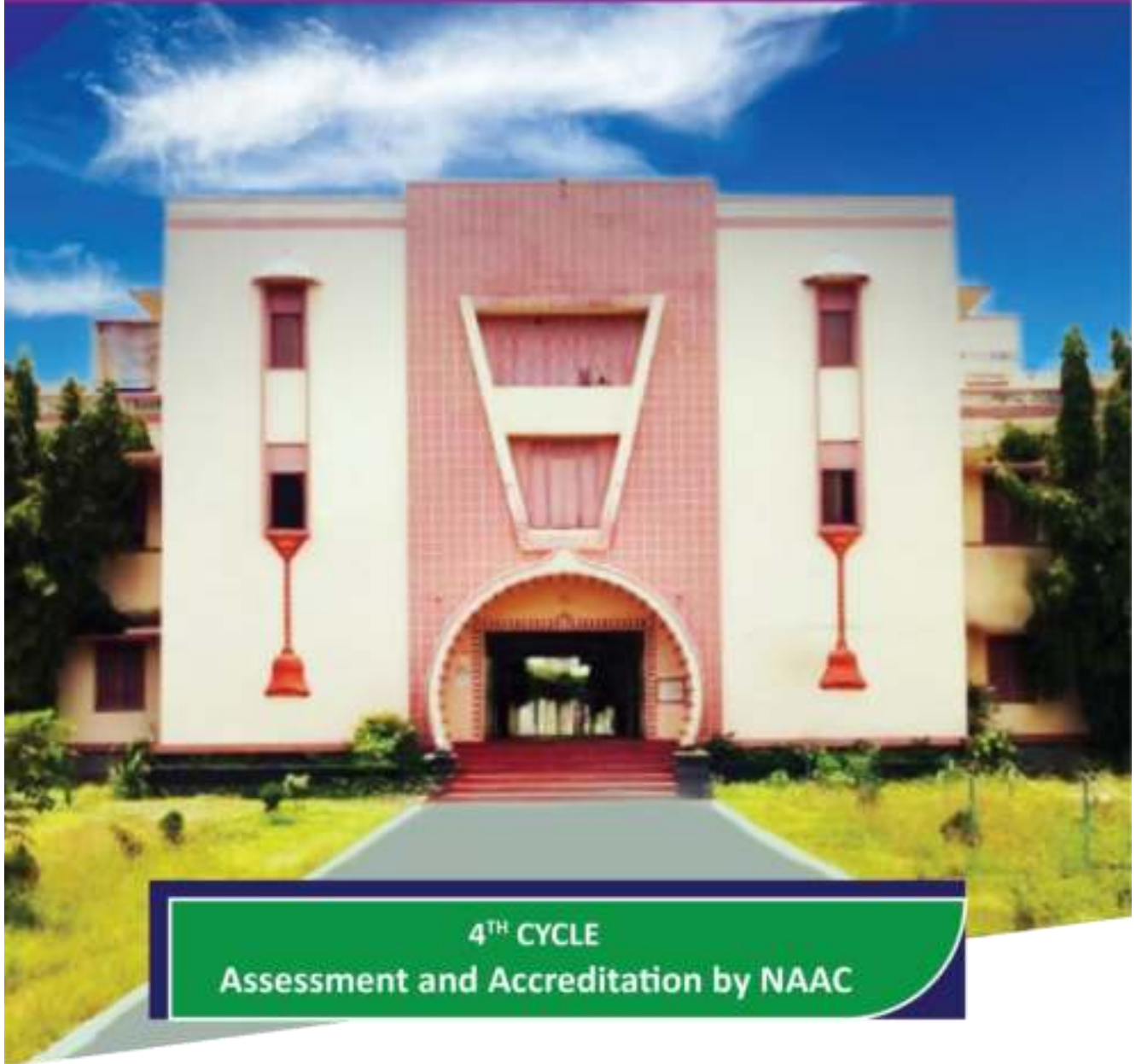




Dhamangaon Education Society's (Hindi Linguistic Minority Educational Institution)

ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE MAHAVIDYALAYA, DHAMANGAON RLY, DISTRICT-AMRAVATI: 444709

NAAC Accredited by B** with C.G.P.A. 2.81 (3rd Cycle)



CRITERION-VI Governance, Leadership and Management
QIM - 6.3.1

The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff



Dhamangaon Education Society's
(Hindi Linguistic Minority Educational Institution)

Adarsha Science, J.B. Arts & Birla Commerce Mahavidyalaya
Dhamangaon Rly., Dist. Amravati, Maharashtra, India-444709



NAAC RE-ACCREDITED 'B++' GRADE (CGPA 2.81)
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Principal
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e-mail: ygandole@gmail.com

No.

