

# **SANT GADGE BABA AMRAVATI UNIVERSITY**

## **Direction No. 5 / 2011**

No. : 5 / 2011

Date : 27 / 1 / 2011

### **Self Assessment Proformas cum Score Sheets for Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme of Teachers.**

Whereas, the Government of Maharashtra in Higher & Technical Education Department, Mumbai, has issued Government Resolution No. NGC 2009/(243/09)-UNI-1, dated 12<sup>th</sup> August, 2009, regarding Revision of Pay Scales of teachers and equivalent cadres in Higher Education as per UGC Scheme ( 6<sup>th</sup> Pay Commission), for teachers and other equivalent cadres of library and physical education in all the Universities, Colleges and other higher educational institutes coming under the purview of state legislature through the department of Higher and Technical Education of Maharashtra and governed by the rules of University Grants Commission.

AND

Whereas, the above Govt. Resolution dated 12<sup>th</sup> August, 2009, of Higher & Technical Education Department, Mumbai, is implemented, by this university, vide Direction No. 21 / 2009, dated 17-9-2009.

AND

Whereas, UGC has published on its website, University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2010, dated 28th June, 2010.

AND

Whereas, the above mentioned UGC Regulations, 2010, dated 28th June, 2010, is implemented, by this university, vide Direction No. 55 / 2010, dated 18-9-2010.

AND

Whereas, para 6.0.0, 6.0.1 and 6.0.2 of the above UGC Regulations, 2010, dated 28th June, 2010, provides as under --

#### **6.0.0 SELECTION PROCEDURES:**

**6.0.1** *"The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in this Regulations in Tables I to IX of Appendix III.*

*In order to make the system more credible, universities may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed in these Regulations."*

Contd....

**6.0.2** *"The Universities shall adopt these Regulations for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS shall also be sent separately by the UGC to the universities. The universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these Regulations."*

AND

Whereas, UGC, vide 'WEBSITE NOTIFICATION', has notified a copy each of the templates Annual Self Assessment for Performance Based Appraisal System (PBAS) and PBAS Proforma for Promotion under CAS as indicated in Clause 6.0.2 under schedule 6.0.0 of above UGC Regulations, 2010.

AND

Whereas, it is necessary for the university to devise self-assessment cum performance appraisal forms for Appointments and Promotions under Career Advancement Scheme (CAS) of Teachers and to implement the same by making an Ordinance for the purpose.

AND

Whereas, the University has to initiate action of framing suitable Ordinance, under the provisions of Section 53 of the Maharashtra Universities Act, 1994, to prescribe the self-assessment cum performance appraisal forms (Score Sheets) for Appointments and Promotions under Career Advancement Scheme (CAS) of Teachers.

AND

Whereas, the matter is of urgent nature and framing of an Ordinance is likely to take some time, it is necessary to issue direction in this regard.

Therefore, to prescribe the Self Assessment Proformas cum Score Sheets for Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme of Teachers, I, Pravin P. Pardeshi, Vice-Chancellor of Sant Gadge Baba Amravati University, under powers vested in me vide Section 14(8) of the Maharashtra Universities Act, 1994, hereby issue the following directions.

1. This direction shall be known as 'Self Assessment Proformas cum Score Sheets for Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme of Teachers, Direction 2011'.
2. This direction shall come into force from the date of its issuance.
3. Self Assessment Proformas cum Score Sheets for Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS), for Appointments and Promotions under Career Advancement Scheme of Teachers, will be as prescribed by the UGC, vide UGC Regulation, 2010, dated 28th June, 2010 and UGC's 'WEBSITE NOTIFICATION'. And Self Assessment Proformas cum Score Sheets prescribed accordingly by the University for this purpose, are as per Appendix-I, Appendix-II, Appendix-III, Appendix-IV, Appendix-V, Appendix-VI, Appendix-VII, Appendix-VIII and Appendix-IX annexed herewith. Summary of these appendices is as under ---

Contd.....

## **Summary of Appendices :**

### **(A)**

- Appendix - I** : For University and College Teachers other than Physical Education Persons & Librarians for filling Part - B ( Categories - I, II & III ) of Appendix - II & Appendix - III.
- Appendix - II** : PBAS Proforma for Promotions under CAS of Teachers other than Physical Education Persons & Librarians ( Part - A, Part - B & Part - C).
- Appendix - III** : Annual Self Assessment Proforma for the Performance Based Appraisal System ( Part - A, Part - B & Part - C ) for Teachers other than Physical Education Persons & Librarians.
- Appendix - IV** : For University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports for filling Part - B ( Categories - I, II & III ) of Appendix - V & Appendix - VI.
- Appendix - V** : PBAS Proforma for Promotions under CAS of University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports ( Part - A, Part - B & Part - C).
- Appendix - VI** : Annual Self Assessment Proforma for the Performance Based Appraisal System ( Part - A, Part - B & Part - C ) for University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports.
- Appendix - VII** : For University Librarian / Deputy Librarian / Assistant Librarian and College Librarian for filling Part - B (Categories - I, II & III) of Appendix - VIII & Appendix - IX.
- Appendix - VIII** : PBAS Proforma for Promotions under CAS of University Librarian/ Deputy Librarian / Assistant Librarian and College Librarian ( Part - A, Part - B & Part - C).
- Appendix - IX** : Annual Self Assessment Proforma for the Performance Based Appraisal System ( Part - A, Part - B & Part - C ) for University Librarian / Deputy Librarian / Assistant Librarian and College Librarian.

- (B)** For Direct Recruitment of Professors and Principals posts Applicants should submit the information under Part A & 'Category - III' of Part B of Appendix - II / V / VIII alongwith his / her application form by respective category of teachers.

4. Ordinance No. 7 of 1990 (An Ordinance to provide for performance appraisal of Teachers in the University and Colleges.) is hereby repealed.

Place : Amravati.  
Date : 26 / 1 / 2011

**Sd/-**  
**(Praveensingh Pardeshi)**  
**Vice-Chancellor**

## Appendix-I

### Sant Gadge Baba Amravati University, Amravati.

#### **Academic Performance Indicators (APIs) And Scores developed for adoption of Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme (CAS) of University/College Teachers.**

*(For Teachers other than Physical Education Persons and Librarians)*

#### **Instructions for Filling up Part B of the PBAS Proforma**

**( Please read the Instructions carefully before filling the proforma for Category I, II, III )**

**Part B of the Proforma is based on Appendix-III, Table I of the UGC Regulations 2010.**

**B ( I )** is based on API scoring for **Category I** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (II)** is based on **Category II** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (III)** is based on **Category III** of the Table. Detailed information for the entire assessment period is to be provided.

The proforma is to be filled as per the 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, 2010.

**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.<br>No score should be assigned if a teacher has taken less than 80 % of the assigned classes. Proportionate score may be given for 80% and above performance.<br>Universities/Colleges may give allowance for periods of leave where alternative teaching arrangements have been made.<br><b><u>Maximum score of 50 if there is 100 % performance.</u></b> | <b>Max.Score : 50</b><br>40 (for 80% to 85%)<br>44 (for 86% to 90%)<br>48 (for 91% to 99%)<br>50 (for 100%)<br><b>Below 80% No Score.</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|

(b)

|                                                                                                                          |                       |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------|
| If teacher has taken classes exceeding UGC norms, then two points to be assigned for each extra hour of classes / credit | <b>Max.Score : 10</b> |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------|

(ii)

|                                                                                                                                                                                                                                                            |                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| Imparting of knowledge / instruction <i>as per curriculum</i> with the prescribed material (Text book / Manual etc), syllabus enrichment by providing additional resources to students ( <b>100% compliance = 20 points</b> )<br><b>(5 marks for each)</b> | <b>Max.Score : 20</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|

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

| <b>Indicators/ Activities</b>                                                                                                                                                                                                                                                      | <b>Maximum Score</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Updating of courses, design of curriculum, <b>(5 per single course)</b>                                                                                                                                                                                                            | 10                   |
| Participatory & Innovative T /L Process with materials for problem based learning, case studies, Group discussions etc.,<br>(a) Interactive Courses : <b>5 points/each</b><br>(b) Participatory Learning modules : <b>5 points/each</b><br>(c) Case studies : <b>5 points/each</b> | 10                   |
| Use of ICT in T/L process with computer-aided methods like powerpoint / Multimedia/Simulation/Softwares etc.,<br>(Use of anyone of these in addition to Chalk & Board : <b>5 points each</b> )                                                                                     | 10                   |
| Developing and imparting Remedial/Bridge Courses <b>(Each activity: 5 points)</b>                                                                                                                                                                                                  | 10                   |
| Developing and imparting soft skills/communication skills/personality development courses/modules <b>(Each activity : 5 points)</b>                                                                                                                                                | 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 <b>(Each activity : 5 points)</b>                                         | 10                   |
| Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students<br>(a) Workshop / Training course : <b>10 points each</b><br>(b) Popularization program : <b>5 points each</b>           | 10                   |
| <b>Maximum Aggregate Limit</b>                                                                                                                                                                                                                                                     | <b>20</b>            |

**(iv)Examination Related Work**

| <b>Indicators</b>                                                                                                                                                                                                                                                                        | <b>Maximum Score</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| College/University end semester / Annual Examination work as per duties allotted.<br>(Invigilation - <b>(2 for each)10 points</b> ;<br>Evaluation of answer scripts - <b>5 points each</b> ;<br>Question paper setting - <b>5 points each</b> ).<br><b>(100% compliance = 20 points)</b> | 20                   |
| College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted <b>(100% compliance = 10 points)</b>                                                                                                                                      | 10                   |
| Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) <b>(100% compliance = 10 points)</b>                                                                                                                            | 10                   |
| <b>Maximum Aggregate Limit B (iv)</b>                                                                                                                                                                                                                                                    | <b>25</b>            |

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

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

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

**(ii) Contribution to Corporate life and Management of the Institution.**

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

**(iii) Professional Development Related Activities.**

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

**CATEGORY: III : Research and Publications and Academic Contributions :**

This is to be filled as per Appendix III Table I ( 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.

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**Sant Gadge Baba Amravati University, Amravati.**  
**PBAS Proforma for Promotion under CAS**  
**( PART A, PART B & PART C )**  
*(For Teachers other than Physical Education Persons and Librarians)*

**PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters) : \_\_\_\_\_
2. Father's/Husband's Name : \_\_\_\_\_
3. Department : \_\_\_\_\_
4. Current Designation & Grade Pay : \_\_\_\_\_
5. Date of last Promotion : \_\_\_\_\_
6. For which position and grade pay you are 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. Permanent Address (with Pincode) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No : \_\_\_\_\_  
\_\_\_\_\_

Email : \_\_\_\_\_

**15. Academic Qualifications (Matric onwards till post graduation) :**

| Examinations                         | Name of the Board / University | Year of Passing | Percentage of marks obtained | Division / Class / Grade | Subject/s |
|--------------------------------------|--------------------------------|-----------------|------------------------------|--------------------------|-----------|
| High School / Matric                 |                                |                 |                              |                          |           |
| Intermediate / HSSC                  |                                |                 |                              |                          |           |
| B.A. / B.Sc. / B.Com. / B.Mus./..... |                                |                 |                              |                          |           |
| M.A. / M.Sc. / M.Com./ M.Mus./.....  |                                |                 |                              |                          |           |
| Other examination, if any            |                                |                 |                              |                          |           |

**16. Research Degree(s) :**

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

**17. Appointments held prior to joining this institution :**

| Sr. No. | Designation | Name of Employer | Date of Joining |         | Salary with Grade | Reason of leaving |
|---------|-------------|------------------|-----------------|---------|-------------------|-------------------|
|         |             |                  | Joining         | Leaving |                   |                   |
| 1.      |             |                  |                 |         |                   |                   |
| 2.      |             |                  |                 |         |                   |                   |
| 3.      |             |                  |                 |         |                   |                   |
| 4.      |             |                  |                 |         |                   |                   |

18. Posts held after appointment at this institution :

| Designation | Department | Date of actual Joining |    | Grade |
|-------------|------------|------------------------|----|-------|
|             |            | From                   | To |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |

19. Period of teaching experience : P.G. Classes (in years)

U.G. Classes (in years)

