGAR, AKOLA.**

- Read:- 1. Government resolution No. AUG-3721/CR-150/6-A dated 19.09.2022.  
2. The Govt. of Maharashtra Gazette No.MaKruPa-1023/C.R.24/6-A dt.30.06.2023.

No. BBA/CAS/Level 10 upto 13A/2024 / 718 **CIRCULAR**

Dated the 20<sup>th</sup> June, 2024.

The Government of Maharashtra vide its resolution mentioned under reference at Sr.No.1 has implemented the recommendations of 7<sup>th</sup> Pay Commission to the academic staff members of the Agricultural Universities in Maharashtra. As envisaged in this resolution, the Government of Maharashtra vide its Gazette mentioned under reference at Sr.No.2 has revised the minimum qualifications and other terms and conditions for the recruitment of the academic staff members in the Agricultural Universities as well as the revised terms and conditions for award of benefits of Career Advancement Scheme (CAS) to the academic staff members.

Therefore, all the Academic staff members of this University becoming eligible after **12.08.2021** for extending the benefits Career Advancement Scheme under Level 10 to 11, Level 11 to 12 and Level 12 to 13A are requested to submit their proposals in the respective prescribed formats enclosed with this circular to this office on or before 05/07/2024.

It is a possibility that, few academic staff members may have not been awarded, the benefits of Career Advancement Scheme applicable before 12.08.2021. Therefore, such eligible academic staff members becoming eligible before 12.08.2021 for extending the benefits Career Advancement Scheme under Stage 1 to 2, Stage 2 to 3 and Stage 3 to 4 (6<sup>th</sup> Pay Commission) may also submit their proposals in the respective prescribed formats which are already available on the University web-site on or before the last date mentioned above.

By order and with the approval of the Vice-Chancellor.

**Instructions: -**

1. Proposal should be submitted in the prescribed proforma with proper binding (Preferably spiral binding).
2. Proforma should be duly signed by the incumbent, concerned Head of Office, Controlling Officer and the concerned Head of Department.
3. Proposal should be submitted to this office with the forwarding letter of the concerned the Head of the Department.
4. Proposal should be submitted along with the photo copy of the relevant documents duly self-attested.
5. Documents should be attached as per the sequence of the proforma. Further, it is to be noted that, the consideration of research papers shall be in the sequence mentioned by the candidate for the Assessment Period.
6. Proposal should be submitted with proper paging and indexing.



7. Head of the Departments are requested to scrupulously scrutinize the proposal at their level and invariably mention the eligibility and date of eligibility of the incumbents. For scrutinizing the proposals received to him, he shall constitute a committee of senior academic staff working in his department.
8. The Head of the Departments may return the proposal to the concerned for fulfilling any lacunae. However, the last date of submission of application to this office should be strictly adhered.
9. Incumbents should take note that, the eligibility / not eligibility and the date of eligibility as the case may be should be mentioned in the proposal without ambiguity by the Head of the Departments.
10. Incumbent shall be responsible for any lacunae in the proposal and its consequences.

Sd/-  
Registrar  
Dr.PDKV., Akola

Copy f.w.cs for information and necessary action to :

- 1) The Dean, Faculty of Agril./ Agril. Engineering/ Horticulture, Dr.PDKV, Akola
- 2) The Director of Research / Extension Education, Dr.PDKV, Akola.
- 3) The Associate Dean, College of Agriculture, \_\_\_\_\_
- 4) The Head Department of \_\_\_\_\_, Dr. PDKV., Akola.
- 5) The Officer In-charge , ARIS cell, Dr. PDKV., Akola with request to publish the said circular on University website.
- 6) The Comptroller/Univ.Engineer/Univ.Librarian, Dr.PDKV, Akola.

Copy for information to :

- 1) The Deputy Registrar (Academic / GAD), Dr.PDKV., Akola
- 2) The Assistant Registrar, College of Agri./Horti., Dr.PDKV, Akola.
- 3) The Pay & Accounts Officer, Akola./Nagpur.
- 4) P.A. to Vice-Chancellor / Registrar, Dr.PDKV, Akola.

Registrar, 20/11  
Dr.P.D.K.V., Akola.



MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR  
PROMOTION OF ACADEMIC STAFF THROUGH CAREER ADVANCEMENT SCHEME

ANNEXURE-AP-CAS  
(ACADEMIC LEVEL 10 TO LEVEL 11)  
TABLE-5A, APPENDIX II OF STATUTE-52.

