



सोलापूर विद्यापीठ, सोलापूर परिपत्रक

विषय :- संलग्नित महाविद्यालयातील सहाय्यक प्राध्यापक, सहयोगी प्राध्यापक आणि प्राध्यापक या पदांच्या API मूल्यांकनासाठीच्या प्रोफॉरमा (Proforma) बाबत ...

महाराष्ट्र शासन, उच्च व तंत्र शिक्षण विभाग, मंत्रालय, मुंबई यांच्या शासन निर्णय क्रमांक: संकीर्ण-२०१७/प्र.क्र.३३/१७/विशि-१ दि. ०४/०३/२०१७ अन्वये विद्यापीठ अनुदान आयोगाच्या दि. ३० जून २०१० च्या अधिसूचनेमधील दि. ०४ मे, २०१६ व दि. ११ जुलै, २०१६ रोजी केलेली अनुक्रमे तिसरी व चौथी सुधारणा (3rd & 4th Amendment) राज्यातील उच्च शिक्षण क्षेत्रातील अकृषि विद्यापीठे व अकृषि विद्यापीठांशी संलग्नित उच्च व तंत्र शिक्षण विभागांतर्गत असलेल्या महाविद्यालयातील शिक्षक व शिक्षक समकक्ष पदांना लागू करण्याबाबतचे आदेश प्राप्त झाले आहेत.

प्रस्तुत विद्यापीठाशी संलग्नित असलेल्या महाविद्यालय व मान्यता प्राप्त संस्थेच्या प्राचार्य / संचालक / संस्थाचालक यांना या परिपत्रकान्वये कळविण्यात येते की, मा. विद्यापरिषदेच्या दि. २०/०४/२०१७ रोजीच्या बैठकीतील ठराव क्रमांक ४३ (१३) अन्वये संलग्नित महाविद्यालयातील सहाय्यक प्राध्यापक, सहयोगी प्राध्यापक आणि प्राध्यापक यांच्या सरळसेवा व पदोन्नतीसाठी API Category I, II, III च्या मूल्यांकनाकरीता सोबत जोडलेल्या प्रोफॉरमास मान्यता दिलेली आहे. तरी दि. ०४/०३/२०१७ नंतर पदोन्नतीकरिता पात्र होणाऱ्या शिक्षकांबाबत दि. ०४/०३/२०१७ रोजीच्या शासन निर्णयामधील तरतूदीनुसार सोबत जोडलेल्या विहित नमून्यातील प्रोफॉरमाप्रमाणे API Category I, II, III च्या मूल्यांकनाची कार्यवाही करावी.

तसेच दि. ०४/०३/२०१७ पूर्वी पदोन्नतीकरिता पात्र शिक्षकांबाबत पूर्वीच्या प्रोफॉरमानुसार API मूल्यांकनाची कार्यवाही करावी. सदरील बाब आपल्या महाविद्यालयातील सर्व शिक्षकांच्या निदर्शनास आणून द्यावी व या अनुषंगाने पुढील योग्य ती कार्यवाही करावी. सदर API प्रोफॉरमा विद्यापीठ संकेतस्थळावर BCUD Department या मथळ्याखाली Teachers Approval Section (UGC)-II येथे उपलब्ध आहे. याची सर्व संबंधितांनी नोंद घ्यावी.

जा. क्र. सोविसो/शि.मा.-२/२०१६-१७/ 2984
दिनांक : - 6 MAY 2017

Wpat
[प्रा. डॉ. व्ही. बी. पाटील]
अतिरिक्त कार्यभार

प्रति,
मा. प्राचार्य /संचालक/ संस्थाचालक,
सर्व संलग्नित महाविद्यालय व मान्यता प्राप्त शिक्षण संस्था,
सोलापूर विद्यापीठ, सोलापूर.

सोबत - वरील प्रमाणे



Solapur University Solapur

FORM - B

Date :

Report of the Screening cum Evaluation Committee

The Meeting of the Screening Committee constituted for placement to the post of **Assistant Professor (AGP7000/8000)** under the Career Advancement Scheme (CAS) of the UGC in

Name of the College -----
according to the provisions of UGC Regulation No.F.3-1/2009, dated 30th June 2010 & G.R. No. Sankirna-2011/(25/11)/Vishi-1, dated 15th February 2011 and subsequent amendments made by the UGC, New Delhi, and by the Department of Higher and Technical Education, Government of Maharashtra from time to time was held on..... InCollege.....