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

21. Fields of Specialisation under the Subject/Discipline

(a) \_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_  
\_\_\_\_\_

22. Academic Staff College Orientation / Refresher Course attended :

| Name of the Course/ Summer School | Place | Duration | Sponsoring Agency |
|-----------------------------------|-------|----------|-------------------|
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of teacher

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) 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)

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

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

|     |                                                                                                                             |           |
|-----|-----------------------------------------------------------------------------------------------------------------------------|-----------|
|     |                                                                                                                             | 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 UGC norms (max score: 10)                                                                        |           |
|     | Total --                                                                                                                    |           |

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

| Sr. 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 |
|--------|------------------------------------|-----------|
|        |                                    |           |
|        |                                    |           |
|        |                                    |           |
|        |                                    |           |
|        | <b>Total Score (Max Score: 20)</b> |           |

**(iv) Examination Duties Assigned and Performed.**

| S. No. | Type of Examination Duties   | Duties Assigned | Extent to which carried out (%) | API Score |
|--------|------------------------------|-----------------|---------------------------------|-----------|
|        |                              |                 |                                 |           |
|        |                              |                 |                                 |           |
|        |                              |                 |                                 |           |
|        |                              |                 |                                 |           |
|        |                              |                 |                                 |           |
|        | <b>Total Score(Max : 25)</b> |                 |                                 |           |

|                                        |  |
|----------------------------------------|--|
| <b>Total Score ( Category : I ) :-</b> |  |
|----------------------------------------|--|

\_\_\_\_\_  
**Signature of Teacher**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C./Principal/H.O.D**

**Final Score approved by the Screening / Selection Committee :  
(For Category : I )**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section)

### **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        |
|--------|------------------------------------------------------------------------------|------------------------------------------------|------------------|
|        | <b>(i) Extension, Co-curricular &amp; field based Activities</b>             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 20)</b>                                                      |                                                |                  |
|        | <b>(ii) Contribution to Corporate life and Management of the Institution</b> | <b>Yearly / Semester wise responsibilities</b> | <b>API Score</b> |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|        | <b>(iii) Professional Development Activities</b>                             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|        | <b>Total Score (i + ii + iii) (Max : 25)</b>                                 |                                                |                  |

|                                         |  |
|-----------------------------------------|--|
| <b>Total Score ( Category : II ) :-</b> |  |
|-----------------------------------------|--|

\_\_\_\_\_  
Signature of Teacher

Varified and found correct :

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

Final Score approved by the Screening / Selection Committee :  
(For Category II)

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section)

### **CATEGORY : III**

#### **RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS.**

##### **A) Published Papers in Journals.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Journal</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed. Impact Factor, If any</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|----------------|------------------------|-----------------------------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                |                        |                                                     |                          |                                        |                  |
| 2              |                             |                |                        |                                                     |                          |                                        |                  |
| 3              |                             |                |                        |                                                     |                          |                                        |                  |
| 4              |                             |                |                        |                                                     |                          |                                        |                  |
| 5              |                             |                |                        |                                                     |                          |                                        |                  |

##### **B(i) Articles / Chapters published in Books.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Book Title, editor &amp; publisher</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|-------------------------------------------|------------------------|-------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                           |                        |                               |                          |                                        |                  |
| 2              |                             |                                           |                        |                               |                          |                                        |                  |
| 3              |                             |                                           |                        |                               |                          |                                        |                  |
| 4              |                             |                                           |                        |                               |                          |                                        |                  |
| 5              |                             |                                           |                        |                               |                          |                                        |                  |

##### **B(ii) Full Papers In Conference Proceedings.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Details of Conference Publication</b> | <b>ISSN / ISBN No.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|------------------------------------------|------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                          |                        |                          |                                        |                  |
| 2              |                             |                                          |                        |                          |                                        |                  |
| 3              |                             |                                          |                        |                          |                                        |                  |
| 4              |                             |                                          |                        |                          |                                        |                  |
| 5              |                             |                                          |                        |                          |                                        |                  |

**B(iii) Books Published as single Author or as Editor.**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No. | Whether peer reviewed . | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|----------------------------|-------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                            |                         |                   |                                 |           |
| 2       |                      |                           |                            |                         |                   |                                 |           |
| 3       |                      |                           |                            |                         |                   |                                 |           |
| 4       |                      |                           |                            |                         |                   |                                 |           |
| 5       |                      |                           |                            |                         |                   |                                 |           |

**C) Ongoing and Completed Research Projects and Consultancies.**

**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | API Score |
|---------|-------|--------|--------|-------------------------------------|-----------|
| 1       |       |        |        |                                     |           |
| 2       |       |        |        |                                     |           |
| 3       |       |        |        |                                     |           |
| 4       |       |        |        |                                     |           |
| 5       |       |        |        |                                     |           |

**(C) (iii & iv) Completed Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | Whether policy document /patent as outcome | API Score |
|---------|-------|--------|--------|-------------------------------------|--------------------------------------------|-----------|
| 1       |       |        |        |                                     |                                            |           |
| 2       |       |        |        |                                     |                                            |           |
| 3       |       |        |        |                                     |                                            |           |
| 4       |       |        |        |                                     |                                            |           |
| 5       |       |        |        |                                     |                                            |           |

**(D) Research Guidance.**

| Sr. 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, Faculty Development Programmes (not less than one week duration).**

| Sr. No. | Programme | Duration | Organised by | API Score |
|---------|-----------|----------|--------------|-----------|
| 1       |           |          |              |           |
| 2       |           |          |              |           |
| 3       |           |          |              |           |
| 4       |           |          |              |           |
| 5       |           |          |              |           |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia.**

| Sr. No. | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international / national /state / regional/college or university level | API Score |
|---------|------------------------------|-------------------------------|--------------|--------------------------------------------------------------------------------|-----------|
| 1       |                              |                               |              |                                                                                |           |
| 2       |                              |                               |              |                                                                                |           |
| 3       |                              |                               |              |                                                                                |           |
| 4       |                              |                               |              |                                                                                |           |
| 5       |                              |                               |              |                                                                                |           |

**E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.**

| Sr. No. | Title of Lecture / Academic Session | Title of Conference/ Seminar etc. | Organised by | Whether international / national | API Score |
|---------|-------------------------------------|-----------------------------------|--------------|----------------------------------|-----------|
| 1       |                                     |                                   |              |                                  |           |
| 2       |                                     |                                   |              |                                  |           |
| 3       |                                     |                                   |              |                                  |           |
| 4       |                                     |                                   |              |                                  |           |
| 5       |                                     |                                   |              |                                  |           |

|                                          |  |
|------------------------------------------|--|
| <b>Total Score ( Category : III ) :-</b> |  |
|------------------------------------------|--|

\_\_\_\_\_  
**Signature of Teacher**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C./ Principal / H.O.D.**

**Final Score approved by the Screening / Selection Committee :**  
**(For Category : III )**

\_\_\_\_\_  
**Signature of Chairman**  
**Screening / Selection Committee**

**IV. SUMMARY OF API SCORES :**

| <b>Category</b> | <b>Criteria</b>                                                               | <b>Last Academic Year</b> | <b>Total- API Score for Assessment Period</b> | <b>Annual Av. API Score for Assessment Period</b> |
|-----------------|-------------------------------------------------------------------------------|---------------------------|-----------------------------------------------|---------------------------------------------------|
| <b>I</b>        | <b>Teaching, learning and Evaluation related activities</b>                   |                           |                                               |                                                   |
| <b>II</b>       | <b>Co-curricular, Extension, Related Professional Development Activities.</b> |                           |                                               |                                                   |
|                 | <b>Total I + II</b>                                                           |                           |                                               |                                                   |
| <b>III</b>      | <b>Research, Publication and Academic Contribution ( For entire period )</b>  |                           |                                               |                                                   |

\_\_\_\_\_  
Signature of Teacher

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D.

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**PART C : 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) |
|-------|---------------------------------------------------|
| 1     |                                                   |
| 2     |                                                   |
| 3     |                                                   |
| 4     |                                                   |
| 5     |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N.B.: The individual PBAS profoma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university / college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

**Appendix-III**

**Sant Gadge Baba Amravati University, Amravati.**

**Annual Self-Assessment for the Performance Based Appraisal  
System (PBAS)**

**( PART A, PART B & PART C )**

*(For Teachers other than Physical Education Persons and Librarians)*

**Session / Year : \_\_\_\_\_**

**(To be completed and submitted at the end of each academic year)**

**PART A : GENERAL INFORMATION**

**1. Name (in Block Letters) :** \_\_\_\_\_

**2. Father's/Husband's Name :** \_\_\_\_\_

**3. Department :** \_\_\_\_\_

**4. Current Designation & Grade Pay :** \_\_\_\_\_

**5. Date of last Promotion :** \_\_\_\_\_

**6. Address for correspondence (with Pin code) :** \_\_\_\_\_

\_\_\_\_\_

**7. Permanent Address (with Pin code) :** \_\_\_\_\_

\_\_\_\_\_

**Telephone No. :** \_\_\_\_\_

**Email :**

**8. Whether acquired any degrees or fresh academic qualifications during the year :**

\_\_\_\_\_

\_\_\_\_\_

**9. Academic Staff College Orientation / Refresher Course attended during the year :**

| Sr.No. | Name of the Course /<br>Summer School | Place | Duration | Sponsoring Agency |
|--------|---------------------------------------|-------|----------|-------------------|
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |

**Date :** \_\_\_\_\_

\_\_\_\_\_  
**Signature of teacher**

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) 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)**

| Sr. No. | Course/Paper | level | Mode of teaching* | Hours allotted per week | % of classes taken as per documented record |
|---------|--------------|-------|-------------------|-------------------------|---------------------------------------------|
|         |              |       |                   |                         |                                             |
|         |              |       |                   |                         |                                             |
|         |              |       |                   |                         |                                             |
|         |              |       |                   |                         |                                             |
|         |              |       |                   |                         |                                             |

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

|     |                                                                                                                             |           |
|-----|-----------------------------------------------------------------------------------------------------------------------------|-----------|
|     |                                                                                                                             | 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 UGC norm (max score : 10)                                                                        |           |

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

| Sr. 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.**

| Sr. No. | Short Description                  | API Score |
|---------|------------------------------------|-----------|
| 1.      |                                    |           |
| 2.      |                                    |           |
| 3.      |                                    |           |
| 4.      |                                    |           |
|         | <b>Total Score (Max Score: 20)</b> |           |

**(iv) Examination Duties Assigned and Performed**

| Sr. No. | Type of Examination<br>Duties | Duties<br>Assigned | Extent to which carried<br>out (%) | API Score |
|---------|-------------------------------|--------------------|------------------------------------|-----------|
|         |                               |                    |                                    |           |
|         |                               |                    |                                    |           |
|         |                               |                    |                                    |           |
|         |                               |                    |                                    |           |
|         |                               |                    |                                    |           |
|         | <b>Total Score (Max : 25)</b> |                    |                                    |           |

|                                        |  |
|----------------------------------------|--|
| <b>Total Score ( Category : I ) :-</b> |  |
|----------------------------------------|--|

\_\_\_\_\_  
Signature of Teacher

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./H.O.D./Principal

**Final Score approved by the Screening / Selection Committee :**   
**(For Category : I )**

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section)