Name of the Assistant Professor : \_\_\_\_\_  
Discipline : \_\_\_\_\_  
Office of the Incumbent : \_\_\_\_\_

**I. SERVICE REQUIREMENT :**

Assistant Professor who have completed FOUR years of service with Ph.D.degree OR FIVE Years of service with M.Phil./ P.G. Degree in Agriculture as well as Courses such as M.Tech, M.V.Sc. OR SIX years of service for those without Ph.D./ M.Phil./ P.G. Degree in Professional Courses.

	Particulars	Details	Page NO.
A	Date of Appointment as Assistant Professor (Academic Level 10) (By Nomination /Promotion) (enclose order copy)		
B	Date of joining as Assistant Professor in Academic Level 10 (enclose copy of Service Book page)		
C	Date of award of P.G. degree (M.Sc./M.Tech./M.V.Sc. / M.Phil./M.P.Ed./M.Lib.) (enclose Notification/marklist)		
	Date of award of Ph.D. Degree (enclose Notification)		
	Period of Study Leave, if availed in service	From _____ to _____ Total (YY-MM-DD)	
D	Service Requirement as per qualification: (4,5,6 years)		
E	Date of completion of FOUR/FIVE/SIX years (as per qualification) of service as Assistant Professor (Academic Level 10) excluding the period of study leave		
F	Assessment period applicable	.....to.....	

**II. MINIMUM ACADEMIC PERFORMANCE REQUIREMENT.**

**A. Assessment Criteria and Grading of Activity for University/College Teachers**

A. Assessment Criteria and Grading of Activity for University/College Teachers									
Sl. No	Write "Good", "Satisfactory" or "Not Satisfactory" (as the case may be) in academic year of Assessment period as per IQAC score card.						Annexure No.	Page No.	
	Overall Grading in the year	Year of Assessment as per E above							
		Acad. Yr. __	Acad. Yr. __	Acad. Yr. __	Acad. Yr. __	Acad. Yr. __			Acad. Yr. __
	• Overall grading required for Promotion: <b>Good/Satisfactory</b> required during assessment period								

**B. Academic or Research Score (as per Appendix II of statute-52)**

Academic or Research Score	Year of Assessment as per E above						Total	Page No
Score for Assessment Period								
Minimum Score required 40/assessment period								



In case part of assessment period falls under the duration of MAU Statute 1990 (Amendment 2014) the candidate should also furnish his API Score in the Table given below.

	Year of Assessment					
Category I Minimum Score required 75 / year						
Category II Minimum Score required 15 / year						
Category(I+II)* Minimum Score required 100/ year						
Category III Minimum Score required 10 / year						
Score under Category III per Assessment Period Minimum Score required 40						

**C. Refresher /Research Methodology Courses of 3 weeks (21 days) duration during assessment period (Minimum two)**

Sr. No.	Title of Refresher /Research Methodology Courses	Name and Address of the Host Organization	Duration		Page No.
			From	To	
1	2	3	4	5	
1					
2					

**D. Research Publication in the peer-reviewed journal or UGC/NAAS listed journals during assessment period (Minimum one)**

S. N.	Title of Research Paper	Authors Name	Name of Journal	ISSN No.	Details (Year, Vol. No. & Page. No.)	UGC/ NAAS listing number	Page No.

Signature of Incumbent \_\_\_\_\_

Name:

Designation:

The above information is verified from original record and found correct.

Signature of Head of Office \_\_\_\_\_

Name & Designation:

Office Seal

Signature of Controlling Officer \_\_\_\_\_

Name & Designation:

Office Seal

Dr./Sh./Smt. \_\_\_\_\_ is \_\_\_\_\_ (ELIGIBLE/NOT ELIGIBLE)  
for upward movement of Academic level 10 to level 11 under CAS w.e.from \_\_\_\_\_.

University Head of the Department



ANNEXURE-A

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR  
PROMOTION OF ACADEMIC STAFF THROUGH CAREER ADVANCEMENT SCHEME

ANNEXURE-AP-CAS  
(ACADEMIC LEVEL 11 TO LEVEL 12)  
TABLE-5A, APPENDIX II OF STATUTE-52.