The Following members were called for the Screening committee.

S. N	Member	Name
1	The Principal of the College Chairman	
2	Head of Concerned department from the college.	
3	Two Subject Experts in the concerned subject nominated by the Vice- Chancellor from the university panel of experts.	
4	Government Representative (Higher Education, Solapur Region, Solapur).	

The Screening Committee considered all the relevant papers and self appraisal form submitted by the candidates and in accordance with the requirements in terms and conditions of the provisions of the GR in this regard as well as the work done by the candidates.

After taking into consideration the qualifications and experience as well as performance of the candidates, the Committee unanimously resolved to recommend as mentioned below:

S.N.	Name of the Candidate	Date of Assistant Professor (Existing AGP....)	Assessment Period for CAS	Date of Promotion for A.G.P.	Remark
1					Recommended/ Not Recommended

Subject to the approval from the Joint Director of Higher Education, Solapur.

Principal of the College

Head of the Department of College

Subject Expert

Subject Expert

**Government Nominee,
Solapur Region, Solapur**



Solapur University Solapur

PART – A

FROM - C

YEAR OF PERFORMANCE APPRAISAL: -----

SECTION-A: GENERAL

1.	Name	:	
2.	Designation	:	
3.	Name of the Department / Centre	:	
4.	Communication Address	:	
5.	Email	:	
6.	Telephone	:	
7.	Mobile Number	:	

SECTION-B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr. No.	Nature of Activity	Maximum API Score Allotted (A.P/Asso.P/P.)	Self appraisal API Score	Verified API Score
a	Direct Teaching	70/60/60		
b	Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20/20/10		
c	Innovative Teaching – learning methodologies, updating of subject content/courses, mentoring etc.	10/15/20		
Total of (I)		100/95/90		

- a) i) For Assistance Professor : Actual hours spent per academic year ÷ 7.5
 ii) For Asso. Professor / Professor : Actual hours spent per academic year ÷ 7.75
 b) Actual hours spent per academic year ÷ 10
 c) Actual hours spent per academic year ÷ 10

Designation	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Note :

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals/Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or

to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Sr. No.	Nature of Activity	Maximum API Score allotted	Self appraisal API Score	Verified API Score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15		
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15		
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures	15		
Total of (II)		45		

a, b, c = Actual hours spent per academic year ÷ 10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences / Pharmacy	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Education/ Physical education / Commerce/ Management/Law	Maximum score for University / College teacher*	Self appraisal API Score	Verified API Score
III (A)	RESEARCH PAPERS PUBLISHED IN:					
		Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication		
		Other Reputed Journals as notified by the UGC#	Other Reputed Journals as notified by the UGC #	10 per Publication		

III (B)		PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)				
		Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author		
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by National level publishers, with ISBN/ISSN number or State Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author		
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author		
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter		
III (C)		RESEARCH PROJECTS				
III (C) (i)	Sponsored Projects	(a)Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project		
		(b)Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project		
		(c)Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project		
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, respectively		

III (C) (iii)	Projects Outcome / Outputs	Patent / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UN ICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20 State Govt.-10 Local bodies – 5		
III (D)	RESEARCH GUIDANCE					
III (D) (i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate		
III (D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate		
III (E)	FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS					
III(E) (i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship		
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/associations	10 per Award / 10 per Fellowship		
		State/University level Award from academic bodies	State/University level Award from academic bodies/associations	5 Per Award		
III(E) (ii)	Invited lectures / papers	International	International	7 per lecture / 5 per paper presented		
		National level	National level	5 per lecture / 3 per paper presented		
		State/University level	State/University level	3 per lecture / 2 per paper presented		
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period					
III(F)	DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL (10 PER MODULE)					

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS AND COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage3) to Assoc. Professor/ equivalent Cadres: (Stage 4)	Associate Professor (Stage 4) to Professor /equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year	70/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period	100 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period	400 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period	600 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening Committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 50%- Performance evaluation and other credential by referral procedure

*** Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.**

APPENDIX - III TABLE - II(B)

Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor(Stage 1)	Associate Professor (Stage 4)	Professor (Stage 5)
Minimum API	Minimum	Consolidated API score requirement	Consolidated API score
Scores	Qualification as stipulated in these regulations	of 300 points from categories II & III of APIs (cumulative)	requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria/ weightages (Total Weightages = 100)	a)Academic Record and Research Performance (50%) b)Assessment of Domain Knowledge & Teaching Skills (30%) c)Interview performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%) c)Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%)	a)Academic Background (20%) b)Research performance based on API score and quality of publications (40%). c)Assessment of Domain knowledge and Teaching Skills (20%). d) Interview performance:(20%)

APPENDIX-III - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S.No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in Professional courses	(i) Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher / Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning - Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).
4.	Associate Professor (Stage 4) to Professor (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in stage 3. (iii) A selection committee process as stipulated in the regulation and in Tables II (A).

