ACADEMIC PERFORMANCE INDICATORS (APIs) IN DIRECT RECRUITMENTS & PROMOTION OF TEACHERS AT SHRI MATA VAISHNO DEVI UNIVERSITY

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

Self-Assessment for the Performance Based Appraisal System (PBAS) for Academic Performance Index (API) as per AICTE 2012 Regulations

1. Name (in Block Letters):

2. Father's Name/Mother's Name:

3. Department/School:

4. Current Designation & Academic Grade Pay:

5. Date of last Promotion:

6. Which position and grade pay are you an applicant under CAS?

7. Date of eligibility for promotion:

8. Date and Place of Birth:

9. Sex:

10. Marital Status:

11. Nationality:

12. Indicate whether belongs to SC/ST/OBC category:

13. Address for correspondence(with Pin code)

14. Permanent

    Address (with Pin

    code) Telephone

    No:

    Email:

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

16. Examination	Name of the Board/University	Year of passing	Percentage of Marks obtained	Division/ Class/Grade	Subject
High School/Matric					

17. Academic Qualifications(Matric till Post-Graduation):

Examination	Name of the Board/University	Year of passing	Percentage of Marks obtained	Division/ Class/Grade	Subject
High School/Matric					
Intermediate					
B.A/B.Sc./B.Com/ B.Mus.					
M.A/M.Sc./M.Com/M.Mus.					
Other Examination, if any					

18. Research Degree(s)

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

19. Appointments held prior to joining this Institution:

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

20. Posts held after appointment at this Institution:

Designation	Department	Date of actual Joining		
		From	To	Grade

21. Period of teaching experience: P.G Classes (in year) [　　　]   UG. Classes(in years) [　　　]

22. Research Experience excluding years spent in M.Phil. /Ph.D.(In years)   [　　　]

23. Fields of Specialization under the Subject/Discipline

   (a)

   (b)

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

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

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

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

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practical's, Contact Hours undertaken as a %age of Lectures allocated. (give semester-wise details, where necessary)

S. No.	Course/Paper	Level	Mode of teaching *	No. of classes hours per week allotted	No. of Classes conducted	% of Classes/Practical's taken as per documented record

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

		Self Assessed API Score	Score verified by the Screening Committee
(a)	Classes Taken (max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)		

		Self Assessed API Score	Score verified by the Screening Committee
(a)(ii)	**Teaching Load in excess of AICTE norms (max score:10)**		

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

S. No.	Course/Paper	Consulted	Prescribed	Additional Resource Provided	Score verified by the Screening Committee

API score based on Preparation and imparting of knowledge/ instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max. score:20)			**Self-Assessed API Score**		

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

S. No.	Short Description	Self-Assessed API Score	Score verified by the Screening Committee
	Total Score (Max Score: 20)		

(iv) Examination Duties assigned and performed

S. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	Self - Assessed API Score	Score verified by the Screening Committee
	Total Score (Max: 25)				

CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES
Please mention your contribution to any of the following

S. No.	Type of Activity	Average Hrs/week	Self - Assessed API Score	Score verified by the Screening Committee
(i)	Student related Extension, Co-curricular & field based Activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advertisement and counseling)			
	Total (Max:20)			
(ii)	Contribution to Corporate Life and Management of the department and Institution through participation in academic and administrative committees and responsibilities)	Yearly/Semester wise responsibilities	**Self-Assessed API Score**	
	Total (Max: 15)			

(iii)	Professional Development Activities (such as participation in seminars, conferences, short-term training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in category III below):		**Self-Assessed API Score**	
	Total (Max:15)			
	Total Score (I + ii + iii)			

CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTION

(A) (i) Published Papers in Journals :

[Only publications made in Journals in Web of Science as per Thomson reuters list i.e., Science Citation Index®, Science Citation index Expanded™, Social Sciences Citation Index® and Arts & Humanities Citation Index®, and SCOPUS, shall be accepted for the purpose of direct recruitment and promotion.]