**CATEGORY : II**

**CO-CURRICULAR, EXTENSION, PROFESSIONAL  
DEVELOPMENT RELATED ACTIVITIES.**

**Please mention your contribution to any of the following :**

| <b>Sr.<br/>No.</b> | <b>Type of Activity</b>                                                          | <b>Average Hrs/week</b>                          | <b>API Score</b> |
|--------------------|----------------------------------------------------------------------------------|--------------------------------------------------|------------------|
|                    | <b>(i) Extension, Co-curricular &amp; field based<br/>Activities</b>             |                                                  |                  |
| <b>1.</b>          |                                                                                  |                                                  |                  |
| <b>2.</b>          |                                                                                  |                                                  |                  |
| <b>3.</b>          |                                                                                  |                                                  |                  |
| <b>4.</b>          |                                                                                  |                                                  |                  |
| <b>5.</b>          |                                                                                  |                                                  |                  |
|                    | <b>Total (Max: 15)</b>                                                           |                                                  |                  |
|                    | <b>(ii) Contribution to Corporate Life and<br/>Management of the Institution</b> | <b>Yearly/Semester wise<br/>responsibilities</b> | <b>API Score</b> |
| <b>1.</b>          |                                                                                  |                                                  |                  |
| <b>2.</b>          |                                                                                  |                                                  |                  |
| <b>3.</b>          |                                                                                  |                                                  |                  |
| <b>4.</b>          |                                                                                  |                                                  |                  |
| <b>5.</b>          |                                                                                  |                                                  |                  |
|                    | <b>Total (Max: 15)</b>                                                           |                                                  |                  |
|                    | <b>(iii) Professional Development Activities</b>                                 |                                                  |                  |
| <b>1.</b>          |                                                                                  |                                                  |                  |
| <b>2.</b>          |                                                                                  |                                                  |                  |
| <b>3.</b>          |                                                                                  |                                                  |                  |
| <b>4.</b>          |                                                                                  |                                                  |                  |
| <b>5.</b>          |                                                                                  |                                                  |                  |
|                    | <b>Total (Max: 15)</b>                                                           |                                                  |                  |
|                    | <b>Total Score (i + ii + iii) (Max : 25)</b>                                     |                                                  |                  |

|                                         |  |
|-----------------------------------------|--|
| <b>Total Score ( Category : II ) :-</b> |  |
|-----------------------------------------|--|

\_\_\_\_\_  
**Signature of Teacher**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. /Principal/H.O.D.**

**Final Score approved by the Screening / Selection Committee :**  
**(For Category II)**

\_\_\_\_\_  
**Signature of Chairman**  
**Screening / Selection Committee**

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section)

**CATEGORY : III**

**RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

**A) Published Papers in Journals**

| 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 |
|---------|----------------------|---------|-----------------|---------------------------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |         |                 |                                             |                   |                                 |           |
| 2       |                      |         |                 |                                             |                   |                                 |           |
| 3       |                      |         |                 |                                             |                   |                                 |           |
| 4       |                      |         |                 |                                             |                   |                                 |           |
| 5       |                      |         |                 |                                             |                   |                                 |           |

**B.(i) Articles / Chapters published 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 |
|---------|----------------------|--------------------------------|----------------|-----------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                |                |                       |                   |                                 |           |
| 2       |                      |                                |                |                       |                   |                                 |           |
| 3       |                      |                                |                |                       |                   |                                 |           |
| 4       |                      |                                |                |                       |                   |                                 |           |
| 5       |                      |                                |                |                       |                   |                                 |           |

**B.(ii) Full Papers in Conference Proceedings :**

| Sr. No. | Title with page nos. | Details of Conference publication | ISSN / ISBN No. | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|-----------------------------------|-----------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                   |                 |                   |                                 |           |
| 2       |                      |                                   |                 |                   |                                 |           |
| 3       |                      |                                   |                 |                   |                                 |           |
| 4       |                      |                                   |                 |                   |                                 |           |
| 5       |                      |                                   |                 |                   |                                 |           |

**B. (iii) Books Published as single Author or as Editor :**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN / ISBN No. | Whether peer reviewed | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|-----------------------------|-----------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                             |                       |                   |                                 |           |
| 2       |                      |                           |                             |                       |                   |                                 |           |
| 3       |                      |                           |                             |                       |                   |                                 |           |
| 4       |                      |                           |                             |                       |                   |                                 |           |
| 5       |                      |                           |                             |                       |                   |                                 |           |

**C. Ongoing and Completed Research Projects and Consultancies**

**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs lakh) | API Score |
|---------|-------|--------|--------|------------------------------------|-----------|
| 1       |       |        |        |                                    |           |
| 2       |       |        |        |                                    |           |
| 3       |       |        |        |                                    |           |
| 4       |       |        |        |                                    |           |
| 5       |       |        |        |                                    |           |

**(C) (iii & iv) Completed Projects / Consultancies :**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs lakh) | Whether policy document / patent as outcome | API Score |
|---------|-------|--------|--------|------------------------------------|---------------------------------------------|-----------|
| 1       |       |        |        |                                    |                                             |           |
| 2       |       |        |        |                                    |                                             |           |
| 3       |       |        |        |                                    |                                             |           |
| 4       |       |        |        |                                    |                                             |           |
| 5       |       |        |        |                                    |                                             |           |

**(D) Research Guidance :**

| <b>Sr. No.</b>                | <b>Number Enrolled</b> | <b>Thesis Submitted</b> | <b>Degree awarded</b> | <b>API Score</b> |
|-------------------------------|------------------------|-------------------------|-----------------------|------------------|
| <b>M. Phil. or equivalent</b> |                        |                         |                       |                  |
| <b>Ph. D. or equivalent</b>   |                        |                         |                       |                  |

**(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)**

| <b>Sr.No.</b> | <b>Programme</b> | <b>Duration</b> | <b>Organised by</b> | <b>API Score</b> |
|---------------|------------------|-----------------|---------------------|------------------|
| 1             |                  |                 |                     |                  |
| 2             |                  |                 |                     |                  |
| 3             |                  |                 |                     |                  |
| 4             |                  |                 |                     |                  |
| 5             |                  |                 |                     |                  |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia :**

| <b>Sr.No.</b> | <b>Title of the Paper presented</b> | <b>Title of Conference / Seminar</b> | <b>Organised by</b> | <b>Whether international / national / state / regional / college or university level</b> | <b>API Score</b> |
|---------------|-------------------------------------|--------------------------------------|---------------------|------------------------------------------------------------------------------------------|------------------|
| 1             |                                     |                                      |                     |                                                                                          |                  |
| 2             |                                     |                                      |                     |                                                                                          |                  |
| 3             |                                     |                                      |                     |                                                                                          |                  |
| 4             |                                     |                                      |                     |                                                                                          |                  |
| 5             |                                     |                                      |                     |                                                                                          |                  |

(E) (iii) Invited Lectures and Chairmanships at national or international conference/seminar etc.

| Sr.No. | Title of lecture / Academic Session | Title of Conference / Seminar etc. | Organised by | Whether international/ national | API Score |
|--------|-------------------------------------|------------------------------------|--------------|---------------------------------|-----------|
| 1      |                                     |                                    |              |                                 |           |
| 2      |                                     |                                    |              |                                 |           |
| 3      |                                     |                                    |              |                                 |           |
| 4      |                                     |                                    |              |                                 |           |
| 5      |                                     |                                    |              |                                 |           |

|                                   |  |
|-----------------------------------|--|
| Total Score ( Category : III ) :- |  |
|-----------------------------------|--|

\_\_\_\_\_  
Signature of Teacher

Varified and found correct :

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D.

Final Score approved by the Screening / Selection Committee :   
(For Category :III )

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**IV. SUMMARY OF API SCORES :**

| Category | Criteria                                                                     | Last Academic.<br>Year | Total - API<br>Score for<br>Assessment<br>Period | Annual Av. API<br>Score for<br>Assessment<br>Period |
|----------|------------------------------------------------------------------------------|------------------------|--------------------------------------------------|-----------------------------------------------------|
| I        | Teaching, learning and<br>Evaluation related activities                      |                        |                                                  |                                                     |
| II       | Co-curricular, Extension,<br>Related Professional<br>Development Activities. |                        |                                                  |                                                     |
|          | Total I + II                                                                 |                        |                                                  |                                                     |
| III      | Research, Publications and<br>Academic Contributions<br>(For entire period)  |                        |                                                  |                                                     |

\_\_\_\_\_  
Signature of Teacher

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D.

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**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) |
|--------|---------------------------------------------------|
| 1      |                                                   |
| 2      |                                                   |
| 3      |                                                   |
| 4      |                                                   |
| 5      |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N:B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.

## Appendix-IV

### Sant Gadge Baba Amravati University, Amravati.

**Academic Performance Indicators (APIs) And Scores developed for adoption of Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme (CAS) of University Director / Deputy Director / Assistant Director of Physical Education & Sports and College Director of Physical Education & Sports.**

#### **Instructions for Filling up Part B of the PBAS Proforma** **( Please read the Instructions carefully before filling the proforma for Category I, II, III )**

**Part B of the Proforma is based on Appendix-III, Table IV of the UGC Regulations 2010.**

**B ( I )** is based on API scoring for **Category I** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (II)** is based on **Category II** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (III)** is based on **Category III** of the Table. Detailed information for the entire assessment period is to be provided.

The proforma is to be filled as per the 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-IV** of the UGC Regulations, 2010.

**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, Training. Coaching, Sports Person Development and Sports Management Activities.**

| Sr.No.              | Nature of Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Maximum Score |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>CATEGORY - I</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |               |
| 1                   | Management of Physical Education and sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports)<br>National Level - <b>20 points/each</b> , State Level - <b>10 points/each</b> , Zonal Level - <b>05 points/each</b> , College Level - <b>03 points/each</b> .<br><b>( Max. 20 Points )</b><br><br>Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours<br><b>1)100%compliance=20 points. 2) 90% compliance=18 points. 3) 80% compliance=16 points.</b><br><b>(Below 80% no Score may be given) ( Max. 20 Points )</b> | 40            |
| 2                   | Extending services, sports facilities and training on holidays to the institutions and organisations<br><b>(2 for each time)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 10            |
| 3                   | Organizing and conducting sports and games competitions at the International / National / State / Inter University / Inter Zonal Levels - - - - - <b>( Max. 25 Points )</b><br>International Level -- <b>10 Points each</b><br>National Level -- <b>05 Points each</b><br>State Level -- <b>03 Points each</b><br>Inter University Level -- <b>02 Points each</b><br>Inter Zonal Level -- <b>01 Point each</b><br><br>Organizing and conducting coaching camps / sports person development / training programmes.. <b>(Max.15 Points)</b><br><b>(5 per programme)</b>                                                             | 40            |

|   |                                                                                                                                                                                                             |            |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 4 | Up gradation of scientific and technological knowledge in Physical Education and Sports<br>( 5 Points each)<br>Identifying sports talents and Mentoring sports excellence among students<br>(5 points each) | 20         |
| 5 | Development and maintenance of play fields, purchase and maintenance of the other sports facilities<br>(5 points for each sports facility)                                                                  | 15         |
|   | <b>Total Score</b>                                                                                                                                                                                          | <b>125</b> |
|   | <b>Minimum API Score Required</b>                                                                                                                                                                           | <b>75</b>  |

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

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

| <b>Sr. No.</b> | <b>Nature of Activity</b>                                                                                                                                                                                                                                | <b>Maximum Score</b> |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1              | Student related co-curricular, extension and field based activities (such as Cultural exchange and Sports Programmes Various level of extramurals and intramural programmes, extension work through NSS/NCC and other channels.) (5 points per Activity) | 20                   |

**(ii) Contribution to Corporate life and Management of the Institution.**

| <b>Indicators</b>                                                                                                                                                                                                            | <b>Maximum Score</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Contribution to Corporate life and management of the sports units in Universities / colleges through meetings, 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 etc. (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/Organizational Secretary / Treasurer : (a) International (10 points); National/Regional (5 points)<br>(b) as member of the organizing committee (1 point each)              | 10                   |
| <b>Maximum Aggregate limit</b>                                                                                                                                                                                               | <b>15</b>            |

**(iii) Professional Development Related Activities.**

| Indicators / Activities                                                                                                                                                                                                              | Maximum Score |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Membership in profession related committees at State and National level<br>a. At National level : <b>3 points each</b><br><br>b. At State level : <b>2 points each</b>                                                               | 10            |
| Participation in subject Associations, Conferences, Seminars without paper presentation<br><b>(Each activity : 2 point)</b>                                                                                                          | 10            |
| Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance <b>(Each activity: 5 points)</b> | 10            |
| Membership/participation in State/Central Bodies/Committees on Education, Research and National Development <b>(5 each).</b>                                                                                                         | 10            |
| Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes ( <b>1 point each</b> ).                                                                      | 10            |
| <b>Maximum Aggregate Limit</b>                                                                                                                                                                                                       | <b>15</b>     |
| <b>Minimum Score Required in Category II in (i), (ii) &amp; (iii)</b>                                                                                                                                                                | <b>15</b>     |

**CATEGORY: III : Research and Publications and Academic Contributions :**

This is to be filled as per Appendix III Table IV( 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 IV.

