

APPENDIX – X: TABLE – VII

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORE DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASST. LIBRARIAN/COLLEGE LIBRARIAN.

Category – I: Procurement, organization, and delivery of knowledge and information through Library services

S.No.	Nature of Activity	Maximum Score
1	Library/resources organization and maintenance of books, journals, reports, Provision of library reader-services, literature retrieval services to researchers and analysis of reports, Provision of assistance to the departments of University/ College with the required inputs for preparing reports, manuals and related documents, Assistance towards updating institutional website with activity related information and for bringing out institutional newsletters, etc.	40
2	ICT and adother new technologies application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV). Development of library management tools (Software), Intranet management.	30
3	Development, organization and man agement of e-resources including their accessibility over intranet/Internet, digilization of library resources, e-delivery of information, etc.	25
4	User awareness and instruction programmes (Orientation lectures, users training in the use of library services as e-resources, OPAC; knowledge resources user provotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.	20
5	Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms.	10
	Total Score	125
	Minimum API score required	75

Category: II- CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

S.No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes), extension, library-literary work through different channels.	20
2	Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
	Minimum API Score Required	15

Category - III – Research and academic contributions

S.No.	Promotion of APIs	Activity	Maximum Point
III A	Research Papers published in	Referred journals	15/publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers	10/ publication
		Conference proceedings as full papers, etc (Abstracts not to be included)	10/publication
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by international Publishers with an established peer review system	50/sole author 10/chapter in an edited book

		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25/sole author and 5/chapter in edited books
		Subject Books by Other local publishers with ISBN/ISSN numbers	15/ sole author and 3/chapter in edited books
		Chapters contributed to edited knowledge based volumes published by international publishers	10/Chapter
		Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories.	5/ Chapter

III (C)

III (C) (i)	Sponsored Projects carried out/ongoing	(d) Major Projects amount mobilized with grants above 30.0 lakhs	20/each Project
		(e) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs	15/ each Project
		(f) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5.0 lakh)	10/each Project
III (C) (ii)	Consultancy Projects carried out/ ongoing	Amount mobilized with minimum of Rs. 10.00 lakhs	10 per every Rs.10.0lakhs and Rs.2.0 lakhs, respectively
III (C) (iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance-from funding agency)	20/each major project and 10/each minor project
III (C) (iv)	Projects Outcome/ Outputs	Patent/Technology transfer/ Product/Process	30/ each national level output or patent /50 /each for international level.

III (D)

III (D) (i)	M.Phil.	Degree awarded only	3/ each candidate
III (D) (ii)	Ph.D.	Degree awarded	10/ each

			Candidate
		Thesis submitted	7 /each candidate

III (E)

III(E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max 30 points)	Not less than two weeks duration	20/each
		One week duration	10/EACH
III (E) (ii)	Papers in Conferences/ Seminars/ workshops etc.*	Participation and Presentation of research papers (oral/poster) in	
		Internaitonal conference	Each
		b) National	/each
		c) Regional/State level	/each
		Local- Univesity/College level	3/each
III(E) (iv)	Invited lectures or presentations for conferences/ symopsis	International	10/each
		National level	5

*If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (iii (a)) and not under presentation (iii(e)(iii)).

Notes.

1. The API for joint publications will have to calculated in the following manner of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

APPENDIX – X TABLE – VIII (a)**Minimum APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of universities and weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)**

		Assistant Librarian to Assistant Librarian (senior scale) (Stage 1 to Stage 2)	Deputy Librarian/ Assistant Librarian (Selection Grade) (Stage 2 to Stage 3)	Deputy Librarian/ Assistant Librarian (Selection Grade) (Stage 3 to Stage 4)	Librarian (university only) (Stage 4 to Stage 5)
I	Procurement organization and delivery of knowledge and information thro library services (category I)	75/Year	75/Year	75/Year	75/Year
II	Extension and Profesion related activities (Category II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/year	100/year	100/year	100/year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required- to be assessed cumulatively	10/Year (40/assessment period)	20/Year (100/assessment period)	30/Year (90/assessment period)	40/Year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	
V	Percentage Distribution of Wweightage Points in the Expert Assessment (Total weightage = 100 Minimum required 50))	No separate points Screening committee verify API scores	No separate points Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of doman knowledge on Library automation and Organisational skills 20% - Interview performance	50% Library publication work 30% Assessment of innovative Library service and organization of digital library services 20% interview performance

*Candidates may score 10 points from either Category 1 or Category II to achieve the minimum score required under Caytegrory I+II.

Note For universities/ colletges for whom Sixth PRC Awards (vide Appendix 2) are applicagle, Stages 1,2,3,4 andf 5 correspond to scales as tgiven with AGP of Rs. 6000,7000,8000,9000 and 10000 respectively.