Name of the Assistant Professor : \_\_\_\_\_  
Discipline : \_\_\_\_\_  
Office of the Incumbent : \_\_\_\_\_

**I. SERVICE REQUIREMENT :**

Assistant Professor who have completed FIVE years of service in Senior Scale / Academic Level 11.

	Particulars	Details	Page NO.
A	Date of Award of Academic Level 11 (By CAS) (enclose order copy)		
B	Award of Ph.D. degree in the subject concerned/ allied / relevant discipline (enclose mark list)		
	Date of award of Ph.D. Degree (enclose Notification)		
	Period of Study Leave, if availed in service	From _____ to _____ Total (YY-MM-DD)	
C	Service Requirement as per qualification:	FIVE years in level 11	
D	Date of completion of FIVE years of service as Assistant Professor in Academic Level 11 excluding the period of study leave if availed		
E	Assessment period applicable	.....to.....	

**II. MINIMUM ACADEMIC PERFORMANCE REQUIREMENT.**

**A. Assessment Criteria and Grading of Activity for University/College Teachers**

Assessment Criteria and Grading of Activity for University/College Teachers								
Sl. No	Write “Good”, “Satisfactory”, or “Not Satisfactory” (as the case may be) in academic year of Assessment period as per IQAC score card.					Annexure No.	Page No.	
	Overall Grading in the year	Year of Assessment as per E above						
		Acad. Yr. __	Acad. Yr. __	Acad. Yr. __	Acad. Yr. __	Acad. Yr. __		
	• Overall grading required for Promotion: Good/Satisfactory required during assessment period							

**B. Academic or Research Score (as per Appendix II of statute-52)**

Academic or Research Score	Year of Assessment as per E above					Total	Page No
Score for Assessment Period							
Minimum Score required 100/assessment period							



In case part of assessment period falls under the duration of MAU Statute 1990 (Amendment 2014) the candidate should also furnish his API Score in the Table given below.

	Year of Assessment				
Category I Minimum Score required 75 / year					
Category II Minimum Score required 15 / year					
Category(I+II)* Minimum Score required 100 / year					
Category III Minimum Score required 20 / year					
Score under Category III per Assessment Period					
Minimum Score required 100					

C. One Course or Programme from among the categories of Methodology Work Shop, Training, Teaching-Learning-Evaluation Technology Programme, Soft Skill Development Programmes and Faculty Development Programme of 2/3 weeks duration during assessment period.

Sr. No.	Title of Training / Programme / Workshop	Name and Address of the Host Organization	Duration		Page No.
			From	To	
1	2	3	4	5	
1					

D. Research Publication in the peer-reviewed journal or UGC/NAAS listed journals during assessment period (Minimum Three)

S. N.	Title of Research Paper	Authors Name	Name of Journal	ISSN No.	Details (Year, Vol. No. & Page. No.)	UGC/ NAAS listing number	Page No.
1							
2							
3							

Signature of Incumbent \_\_\_\_\_  
Name:  
Designation:

The above information is verified from original record and found correct.

Signature of Head of Office \_\_\_\_\_  
Name & Designation:  
Office Seal

Signature of Controlling Officer \_\_\_\_\_  
Name & Designation:  
Office Seal

Dr./Sh./Smt. \_\_\_\_\_ is \_\_\_\_\_ (ELIGIBLE/NOT ELIGIBLE)  
for upward movement of Academic level 11 to level 12 under CAS w.e.from \_\_\_\_\_.

University Head of the Department



**ANNEXURE-A**

**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR  
PROMOTION OF ACADEMIC STAFF THROUGH CAREER ADVANCEMENT SCHEME**

**ANNEXURE-AP-CAS  
(ACADEMIC LEVEL 12 TO LEVEL 13A)  
TABLE-5A, APPENDIX II OF STATUTE-52.**

Name of the Assistant Professor : \_\_\_\_\_  
Discipline : \_\_\_\_\_  
Office of the Incumbent : \_\_\_\_\_

**I. SERVICE REQUIREMENT :**

Assistant Professor who has completed THREE years of service in Academic Level 12/  
Selection Grade.