S.No.	Title with page no.	Journal	ISSN/ISBN No.	Sr.No. of the Journal as per UGC notified List of Journals	Whether peer reviewed. Impact factor, if any	No. of Co-authors	Whether you are the main author	Self-Assessed API Score	Score verified by the Screening Committee
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									

(A) (ii) Full papers in Conference / Seminar Proceedings:

[Seminar / Conference proceedings as full papers, etc. (Abstracts not to be included)]

S.No.	Title with page no.	Details of conference Publications	ISSN/ISBN No.	No. of Co-authors and date of publication	Whether you are the main author	Inter-national / National	Self-Assessed API Score	Score verified by the Screening Committee

(B) (i) Books published as single author or as editor

S.No.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether Peer Reviewed	No. of Co-authors and date of publication	Whether you are the main author	Inter-national / National /State / Local publisher	Self - Assessed API Score	Score verified by the Screening Committee

(B) (ii) Chapters in Books published as single author or as editor

S.No.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether Peer Reviewed	No. of Co-authors and date of publication	Whether you are the main author	Inter-national / National /State / Local publisher	Self - Assessed API Score	Score verified by the Screening Committee

III C). Ongoing and Completed Research Projects and Consultancies

C (i). Sponsored Research projects carried out / ongoing

S.No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs Lakhs)	Self-Assessed API Score	Score verified by the Screening Committee

C (ii) Consultancy Projects carried out / ongoing

S.No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome	Self - Assessed API Score	Score verified by the Screening Committee

C (iii) Completed Projects Quality Evaluation

S.No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether completed Project report accepted by the funding agency or not?	Major / Minor Project	Self - Assessed API Score	Score verified by the Screening Committee

C (iv) Projects outcome / outputs

S.No.	Title	Agency	Grant/ Amount Mobilized (Rs. Lakhs)	Major Policy document of Govt. Bodies at Central / State Level	Patent / Technology transfer / product / process	Self - Assessed API Score	Score verified by the Screening Committee

(D) Research Guidance

S.No.	Number Enrolled	Thesis Submitted	Degree Awarded	Self - Assessed API Score	Score verified by the Screening Committee
M. Phil / M.E. /M.Tech. / Masters in appropriate field					
Ph.D.					

E(i) Training Courses, Teaching – learning – evaluation technology progarmmes, Faculty Development Programmes (not less than one week duration)

S.No.	Programme	Duration	Organised by	Self - Assessed API Score	Score verified by the Screening Committee

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

S.No.	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	Self - Assessed API Score	Score verified by the Screening Committee

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

S.No.	Title of Paper	Title of Conference/Seminar etc.	Date(s) of the event	Organised by	Whether International/ National	Self - Assessed API Score	Score verified by the Screening Committee

IV. SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total- Self Assessed API Score for the Assessment Period	Verified API Score
I	Teaching, Learning and Evaluation related activities			
II	Co-Curricular , Extension Professional Development etc.			
	Total I + II			
III	Research and Academic Contribution			

OTHER RELEVANT INFORMATION

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

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

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

1. 6.
2. 7.
3. 8.
4. 9.
5. 10

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

Signature of the Faculty with
Designation, Place & Date

Signature of Head of Department/School

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

BRIEF EXPLANATIONS:

CATEGORY III

Category	Activity	Faculty of Engineering	Faculties of Languages /Humanities / Arts / Social Sciences	Maximum Score for University Teacher
III(A)	(i) Research Papers Published in:	Only publications made in Journals in Web of Science as per Thomson reuters list i.e., Science Citation Index®, Science Citation index Expanded™, Social Sciences Citation Index® and Arts & Humanities Citation Index®, and SCOPUS, shall be accepted for the purpose of direct recruitment and promotion.		**25 per Publication**
	(ii) Full Papers published in Conference / Seminar proceedings	Seminar / Conference proceedings as full papers, etc. (Abstracts not to be included)	Seminar / Conference proceedings as full papers, etc. (Abstracts not to be included)	**International 10 / publication** **National 05 / publication**
III(B)	Research Publications (books, chapters in books other than referred Journal Articles)	Text/Reference, Books published by International Publishers, with an established peer review system.	Text/Reference, Books published by International Publishers, with an established peer review system.	**50 /sole author, 10 / chapter in an edited book**
		Subject Books, published by National Level publishers, with ISBN/ISSN number or State/Central Govt. publications with ISBN / ISSN numbers.	Subject Books, published by National Level publishers, with ISBN/ISSN number or State/Central Govt. publications with ISBN / ISSN numbers.	**25/ sole author, and 5/chapter in edited books.**
		Subject Books, published by Other local publishers, with ISBN/ISSN number.	Subject Books, published by Other local publishers, with ISBN/ISSN numbers.	**15 / sole author, and 3 / chapter in edited books**
		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 contributed to edited knowledge based volumes published by International Publishers, Chapters in knowledge based volumes in Indian / National Level Publishers with ISBN/ISSN numbers and with numbers of national and international directories.	Chapters in knowledge based volumes in Indian / National Level publishers with ISBN / ISSN number and with numbers 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 Rs. 30 lakhs	(a) Major Projects amount mobilized with grants above Rs. 5 lakhs	**20 per Project**
		(b) Major Projects amount mobilized with grants above Rs. 5 lakhs up to Rs. 30 lakhs	(b) Major Projects amount mobilized with minimum of Rs. 3 lakhs up to Rs. 5 lakhs	**15 per Project**
		(c) Major Projects (Amount mobilized with grants above Rs. 50,000/- up to Rs. 5 lakhs)	(c) Major Projects (Amount mobilized with grants above Rs. 25,000/- up to Rs. 3 lakhs)	**10 per Project**
III(C) (ii)	Consultancy Projects carried out / ongoing	Amount mobilized with a minimum of Rs. 3 lakhs	Amount mobilized with a minimum of Rs. 1 lakh	**10 for every Rs. 3.0 lakhs and Rs. 1.0 lakh respectively**
III(C) (iii)	Consultancy Projects Quality Evaluation	Completed Project Report (Acceptance from funding agency)	Completed Project Report (Accepted from funding agency)	**20/ each major project** **10/ each minor project**
III(C) (iv)	Projects Outcome/Outputs	Major Policy or document of the Govt. Bodies at Central and State Level.	Major Policy or document of the Govt. Bodies at Central and State Level.	**30 / each national level output or patent**

				50 / each international level output or patent
		Patent/Technology	Patent/Technology	
III(D)	RESEARCH GUIDANCE			
III(D)(i)	M.Phil./M.E./M.Tech.	Degree awarded only	Degree awarded only	**3 / each candidate**
III(D)(ii)	Ph.D.	Degree awarded	Degree awarded	**10 / candidate**
		Thesis submitted	Thesis submitted	**7 / candidate**
III (E)	TRAINING COURSES AND CONFERENCES/SEMINARS / WORKSHOP PAPERS			
III (E)(i)	Attended Refresher Courses, Methodology workshops, Training, Teaching Learning-Evaluation Technology Programmes, Soft Skills development Programmes. Faculty development Programmes (Max:30 points)	Not less than two weeks duration.	Not less than two weeks duration.	**20 / each**
		One week duration.	One week duration.	**10/ each**
III (E)(ii)	Papers in Conferences / Seminars / Workshops etc. **	Participation and presentation of research papers (oral / poster) in	Participation and presentation of research papers (oral / poster) in	
		a) International	a) International	**15/ each**
		b) National Level	b) National Level	**10 / each**
		c) Regional / State Level	c) Regional / State Level	**5 / each**
		d) Local University / College level	d) Local University / College level	**3 / each**
III (E)(iii)	Invited Lectures or Presentations	a) International	a) International	**10 / each**
		b) National Level	b) National Level	**5 / each**
	** 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).			

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

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 and Principal / corresponding author /supervisor / mentor of the teacher would share equally total score, if the number of authors are more, then the first two authors would share equally 60% of the total points and the remaining authors would share equally, 40% of the points.