5.	Professor (Stage 5) to Professor (Stage 6).	Professor with ten years of completed service (universities only)	(i) Minimum cumulative API scores for the assessment period as per the norms provided in Table II (A). (ii) Additional credentials are to be evidenced by: (a) postdoctoral research outputs of high standard; (b) awards / honours / recognitions / patents and IPR on products and processes developed / technology transfer achieved; and (c) Additional research degrees like D.Sc., D.Litt., LL.D., etc., (iii) A review process by an Expert Committee as stipulated in this regulation and in Tables II (A)..
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PART - B

Adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor or head of the University Department with a view to make improvement in the work, by the person concerned.

1.(a) Assessment by the Vice-Chancellor/ Head of the Department of the work done under each head of activity:

Assessment of Teaching, Extension and Research activities should be based on Verified API Score under respective category as mentioned in Part “A” and shall be made in the following manner.

Teaching (Category I of Part ‘A’)			Extension (Category II of Part ‘A’)		
Grade	Verified API Score			Grade	Verified API Score
	Asst.Prof.	Asso Prof.	Prof.		
Outstanding	92-100	87-95	83-90	Outstanding	41-45
Very Good	84-91	80-86	75-82	Very Good	37-40
Positively Good	76-83	72-79	68-74	Positively Good	34-36
Good	68-75	65-71	61-67	Good	32-33
Average	60-67	57-64	54-60	Average	27-29
Below Average	0-59	0-56	0-53	Below Average	0-26

	Outstanding (A+)	Very Good (A)	Positively Good (B+)	Good (B)	Average (B-)	Below Average (C)
Teaching						
Extension						
Research						
Administration						

(b)Grading: [General Assessment on the basic of the assessment made in Clause 2(a) above] (A+)Outstanding, (A) Very Good, (B+) Positively Good, (B)Good, (B-)Average, (C) Below Average

(c) Justification of assessment of work as outstanding/below average:

3. Comments of the Vice-Chancellor/Head of the Department on (1) (b) (and) (c):

4.Remarks and suggestions:

Signature

(Head of the Department)

Remarks of the Principal (Adverse remarks as well as remarks of appreciation)

Coordinator – IQAC
Stamp

College Seal

Signature of Principal
Stamp



Form - D

Solapur University Solapur
PBAS Proforma for Promotion under CAS
PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.	Name (in Block Letters)	
2.	Father's Name/ Mother's Name	
3.	Department	
4.	Current Designation & Grade Pay	
5.	Date of Last Promotion	
6.	Which Position and grade pay are you an applicant under CAS ?	
7.	Date of eligibility for promotion	
8.	Date and Place of Birth	
9.	Sex	
10.	Marital status	
11.	Nationality	
12.	Indicate whether belongs to SC/ST/OBC category	
13.	Address for correspondence (with Pincode)	
14.	Telephone No.	
15.	Email	

16. Academic Qualifications

a) Matric to till Post Graduation

Sr. No.	Examinations	Name of the Board University	Year of passing	Percentage of marks obtained	Division/ Class/Grade	Subject
1	S.S.C. / Equivalent exam					
2	H.S.C. /Equivalent exam					

3	B.A./B.Sc./B.Com/ any other (UG)					
4	M.A. / M.Sc. / M.Com. / any other (PG)					
5	Other examination, if any					

b) Research Degrees :-

Degrees	Title	Date of award	University
M.Phil.			
Ph. D./D.Phil			
D.Sc/D.Litt			

17) Appointments held prior to joining this institution :-

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of leaving
		Joining	Leaving		

