

The LNM Institute of Information Technology, Jaipur

LNMIIT/REG./Policy - Matters/61/2017-2018

Date: March 31, 2023

Career Advancement Scheme (CAS) policy for Faculty Members Year-2023 (To be applicable from 1st of April, 2023)

Part-1: Eligibility for Full Professor's Position via CAS

Evaluation Parameters	
A (Educational Qualifications)	<ul style="list-style-type: none">Essential: Ph.D. / D.Phil. or equivalent in a relevant area from an accredited institution of good standing with a consistently good academic record at all levels.Desirable: Post-Doctoral Fellowship in an established research institution/ Laboratory or exposure to industry/ fieldwork in relevant disciplines.
B[▼] (Experience)	<ul style="list-style-type: none">Post-Ph.D. ten years of relevant teaching and research experience in an Institution of higher learning out of which a minimum of four years[▼] should be as an Associate Professor or equivalent/comparable level in an Industry/Research Laboratory.
C (Doctoral Supervision and Research Publications)	<ul style="list-style-type: none">At least 6 research publications* at the level of Associate Professor and at least 1 successful Ph.D. guided as Supervisor[▼] till the date of eligibility for promotion. <p style="text-align: center;">Or</p> <ul style="list-style-type: none">At least 10 Journal Papers* /6 Journal Papers* and 4 Refereed Conferences**/3 Patents granted and 4 Refereed Conferences** publications at the level of Associate Professor till the date of eligibility for promotion.
D (Sponsored/ Externally Funded Research and Development Projects)	<ul style="list-style-type: none">Externally funded or sponsored research projects/Development projects/Significant institutional, and societal contributions recognized locally, nationally, or internationally.

Part-2: Eligibility for Associate Professor's Position via CAS

Evaluation Parameters	
A (Educational Qualifications)	<ul style="list-style-type: none">Essential: Ph.D. / D.Phil. or equivalent in a relevant area from an accredited institution of good standing with a consistently good academic record at all levels.Desirable: Post-Doctoral Fellowship in an established research institution/laboratory or exposure to industry/fieldwork in relevant disciplines.
B[▼] (Experience)	<ul style="list-style-type: none">Post-PhD six years of relevant teaching and research experience in an Institution of higher learning out of which a minimum of four years should be as an Assistant Professor or equivalent/comparable level in an industry/research laboratory.

C (Doctoral Supervision and Research Publications)	<ul style="list-style-type: none"> At least 3 research publications* at the level of Assistant Professor and at least 1 successful Ph.D. guided as Supervisor/Co-supervisor till the date of eligibility for promotion. In case of Co-supervisor, the Ph.D. student must be enrolled at the LNMIIT, Jaipur. <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> At least 6 Journal Papers*/4 Journal Papers* and 2 Refereed Conferences**/2 Patents granted and 2 Refereed Conferences** publications at the level of Assistant Professor till the date of eligibility for promotion.
D (Sponsored/ Externally Funded Research and Development Projects)	Externally funded or sponsored research projects/development projects/significant institutional, and societal contributions recognized locally, nationally, or internationally.

▼ Refer to https://www.ugc.ac.in/pdfnews/5323630_New_Draft_UGCRegulation-2018-9-2.pdf

* Web of Science listed Journals/Scopus Refereed Journals

** Web of Science Refereed Conferences/Equivalent Internationally Renowned Conference

Part-3: Notes

S. No.	
1.	The basic pay of the promoted candidate should not be less than the basic pay of his/her previous designation.
2.	A candidate can apply for the promotion via CAS only after completing three years at The LNMIIT, Jaipur.
3.	Credit point system has been adopted to calculate weightage with respect to performance parameters.
4.	<p>For exceptionally talented or accomplished candidates in terms of research, teaching, industrial practice or outstanding institutional/entrepreneurial/educational/thought leadership or recipients of major established national/international awards/fellowships of major learned bodies there may be a relaxation of one or more parameters based on duly documented reasons/justifications, subject to approval by the Chairperson/Acting Chairperson of Governing Council.</p> <p>For instance, in cases, where there is a credible record of outstanding performance in terms of major institutional contributions in areas of development such as handling a significant set of Institute-assigned tasks, alongside either high-quality teaching or research, relaxation may be approved by the Chairperson/Acting Chairperson of Governing Council.</p> <ul style="list-style-type: none"> Consistently high-quality performance reflected in at least two of the aspects like Teaching/Research/Innovation/Outreach/Institutional Development, well-recognized International/National Fellowship/Award, significant contributions in terms of received external research and development grant usable at the Institute by the faculty and his research group. Significant contributions in terms of the development of complete courses along with courseware to enhance teaching-learning quality and students' learning outcomes in a measurable way.