**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.

----- X -----

**Appendix-V**

**Sant Gadge Baba Amravati University, Amravati.**

**PBAS Proforma for Promotion under CAS  
( PART A, PART B & PART C )**

*( For University Director / Deputy Director / Assistant Director of Physical Education  
& Sports and College Director of Physical Education & Sports.)*

**PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters) : \_\_\_\_\_

2. Father's/Husband's Name : \_\_\_\_\_

3. Department : \_\_\_\_\_

4. Current Designation & Grade Pay : \_\_\_\_\_

5. Date of last Promotion : \_\_\_\_\_

6. For which position and grade pay you are 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. Permanent Address (with Pincode) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No : \_\_\_\_\_

Email : \_\_\_\_\_

**15. Academic Qualifications (Matric onwards till post graduation) :**

| Examinations                         | Name of the Board / University | Year of Passing | Percentage of marks obtained | Division / Class / Grade | Subject/s |
|--------------------------------------|--------------------------------|-----------------|------------------------------|--------------------------|-----------|
| High School / Matric                 |                                |                 |                              |                          |           |
| Intermediate / HSSC                  |                                |                 |                              |                          |           |
| B.A. / B.Sc. / B.Com. / B.Mus./..... |                                |                 |                              |                          |           |
| M.A. / M.Sc. / M.Com. / M.Mus./..... |                                |                 |                              |                          |           |
| Other examination, if any            |                                |                 |                              |                          |           |

**16. Research Degree(s) :**

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

**17. Appointments held prior to joining this institution :**

| Sr. No. | Designation | Name of Employer | Date of Joining |         | Salary with Grade | Reason of leaving |
|---------|-------------|------------------|-----------------|---------|-------------------|-------------------|
|         |             |                  | Joining         | Leaving |                   |                   |
| 1.      |             |                  |                 |         |                   |                   |
| 2.      |             |                  |                 |         |                   |                   |
| 3.      |             |                  |                 |         |                   |                   |
| 4.      |             |                  |                 |         |                   |                   |

18. Posts held after appointment at this institution :

| Designation | Department | Date of actual Joining |    | Grade |
|-------------|------------|------------------------|----|-------|
|             |            | From                   | To |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |

19. Period of teaching experience : P.G. Classes (in years)

U.G. Classes (in years)

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

21. Fields of Specialisation under the Subject/Discipline

(a) \_\_\_\_\_

\_\_\_\_\_

(b) \_\_\_\_\_

\_\_\_\_\_

22. Academic Staff College Orientation / Refresher Course attended :

| Name of the Course/ Summer School | Place | Duration | Sponsoring Agency |
|-----------------------------------|-------|----------|-------------------|
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |

Date : \_\_\_\_\_

\_\_\_\_\_

Signature of Physical  
Education Person

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : I**

**Teaching, Training, Coaching, Sports Person Development and Sports Management Activities.**

#### **1(a) Management of Physical Education and Sports Programme for students.**

| Sr. No. | Physical Education / Sports Programme | Level | Planning | Execution | Evaluation and outcome |
|---------|---------------------------------------|-------|----------|-----------|------------------------|
| 1       |                                       |       |          |           |                        |
| 2       |                                       |       |          |           |                        |
| 3       |                                       |       |          |           |                        |

#### **(b) Lecture cum practice based athlete/sports classes, seminars undertaken as per percentage of allotted hours.**

| Sr.No. | Lecture / Sports classes / Seminars | Allotted | Taken | Compliance in % |
|--------|-------------------------------------|----------|-------|-----------------|
| 1      |                                     |          |       |                 |
| 2      |                                     |          |       |                 |
| 3      |                                     |          |       |                 |

|            |                                                                                                                                                   |                  |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
|            |                                                                                                                                                   | <b>API Score</b> |
| <b>(a)</b> | <b>Management of Physical Education and Sports Programme for students.</b><br><b>( Maximum Score 20 )</b>                                         |                  |
| <b>(b)</b> | <b>Lecture cum practice based athlete/sports classes, seminars undertaken as per percentage of allotted hours.</b><br><b>( Maximum Score 20 )</b> |                  |
|            | <b>Total Max. Score ) - 40</b>                                                                                                                    |                  |

#### **2. Extending Services, Sports facilities and Training on holidays to the Institutions and Organisations.**

| Sr. No.                                                                                                                                                        | Type of Service, Sports facility and Training Extended. | Name of the Institute or Organisation to which the Service, Sports facility or Training is provided. | Date/s           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------------------------------------------|------------------|
| 1                                                                                                                                                              |                                                         |                                                                                                      |                  |
| 2                                                                                                                                                              |                                                         |                                                                                                      |                  |
| 3                                                                                                                                                              |                                                         |                                                                                                      |                  |
| 4                                                                                                                                                              |                                                         |                                                                                                      |                  |
| 5                                                                                                                                                              |                                                         |                                                                                                      |                  |
| <b>API Score based on extending Services, Sports facilities and Training on holidays to the Institutions and Organisations.</b><br><b>( Maximum Score 10 )</b> |                                                         |                                                                                                      | <b>API Score</b> |

**3. (a) Organizing and conducting sports and games competitions at International / National / Inter University / Inter Zonal levels.**

| Sr.No. | Nature of Sports and Games Competition conducted. | Level | Duration | Place | API Score |
|--------|---------------------------------------------------|-------|----------|-------|-----------|
| 1      |                                                   |       |          |       |           |
| 2      |                                                   |       |          |       |           |
| 3      |                                                   |       |          |       |           |
| 4      |                                                   |       |          |       |           |
| 5      |                                                   |       |          |       |           |
|        | ( Maximum Score 25)                               |       |          |       |           |

**3. (b) Organizing and Conducting Coaching Camps / Sports Person Development / Training Programmes.**

| Sr.No. | Organization of Coaching Camp / Training Programme. | Level | Duration | Place | API Score |
|--------|-----------------------------------------------------|-------|----------|-------|-----------|
| 1      |                                                     |       |          |       |           |
| 2      |                                                     |       |          |       |           |
| 3      |                                                     |       |          |       |           |
|        | ( Maximum Score 15)                                 |       |          |       |           |

|     |                                                                                                                                                   |           |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|     |                                                                                                                                                   | API Score |
| (a) | Organizing and conducting sports and games competitions at International / National / Inter University / Inter Zonal levels. ( Maximum Score 25 ) |           |
| (b) | Organizing and Conducting Coaching Camps / Sports Person Development / Training Programmes. ( Maximum Score 15 )                                  |           |
|     | ( Total Max. Score ) - 40                                                                                                                         |           |

**4. (a) Upgradation of scientific and technological knowledge in Physical Education and Sports.**

| Sr.No. | Scientific and Technological knowledge upgraded<br>( Give Short Discription ) | API Score |
|--------|-------------------------------------------------------------------------------|-----------|
|        |                                                                               |           |
|        | ( Maximum Score : 5 )                                                         |           |

**(b) Identifying sports talents and Mentaining sports exellance among students.**

| Sr.No. | Name of the Student Identified | Justification | API Score |
|--------|--------------------------------|---------------|-----------|
|        |                                |               |           |
|        |                                |               |           |
|        |                                |               |           |
|        |                                |               |           |
|        | ( Maximum Score : 10 )         |               |           |

|                                                                                               |           |
|-----------------------------------------------------------------------------------------------|-----------|
| 4 (a) Upgradation of scientific and technological knowledge in Physical Education and Sports. | API Score |
| 4 (b) Identifying sports talents and Mentoring sports excellence among students.              |           |
| ( Maximum Score : 20 )                                                                        |           |

**5. Development and Maintenance of play fields, Purchase and Maintenance of the other sports facilities.**

| Sr.No. | Name of the Sports facility | Sports event conducted during the year | Grants Received from the Funding Agencies | API Score |
|--------|-----------------------------|----------------------------------------|-------------------------------------------|-----------|
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        | ( Maximum Score : 15 )      |                                        |                                           |           |

|                                        |           |
|----------------------------------------|-----------|
| <b>Total Score ( Category : I ) :-</b> |           |
| <b>Minimum API Score Required</b>      | <b>75</b> |

\_\_\_\_\_  
**Signature of Physical  
Education Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C./ Principal / H.O.D**

**Final Score approved by the Screening / Selection Committee :**  
**(For Category : I )**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS (Appendix-IV) proforma before filling out this section)

**CATEGORY : II**

**CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT**

**RELATED ACTIVITIES.**

Please mention your contribution to any of the following :

| S. No.                                         | Type of Activity                                                             | Average Hrs. / week                            | API Score        |
|------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------|------------------|
|                                                | <b>(i) Extension, Co-curricular &amp; field based Activities</b>             |                                                |                  |
| 1                                              |                                                                              |                                                |                  |
| 2                                              |                                                                              |                                                |                  |
| 3                                              |                                                                              |                                                |                  |
| 4                                              |                                                                              |                                                |                  |
| 5                                              |                                                                              |                                                |                  |
|                                                | <b>Total (Max : 20)</b>                                                      |                                                |                  |
|                                                | <b>(ii) Contribution to Corporate life and Management of the Institution</b> | <b>Yearly / Semester wise responsibilities</b> | <b>API Score</b> |
| 1                                              |                                                                              |                                                |                  |
| 2                                              |                                                                              |                                                |                  |
| 3                                              |                                                                              |                                                |                  |
| 4                                              |                                                                              |                                                |                  |
| 5                                              |                                                                              |                                                |                  |
|                                                | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|                                                | <b>(iii) Professional Development Activities</b>                             |                                                |                  |
| 1                                              |                                                                              |                                                |                  |
| 2                                              |                                                                              |                                                |                  |
| 3                                              |                                                                              |                                                |                  |
| 4                                              |                                                                              |                                                |                  |
| 5                                              | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|                                                | <b>Total Score (i + ii + iii)</b>                                            |                                                |                  |
| <b>Total Score ( Category : II ) :-</b>        |                                                                              |                                                |                  |
| <b>Minum API Score Required in Category II</b> |                                                                              |                                                | <b>15</b>        |

\_\_\_\_\_  
Signature of Physical  
Education Person

Varified and found correct :

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

Final Score approved by the Screening / Selection Committee :  
(For Category II)

\_\_\_\_\_  
Signature of Chairman

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS (Appendix-IV) proforma before filling out this section)

**CATEGORY : III**

**RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS.**

**A) Published Papers in Journals.**

| 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 |
|---------|----------------------|---------|-----------------|----------------------------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |         |                 |                                              |                   |                                 |           |
| 2       |                      |         |                 |                                              |                   |                                 |           |
| 3       |                      |         |                 |                                              |                   |                                 |           |
| 4       |                      |         |                 |                                              |                   |                                 |           |
| 5       |                      |         |                 |                                              |                   |                                 |           |

**B(i) Articles / Chapters published 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 |
|---------|----------------------|--------------------------------|-----------------|------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                |                 |                        |                   |                                 |           |
| 2       |                      |                                |                 |                        |                   |                                 |           |
| 3       |                      |                                |                 |                        |                   |                                 |           |
| 4       |                      |                                |                 |                        |                   |                                 |           |
| 5       |                      |                                |                 |                        |                   |                                 |           |

**B(ii) Full Papers In Conference Proceedings.**

| Sr. No. | Title with page nos. | Details of Conference Publication | ISSN / ISBN No. | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|-----------------------------------|-----------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                   |                 |                   |                                 |           |
| 2       |                      |                                   |                 |                   |                                 |           |
| 3       |                      |                                   |                 |                   |                                 |           |
| 4       |                      |                                   |                 |                   |                                 |           |
| 5       |                      |                                   |                 |                   |                                 |           |

**B(iii) Books Published as single Author or as Editor.**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No. | Whether peer reviewed . | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|----------------------------|-------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                            |                         |                   |                                 |           |
| 2       |                      |                           |                            |                         |                   |                                 |           |
| 3       |                      |                           |                            |                         |                   |                                 |           |
| 4       |                      |                           |                            |                         |                   |                                 |           |
| 5       |                      |                           |                            |                         |                   |                                 |           |

**C) Ongoing and Completed Research Projects and Consultancies.**

**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | API Score |
|---------|-------|--------|--------|-------------------------------------|-----------|
| 1       |       |        |        |                                     |           |
| 2       |       |        |        |                                     |           |
| 3       |       |        |        |                                     |           |
| 4       |       |        |        |                                     |           |
| 5       |       |        |        |                                     |           |