Date:

21/12/2022

Declaration

The information, reports, true copies of the supporting documents, numerical data, etc. furnished in this file is verified by IQAC and found correct.

Hence this certificate.



Dr. Anand G. Naranje
IQAC Coordinator
IQAC Co-ordinator
Adarsha Sci. J. B. Arts and
Birla Commerce College
Dhamangaon Railway



Dr. Yogendra B. Gandole
Chairman, IQAC & Principal
Adarsha Mahavidyalaya,
Dhamangaon Rly.
PRINCIPAL
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& Birla Comm. Mahavidyalaya:
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SGBAU PBAS Direction for CAS of Teacher



Thursday, the 7th September, 2017

Direction

No. : 35/ 201 7

Date : 7/ 9/ 2017

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 12th August, 2009, regarding Revision of Pay Scales of teachers and equivalent cadres in Higher Education as per UGC Scheme (6th 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 12th 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, the UGC Regulation, 2010 (UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010), published in the Gazette of India (PART-III - SEC-4) on 18th September, 2010, is of 30th June, 2010 and not of 28th June, 2010.

AND

Whereas, Government of Maharashtra in Higher & Technical Education Department has implemented UGC Regulation, 2010, dated 30th June, 2010, to the Teachers and Equivalent Cadres in the Non-Agricultural Universities and its affiliated colleges, by issuing Government Resolution No. Sankirna-2011/ (25/11) Vishi-1, dated 15th February, 2011. The above G.R. dated 15th Feb., 2011 was noted by the Management Council of this university in its meeting held on 9-4-2011, vide item no. 50.

AND

Whereas, Government of Maharashtra, in para 8 of the above G.R. dated 15th February, 2011, has directed the Non-Agricultural Universities to make the necessary changes in their Statutes.

AND

Whereas, the UGC Regulation, 2010 dated 30th June, 2010 and Government Resolution No. Sankirna-2011/(25/11)/Vishi-1, dated 15th February, 2011 is implemented by this University, vide Direction No. 42/2011 dated 12-10-2011.

AND

Whereas, Clause 6.0.0, 6.0.1 and 6.0.2 of the above Regulation, 2010 dated 30th June, 2010 provided procedures to be adopted by the Universities while making selections for Appointment & Promotions under Career Advancement Scheme of Teachers.

AND

Whereas, UGC has issued (2nd Amendment) of 'UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (2nd Amendment), Regulations, 2013, dated 13th June, 2013.'

AND

Whereas, Clause 6.1.0, 6.0.2 of the UGC Regulation, 2010 (Principal Regulations) are amended vide para 2,3 of UGC Regulation, 2013 (2nd Amendment) respectively and the Table I (Category I,II &III) of Appendix III of the Principal Regulation, 2010 are substituted by Table I (Category I,II, & III) of UGC Regulation, 2013 (2nd Amendment).

AND

Whereas, UGC has issued (3rd Amendment) of 'UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (3rd Amendment), Regulations, 2016, dated 4th May, 2016'.

AND

Whereas, "The existing Tables I to IX under Appendix-III of the UGC Regulation, 2010 (Principal Regulations) and UGC Regulation, 2013 (2nd Amendment) regarding computation of API Score for appointment and promotion of teachers and other academic staff in the Universities/Colleges/Institutions are amended and substituted by the revised Tables I to IX of the UGC Regulation, 2016 (3rd Amendment)."

AND

Whereas, UGC has issued (4th Amendment) of 'UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education (4th Amendment), Regulations, 2016, dated 11th July, 2016'.