	<p>reviews as well as consequent perception about a programme/curriculum/facility/flexibility offered by the Institute.</p> <p><i>All such cases would involve application by an eligible faculty to DoFA → Faculty Shortlisting Committee (FSC) → Three External Referees → Director → Chairman/AC-GC.</i></p>
5.	Final decision on the evaluation of CAS application shall be shared with the applicants at the earliest after receiving the final decision by the GC.
6.	List of promoted candidates shall be shared with the faculty members of the institute.
7.	If a faculty member who joined the institute during the foundation years (between 2003-2013), has completed service of 10 years at LNMIIT, and has contributed to the Institute's growth in at least two of the three parameters (teaching/research/institutional contribution) and has maintained a consistent positive profile throughout his/her tenure, they shall be eligible for promotion to the next level provided he/she has not yet received any promotion in this duration.
8.	FSC will be formed at the sole discretion of the director.
9.	If any Professor/HoD/Dean/Chairman is a candidate for CAS-based promotion, they cannot participate in the discussions on CAS for that level.
10.	<p>Also, any application, by any existing tenure-track / regular Professor, for upgrade to a level of pay in the 7th CPC scale that might be corresponding to the erstwhile Professor (HAG)/Professor of Eminence shall also use the identical process but specifically assess performance of an existing full Professor, no less than four years since joining the Institute.</p> <p>In all these cases, an interview / presentation may be required, before the final recommendations are submitted to the Institute. Minimum eligibility would normally be derived from UGC guidelines for this specific position/scale, although the Institute might set a higher threshold of performance expectation.</p>

Part-4: Structure of the Panel of three External Experts (as referees) to be formed by the Dean of Faculty Affairs (DoFA) and approved by the Director, for a given Faculty Member shortlisted by the FSC for seeking external review and recommendations

S. No.	
1.	<ul style="list-style-type: none"> Depending on the broad area of work of a faculty member and corresponding expertise expected for review of performance in terms of research, teaching, entrepreneurship, outreach, and institutional contributions (in terms of major time-consuming efforts taken), a panel of three experts would be drawn by the FSC and approved, with or without any modification, by the Director, for sending the Parameterized Objective Evaluation Format with a provision for a free form comment/recommendation / advice space. All such external experts would be accomplished researchers/ scientists, celebrated teachers and expert engineers/ technologists from premier institutions and top research organizations/ research laboratories. (Sample lists of such institutions and organizations are appended in Annexure-3). In case of selecting an external referee from industry, people at the levels of VP/CTO or above in established relevant industry may only be considered as one of the referees. The final decision shall be taken by the Chairman/ Acting Chairman: GC, on the recommendation of the Director, based on all associated data, referee reports, and the

following table, objectively covering all aspects of performance.

Weightage Distribution in Performance Evaluation Form for Faculty Promotion Under CAS

S. No.	Parameter Code	Performance Parameters	Maximum Weightage (Out of 100)
1	A	Years of Post-PhD Experience	5
2	B	Research, Development and Professional Excellence	25
3	C	FDPs (attended/organized), Workshops and Conferences Conducted or Organized	10
4	D	Teaching-Learning Efforts	25
5	E	Industry collaboration, Invited talks or any other significant outreach activity	10
6	F	Administrative Responsibilities Handled and Output, Institutional contributions not covered by above.	25
Total			100

Please refer to:

- **Annexure-1: Credit Scheme for Faculty Promotion Under CAS**
- **Annexure-2: Performance Evaluation Form for Faculty Promotion Under CAS**
- **Annexure-3: List of Select Premier Educational Institutions and Research Organizations**

(Dr. Vikram Sharma)
Acting Registrar

Copy for Information and necessary action to:

1. PS to Director
2. Dean of Faculty Affairs
3. Finance Officer
4. Chairperson-Task Force for preparing new CAS Policy
5. Co-Chair- Task Force for preparing new CAS Policy
6. Members - Task Force for preparing new CAS Policy
7. All Faculty Members through e-mail
8. AR- Establishment- Non Member Convener (for Non-Teaching Staff)
9. Mr. Ashish Sharma, Deans Office -Non Member Convener (for Faculty members)