**(C) (iii & iv) Completed Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | Whether policy document/patent as outcome | API Score |
|---------|-------|--------|--------|-------------------------------------|-------------------------------------------|-----------|
| 1       |       |        |        |                                     |                                           |           |
| 2       |       |        |        |                                     |                                           |           |
| 3       |       |        |        |                                     |                                           |           |
| 4       |       |        |        |                                     |                                           |           |
| 5       |       |        |        |                                     |                                           |           |

**(D) Research Guidance.**

| Sr. 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, Faculty Development Programmes (not less than one week duration).**

| Sr. No. | Programme | Duration | Organised by | API Score |
|---------|-----------|----------|--------------|-----------|
| 1       |           |          |              |           |
| 2       |           |          |              |           |
| 3       |           |          |              |           |
| 4       |           |          |              |           |
| 5       |           |          |              |           |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia.**

| Sr. No. | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international / national /state / regional/college or university level | API Score |
|---------|------------------------------|-------------------------------|--------------|--------------------------------------------------------------------------------|-----------|
| 1       |                              |                               |              |                                                                                |           |
| 2       |                              |                               |              |                                                                                |           |
| 3       |                              |                               |              |                                                                                |           |
| 4       |                              |                               |              |                                                                                |           |
| 5       |                              |                               |              |                                                                                |           |

**E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.**

| Sr. No. | Title of Lecture / Academic Session | Title of Conference/ Seminar etc. | Organised by | Whether international / national | API Score |
|---------|-------------------------------------|-----------------------------------|--------------|----------------------------------|-----------|
| 1       |                                     |                                   |              |                                  |           |
| 2       |                                     |                                   |              |                                  |           |
| 3       |                                     |                                   |              |                                  |           |
| 4       |                                     |                                   |              |                                  |           |
| 5       |                                     |                                   |              |                                  |           |

|                                          |  |
|------------------------------------------|--|
| <b>Total Score ( Category : III ) :-</b> |  |
|------------------------------------------|--|

\_\_\_\_\_  
**Signature of Physical Education Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. / Principal / H.O.D.**

**Final Score approved by the Screening / Selection Committee :**  
**(For Category : III )**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

IV. SUMMARY OF API SCORES.

| Category | Criteria                                                                                 | Last Academic Year | Total- API Score for Assessment Period | Annual Av. API Score for Assessment Period |
|----------|------------------------------------------------------------------------------------------|--------------------|----------------------------------------|--------------------------------------------|
| I        | Teaching, Training, Coaching, Sports Person Development and Sport Management Activities. |                    |                                        |                                            |
| II       | Co-curricular, Extension, Professional Development Related Activities.                   |                    |                                        |                                            |
|          | Total I + II                                                                             |                    |                                        |                                            |
| III      | Research, Publication and Academic Contribution ( For entire period )                    |                    |                                        |                                            |

\_\_\_\_\_  
Signature of Physical Education Person

Varified and found correct :

\_\_\_\_\_  
Signature of V.C. / Principal / H.O.D.

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**PART C : 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) |
|-------|---------------------------------------------------|
| 1     |                                                   |
| 2     |                                                   |
| 3     |                                                   |
| 4     |                                                   |
| 5     |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N.B.: The individual PBAS profoma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university / college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

**Appendix-VI**

**Sant Gadge Baba Amravati University, Amravati.**  
**Annual Self-Assessment for the Performance Based Appraisal**  
**System (PBAS)**

**( PART A, PART B & PART C )**

*( For University Director / Deputy Director / Assistant Director of Physical Education  
& Sports and College Director of Physical Education & Sports.)*

**Session / Year : \_\_\_\_\_**

**(To be completed and submitted at the end of each academic year)**

**PART A : GENERAL INFORMATION**

**1. Name (in Block Letters) :** \_\_\_\_\_

**2. Father's/Husband's Name :** \_\_\_\_\_

**3. Department :** \_\_\_\_\_

**4. Current Designation & Grade Pay :** \_\_\_\_\_

**5. Date of last Promotion :** \_\_\_\_\_

**6. Address for correspondence (with Pin code) :** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**7. Permanent Address (with Pin code) :** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone No. :** \_\_\_\_\_

**Email :**

**8. Whether acquired any degrees or fresh academic qualifications during the year :**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**9. Academic Staff College Orientation / Refresher Course attended during the year :**

| Sr.No. | Name of the Course /<br>Summer School | Place | Duration | Sponsoring Agency |
|--------|---------------------------------------|-------|----------|-------------------|
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |

**Date :** \_\_\_\_\_

\_\_\_\_\_  
**Signature of Physical  
Education Person**

**PART B : ACADEMIC PERFORMANCE INDICATORS**

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

**CATEGORY : I**

**Teaching, Training, Coaching, Sports Person Development and Sports Management Activities.**

**1(a) Management of Physical Education and Sports Programme for students.**

| Sr. No. | Physical Education / Sports Programme | Level | Planning | Execution | Evaluation and outcome |
|---------|---------------------------------------|-------|----------|-----------|------------------------|
| 1       |                                       |       |          |           |                        |
| 2       |                                       |       |          |           |                        |
| 3       |                                       |       |          |           |                        |

**(b) Lecture cum practice based athlete/sports classes, seminars undertaken as per percentage of allotted hours.**

| Sr.No. | Lecture / Sports classes / Seminars | Allotted | Taken | Compliance in % |
|--------|-------------------------------------|----------|-------|-----------------|
| 1      |                                     |          |       |                 |
| 2      |                                     |          |       |                 |
| 3      |                                     |          |       |                 |

|     |                                                                                                                                     |           |
|-----|-------------------------------------------------------------------------------------------------------------------------------------|-----------|
|     |                                                                                                                                     | API Score |
| (a) | Management of Physical Education and Sports Programme for students.<br>( Maximum Score 20 )                                         |           |
| (b) | Lecture cum practice based athlete/sports classes, seminars undertaken as per percentage of allotted hours.<br>( Maximum Score 20 ) |           |
|     | Total Max. Score ) - 40                                                                                                             |           |

**2. Extending Services, Sports facilities and Training on holidays to the Institutions and Organisations.**

| Sr. No.                                                                                                                                          | Type of Service, Sports facility and Training Extended. | Name of the Institute or Organisation to which the Service, Sports facility or Training is provided. | Date/s    |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------|
| 1                                                                                                                                                |                                                         |                                                                                                      |           |
| 2                                                                                                                                                |                                                         |                                                                                                      |           |
| 3                                                                                                                                                |                                                         |                                                                                                      |           |
| 4                                                                                                                                                |                                                         |                                                                                                      |           |
| 5                                                                                                                                                |                                                         |                                                                                                      |           |
| API Score based on extending Services, Sports facilities and Training on holidays to the Institutions and Organisations.<br>( Maximum Score 10 ) |                                                         |                                                                                                      | API Score |

**3. (a) Organizing and conducting sports and games competitions at International / National / Inter University / Inter Zonal levels.**

| Sr.No. | Nature of Sports and Games Competition conducted. | Level | Duration | Place | API Score |
|--------|---------------------------------------------------|-------|----------|-------|-----------|
| 1      |                                                   |       |          |       |           |
| 2      |                                                   |       |          |       |           |
| 3      |                                                   |       |          |       |           |
| 4      |                                                   |       |          |       |           |
| 5      |                                                   |       |          |       |           |
|        | ( Maximum Score 25)                               |       |          |       |           |

**3. (b) Organizing and Conducting Coaching Camps / Sports Person Development / Training Programmes.**

| Sr.No. | Organization of Coaching Camp / Training Programme. | Level | Duration | Place | API Score |
|--------|-----------------------------------------------------|-------|----------|-------|-----------|
| 1      |                                                     |       |          |       |           |
| 2      |                                                     |       |          |       |           |
| 3      |                                                     |       |          |       |           |
|        | ( Maximum Score 15)                                 |       |          |       |           |

|     |                                                                                                                                                   |           |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
|     |                                                                                                                                                   | API Score |
| (a) | Organizing and conducting sports and games competitions at International / National / Inter University / Inter Zonal levels. ( Maximum Score 25 ) |           |
| (b) | Organizing and Conducting Coaching Camps / Sports Person Development / Training Programmes. ( Maximum Score 15 )                                  |           |
|     | ( Total Max. Score ) - 40                                                                                                                         |           |

**4. (a) Upgradation of scientific and technological knowledge in Physical Education and Sports.**

| Sr.No. | Scientific and Technological knowledge upgraded<br>( Give Short Discription ) | API Score |
|--------|-------------------------------------------------------------------------------|-----------|
|        |                                                                               |           |
|        | ( Maximum Score : 5 )                                                         |           |

**(b) Identifying sports talents and Mentaining sports exellance among students.**

| Sr.No. | Name of the Student Identified | Justification | API Score |
|--------|--------------------------------|---------------|-----------|
|        |                                |               |           |
|        |                                |               |           |
|        |                                |               |           |
|        |                                |               |           |
|        | ( Maximum Score : 10 )         |               |           |

|                                                                                               |           |
|-----------------------------------------------------------------------------------------------|-----------|
| 4 (a) Upgradation of scientific and technological knowledge in Physical Education and Sports. | API Score |
| 4 (b) Identifying sports talents and Mentoring sports exellance among students.               |           |
| ( Maximum Score : 20 )                                                                        |           |

**5. Development and Maintenance of play fields, Purchase and Maintenance of the other sports facilities.**

| Sr.No. | Name of the Sports facility | Sports event conducted during the year | Grants Received from the Funding Agencies | API Score |
|--------|-----------------------------|----------------------------------------|-------------------------------------------|-----------|
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        |                             |                                        |                                           |           |
|        | ( Maximum Score : 15 )      |                                        |                                           |           |

|                                        |           |
|----------------------------------------|-----------|
| <b>Total Score ( Category : I ) :-</b> |           |
| <b>Minimum API Score Required</b>      | <b>75</b> |

\_\_\_\_\_  
**Signature of Physical  
Education Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C./ Principal / H.O.D**

**Final Score approved by the Screening / Selection Committee :  
(For Category : I )**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS (Appendix-IV) proforma before filling out this section)

### **CATEGORY : II**

#### **CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT**

##### **RELATED ACTIVITIES.**

Please mention your contribution to any of the following :

| S. No.                                           | Type of Activity                                                             | Average Hrs. / week                            | API Score        |
|--------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------|------------------|
|                                                  | <b>(i) Extension, Co-curricular &amp; field based Activities</b>             |                                                |                  |
| 1                                                |                                                                              |                                                |                  |
| 2                                                |                                                                              |                                                |                  |
| 3                                                |                                                                              |                                                |                  |
| 4                                                |                                                                              |                                                |                  |
| 5                                                |                                                                              |                                                |                  |
|                                                  | <b>Total (Max : 20)</b>                                                      |                                                |                  |
|                                                  | <b>(ii) Contribution to Corporate life and Management of the Institution</b> | <b>Yearly / Semester wise responsibilities</b> | <b>API Score</b> |
| 1                                                |                                                                              |                                                |                  |
| 2                                                |                                                                              |                                                |                  |
| 3                                                |                                                                              |                                                |                  |
| 4                                                |                                                                              |                                                |                  |
| 5                                                |                                                                              |                                                |                  |
|                                                  | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|                                                  | <b>(iii) Professional Development Activities</b>                             |                                                |                  |
| 1                                                |                                                                              |                                                |                  |
| 2                                                |                                                                              |                                                |                  |
| 3                                                |                                                                              |                                                |                  |
| 4                                                |                                                                              |                                                |                  |
| 5                                                | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|                                                  | <b>Total Score (i + ii + iii)</b>                                            |                                                |                  |
| <b>Total Score ( Category : II ) :-</b>          |                                                                              |                                                |                  |
| <b>Minimum API Score Required in Category II</b> |                                                                              |                                                | <b>15</b>        |

\_\_\_\_\_  
Signature of Physical  
Education Person

Varified and found correct :

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

Final Score approved by the Screening / Selection Committee :  
(For Category II)