AND

Whereas, the second proviso prescribed under Regulation 6.0.1 in the University Grants Commission (Minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and other measures for the maintenance of the standards in higher education) (2nd Amendment) Regulations, 2013 has been amended vide proviso 4 of the UGC Regulations 2016, dated 11th July, 2016 (4th Amendment).

AND

Whereas, "Tables-I,II(A),II(B),III,IV,V(A),V(B),VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the 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) (3rd Amendment) Regulations, 2016 are amended and substituted by Tables-I,II(A),II(B),III,IV,V(A),V(B), VI,VII,VIII(A), VIII(B) and IX of Appendix-III of the 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) (4th Amendment) Regulations, 2016."

AND

Whereas, the 2nd, 3rd and 4th amendments to UGC Regulation, 2010 dated 30th June, 2010 and Government Resolution No. संकिर्ण-२०१६ प्र.क्र. ८८/१६/विशि-१, dated 15th October, 2016 and

Government Resolution No. संकिर्ण-२०१७/प्र.क्र.३३/१७/विशि-१, dated 4th March, 2017 is implemented by this University vide Direction No.06/2017, dated 19.06.2017.

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 as Ordinance for the purpose.

AND

Whereas, the University has to initiate action of framing suitable Ordinance, under the provisions of Section 72 of Maharashtra Public Universities Act, 2016, 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 Statute is likely to take some time, it is necessary to issue direction in this regard.

Now, therefore, I, Dr. M.G. Chandekar, Vice-Chancellor of Sant Gadge Baba Amravati University, in exercise of the powers conferred upon me under Section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby direct as under :-

1. This direction may 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, 2017”.
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 & Promotions under Career Advancement Scheme of Teachers, will be as prescribed by the UGC, vide UGC Regulation 2010, dated 30th June, 2010 and the 2nd, 3rd & 4th Amendment to this Regulation issued vide dated 13th June 2013, 4th May, 2016 and 11th July, 2016 respectively. Self Assessment Proforma Cum Score Sheet prescribed accordingly by the University for this purpose are as per Section-I, Section-II, Section-III and Section-IV annexed herewith.

Summary of these Sections is as under :-

Summary of Sections :-

(A)

Section-I

- 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.

Section-II

- 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.

Section-III

- 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.

Section- IV

- Appendix - X** : For Teachers under Music and Performing Arts Part - B (Categories - I, II & III) of Appendix – XI & Appendix – XII.
- Appendix - XI** : PBAS Proforma for Promotions under CAS of University For Teachers under Music and Performing Arts (Part - A, Part - B & Part - C).
- Appendix - XII** : Annual Self Assessment Proforma for the Performance Based Appraisal System (Part - A, Part - B & Part - C) for Teachers under Music and Performing Arts.

- (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 / XI along with his / her application form by respective category of teachers.

4. The Direction No. 5/2011, dated 27.1.2011 hereby stands repealed.

Place : Amravati
Date :24 /08/2017

Sd/-
(M.G. Chandekar)
Vice-Chancellor

Section I

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 2016, No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission.

B (I) is based on API scoring for **Category I** of the Table. Detailed information for 2017-18 or most recent assessment year is to be provided.

B (II) is based on **Category II** of the Table. Detailed information for 2017-18 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, 2016 (4th Amendment).

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. Direct Teaching:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.	Assistant Professor	Actual hours spent per academic year ÷7.5	70
	Associate Professor	Actual hours spent per academic year÷7.75	60
	Professor		60

I b. Examination duties:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
• Question paper setting, Invigilation, evaluation of answer scripts including term end examination / Department examinations/ College Examinations/ Internal Assessment and other examinations specified by the University. • Examination work such as coordination, Co-officer, Subject Exam Committee etc. or flying squad duties etc.	Assistant Professor	Actual hours spent per academic year ÷10	20
	Associate Professor		20
	Professor		10

I c. Innovative Teaching:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
• learning methodologies, updating of subject contents/courses, mentoring etc. • Participatory and Innovative T /L Process with materials for problem based learning, case studies, Group discussions etc., • Interactive Courses, Participatory Learning modules, Case studies. • Use of ICT in T/L process with computer-aided methods like powerpoint / Multimedia/ Simulation/Softwares etc. • Developing and imparting Remedial/Bridge Courses. • Developing and imparting soft skills/communication skills/personality development courses/ modules. • 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. • Organizing and conduction of popularization programmes/ training courses in computer assisted teaching/web-based learning and e-library skills to students.	Assistant Professor	Actual hours spent per academic year ÷10	10
	Associate Professor		15
	Professor		20

