

ANNEXURE

(Appendix-III of UGC Regulations 2010)

ACADEMIC PERFORMANCE INDICATORS

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

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

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

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

Lecture (L), Seminars (S), Tutorials (T), Practical (P), Contact Hours (C)

		API Score
(a)	Classes Taken (max 50 for 100% performance & Proportionate Score upto 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 syllabus enrichment by providing additional resource to students (max score: 20).				API Score

(iii) Use of Participatory and innovative Teaching-Learning Methodologies, Updating of subject content, Course Improvement etc.

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

(iv) Examination Duties Assigned and Performed

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

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

S.No.	Type of Activity	Average Hrs / week	API Score
	(i) Extension, Co-curricular & Field Based activities.		
	Total (Max: 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly / semester Wise responsibility	API Score
	Total (Max: 15)		
	(iii) Professional Development		

	Activities		
	Total (Max: 15)		
	Total Score (i + ii + iii) (Max: 25)		

**CATEGORY : III PBAS PROFORMA FOR CALCULATING API SCORE (RESEARCH & ACADEMIC CONTRIBUTIONS)**

Note: Please read the instructions given at the end of Proforma for calculating API Score in each category.

**(A) Published Papers in Journals**

S.N.	Title with page No.	Journal	ISSN/ISBN No.	Whether peer reviewed impact factor, if any.	No. of Co-authors.	Whether you are main author	API score

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

S.N.	Title with page No.	Book Title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed.	No. of Co-authors and Date of publication	Whether you are main author	API score

**B (ii) Full papers in Conference Proceedings.**

S.N.	Title with page No.	Details of Conference publications	ISSN/ISBN No.	No. of Co-authors and Date of publication	Whether you are main author	API score

B (iii) Books published as single author or as editor.

S.N.	Title with page No.	Type of Books & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed.	No. of Co-authors and Date of publication	Whether you are main author	API score

C (I & ii) Ongoing Research projects and consultancies

S.N.	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakhs)	API score

C (iii & iv) Ongoing Research projects and consultancies

S.N.	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome	API score

(D) Research Guidance

S.N.	Number Enrolled	Thesis Submitted	Degree Awarded	API score
M.Phil or Equivalent				
Ph.D. or Equivalent				

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

S.N.	Number Enrolled	Thesis Submitted	Degree Awarded	API score

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

S.N.	Title of the paper presented	Title of Conference/Seminar etc.	Date(s) of the event	Organised by	Whether International/ National/State/Regional/ University or College Level	API score

E (iii) Invited Lectures and Chairmahship at National or International Conference / Seminars.

S.N.	Title of the Lecture/ Academic Session	Title of Conference/Seminar etc.	Date(s) of the event	Organised by	Whether International/ National/State	API score

**OTHER RELEVANT INFORMATION**

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

Sl.No.	Details (mention Year, Value etc. where relevant)

**I certify that the information provided is correct as per records available with the University and / or documents enclosed along with the newly filled PBAS Performa.**

**Signature of the Candidate.**

Instructions for Filling up Category – I of the PBAS Proforma

Category I : Teaching, Learning and Evaluation Related Activities

Maximum Scores Allocated: 125

Minimum API Scores Required : 75

S.No.	Name of Activity	Max. Score	Documentary support
(i) (a)	Lectures, seminars, tutorials, practical, contact classes should be based on verifiable records. No score should be assigned if a teacher has taken less than 80% of the assigned classes, University, may give allowance for periods of leave where alternative teaching arrangements have been made.  <b>Maximum score of 50 if there is 100% performance</b>	50	Letter from the HOD / Principal
(b)	If a teacher has taken classes exceeding UGC norms, then two points to be assigned for each extra hour of classes/credit.	10	Letter from the HOD / Principal
(ii)	Imparting of knowledge/ instruction as per curriculum with the prescribed material (Text book/Manual etc.), syllabus enrichment by providing additional resources to studies (100% <b>compliance = 20 points</b> )	20	
(iii)	<b>Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.</b>		<b>Self Declaration with details.</b>
	Updating of courses, design of curriculum, (5 per single course)	10	
	Participatory & Innovative T/L Process with material for problem based learning, case studies, Group discussions etc. (a) Interactive Course: 5 points from each. (b) Participatory Learning modules: 5 points from each. (c) Case studies: 5 Points from each.	10	
	Use of ICT in T/L Process with computer-aided methods like power-point/ Multimedia/Simulation/Software etc. <b>(Use of any one of these in addition to Chalk &amp; Board : 5 points)</b>	10	
	Developing and imparting Remedial/Bridge Courses (each activity: 5 points)	10	
	Developing and imparting soft skills/communications skills/personality development course/ modules (each activity 5 points)		
	Developing and imparting specialised teaching-learning programmes in Physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (each activity:5 points)	10	
	Organising and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop/Training course: 10 points each. (b) Popularization programmes: 5 points each.	10	
	<b>Maximum Aggregate Limit</b>	20	
(iv)	Examination Related Work		
	College/University and semester/Annual Examination work as per duties, allotted (invigilation – 10 points, Evaluation of answer scripts – 5 points, Question paper setting – 5 points) <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>	25	

Instructions for Filling up Category – II of the PBAS Proforma

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

Maximum Scores Allocated: 50

Minimum API Score Required : 15

S.No.	Name of Activity	Max. Score	Documentary support
(i)	<b>Extension and Co-curricular, Extension and Professional Development Related Activities.</b>		Self declaration with details. Enclose documents evidence
	Institutional Co-curricular activities for students such as field studies/ educational tours, industry-implant training and placement activity (5 point each)	10	
	Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC, NSO or any other similar activity (each activity 10 points)	10	
	Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points)	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. (5 points).	10	
	<b>Maximum Aggregate Limit</b>	20	
(ii)	<b>Contribution to Corporate Life and Management of the Institution</b>		Self declaration with details. Enclose documents evidence
	Contribution to Corporate life in Univesities/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, Bursa, School Chairperson, IQAC Coordinator (10 points each)	10	
	Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 points each)	10	
	Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 points each)	10	
	Organization of Conference / Training as Chairman/Organizational Secretary/ Treasurer: (a) International (10 points) National/regional (5 points) (b) As member of the organizing committee (1 point each)	10	

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

API scoring will be progressively rolled out for categories I & II, beginning with assessment of one year for selection committees in 2010-11, annual average of two years in 2011-12 and so on. But for Category III, scores will be computed for the entire assessment period as already indicated in the Regulations.