\_\_\_\_\_  
Signature of Chairman

**PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS (Appendix-IV) proforma before filling out this section)

**CATEGORY : III**

**RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS.**

**A) Published Papers in Journals.**

| 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 |
|---------|----------------------|---------|-----------------|----------------------------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |         |                 |                                              |                   |                                 |           |
| 2       |                      |         |                 |                                              |                   |                                 |           |
| 3       |                      |         |                 |                                              |                   |                                 |           |
| 4       |                      |         |                 |                                              |                   |                                 |           |
| 5       |                      |         |                 |                                              |                   |                                 |           |

**B(i) Articles / Chapters published 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 |
|---------|----------------------|--------------------------------|-----------------|------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                |                 |                        |                   |                                 |           |
| 2       |                      |                                |                 |                        |                   |                                 |           |
| 3       |                      |                                |                 |                        |                   |                                 |           |
| 4       |                      |                                |                 |                        |                   |                                 |           |
| 5       |                      |                                |                 |                        |                   |                                 |           |

**B(ii) Full Papers In Conference Proceedings.**

| Sr. No. | Title with page nos. | Details of Conference Publication | ISSN / ISBN No. | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|-----------------------------------|-----------------|-------------------|---------------------------------|-----------|
| 1       |                      |                                   |                 |                   |                                 |           |
| 2       |                      |                                   |                 |                   |                                 |           |
| 3       |                      |                                   |                 |                   |                                 |           |
| 4       |                      |                                   |                 |                   |                                 |           |
| 5       |                      |                                   |                 |                   |                                 |           |

**B(iii) Books Published as single Author or as Editor.**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No. | Whether peer reviewed . | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|----------------------------|-------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                            |                         |                   |                                 |           |
| 2       |                      |                           |                            |                         |                   |                                 |           |
| 3       |                      |                           |                            |                         |                   |                                 |           |
| 4       |                      |                           |                            |                         |                   |                                 |           |
| 5       |                      |                           |                            |                         |                   |                                 |           |

**C) Ongoing and Completed Research Projects and Consultancies.**

**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | API Score |
|---------|-------|--------|--------|-------------------------------------|-----------|
| 1       |       |        |        |                                     |           |
| 2       |       |        |        |                                     |           |
| 3       |       |        |        |                                     |           |
| 4       |       |        |        |                                     |           |
| 5       |       |        |        |                                     |           |

**(C) (iii & iv) Completed Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | Whether policy document/patent as outcome | API Score |
|---------|-------|--------|--------|-------------------------------------|-------------------------------------------|-----------|
| 1       |       |        |        |                                     |                                           |           |
| 2       |       |        |        |                                     |                                           |           |
| 3       |       |        |        |                                     |                                           |           |
| 4       |       |        |        |                                     |                                           |           |
| 5       |       |        |        |                                     |                                           |           |

**(D) Research Guidance.**

| Sr. 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, Faculty Development Programmes (not less than one week duration).**

| Sr. No. | Programme | Duration | Organised by | API Score |
|---------|-----------|----------|--------------|-----------|
| 1       |           |          |              |           |
| 2       |           |          |              |           |
| 3       |           |          |              |           |
| 4       |           |          |              |           |
| 5       |           |          |              |           |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia.**

| Sr. No. | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international / national /state / regional/college or university level | API Score |
|---------|------------------------------|-------------------------------|--------------|--------------------------------------------------------------------------------|-----------|
| 1       |                              |                               |              |                                                                                |           |
| 2       |                              |                               |              |                                                                                |           |
| 3       |                              |                               |              |                                                                                |           |
| 4       |                              |                               |              |                                                                                |           |
| 5       |                              |                               |              |                                                                                |           |

E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.

| Sr. No. | Title of Lecture / Academic Session | Title of Conference/ Seminar etc. | Organised by | Whether international / national | API Score |
|---------|-------------------------------------|-----------------------------------|--------------|----------------------------------|-----------|
| 1       |                                     |                                   |              |                                  |           |
| 2       |                                     |                                   |              |                                  |           |
| 3       |                                     |                                   |              |                                  |           |
| 4       |                                     |                                   |              |                                  |           |
| 5       |                                     |                                   |              |                                  |           |

|                                   |  |
|-----------------------------------|--|
| Total Score ( Category : III ) :- |  |
|-----------------------------------|--|

\_\_\_\_\_  
Signature of Physical  
Education Person

Varified and found correct :

\_\_\_\_\_  
Signature of V.C. / Principal / H.O.D.

Final Score approved by the Screening / Selection Committee :   
(For Category : III )

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**IV. SUMMARY OF API SCORES.**

| <b>Category</b> | <b>Criteria</b>                                                                                 | <b>Last Academic Year</b> | <b>Total- API Score for Assessment Period</b> | <b>Annual Av. API Score for Assessment Period</b> |
|-----------------|-------------------------------------------------------------------------------------------------|---------------------------|-----------------------------------------------|---------------------------------------------------|
| <b>I</b>        | <b>Teaching, Training, Coaching, Sports Person Development and Sport Management Activities.</b> |                           |                                               |                                                   |
| <b>II</b>       | <b>Co-curricular, Extension, Professional Development Related Activities.</b>                   |                           |                                               |                                                   |
|                 | <b>Total I + II</b>                                                                             |                           |                                               |                                                   |
| <b>III</b>      | <b>Research, Publication and Academic Contribution ( For entire period )</b>                    |                           |                                               |                                                   |

\_\_\_\_\_  
**Signature of Physical Education Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. / Principal / H.O.D.**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

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) |
|--------|---------------------------------------------------|
| 1      |                                                   |
| 2      |                                                   |
| 3      |                                                   |
| 4      |                                                   |
| 5      |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N:B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.

## **Appendix-VII**

### **Sant Gadge Baba Amravati University, Amravati.**

**Academic Performance Indicators (APIs) And Scores developed for adoption of Performance Based Appraisal System (PBAS) for Appointments and Promotions under Career Advancement Scheme (CAS) of University Librarian/Deputy Librarian/ Assistant Librarian and College Librarian.**

### **Instructions for Filling up Part B of the PBAS Proforma** **( Please read the Instructions carefully before filling the proforma for Category I, II, III )**

**Part B of the Proforma is based on Appendix-III, Table VII of the UGC Regulations 2010.**

**B ( I )** is based on API scoring for **Category I** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (II)** is based on **Category II** of the Table. Detailed information for 2009-10 or most recent assessment year is to be provided.

**B (III)** is based on **Category III** of the Table. Detailed information for the entire assessment period is to be provided.

The proforma is to be filled as per the 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-VII** of the UGC Regulations, 2010.

**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 : Procurement, organisation and delivery of knowledge and information through Library services.**

| <b>Sr.No.</b> | <b>Nature of Activity</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Maximum Score</b> |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1             | Library resources organisation and maintenance of books, journals, reports <b>(10 Points);</b><br>Provision of library reader - services, literature retrieval services to researchers and analysis of report <b>(10 Points);</b><br>Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents <b>(10 Points);</b><br>Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. <b>(10 Points);</b> | 40                   |
| 2             | ICT and other 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. <b>(15 Points);</b><br>Library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management. <b>(15 Points);</b>                                                                                                      | 30                   |
| 3             | Development, organisation and management of e-resources including their accessibility over Interanet/Internet, digitization of library resources, e-delivery of information, etc.<br>Creating Intranet / Internet facility : <b>(10 Points);</b><br>Digitization of library : <b>(15 Points);</b><br>e-delivery of information : <b>(10 Points).</b><br><b>( Maximum 25 Points )</b>                                                                                                                                                                                    | 25                   |

|                                   |                                                                                                                                                                                                                                                                                                              |            |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 4                                 | User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.)<br><b>(10 Points per Programme)</b> | 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.<br><b>(2 Points per Activity)</b>                                                | 10         |
| <b>Total Score</b>                |                                                                                                                                                                                                                                                                                                              | <b>125</b> |
| <b>Minimum API Score required</b> |                                                                                                                                                                                                                                                                                                              | <b>75</b>  |

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

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

| <b>Sr.No.</b> | <b>Nature of Activity</b>                                                                                                                                                                                                                                                            | <b>Maximum Score</b> |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1             | Student related co-curricular, extension and field based activities such as Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.<br><b>(2 Points per Activity)</b> | 20                   |
|               | <b>( Maximum Score )</b>                                                                                                                                                                                                                                                             | <b>20</b>            |

**(ii) Contribution to Corporate life and Management of the Institution.**

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

**(iii) Professional Development Related Activities.**

| Indicators / Activities                                                                                                                                                                                                              | Maximum Score |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Membership in profession related committees at State and National level<br>a. At National level : <b>3 points each</b><br>b. At State level : <b>2 points each</b>                                                                   | 10            |
| Participation in subject Associations, Conferences, Seminars without paper presentation<br><b>(Each activity : 2 point)</b>                                                                                                          | 10            |
| Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance <b>(Each activity : 5 point)</b> | 10            |
| Membership/participation in State/Central Bodies/Committees on Education, Research and National Development <b>(5 points each).</b>                                                                                                  | 10            |
|                                                                                                                                                                                                                                      |               |
| Publication of articles in newspapers, magazines or other publications (not covered in category III; radio talks; television programmes ( <b>1 point each</b> ).                                                                     | 10            |
|                                                                                                                                                                                                                                      |               |
| <b>Maximum Aggregate Limit</b>                                                                                                                                                                                                       | 15            |
| <b>Minimum API Score required in (i), (ii) &amp; (iii) above</b>                                                                                                                                                                     | <b>15</b>     |

--

**CATEGORY: III : Research and Publications and Academic Contributions :**

This is to be filled as per Appendix III Table VII( 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 VII.

**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.

----- X -----

**Appendix-VIII**

**Sant Gadge Baba Amravati University, Amravati.**

**PBAS Proforma for Promotion under CAS**

**( PART A, PART B & PART C )**

**( For University Librarian / Deputy Librarian / Assistant Librarian  
and College Librarian.)**

**PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name (in Block Letters) : \_\_\_\_\_
  2. Father's/Husband's Name : \_\_\_\_\_
  3. Department : \_\_\_\_\_
  4. Current Designation & Grade Pay : \_\_\_\_\_
  5. Date of last Promotion : \_\_\_\_\_
  6. For which position and grade pay you are 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. Permanent Address (with Pincode) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Telephone No : \_\_\_\_\_

Email : \_\_\_\_

"

**15. Academic Qualifications (Matric onwards till post graduation) :**

| Examinations                         | Name of the Board / University | Year of Passing | Percentage of marks obtained | Division / Class / Grade | Subject/s |
|--------------------------------------|--------------------------------|-----------------|------------------------------|--------------------------|-----------|
| High School / Matric                 |                                |                 |                              |                          |           |
| Intermediate / HSSC                  |                                |                 |                              |                          |           |
| B.A. / B.Sc. / B.Com. / B.Mus./..... |                                |                 |                              |                          |           |
| M.A. / M.Sc. / M.Com. / M.Mus./..... |                                |                 |                              |                          |           |
| Other examination, if any            |                                |                 |                              |                          |           |

**16. Research Degree(s) :**

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

**17. Appointments held prior to joining this institution :**

| Sr. No. | Designation | Name of Employer | Date of Joining |         | Salary with Grade | Reason of leaving |
|---------|-------------|------------------|-----------------|---------|-------------------|-------------------|
|         |             |                  | Joining         | Leaving |                   |                   |
| 1.      |             |                  |                 |         |                   |                   |
| 2.      |             |                  |                 |         |                   |                   |
| 3.      |             |                  |                 |         |                   |                   |
| 4.      |             |                  |                 |         |                   |                   |

18. Posts held after appointment at this institution :

| Designation | Department | Date of actual Joining |    | Grade |
|-------------|------------|------------------------|----|-------|
|             |            | From                   | To |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |
|             |            |                        |    |       |

19. Period of teaching experience : P.G. Classes (in years)

U.G. Classes (in years)

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

21. Fields of Specialisation under the Subject/Discipline

(a) \_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_  
\_\_\_\_\_

22. Academic Staff College Orientation / Refresher Course attended :

| Name of the Course/ Summer School | Place | Duration | Sponsoring Agency |
|-----------------------------------|-------|----------|-------------------|
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |
|                                   |       |          |                   |