	Particulars	Details	Page NO.
A	Date of Award of Academic Level 12 (By CAS) (enclose order copy)		
B	Award of Ph.D. degree in the subject concerned/ allied / relevant discipline (enclose mark list)		
	Date of award of Ph.D. Degree (enclose Notification)		
	Period of Study Leave, if availed in service	From _____ to _____ Total (YY-MM-DD)	
C	Service Requirement as per qualification:	THREE years in level 12	
D	Date of completion of THREE years of service as Assistant Professor in Academic Level 12 excluding the period of study leave if availed		
E	Assessment period applicable	.....to.....	

**II. MINIMUM ACADEMIC PERFORMANCE REQUIREMENT.**

**A. Assessment Criteria and Grading of Activity for University/College Teachers**

Sl. No	Write “Good”, “Satisfactory” or “Not Satisfactory” (as the case may be) in academic year of Assessment period as per IQAC score card.			Annexure No.	Page No.	
	Overall Grading in the year	Year of Assessment as per E above				
		Acad. Yr.____	Acad. Yr.____			Acad. Yr.____
	• Overall grading required for Promotion: Good/Satisfactory required during assessment period					

**B. Academic or Research Score (as per Appendix II of statute-52)**

Academic or Research Score	Year of Assessment as per E above			Total	30% Contribution to Acad./ Research to be calculated from Table 2A	Page No
Score for Assessment Period						
Minimum Score required 90/assessment period						



In case part of assessment period falls under the duration of MAU Statute 1990 (Amendment 2014) the candidate should also furnish his API Score in the Table given below.

	Year of Assessment		
Category I Minimum Score required 75 / year			
Category II Minimum Score required 15 / year			
Category(I+II)* Minimum Score required 100 / year			
Category III Minimum Score required 30 / year			
Score under Category III per Assessment Period Minimum Score required 90			

C. Research Publication in the peer-reviewed journal or UGC/NAAS listed journals out of which three should be published during assessment period (Minimum Seven)

S. N.	Title of Research Paper	Authors Name	Name of Journal	ISSN No.	Details (Year, Vol. No. & Page. No.)	UGC/ NAAS listing number	Page No.
1							
2							
3							
4							
5							
6							
7							

\*N.B.—Mention First three papers in the above table published during the assessment period.

D. Evidence of any one of the following

<b>a. Experience of Guiding at least one Ph.D. Student</b>						
SN	Student	Thesis title	Year	Name of University/Institution		Pg. No.
1						
<b>b. Experience of Guiding at least two PG (M.Sc.) Student</b>						
SN	Student	Thesis title	Year	Name of University/Institution		Pg. No.
1						
2						
<b>c. Received two Recommendations of Joint Agril. Research Council of the SAU or recommendation of Central Variety Release Committee the therefore</b>						
SN	Recommendations	Joint Agril. Research Council of the SAU or recommendation of Central Variety Release Committee	Year	Name of Investigators		Pg. No.
1						
2						
<b>d. Developed at least two varieties of crops/ breeds</b>						
SN	Name of Variety/ breed	Crop/ Animal	Approved by	Released Year	Name of Investigators	Pg. No.
1						
2						



**e. Transfer of two or more technologies or varieties duly certified by Director of Extension Education**

S N	Name of Variety/ technology	Crop/ Animal etc	Year	Place	No. of Beneficiaries	Pg. No.
1						
2						

**f. Worked on advisory committee of five post graduate students**

S N	Student	Thesis title	Year	Name of University/Insti tution	Pg. No.
1					
2					
3					
4					
5					

**E. One Course or Programme from among the categories of Methodology Work Shop, Training, Teaching-Learning-Evaluation Technology Programme, Soft Skill Development Programmes and Faculty Development Programmes of 1 week duration during assessment period.**

Sr. No.	Title of Training / Programme / Workshop	Name and Address of the Host Organization	Duration		Page No.
			From	To	
1	2	3	4	5	
1					

Signature of Incumbent \_\_\_\_\_  
 Name:  
 Designation:

The above information is verified from original record and found correct.

Signature of Head of Office \_\_\_\_\_  
 Name & Designation:  
 Office Seal

Signature of Controlling Officer \_\_\_\_\_  
 Name & Designation:  
 Office Seal

Dr./Sh./Smt. \_\_\_\_\_ is \_\_\_\_\_ (ELIGIBLE/NOT ELIGIBLE)  
 for upward movement of Academic level 12 to level 13A under CAS w.e.from \_\_\_\_\_.

**University Head of the Department**