APPENDIX - X TABLE - VIII (b)

Minimum Weightage points (WP) norms of the APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of Colleges and weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

		College Librarian (Stage 1) College Librarian (selection scale) (Stage 2)	College Librarian (Senior scale) (Stage 2) to College Librarian (senior scale) (Stage 3)	College Librarian (Selection Grade) (Stage 3 to Stage 4)
I	Procurement, organization and delivery of knowledge and information thro library services (Category I)	75/Year	75/year	75/Year
II	Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories 1 and II*	100/year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required – to be assessed cumulatively	5/Year (40/assessment period)	10/Year (100/assessment period)	15/Year (90/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Percentage of Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points Screening committee to verify API scores	No separate points Screening committee to verify API scores	30%- Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20% - Interview performance

*** Candidates may score 10 points from other Category I or Category II to achieve the minimum score required under Category I + II.**

Note: For colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1,2,3 and 4 correspond to scales as provided with AGP of Rs. 6000, 7000, 8000 and 9000 respectively.

APPENDIX – X TABLE – VIII (c)

**MINIMUM APIS AND OTHER NORMS FOR THE DIRECT RECRUITMENT OF LIBRARIAN
POSITIONS IN UNIVERSITY DEPARTMENTS/COLLEGES
(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY
QUALIFICATIONS STIPULATED IN THIS UGC REGULATION)**

s.No. of category	Minimum Norm criteria	Assistant University Librarian/ College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
1	API SCORE (Research and Academic Contribution – Category III)	---	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
II	Selection Committee criteria/ weightages (Total weightage = 100)	a) Teaching /compute and communication skills by a Lecture demonstration (30%)	a) Library related Research/ Theme papers (3 Nos) Evaluation (50%)	a) Library Research papers (Five) evaluation (60%)
		b) Record of Library management skills (20%)	b) Library automation skills and Organisational Plans (20%)	b) Organisational track record of innovation library service and vision plan (20%)
		c) Interview performance (50%)	c) Interview performance (30%)	c) Interview performance (20%)

Note: For universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1,4,5 and 5 correspond to scale as given and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.

APPENDIX - X TABLE - IX

**MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR
PROMOTION OF LIBRARIAN CADRES IN UNIVERSITIES AND COLLEGES**

S.No.	Promotion of Librarian cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant University Librarian/ College Librarian to Assistant Librarian (Senior Scale)/ College Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant University Librarian /College Librarian (Stage 1) completed four years of service with Ph.D. or five years of service who are with M.Phil. or six years of service who are without Ph.D./M.Phil.	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix X for Librarian cadres in universities and Table VIII(b) of Appendix X for college Librarian cadres (ii) One Orientation and one Refresher Course of ¾ weeks duration (iii) No separate interview points for the Screening cum Verification process of recommending promotion
2	Assistant university Librarian (Senior Scale)/ college Librarian (senior scale) to Assistant university Librarian (Selection Grade/ College Librarian/ (selection grade) (Stage 2 to Stage 3)	Assistant university Librarian (Senior Scale)/ college Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring progorma developed by Univcrsity as per the norms provided in Table VIII (a) of Appendix X for Librarian Cadres in universities and Table VIII (b) of Appendix X for college librarian cadres.
			(ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period.
			(iii) No separate interview points for the Screening cum Verification process of rcommending promotion.

3	Deputy university Librarian / Assistant university Librarian (Selection Grade)/ College Librarian (Selection Grade) (Stage 3 to Stage 4)	Assistant university Librarian (Selection Grade/ College Librarian (Selection Grade) with three years of completed service in Stage 3	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (a) of Appendix X for Librarian cadres in universities and in Table VIII (b) of Appendix X for Librarian Cadres in Colleges.
			(ii) Three publications over twelve years in Colleges, an exemption of one publication will be given to M.Phil. holders and two publications to Ph.D. Holders.
			(iii) Additionally one course/training under the categories of Library automation/ Analytical tool Development for academic documentation (iv) A selection committee process as stipulated in the Regulation and in Table VIII (a) of Appendix X for university in Table VIII (b) of Appendix X for librarian cadres in colleges.
4	Librarian (university) (Stage 5)	Deputy Librarian in university with three years of completed service in Stage 4.	<p>(i) Minimum API scores using ther PBAS scoring proforma developed by the university as per the norms provided in Table VIII (a) of Appendix X for Librarian (university) Minimum API scores can also be considered over two assessment periods (Stages 3 and 4) if required.</p> <p>(ii) A minimum of 5 publications over current and previous assessment periods.</p> <p>(iii) Evidence of innovative library service and organization of published work.</p> <p>(iv) A selection committee process as stipulated in this regulation and in Table VIII (a) of Appendix X for Librarian (university)</p>

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the librarian cadres as per the API score specified for this cadre.

Note: For universities for which Sixth PRC Awards (vide Appendix 2 of UGC notification) are applicable, Stages 1,2,3,4, and 5 correspond to scales as provided and AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively.