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

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

II a. Student related co-curricular, extension and field based activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
i. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) ii. Other co-curricular activities. Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC, NSO or any other similar activity. Students related Socio Cultural and Sports Programmes, campus publications etc. iii. Extension and dissemination activities (public /popular lectures/talks/seminars etc.). Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper, flood or drought relief, small family norms, cleanliness drive, tree plantation etc.	Assistant Professor/ Associate Professor/ Professor	Actual hours spent per academic year ÷10	15

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
i. Administrative responsibility (including as Dean / Principal / Head of the Department/ Co-ordinator of centers Chairperson / Convener / Teacher-in-charge/ IQAC/ statutory bodies/ similar other duties that require regular office hrs for its discharge)/ other aspect of departmental or institutional management such as admission committee, campus development, library committee etc./ Organization of Conference /Training as Chairman/Organizing Secretary / Treasurer. Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline/ College magazine etc./ Contribution to Corporate life in Universities/colleges through meetings, popular. / lectures, subject related events, etc. ii. Participation in Board of Studies, Academic and Administrative Committees and all other committee (s)/ Duties specified by the University/ Government/ Statutory body.	Assistant Professor/ Associate Professor / Professor	Actual hours spent per academic year ÷10	15

II c. Professional Development activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
- Professional Development activities such as participation in short term training courses/ long term training courses authorized by statutory bodies, industrial experience, talks, refresher / orientation/ faculty development courses, dissemination and general articles and any other contribution, subject Associations, Conferences, Seminars without paper Presentation. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, etc. - Institutional governance. Participation in State/Central Bodies/Committees on Education, Research and National Development. Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes. - Lectures in Refresher/ Orientation/ Short Term Programmes and any other professional development activities authorized by statutory bodies.	Assistant Professor/ Associate Professor / Professor	Actual hours spent per academic year ÷10	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

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

Catego ry	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education/ Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	Other Reputed Journals as notified by the UGC #	10 per Publication

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III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on Its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
III (C) RESEARCH PROJECTS				
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, Respectively
III (C) (iii)	Projects Outcome / Outputs	Patent awarded / Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNI CEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D) RESEARCH GUIDANCE				
III(D)(i)	M.Phil.	Degree awarded	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate

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III E Fellowships, Awards and Invited lectures delivered in conferences / seminars				
III(E) (i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship
		National Award/Fellowship from academic bodies/ associations	National Award/Fellowship from academic bodies/associations	10 per Award / 10 per Fellowship
		State/University level Award from academic bodies/ associations	State/University level Award from academic bodies/associations	5 Per Award
III(E) (ii)	*Invited lectures / papers	International	International	7 per lecture / 5 per paper presented
		National level	National level	5 per lecture / 3 per paper presented
		State/University level	State/University level	3 per lecture / 2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III(F)	Development of e-learning delivery process/material**			10 per module

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

*The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

**** Note:** e-learning module shall be approved by the head of the Institution/ Department

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

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

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

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

APPENDIX - III TABLE - II(B)
Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

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

APPENDIX-III - TABLE: III
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

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

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

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I a. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							
10							
11							
12							
13							
14							
15							
16							
17							
18							

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Max. API Score: 70, 60, 60 for Assistant Professor, Associate Professor and Professor respectively.

I b. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				
Max. API Score: 20, 20, 10 for Assistant Professor Associate Professor and Professor respectively				

I b. Innovative Teaching:

Sr. No.	Innovative methods in teaching	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
4.				
5.				
Max. API Score: 10, 15, 20 for Assistant Professor Associate Professor and Professor respectively				

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.
****As per table under the document ANNEXURE I (A)**

Total Score (Category : I) :-	
--	--

Signature of Teacher

Verified 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
CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II c. Professional Development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

**As per table under the document ANNEXURE II (A)

Verified and found correct:

Signature of Teacher

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
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document **
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (A)

Total Score (Category : III) :-

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

1.
2.
3.