18) Posts held after appointment at this institution :-

Designation	Department	Date of Actual Joining		Grade
		From	To	

19. Period of teaching experience :-

(a) U.G. Classes (in years)-----

(b) P.G. Classes (in years) -----

20. Research Experience excluding years spent in M.Phil/Ph.D (in years) -----

21. Fields of Specialization under the Subject / Discipline

(a) -----

(b) -----

22. Academic Staff College Orientation / Refresher Course / Short terms attended :

Name of the Course / Summer School	Place	Duration		Sponsoring Agency
		From	To	

PART B : ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS Proforma before filling out this section)

Form - D

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

a. Direct teaching :

Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

Sr. No.	Course / Paper	Level	Mode of Teaching	Hours per week allotted	% of classes taken as per documented record

* **Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)**

		API Score
(a)	Classes Taken (for 100% performance & proportionate score) up to 80% performance, below which no score may be given	
(b)	Teaching Load in excess of UGC norm (max score : 10)	
Total Score (Maximum Score Alloted for Assistant Prof.=70, Associate Prof. = 60 and Professor = 60)		

b. Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment

Sr. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
Total Score (Maximum Score for Assistant Prof.=20, Associate Prof. = 20 and Professor =10)				

c. Innovative Teaching – learning methodologies, updating of subject content/courses, mentoring etc.
 (Reading / Instructional material consulted and additional knowledge resources provided to students)

Sr. No.	Course / Paper	Details of Innovative Teaching – learning methodologies, updating of subject content/courses, mentoring etc.	API Score
Total Score (Maximum Score for Assistant Prof.=10, Associate Prof. = 15 and Professor =20)			

Summary of Category – I :

Sr. No.	Nature of Activity	Maximum API Score Allotted (A.P/Asso.P/P.)	Self appraisal API Score	Verified API Score
a	Direct Teaching	70/60/60		
b	Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20/20/10		
c	Innovative Teaching – learning methodologies, updating of subject content/courses, mentoring etc.	10/15/20		
Total of Category - I		100/95/90		

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

Please mention your contribution to any of the following

Sr. No.	Nature of Activity	Average Hrs/week	API Score
a.	Student related co-curricular, extension and field based activities.		
	(i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.)		
	(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)		
	(iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)		
Total (Maximum API Score : 15)			

b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	Yearly / Semester wise responsibilities	API Score
	(i) Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)		
	(ii) Participation in Board of Studies, Academic and Administrative Committees		
Total (Maximum API Score : 15)			
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures)		
Total (Maximum API Score : 15)			
Total Score (a + b + c) (Maximum API Score : 45)			

CATEGORY :III. RESEARCH AND ACADEMIC CONTRIBUTIONS

A) Research Papers Published in :

Sr. No.	Title with page Nos.	Journal	ISSN/ISBN No.	Whether peer reviewed. Impact Factor, if any	No. of co-authors	Whether you are the main author	API Score

B) Publications other than Journal articles (books, Chapter in books)

Sr. No.	Title with page Nos.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed	No of co-authors	Whether you are the main author	API Score

III (C) RESEARCH PROJECTS

(i) Sponsored Projects					
Sr. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	API Score

(ii) Consultancy Projects						
Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakh)	Whether policy document / patent as outcome	API Score

(iii) Projects Outcome / Outputs					
Sr. No.	Title	Agency	Period	Details of Outcome / Output	API Score

III (D) Research Guidance

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent				
Ph. D. or equivalent				

III (E) Fellowships, Awards and Invited lectures delivered in conferences / seminars

(i) Fellowships / Awards		
Sr. No.	Details of Fellowships / Awards	API Score

(iii) Invited Lectures / Papers Presented					
Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether International /National / State/ University	API Score

III (F) Development of e-learning delivery process / material

Sr. No.	Details of e-learning delivery process / material developed	API Score

IV. SUMMARY OF API SCORES FOR ASSESSMENT PERIOD

	Criteria	A.Y. I	A.Y. II	A.Y. III	A.Y. IV	A.Y. V	A.Y. VI	Total	Average
I	Teaching, Learning and Evaluation related activities								
II	Professional development Co-curricular, Extension Activities								
III	Research and Academic Contributions								
II + III									

- A. Y. : Assessment year

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

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

LIST OF ENCLOSURES : (Please attach, copies of certificates, sanction orders, papers etc, wherever necessary)

1		6	
2		7	
3		8	
4		9	
5		10	

Coordinator – IQAC
Stamp

Head of the Department

College Seal

Signature of Principal
Stamp