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of the  
Library Person

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : I**

1. Procurement, Organisation and delivery of knowledge and information through Library Services.

|                                                                                                                                                                                                                  |                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>Library resources organisation and maintenance of Books, Journals and Reports. (Full Score for 100 % compliance and proportionate Score may be given upto 80 % compliance. No Score below 80 % be given.)</b> | <b>API Score</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|

| <b>Sr.No.</b>                | <b>Nature of Activity</b> | <b>Execution of Activity with Justification</b> | <b>Evaluation and Compliance</b> | <b>API Score</b> |
|------------------------------|---------------------------|-------------------------------------------------|----------------------------------|------------------|
| 1                            |                           |                                                 |                                  |                  |
| 2                            |                           |                                                 |                                  |                  |
| 3                            |                           |                                                 |                                  |                  |
| 4                            |                           |                                                 |                                  |                  |
| 5                            |                           |                                                 |                                  |                  |
| <b>(Maximum Score : 40 )</b> |                           |                                                 |                                  |                  |

2. Technology use for upgradation of Library.

| <b>Sr.No.</b>                | <b>Mode of Technology</b> | <b>Application</b> | <b>Benefit to Students &amp; Institution</b> | <b>API Score</b> |
|------------------------------|---------------------------|--------------------|----------------------------------------------|------------------|
| 1                            |                           |                    |                                              |                  |
| 2                            |                           |                    |                                              |                  |
| 3                            |                           |                    |                                              |                  |
| 4                            |                           |                    |                                              |                  |
| 5                            |                           |                    |                                              |                  |
| <b>(Maximum Score : 30 )</b> |                           |                    |                                              |                  |

- 3.

| <b>Sr.No.</b>                | <b>Development, Organisation and Management of e-resources and their accessibility over Internet / Intranet.</b> | <b>Outcome &amp; Success Rate*</b> | <b>API Score</b> |
|------------------------------|------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------|
| 1                            | Digitalization of Library                                                                                        |                                    |                  |
| 2                            | e-delivery of information                                                                                        |                                    |                  |
| 3                            | Creating Internet and Intranet facility                                                                          |                                    |                  |
| <b>(Maximum Score : 25 )</b> |                                                                                                                  |                                    |                  |

\* Score may be allotted on the basis of Success Rate.

**4. Procurement, Organisation and delivery of knowledge and information through Library Services.**

| Sr. No.               | Name of the Programme Organised | User Group | Dates | Place | API Score |
|-----------------------|---------------------------------|------------|-------|-------|-----------|
| 1                     |                                 |            |       |       |           |
| 2                     |                                 |            |       |       |           |
| 3                     |                                 |            |       |       |           |
| 4                     |                                 |            |       |       |           |
| 5                     |                                 |            |       |       |           |
| 6                     |                                 |            |       |       |           |
| 7                     |                                 |            |       |       |           |
| (Maximum Score : 20 ) |                                 |            |       |       |           |

**5. Additional Services extended.**

| Sr. No.                                                                                                                                                                           | Name of the Activity undertaken for extention of Library facility. | Duration | No. of Beneficiries | API Score |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------|---------------------|-----------|
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
| API score based on Preparation and Imparting of knowledge / Instruction as per curriculum & syllabus enrichment by providing additional resources to Students ( Max. Score : 10 ) |                                                                    |          |                     | API Score |
| Minimum API Score in Point 1 to 5 : 75                                                                                                                                            |                                                                    |          |                     |           |

|                                        |  |
|----------------------------------------|--|
| <b>Total Score ( Category : I ) :-</b> |  |
|----------------------------------------|--|

\_\_\_\_\_  
Signature of the  
Library Person

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

**Final Score approved by the Screening / Selection Committee :  
(For Category : I )**

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : II**

#### **CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT**

##### **RELATED ACTIVITIES.**

**Extention and Co-curricular & field based Activities.**

| S. No. | Type of Activity                                                             | Average Hrs. / week                            | API Score        |
|--------|------------------------------------------------------------------------------|------------------------------------------------|------------------|
|        | <b>(i) Extension, Co-curricular &amp; field based Activities</b>             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 20)</b>                                                      |                                                |                  |
|        | <b>(ii) Contribution to Corporate life and Management of the Institution</b> | <b>Yearly / Semester wise responsibilities</b> | <b>API Score</b> |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|        | <b>(iii) Professional Development Activities</b>                             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      | <b>Total (Max. : 15)</b>                                                     |                                                |                  |
|        | <b>Total Score (i + ii + iii) (Max. : 50)</b>                                |                                                |                  |
|        | <b>Minimum API Score ( 15 )</b>                                              |                                                |                  |

|                                         |  |
|-----------------------------------------|--|
| <b>Total Score ( Category : II ) :-</b> |  |
|-----------------------------------------|--|

\_\_\_\_\_  
Signature of the  
Library Person

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

**Final Score approved by the Screening / Selection Committee :**  
**(For Category II)**

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : III**

#### **RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS.**

##### **A) Published Papers in Journals.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Journal</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed. Impact Factor, If any</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|----------------|------------------------|-----------------------------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                |                        |                                                     |                          |                                        |                  |
| 2              |                             |                |                        |                                                     |                          |                                        |                  |
| 3              |                             |                |                        |                                                     |                          |                                        |                  |
| 4              |                             |                |                        |                                                     |                          |                                        |                  |
| 5              |                             |                |                        |                                                     |                          |                                        |                  |

##### **B(i) Articles / Chapters published in Books.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Book Title, editor &amp; publisher</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|-------------------------------------------|------------------------|-------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                           |                        |                               |                          |                                        |                  |
| 2              |                             |                                           |                        |                               |                          |                                        |                  |
| 3              |                             |                                           |                        |                               |                          |                                        |                  |
| 4              |                             |                                           |                        |                               |                          |                                        |                  |
| 5              |                             |                                           |                        |                               |                          |                                        |                  |

##### **B(ii) Full Papers In Conference Proceedings.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Details of Conference Publication</b> | <b>ISSN / ISBN No.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|------------------------------------------|------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                          |                        |                          |                                        |                  |
| 2              |                             |                                          |                        |                          |                                        |                  |
| 3              |                             |                                          |                        |                          |                                        |                  |
| 4              |                             |                                          |                        |                          |                                        |                  |
| 5              |                             |                                          |                        |                          |                                        |                  |

**B(iii) Books Published as single Author or as Editor.**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No. | Whether peer reviewed . | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|----------------------------|-------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                            |                         |                   |                                 |           |
| 2       |                      |                           |                            |                         |                   |                                 |           |
| 3       |                      |                           |                            |                         |                   |                                 |           |
| 4       |                      |                           |                            |                         |                   |                                 |           |
| 5       |                      |                           |                            |                         |                   |                                 |           |

**C) Ongoing and Completed Research Projects and Consultancies.**

**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | API Score |
|---------|-------|--------|--------|-------------------------------------|-----------|
| 1       |       |        |        |                                     |           |
| 2       |       |        |        |                                     |           |
| 3       |       |        |        |                                     |           |
| 4       |       |        |        |                                     |           |
| 5       |       |        |        |                                     |           |

**(C) (iii & iv) Completed Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | Whether policy document/patent as outcome | API Score |
|---------|-------|--------|--------|-------------------------------------|-------------------------------------------|-----------|
| 1       |       |        |        |                                     |                                           |           |
| 2       |       |        |        |                                     |                                           |           |
| 3       |       |        |        |                                     |                                           |           |
| 4       |       |        |        |                                     |                                           |           |
| 5       |       |        |        |                                     |                                           |           |

**(D) Research Guidance.**

| Sr. 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, Faculty Development Programmes (not less than one week duration).**

| Sr. No. | Programme | Duration | Organised by | API Score |
|---------|-----------|----------|--------------|-----------|
| 1       |           |          |              |           |
| 2       |           |          |              |           |
| 3       |           |          |              |           |
| 4       |           |          |              |           |
| 5       |           |          |              |           |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia.**

| Sr. No. | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international / national /state / regional/college or university level | API Score |
|---------|------------------------------|-------------------------------|--------------|--------------------------------------------------------------------------------|-----------|
| 1       |                              |                               |              |                                                                                |           |
| 2       |                              |                               |              |                                                                                |           |
| 3       |                              |                               |              |                                                                                |           |
| 4       |                              |                               |              |                                                                                |           |
| 5       |                              |                               |              |                                                                                |           |

**E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.**

| Sr. No. | Title of Lecture / Academic Session | Title of Conference/ Seminar etc. | Organised by | Whether international / national | API Score |
|---------|-------------------------------------|-----------------------------------|--------------|----------------------------------|-----------|
| 1       |                                     |                                   |              |                                  |           |
| 2       |                                     |                                   |              |                                  |           |
| 3       |                                     |                                   |              |                                  |           |
| 4       |                                     |                                   |              |                                  |           |
| 5       |                                     |                                   |              |                                  |           |

|                                          |  |
|------------------------------------------|--|
| <b>Total Score ( Category : III ) :-</b> |  |
|------------------------------------------|--|

\_\_\_\_\_  
**Signature of the  
Library Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. / Principal / H.O.D.**

**Final Score approved by the Screening / Selection Committee :  
(For Category : III )**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

**IV. SUMMARY OF API SCORES.**

| <b>Category</b> | <b>Criteria</b>                                                               | <b>Last Academic Year</b> | <b>Total- API Score for Assessment Period</b> | <b>Annual Av. API Score for Assessment Period</b> |
|-----------------|-------------------------------------------------------------------------------|---------------------------|-----------------------------------------------|---------------------------------------------------|
| <b>I</b>        | <b>Teaching, learning and Evaluation related activities</b>                   |                           |                                               |                                                   |
| <b>II</b>       | <b>Co-curricular, Extension, Related Professional Development Activities.</b> |                           |                                               |                                                   |
|                 | <b>Total I + II</b>                                                           |                           |                                               |                                                   |
| <b>III</b>      | <b>Research, Publication and Academic Contribution ( For entire period )</b>  |                           |                                               |                                                   |

\_\_\_\_\_  
**Signature of the  
Library Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. / Principal / H.O.D.**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

**PART C : 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) |
|-------|---------------------------------------------------|
| 1     |                                                   |
| 2     |                                                   |
| 3     |                                                   |
| 4     |                                                   |
| 5     |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N.B.: The individual PBAS profoma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university / college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

**Appendix-IX**

**Sant Gadge Baba Amravati University, Amravati.**  
**Annual Self-Assessment for the Performance Based Appraisal**  
**System (PBAS)**  
**( PART A, PART B & PART C )**

**( For University Librarian / Deputy Librarian / Assistant Librarian  
and College Librarian.)**

**Session / Year : \_\_\_\_\_**  
**(To be completed and submitted at the end of each academic year)**

**PART A : GENERAL INFORMATION**

**1. Name (in Block Letters) : \_\_\_\_\_**

**2. Father's/Husband's Name : \_\_\_\_\_**

**3. Department : \_\_\_\_\_**

**4. Current Designation & Grade Pay : \_\_\_\_\_**

**5. Date of last Promotion : \_\_\_\_\_**

**6. Address for correspondence (with Pin code) : \_\_\_\_\_**

\_\_\_\_\_

**7. Permanent Address (with Pin code) : \_\_\_\_\_**

\_\_\_\_\_

**Telephone No. : \_\_\_\_\_**

**Email :**

**8. Whether acquired any degrees or fresh academic qualifications during the year :**

\_\_\_\_\_

\_\_\_\_\_

**9. Academic Staff College Orientation / Refresher Course attended during the year :**

| Sr.No. | Name of the Course /<br>Summer School | Place | Duration | Sponsoring Agency |
|--------|---------------------------------------|-------|----------|-------------------|
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |
|        |                                       |       |          |                   |

**Date : \_\_\_\_\_**

\_\_\_\_\_  
**Signature of the  
Library Person**

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

(Please see detail instructions of this PBAS(Appendix-VII) proforma before filling out this section)