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.

Name :
Designation : Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

D) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A)General Intelligence :
B)Capacity to get work in
Respect of research & teaching
C)Technical Ability :
D)Administrative ability including :
Judgment initiative and drive
(if applicable)

- E) Integrity and Character :
F) Whether powers delegated are: Fully utilized.
G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017 Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / / Signature of Reviewing Officer

Appendix-III

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

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I a. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							

10							
11							
12							
13							
14							
15							
16							
17							
18							

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Max. API Score: 70, 60, 60 for Assistant Professor, Associate Professor and Professor respectively.

I b. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

Max. API Score: 20, 20, 10 for Assistant Professor Associate Professor and Professor respectively

I b. Innovative Teaching:

Sr. No.	Innovative methods in teaching	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
4.				
5.				

Max. API Score: 10, 15, 20 for Assistant Professor Associate Professor and Professor respectively

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

**As per table under the document ANNEXURE I (A)

Total Score (Category : I) :-	
---------------------------------	--

Signature of Teacher

Verified 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

CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II c. Professional Development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

**As per table under the document ANNEXURE II (A)

Verified and found correct:

Signature of Teacher

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
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document **
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (A)

Total Score (Category : III) :-

Signature of Teacher

Verified 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.	Total – API	Annual Av. API Score for Assessment Period
I	Teaching, learning and			
	Evaluation related activities			
II	Co-curricular, Extension, Related Professonal			
	Development Activities.			
	Total I + II			
III	Research, Publications and Academic Contributions (For entire period)			

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

1.
2.
3.

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 profonna.

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.

Name :

Designation :

Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

II) A) General Intelligence : _____

B) Capacity to get work in
Respect of research & teaching

C) Technical Ability : _____

D) Administrative ability including
Judgment initiative and drive
(if applicable) : _____

E) Integrity and Character : _____

F) Whether powers delegated are
Fully utilized. : _____

G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively
Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / /

Signature of Reviewing Officer

Annexure I (A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Dairy certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

Section II**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 2016 (4th Amendment) .

Part B of the Proforma is based on Appendix-III, Table IV of the UGC Regulations 2016, No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission.

B (I) is based on API scoring for **Category I** of the Table. Detailed information for 2017-18 or most recent assessment year is to be provided.

B (II) is based on **Category II** of the Table. Detailed information for 2017-18 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, 2016 (4th Amendment).

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, Sport Person Development and Sport Management Activities:

Category I	Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
a	i. Lecture cum practice based athlete / sports classes, seminars undertaken as per allotted hours /organizing and conducting coaching camps / sports person development / training programmes (50 Points)	Assistant Director / College Director	Actual hours spent per academic year ÷17.5	80
		Deputy Director	Actual hours spent per academic year ÷17.25	70
	ii. Identifying sports talents and Mentoring sports excellence among students (20 Points)	Director	Actual hours spent per academic year ÷16.75	60
b	ii. Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points)			
	i. Management of Physical Education & Sports Program for students (planning, executing and evaluating the policies in physical education & Sports) (10 Points).			
b	ii. Organizing and conducting sports and games competitions at the International / National /State /Inter University/Inter Zonal/ Inter-collegiate Levels (10 Points).	Assistant Director / College Director/ Deputy Director/ Director	Actual hours spent per academic year ÷10	10
	iii. Examination related work such as Physical efficiency test, Medical test, Invigilation, Officer/ co-officer in-charge, External/ Internal Examiner, Member of flying squad (10 Points).			
c	i. Upgradation of scientific and technological knowledge in Physical Education and Sports (10 Points).	Assistant Director / College Director/ Deputy Director/ Director	Actual hours spent per academic year ÷10	10
	ii. Extending services, sports facilities and training on holidays to the institutions and organizations (10 Points)			

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

II a. Student related co-curricular, extension and field based activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
i. Discipline related co-curricular activities (such as Cultural exchange and Sports Programmes Various level of extramurals and intramural programmes, extension work through NSS/NCC and other channels.) ii. Extension and dissemination activities (public /popular lectures/talks/seminars etc.).	Assistant Director / College Director/ Deputy Director/ Director	Actual hours spent per academic year ÷10	15

II b. Contribution to Corporate life and Management of the Institution.

