



**M.Kumarasamy
College of Engineering**

NAAC Accredited Autonomous Institution

Approved by AICTE & Affiliated to Anna University

ISO 9001:2015 Certified Institution

Thalavapalayam, Karur - 639 113, TAMILNADU.



M.KUMARASAMY COLLEGE OF ENGINEERING

(An Autonomous Institution)

Thalavapalayam-639113, Karur

CAREER ADVANCEMENT SCHEME & PROMOTION POLICY

(Version – 1.0)

Policy No: MKCE/HR/CAS/2025

Date: 21.01.2025



Vision

To emerge as a leader among the top institutions in the field of Technical Education.

Mission

- Produce smart technocrats with empirical knowledge who can surmount the global challenges.
- Create a diverse, fully-engaged, learner-centric campus environment to provide quality education to the students.
- Maintain mutually beneficial partnerships with our alumni, industry and professional associations.



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1. Objective

This policy outlines the guidelines and procedures for the promotion of faculty members at MKCE under the Career Advancement Scheme (CAS), in alignment with AICTE and UGC norms. The policy ensures systematic career growth, recognition of academic and research contributions, and continuous professional development of faculty members.



2. Applicability

This policy applies to all regular faculty members of MKCE who have completed a minimum of one year of service and are eligible for promotion under CAS.

3. Policy Framework

3.1 Promotion Eligibility

1. Faculty members who have completed **one year of service** in MKCE are eligible to apply for promotion under CAS.
2. The **HR department** will issue a call for applications in the **first week of December** annually.
3. Promotions will be effective **1st January** each year.
4. MKCE follows the **AICTE Regulations 2018 (amended 2021)** and **UGC CAS guidelines**:
 - AICTE: F.No. 61-1/RIFD/7th CPC/2016-17 dated 01st March 2019
 - UGC: F.No. 9-1/2010(PS/MISC) Pt. Vol.I dated 11th October 2021, Pt. Vol.II dated 31st July 2023

4. Career Advancement Scheme (CAS) – Promotion Guidelines

4.1 Assistant Professor (Level 1) → Assistant Professor (Level 2 Senior Grade)

Eligibility Criteria:

- **Service Requirement:**
 - 4 years with Ph.D. **or** 5 years with M.Phil./PG in Professional Courses.
- **Professional Development:**
 - Orientation Course (2 weeks) **or** 2 AICTE ATAL FDPs or equivalent programs (NITTTR).
- **Continuous Learning:**
 - One of the following during assessment period:
 - Refresher / Research Methodology / Syllabus Upgradation / FDP of ≥ 5 days
 - MOOCs with e-certification
 - Development of e-content (4 quadrants/MOOCs)
- **Research and Innovation Requirements:**
 - Minimum 6 research publications (Scopus/SCI or similar)
- **Alternative Criteria:**
 - Patent grant (1 patent = 2 publications; max 2 patents)
 - Funded research project as PI (1 project = 2 publications)
- **CAS Promotion Criteria:**
 - Satisfactory/Good APAR in at least 3 of last 4 years
 - Research score ≥ 40 (including patents/projects)
 - Recommendation by Screening-cum-Evaluation Committee

4.2 Assistant Professor (Level 2 Senior Grade) → Assistant Professor (Level 3 Selection Grade)

Eligibility Criteria:

- **Service Requirement:** 4 years in Level 2
- **Academic Qualifications:** Ph.D. in relevant discipline
- **Professional Development:**
 - 2 programs annually: Refresher/Research Methodology/Teaching-Learning/Faculty Development (≥5 days)
 - or 4 MOOCs courses with e-certification
- **Research Requirements:** Minimum 8 research publications (Scopus/SCI)
- **Alternative Criteria:**
 - Patent/Technology transfer (1 = 2 publications; max 2)
 - Funded research project as PI (1 = 2 publications)
- **CAS Promotion Criteria:**
 - Satisfactory/Good APAR for all 4 years
 - Research score ≥ 40
 - Recommendation by Screening-cum-Evaluation Committee

4.3 Assistant Professor (Level 3 Selection Grade) → Associate Professor

Eligibility Criteria:

- **Service Requirement:** 4 years in Level 3
- **Academic Qualifications:** Ph.D. in relevant discipline
- **Professional Development:**
 - 2 programs annually (≥5 days) **or** 5 MOOCs with e-certification
- **Research Requirements:** Minimum 12 publications (Scopus/SCI)
- **Alternative Criteria:**
 - Patent/Technology transfer (1 = 2 publications; max 4)
 - Startup/Entrepreneurial contribution (1 = 1 publication; max 2)
 - Major funded research project as PI (1 = 4 publications)
- **CAS Promotion Criteria:**
 - Satisfactory/Good APAR for all 4 years
 - Research score ≥ 60
 - Recommendation by Selection Committee

4.4 Associate Professor → Professor

Eligibility Criteria:

- **Service Requirement:** 3 years as Associate Professor
- **Academic Qualifications:** Ph.D. in relevant discipline
- **Professional Development:**
 - 4 programs annually (≥5 days) **or** 8 MOOCs with e-certification
- **Research Requirements:** Minimum 14 publications (Scopus/SCI), 4 with impact factor >3
- **Alternative Criteria:**
 - Patent/Technology transfer (1 = 2 publications; max 6)
 - Startup/Entrepreneurial contribution (1 = 1 publication; max 2)
 - Major funded research projects as PI (≥2 projects = 4 publications)
- **CAS Promotion Criteria:**
 - Satisfactory/Good APAR for all 3 years
 - Research score ≥ 100
 - Recommendation by Selection Committee



5. Definitions and Notes

- **Major Funded Project:** National/international project with significant grant (DST, AICTE, UGC, ICMR, etc.)
- **Patent Granted:** Officially granted patent by recognized patent office
- **Technology Transfer:** Commercialization or significant industry adoption of research
- **Startup:** Registered company founded based on faculty research
- **Professional Development:** Workshops, conferences, FDPs, MOOCs, syllabus/course development
- **No Double Counting:** Contributions for one criterion cannot be counted for another

6. Approval & Implementation

- All promotions are subject to **recommendation by the respective screening or selection committee.**
- The HR department shall maintain records of all CAS applications, APAR reports, and supporting documents.