

PART-B
FOR THE POST OF PROFESSOR/ASSOCIATE PROFESSOR ONLY

(THE PROFORMA TO BE FILLED BY THE CANDIDATE AND HAS TO BE ENCLOSED WITH THE APPLICATION FORM)

ACADEMIC PERFORMANCE INDICATORS

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

CATEGORY : I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

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

S.No.	Course/Paper	Level	Mode of teaching*	Hours per week allotted	% of classes taken as per documented record

		API Score
(a)	Classes Taken (max 50 for 100% performance & proportionate Score up to 80% performance, below which no score may be given)	
(b)	Teaching Load in excess of AICTE/UGC norms (max score: 10)	

- (ii) Reading / Instructional material consulted and additional knowledge resources provided to students

S.No.	Course/Paper	Consulted	Prescribed	Additional Resource provided
API score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (max. score : 20)				API Score

(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S.No.	Short Description	API Score
	Total Score (Max Score : 20)	

(iv) Examination Duties Assigned and Performed

S.No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (Max Score : 25)			

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

Please mention your contribution to any of the following:

S.No.	Type of Activity	Average Hrs/week	API Score
	(i) Extension, Co-curricular & field based Activities		
	Total (Max: 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/Semester wise responsibilities	
	Total (Max:15)		
	(iii) Professional Development activities	Yearly/Semester wise responsibilities	
	Total (Max:15)		
	Total Score (i+ii+iii) (Max:25)		

CATEGORY : III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

A) Published Papers in Journals

S. 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(i) Articles / Chapters published in Books

S. 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

ii) Full Papers in Conference Proceedings

S. No.	Title with page nos.	Details of Conference Publication	ISSN/ISBN No.	No. of Co-authors	Whether you are the main author	API Score

iii) Books Published as single author or as editor

S. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed Impact Factor, if any	No. of Co-authors	Whether you are the main author	API Score

iii C. Ongoing and Completed Research Projects and Consultancies

(c)(i & ii) Ongoing Projects / Consultancies

S. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs lakh)	API Score

(c)(iii & iv) Completed Projects / Consultancies

S. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs lakh)	Whether policy document/patent as outcome	API Score

(D) Research Guidance

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

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes

Sl. No.	Programme	Duration	Organised by	API Score

(ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S. No.	Title of the Paper presented	Title of Conference / Seminar	Organised by	Whether International/ National/State/ Regional/College or University Level	API Score

(iii) Invited Lectures and Chairmanship at National or International Conference/seminar etc

S. No.	Title of the Paper presented	Title of Conference / Seminar	Organised by	Whether International/ National	API Score

IV. SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total – API Score for Assessment Period	Annual average API score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development etc.			
	Total I + II			
III	Research and Academic Contribution			

OTHER RELEVANT INFORMATION

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

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

LIST OF ENCLOSURES : *(Please attach all copies of certificates, sanction orders, Research Publications / Articles / Conference Proceedings / Books of each in six sets wherever necessary)*

1	6
2	7
3	8
4	9
5	10

I certify that the information provided is correct as per records available and documents enclosed along with the duly filled PBAS proforma.

Signature of the applicant with
Designation, Place & Date

Signature of the Head of the Department/Principal

N:B: The individual PBAS proforma duly filled along with all enclosures

INSTRUCTIONS FOR FILLING UP PART B OF THE PBAS PROFORMA

Particulars sought in Part-B under categories I, II and III are based on Appendix-III Table 1 of UGC Regulations 2010/Appendix I Table 1 of AICTE Regulations 2012.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, even though several avenue of activities and their API scores are given to provide choice/opportunity to the teacher, maximum limit of scores that can be given or carried forward under each category/area is indicated in the Table-I of the UGC Regulations.

The self-assessment scores are further to be based on the indicators/activities given below.

NB : The self-assessment scores are subject to verification by the university/college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

CATEGORY : I. Teaching, Learning and Evaluation Related Activities

(i) (a)

Lectures/Seminars/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than 80% of the assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements have been made. Maximum score of 50 if there is 100% performance.	Max Score : 50
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(b)

If teacher has taken classes exceeding UGC norm, then two points to be assigned for each extra hour of classes/credit	Max Score : 10
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(ii)

Imparting of knowledge / instruction as per curriculum with the prescribed material (Text book / Manual etc), syllabus enrichment by providing additional resources to students (100% compliance=20points)	Max Score : 20
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(iii)

Use of Participatory and innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

Indicators/Activities	Maximum Score
Updating of courses, design of curriculum (5 per single course)	10
Participatory & Innovative T/L Process with materials for problem based learning, case studies, Group discussions etc., (a) Interactive Courses : 5 points/each (b) Participatory Learning modules: 5 points/each (c) Case studies: 5 points/each	10
Use of ICT in T/L process with computer-aided methods like powerpoint / Multimedia/Simulation/Softwares etc., (Use of any one of these in addition to Chalk & Board 5 points)	10
Developing and imparting Remedial/Bridge Courses (Each activity:5 Points)	10
Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	
Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each	10

Maximum Aggregate Limit	20
iv) Examination	
Indicators/Activities	Max. Score
College/University and semester / Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting – 5 points). (100% compliance = 20 points)	20
College/University examinations/Evaluation responsibilities for internal/ continuous assessment work as allotted (100% compliance = 10 points)	10
Maximum Aggregate Limit	25

CATEGORY : II. Co-curricular, Extension and Professional Development Related Activities

(i) Extension and Co-curricular & field based Activities

Institutional Co-curricular activities for students such as field studies/ educational tours, industry-implant training and placement activity (5 point each)	10
Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
Students and Staff Related Socio Cultural and Sports Programmes, campus	10
Publications (departmental level 2 points, institutional level 5 points)	
Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper, flood or, drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate Limit	20

(ii) Contribution to Corporate Life and Management of the Institution

Contribution to Corporate life in Universities/colleges through meeting, popular lectures, subject related events, articles in college magazine and University volumes (2 point each).	10
Institutional Governance responsibilities like, Vice-Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each)	10
Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
Organisation of Conference / Training as Chairman / Organisational Secretary/Treasurer : (a) International (10) points; national/regional (5 points) (b) as member of the organizing committee (1 point each)	10
Maximum Aggregate Limit	15

(iii) Professional Development Related Activities

Indicators / Activities	Maximum Score
Membership in profession related committees at state and national level (a) At national level : 3 points each (b) At state level : 2 points each	10
Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point)	10
Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	10
Membership/participation in State/Central Bodies/Committees on Education, Research and National Development (5 each)	10
Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes (1 point each).	10
Maximum Aggregate Limit	15

CATEGORY : III. Research and Publications and Academic contributions

This is to be filled as per Appendix III Table, Category III of the UGC Regulations 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table I.

III. Summary of API Scores

As stated in the UGC Regulations 2010, the API scoring will be progressively rolled out for categories I and II, beginning with assessment of one year for selection committees in 2010-2011, annual averages of two years in 2011-2012 and so on. But for Category III, scores will be computed for the entire assessment period as already indicated in the Regulations.