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
i. Participation in sports and administrative committees and responsibilities (including as Principal / Director / Convener / similar other duties that require regular office hrs for its discharge). ii. 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. iii. Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee etc. iv. Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline. v. Organisation of Conference /Training as Chairperson/Organizing Secretary / Treasurer : (a) International/National/ Regional./ as member of the organizing committee.	Assistant Director / College Director/ Deputy Director/ Director	Actual hours spent per academic year ÷10	15

II c. Professional Development activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
- Professional Development activities (such as participation in seminars, conferences, short term training courses, camps & events, talks, lectures in refresher / faculty development courses, membership of associations, dissemination and general articles and any other contribution). - Participation in subject Associations, Conferences, Seminars without paper Presentation. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance. Participation in State/Central Bodies/Committees on Sports, Cultural, Education, Research and National Development. Publication of articles in newspapers, magazines or other publications (not covered in category III; Radio talks; television programmes.	Assistant Director / College Director/ Deputy Director/ Director	Actual hours spent per academic year ÷10	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS
Based on the self-assessment, API scores are proposed for research and sports contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education & Sports to higher grades and Selection Committee for the promotion of Assistant Director of Physical Education & Sports to Deputy Director of Physical Education & Sports and for direct recruitment of Deputy Director of Physical Education & Sports and Director of Physical Education & Sports.

Category	Activity	Faculties of Physical Education and Sports	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author

		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, Respectively
III (C) (iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/ UNESCO/UNICEF etc. Central / StateGovt./Local Bodies	Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	15/10 per candidate
III(E) (i)	Fellowships/ Awards	International Award/ Fellowship from Govt./ recognized International Sports Bodies/International Sports Organizations	15 per Award / 15 per Fellowship
		National Award/Fellowship from Govt./recognized National Sports Bodies/ National Sports Organizations	10 per Award / 10 per Fellowship
		State / University Award/ Fellowship from Govt./ recognized State Sports Bodies/State Sports Organizations	5 Per Award
III(E) (ii)	*Invited lectures / papers	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III (F)	Development of e-learning delivery process/material 10 per module**		10 per module

- * Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows:
(i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.
- ** **Note:** e-learning module shall be approved by the head of the Institution/ Department.
- *The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period
- # The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

APPENDIX - III TABLE - V (A)
MINIMUM APIs AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE DIRECTOR AND DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant / College Director of Physical Education (Stage 1 to Stage 2)	Assistant / College Director of Physical Education (Stage 2 to Stage 3)	Assistant/College Director of Physical Education(Stage 3) to Deputy/ College Director of Physical Education (Stage 4)	Deputy Director of Physical Education (Stage 4) to Director of Physical Education (Stage 5)
I	Teaching, training, coaching, sports person development and sports management activities	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
V 50% - Research Contribution.	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance	50% - Research Contribution. 30% - Assessment of domain knowledge & teaching practices. 20 % - Interview performance

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

APPENDIX - III TABLE – V (B)

Minimum Scores for APIs for direct recruitment of Physical Education Cadres in Universities / Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant DPE (Stage 1)	Deputy DPE (Stage 4)	DPE (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	a. Track Record of championship won (30%) b. Sports and athletic skills (40%) c. Interview performance (30%)	a. Research papers (3 nos) evaluation:(40%) b. Organisational skills / Plans of sports (30%) c. Interview performance (30%)	a. Research papers (5 nos) evaluation (50%) b. Organisational track vision plan: (25%) c. Interview performance (25%)

APPENDIX-III - TABLE: VI
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

S.No.	Promotion of Physical Education Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	i. Minimum cumulative API scores using PBAS scoring proforma developed by the UGC as per the norms provided in Table V (A). ii. One Orientation and one Refresher / Research Methodology Course of 3/4 weeks duration. iii. Screening cum Verification process for recommending promotion.
2	Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE (selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) College DPE (senior scale) with completed service of five years in Stage 2	i. Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A) ii. One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 3/4 week duration. iii. Screening cum Verification process for recommending promotion.
3	Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE / College DPE (Selection Grade) (Stage 3 to Stage 4).	Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3.	i. Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). ii. At least three publications in the entire period as Assistant/College DPE (twelve years). However, in the case of College DPE, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. iii. Evidence of having produced teams / athletes iv. A selection committee process as stipulated in the regulation and in Tables V(A).
4	University DPE (Stage 5) (For universities only)	Deputy DPE in universities with three years of completed service in Stage 4.	i. Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table V(A). Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. ii. A minimum of five publications since the period the personnel is placed in stage 3 iii. Evidence of having produced. teams / athletes iv. A selection committee process as (stipulated in the regulation and in Tables V(A).