### **CATEGORY : I**

#### **1. Procurement, Organisation and delivery of knowledge and information through Library Services.**

|                                                                                                                                                                                                                  |                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>Library resources organisation and maintenance of Books, Journals and Reports. (Full Score for 100 % compliance and proportionate Score may be given upto 80 % compliance. No Score below 80 % be given.)</b> | <b>API Score</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|

| <b>Sr.No.</b>                | <b>Nature of Activity</b> | <b>Execution of Activity with Justification</b> | <b>Evaluation and Compliance</b> | <b>API Score</b> |
|------------------------------|---------------------------|-------------------------------------------------|----------------------------------|------------------|
| 1                            |                           |                                                 |                                  |                  |
| 2                            |                           |                                                 |                                  |                  |
| 3                            |                           |                                                 |                                  |                  |
| 4                            |                           |                                                 |                                  |                  |
| 5                            |                           |                                                 |                                  |                  |
| <b>(Maximum Score : 40 )</b> |                           |                                                 |                                  |                  |

#### **2. Technology use for upgradation of Library.**

| <b>Sr.No.</b>                | <b>Mode of Technology</b> | <b>Application</b> | <b>Benefit to Students &amp; Institution</b> | <b>API Score</b> |
|------------------------------|---------------------------|--------------------|----------------------------------------------|------------------|
| 1                            |                           |                    |                                              |                  |
| 2                            |                           |                    |                                              |                  |
| 3                            |                           |                    |                                              |                  |
| 4                            |                           |                    |                                              |                  |
| 5                            |                           |                    |                                              |                  |
| <b>(Maximum Score : 30 )</b> |                           |                    |                                              |                  |

#### **3.**

| <b>Sr.No.</b>                | <b>Development, Organisation and Management of e-resources and their accessibility over Internet / Intranet.</b> | <b>Outcome &amp; Success Rate*</b> | <b>API Score</b> |
|------------------------------|------------------------------------------------------------------------------------------------------------------|------------------------------------|------------------|
| 1                            | Digitalization of Library                                                                                        |                                    |                  |
| 2                            | e-delivery of information                                                                                        |                                    |                  |
| 3                            | Creating Internet and Intranet facility                                                                          |                                    |                  |
| <b>(Maximum Score : 25 )</b> |                                                                                                                  |                                    |                  |

**\* Score may be allotted on the basis of Success Rate.**

**4. Procurement, Organisation and delivery of knowledge and information through Library Services.**

| Sr. No.               | Name of the Programme Organised | User Group | Dates | Place | API Score |
|-----------------------|---------------------------------|------------|-------|-------|-----------|
| 1                     |                                 |            |       |       |           |
| 2                     |                                 |            |       |       |           |
| 3                     |                                 |            |       |       |           |
| 4                     |                                 |            |       |       |           |
| 5                     |                                 |            |       |       |           |
| 6                     |                                 |            |       |       |           |
| 7                     |                                 |            |       |       |           |
| (Maximum Score : 20 ) |                                 |            |       |       |           |

**5. Additional Services extended.**

| Sr. No.                                                                                                                                                                           | Name of the Activity undertaken for extention of Library facility. | Duration | No. of Beneficiries | API Score |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------|---------------------|-----------|
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
|                                                                                                                                                                                   |                                                                    |          |                     |           |
| API score based on Preparation and Imparting of knowledge / Instruction as per curriculum & syllabus enrichment by providing additional resources to Students ( Max. Score : 10 ) |                                                                    |          |                     | API Score |
| Minimum API Score in Point 1 to 5 : 75                                                                                                                                            |                                                                    |          |                     |           |

|                                        |  |
|----------------------------------------|--|
| <b>Total Score ( Category : I ) :-</b> |  |
|----------------------------------------|--|

\_\_\_\_\_  
Signature of the  
Library Person

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

**Final Score approved by the Screening / Selection Committee :  
(For Category : I )**

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : II**

#### **CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT**

##### **RELATED ACTIVITIES.**

**Extention and Co-curricular & field based Activities.**

| S. No. | Type of Activity                                                             | Average Hrs. / week                            | API Score        |
|--------|------------------------------------------------------------------------------|------------------------------------------------|------------------|
|        | <b>(i) Extension, Co-curricular &amp; field based Activities</b>             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 20)</b>                                                      |                                                |                  |
|        | <b>(ii) Contribution to Corporate life and Management of the Institution</b> | <b>Yearly / Semester wise responsibilities</b> | <b>API Score</b> |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      |                                                                              |                                                |                  |
|        | <b>Total (Max : 15)</b>                                                      |                                                |                  |
|        | <b>(iii) Professional Development Activities</b>                             |                                                |                  |
| 1      |                                                                              |                                                |                  |
| 2      |                                                                              |                                                |                  |
| 3      |                                                                              |                                                |                  |
| 4      |                                                                              |                                                |                  |
| 5      | <b>Total (Max. : 15)</b>                                                     |                                                |                  |
|        | <b>Total Score (i + ii + iii) (Max. : 50)</b>                                |                                                |                  |
|        | <b>Minimum API Score ( 15 )</b>                                              |                                                |                  |

|                                         |  |
|-----------------------------------------|--|
| <b>Total Score ( Category : II ) :-</b> |  |
|-----------------------------------------|--|

\_\_\_\_\_  
Signature of the  
Library Person

**Varified and found correct :**

\_\_\_\_\_  
Signature of V.C./ Principal / H.O.D

**Final Score approved by the Screening / Selection Committee :**  
**(For Category II)**

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

## **PART B : ACADEMIC PERFORMANCE INDICATORS**

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

### **CATEGORY : III**

#### **RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS.**

##### **A) Published Papers in Journals.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Journal</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed. Impact Factor, If any</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|----------------|------------------------|-----------------------------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                |                        |                                                     |                          |                                        |                  |
| 2              |                             |                |                        |                                                     |                          |                                        |                  |
| 3              |                             |                |                        |                                                     |                          |                                        |                  |
| 4              |                             |                |                        |                                                     |                          |                                        |                  |
| 5              |                             |                |                        |                                                     |                          |                                        |                  |

##### **B(i) Articles / Chapters published in Books.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Book Title, editor &amp; publisher</b> | <b>ISSN / ISBN No.</b> | <b>Whether peer reviewed.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|-------------------------------------------|------------------------|-------------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                           |                        |                               |                          |                                        |                  |
| 2              |                             |                                           |                        |                               |                          |                                        |                  |
| 3              |                             |                                           |                        |                               |                          |                                        |                  |
| 4              |                             |                                           |                        |                               |                          |                                        |                  |
| 5              |                             |                                           |                        |                               |                          |                                        |                  |

##### **B(ii) Full Papers In Conference Proceedings.**

| <b>Sr. No.</b> | <b>Title with page nos.</b> | <b>Details of Conference Publication</b> | <b>ISSN / ISBN No.</b> | <b>No. of co-authors</b> | <b>Whether you are the main author</b> | <b>API Score</b> |
|----------------|-----------------------------|------------------------------------------|------------------------|--------------------------|----------------------------------------|------------------|
| 1              |                             |                                          |                        |                          |                                        |                  |
| 2              |                             |                                          |                        |                          |                                        |                  |
| 3              |                             |                                          |                        |                          |                                        |                  |
| 4              |                             |                                          |                        |                          |                                        |                  |
| 5              |                             |                                          |                        |                          |                                        |                  |

**B(iii) Books Published as single Author or as Editor.**

| Sr. No. | Title with page nos. | Type of Book & Authorship | Publisher & ISSN/ ISBN No. | Whether peer reviewed . | No. of co-authors | Whether you are the main author | API Score |
|---------|----------------------|---------------------------|----------------------------|-------------------------|-------------------|---------------------------------|-----------|
| 1       |                      |                           |                            |                         |                   |                                 |           |
| 2       |                      |                           |                            |                         |                   |                                 |           |
| 3       |                      |                           |                            |                         |                   |                                 |           |
| 4       |                      |                           |                            |                         |                   |                                 |           |
| 5       |                      |                           |                            |                         |                   |                                 |           |

**C) Ongoing and Completed Research Projects and Consultancies.**  
**(C) (i & ii) Ongoing Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | API Score |
|---------|-------|--------|--------|-------------------------------------|-----------|
| 1       |       |        |        |                                     |           |
| 2       |       |        |        |                                     |           |
| 3       |       |        |        |                                     |           |
| 4       |       |        |        |                                     |           |
| 5       |       |        |        |                                     |           |

**(C) (iii & iv) Completed Projects / Consultancies.**

| Sr. No. | Title | Agency | Period | Grant / Amount Mobilized (Rs. lakh) | Whether policy document/patent as outcome | API Score |
|---------|-------|--------|--------|-------------------------------------|-------------------------------------------|-----------|
| 1       |       |        |        |                                     |                                           |           |
| 2       |       |        |        |                                     |                                           |           |
| 3       |       |        |        |                                     |                                           |           |
| 4       |       |        |        |                                     |                                           |           |
| 5       |       |        |        |                                     |                                           |           |

**(D) Research Guidance.**

| Sr. 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, Faculty Development Programmes (not less than one week duration).**

| Sr. No. | Programme | Duration | Organised by | API Score |
|---------|-----------|----------|--------------|-----------|
| 1       |           |          |              |           |
| 2       |           |          |              |           |
| 3       |           |          |              |           |
| 4       |           |          |              |           |
| 5       |           |          |              |           |

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia.**

| Sr. No. | Title of the Paper presented | Title of Conference / Seminar | Organised by | Whether international / national /state / regional/college or university level | API Score |
|---------|------------------------------|-------------------------------|--------------|--------------------------------------------------------------------------------|-----------|
| 1       |                              |                               |              |                                                                                |           |
| 2       |                              |                               |              |                                                                                |           |
| 3       |                              |                               |              |                                                                                |           |
| 4       |                              |                               |              |                                                                                |           |
| 5       |                              |                               |              |                                                                                |           |

E (iii) Invited Lectures and Chairmanships at National or International Conference / Seminar etc.

| Sr. No. | Title of Lecture / Academic Session | Title of Conference/ Seminar etc. | Organised by | Whether international / national | API Score |
|---------|-------------------------------------|-----------------------------------|--------------|----------------------------------|-----------|
| 1       |                                     |                                   |              |                                  |           |
| 2       |                                     |                                   |              |                                  |           |
| 3       |                                     |                                   |              |                                  |           |
| 4       |                                     |                                   |              |                                  |           |
| 5       |                                     |                                   |              |                                  |           |

|                                   |  |
|-----------------------------------|--|
| Total Score ( Category : III ) :- |  |
|-----------------------------------|--|

\_\_\_\_\_  
Signature of the  
Library Person

Varified and found correct :

\_\_\_\_\_  
Signature of V.C. / Principal / H.O.D.

Final Score approved by the Screening / Selection Committee :   
(For Category : III )

\_\_\_\_\_  
Signature of Chairman  
Screening / Selection Committee

**IV. SUMMARY OF API SCORES.**

| <b>Category</b> | <b>Criteria</b>                                                               | <b>Last Academic Year</b> | <b>Total- API Score for Assessment Period</b> | <b>Annual Av. API Score for Assessment Period</b> |
|-----------------|-------------------------------------------------------------------------------|---------------------------|-----------------------------------------------|---------------------------------------------------|
| <b>I</b>        | <b>Teaching, learning and Evaluation related activities</b>                   |                           |                                               |                                                   |
| <b>II</b>       | <b>Co-curricular, Extension, Related Professional Development Activities.</b> |                           |                                               |                                                   |
|                 | <b>Total I + II</b>                                                           |                           |                                               |                                                   |
| <b>III</b>      | <b>Research, Publication and Academic Contribution ( For entire period )</b>  |                           |                                               |                                                   |

\_\_\_\_\_  
**Signature of the  
Library Person**

**Varified and found correct :**

\_\_\_\_\_  
**Signature of V.C. / Principal / H.O.D.**

\_\_\_\_\_  
**Signature of Chairman  
Screening / Selection Committee**

**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) |
|--------|---------------------------------------------------|
| 1      |                                                   |
| 2      |                                                   |
| 3      |                                                   |
| 4      |                                                   |
| 5      |                                                   |

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

|   |    |
|---|----|
| 1 | 9  |
| 2 | 10 |
| 3 | 11 |
| 4 | 12 |
| 5 | 13 |
| 6 | 14 |
| 7 | 15 |
| 8 |    |

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

Signature of the faculty with  
Designation, Place & Date

Signature of V.C./ School  
Chairperson / Principal / HOD

N:B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.