Instructions for Filling up Category – III of the PBAS Proforma

### CATEGORY – III : RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self- assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is 300 for Associate Professors and 400 for Professors. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S.No.	APIs	Engineering/Agriculture/ Veterinary Science/ Sciences/Medical Sciences	Faculties of Languages Arts/ Humanities/Social Science/ Library/Physical education/ Management	Max. points for University and College teacher position.	Docume- ntary Proof
III (A)	Research Papers in:	Number of articles in referred journals with ISBN/ISSN No.	Number of articles in referred journals No.	15/ Publication	Page bearing ISSN No.and page bearing authors name.
		Number of articles in referred journals with Impact Factor less than one.	Number of articles in referred journals which have no Impact Factor but have ISBN/ISSN number.	20/ Publication	
		Number of articles in referred journals with Impact Factor between 1 to 2.	Number of articles in referred journals with Impact Factor less than one.	25/ Publication	
		Number of articles in referred journals with Impact Factor 2.1 to 5.0	Number of articles in referred journals with Impact Factor between 1 to 2.	30/ Publication	



		Number of articles in referred journals with Impact Factor 5.1 and above.	Number of articles in referred journals with Impact Factor 2.1 and above.	40/ Publication	
		Number of articles with vernacular and Indian language journals in all disciplines without any Impact Factors included in the list of journals prepared by the University and hosted in its website.	Number of articles with vernacular and Indian language journals in all disciplines without any Impact Factors included in the list of journals prepared by the University and hosted in its website.	10/Publication	
		Number of articles in non-Impact Factor national level journals research papers in non-referred/journals but having ISBN/ISSN numbers and the list of journals prepared by the University and hosted in its website.	Number of national level papers in non-referred/non-Impact Factor journals but having ISBN/ISSN numbers and the list of journals prepared by the University and hosted in its website.	12/Publication	
		Number of full papers in conference proceeding, etc. (Abstracts not to be include).	Number of full papers in conference proceeding, etc. (Abstracts not to be include).	10/Publication	
III (B)	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers with an established peer review system.	Text or Reference Books Published by International Publishers with an established peer review system.	50/ sole author 10/chapter in an edited book	Page bearing ISBN No. and page bearing authors name.
		Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.	25/ sole author, 5/chapter in an edited books	
		Subjects Books by Other local publications with ISBN/ISSN numbers.	Subjects Books by Other local publications with ISBN/ISSN numbers.	10 / Chapter	
		Chapters contributed to edited knowledge based volumes published by International Publishers.	Chapters contributed to edited knowledge based volumes published by International Publishers.	10 / Chapter	
		Chapters in knowledge based Volumes by Indian/National level publishers with ISBN/ISSN numbers and with number of national and international directories.	Chapters in knowledge based Volumes by Indian/National level publishers with ISBN/ISSN numbers and with number of national and international directories.	5 / Chapter	

III C	Research Projects				
III C (i)	Sponsored Projects carried out/ ongoing.	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 30.0 lakhs	20 /each Project	Copy of grant letter
		(b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.0 lakhs	Major Projects amount mobilized with minimum of Rs. 3.00 lakhs up to 5.0 lakhs	15 /each Project	
		(c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh)	Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh)	10 /each Project	
III C (ii)	Consultancy Projects carried out / ongoing.	Amount mobilized with minimum of Rs. 10.00 lakh	Amount mobilized with minimum of Rs. 10.00 lakhs	10 per every Rs.10.0 lakhs and Rs.2.0 lakhs respectively.	Copy of relevant letter

III C (iii)	Completed Projects: Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project Report (Acceptance from funding agency)	20 / each major Project and 10 / each minor project.	Copy of acceptance letter
III C (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process.	Major Policy document of Govt. Bodies at Central and State level.	30 / each national level output or patent /50 /each for international level.	Copy of relevant letter
III D	Research Guidance				
III D (ii)	M.Phil.	Degree awarded only	Degree awarded only	3 Points for each candidate	Self declaration with details.
III D (ii)	Ph.D.	Degree awarded only	Degree awarded only	10 Points for each candidate	
		Thesis submitted	Thesis submitted	7 Points for each candidate	

III E (i)	Referresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes. Soft Skills development Programmes. Faculty Development Programmes (Max: 30 Points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20 Points for each	Copy of certificates
		(b) One week duration	(b) One week duration	20 Points for each	
III E (ii)	Papers in Conference/ Seminars/ Workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in		Copy of certificates
		a) International Conference	a) International Conference	10 Points each	
		b) National	b) National	7.5 Points each	
		c) Regional/State level	c) Regional/State level	5 Points each	
		d) Local-University/ College level.	d) Local-University/ College level.	3 Points each	
III E (iv)	Invited lectures or presentations for conferences/ symposia	a) International	a) International	10 Points each	Copy of relevant letters
		b) National level	b) National level	5 Points each	

\*Whether relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

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

**Note**

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

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