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

- * **Wherever** relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points: (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.
- # **The** University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

Appendix-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

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : I

**TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND
SPORTS MANAGEMENT ACTIVITIES.**

I a. i. Lecture cum practice based athlete/sports classes, practical, seminars undertaken as per percentage of allotted hours.

Sr. No.	Lecture / Sports classes / Seminars	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							
10							
11							
12							
13							
14							
15							
16							
17							
18							

*Lecture cum practice based athlete / sports classes (AC), Practical (PR) seminars (S), organizing and conducting coaching camps (CC), sports person development / training programmes (SP/TP)

I a. ii. Sport Talent and Mentoring sports excellence:

Sr. No.	Short Description of Programme	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I a. iii. Development and maintenance of play fields, purchase and maintenance of other sports facilities:

Sr. No.	Short Description of Development Work	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

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(Max. API Score: 80, 70, 60 for Assistant Director including College Director/ Deputy Director/ Director respectively under I a. i, ii, and iii).

I b. i. Management of Physical Education & Sports Program for students:

Sr. No.	Short Description of Titles	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I b. ii. Organizing and conducting sports and games competitions:

Sr. No.	Name of the Event	Organizers including joint organizers	Date of Event	Level of Event International / National/ State	Total number of hours	Actual Score Claimed	Proof Document*
1							
2							
3							
4							
5							

I b. iii. Examination related work:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

(Max. API Score: 10 for Assistant Director including College Director/ Deputy Director/ Director under I b. i, ii and iii).

I c. i. Upgradation of scientific and technological knowledge in Physical Education and Sports:

Sr. No.	Name of the Event	Organizers including joint organizers	Date of Event	Deliverables	Total number of hours	Actual Score Claimed	Proof Document**
1							
2							
3							

I c. ii. 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/ Organisation to which the Service, Sports facility or Training is provided.	Date of Event	Deliverables	Total number of hours	Actual Score Claimed	Proof Document*
1							
2							
3							
4							
5							

(Max. API Score: 10 for Assistant Director including College Director/ Deputy Director/ Director under I a. i, and ii).

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

**As per table under the document ANNEXURE I (B)

Total Score (Category : I) :-	
---------------------------------	--

Signature of Teacher

Verified 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

CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

II a. i. Discipline related co-curricular activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II a. ii. Extension and dissemination activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

Max. API Score 15 under II a for Assistant Director / College Director/ Deputy Director/ Director

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

II b i. Participation in sports and administrative committees and responsibilities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II b ii. Contribution to Corporate life and management of the sports units:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II b iii. Institutional Governance responsibilities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II b iv. Responsibility and committees:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II b iv. Organization of events:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

Max. API Score 15 under II b for Assistant Director / College Director/ Deputy Director/ Director

II c. Professional Development activities:

II c. i. Participation in professional development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II c. ii. Participation in subject Associations, Conferences, Seminars without paper Presentation:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II c. iii. Participation in other professional development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

Max. API Score 15 under II c for Assistant Director / College Director/ Deputy Director/ Director

**As per table under the document ANNEXURE II (B)

Signature of Teacher

Verified 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

CATEGORY : III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International/ National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document*
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document*
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (B)

Total Score (Category : III) :-

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

1.
2.
3.

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 profonna.

Signature of the faculty with
Designation, Place & Date

School

Signature of V.C./
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.

Name :
Designation : Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence :
B) Capacity to get work in Respect of research & teaching
C) Technical Ability :
D) Administrative ability including Judgment initiative and drive (if applicable) :

- E) Integrity and Character :
F) Whether powers delegated are Fully utilized. :

G) General Assessment * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017 Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / / Signature of Reviewing Officer

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.)
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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I
TEACHING, TRAINING, COACHING, SPORTS PERSON DEVELOPMENT AND
SPORTS MANAGEMENT ACTIVITIES.

I a. i. Lecture cum practice based athelete/sports classes, practical, seminars undertaken as per percentage of allotted hours.

Sr. No.	Lecture / Sports classes / Seminars	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							
10							
11							

12							
13							
14							
15							
16							
17							
18							

*Lecture cum practice based athlete / sports classes (AC), Practical (PR) seminars (S), organizing and conducting coaching camps (CC), sports person development / training programmes (SP/TP)

I a. ii. Sport Talent and Mentoring sports excellence:

Sr. No.	Short Description of Programme	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I a. iii. Development and maintenance of play fields, purchase and maintenance of other sports facilities:

Sr. No.	Short Description of Development Work	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

(Max. API Score: 80, 70, 60 for Assistant Director including College Director/ Deputy Director/ Director respectively under I a. i, ii, and iii).

I b. i. Management of Physical Education & Sports Program for students:

Sr. No.	Short Description of Titles	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I b. ii. Organizing and conducting sports and games competitions:

Sr. No.	Name of the Event	Organizer s including joint organizers	Date of Event	Level of Event International/ National/ State	Total numbe r of hours	Actual Score Claimed	Proof Document**
1							
2							
3							
4							
5							

I b. iii. Examination related work:

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Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

(Max. API Score: 10 for Assistant Director including College Director/ Deputy Director/ Director under I b. i, ii and iii).

I c. i. Upgradation of scientific and technological knowledge in Physical Education and Sports:

Sr. No.	Name of the Event	Organizers including joint organizers	Date of Event	Deliverables	Total number of hours	Actual Score Claimed	Proof Document **
1							
2							
3							

I c. ii. 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/ Organisation to which the Service, Sports facility or Training is provided.	Date of Event	Deliverables	Total number of hours	Actual Score Claimed	Proof Document **
1							
2							
3							
4							
5							

(Max. API Score: 10 for Assistant Director including College Director/ Deputy Director/ Director under I a. i, and ii).

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

**As per table under the document ANNEXURE I (B)

Total Score (Category : I) :-	
---------------------------------	--

Verified and found correct :

Signature of Teacher

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

CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

II a. i. Discipline related co-curricular activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II a. ii. Extension and dissemination activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

Max. API Score 15 under II a for Assistant Director / College Director/ Deputy Director/ Director

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

II b i. Participation in sports and administrative committees and responsibilities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II b ii. Contribution to Corporate life and management of the sports units:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				

II b iii. Institutional Governance responsibilities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II b iv. Responsibility and committees:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II b iv. Organization of events:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

Max. API Score 15 under II b for Assistant Director / College Director/ Deputy Director/ Director

II c. Professional Development activities:

II c. i. Participation in professional development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II c. ii. Participation in subject Associations, Conferences, Seminars without paper Presentation:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

II c. iii. Participation in other professional development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				

Max. API Score 15 under II c for Assistant Director / College Director/ Deputy Director/ Director

****As per table under the document ANNEXURE II (B)**

Signature of Teacher

Verified 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
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document **
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document* *
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (B)

Total Score (Category : III) :-

Signature of Teacher

Verified 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.	Total - API	Annual Av. API Score for Assessment Period
I	Teaching, learning and			
	Evaluation related activities			
II	Co-curricular, Extension, Related Professonal			
	Development Activities.			
	Total I + II			
III	Research, Publications and Academic Contributions (For entire period)			

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

- 1.
- 2.
- 3.

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 profonna.

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.

Name :
Designation :

Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence : _____
- B) Capacity to get work in
Respect of research & teaching
- C) Technical Ability : _____
- D) Administrative ability including
Judgment initiative and drive
(if applicable) : _____

- E) Integrity and Character : _____
- F) Whether powers delegated are
Fully utilized. : _____

- G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively
Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / /

Signature of Reviewing Officer

Annexure I (B)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Dairy certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (B)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (B)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

Section-III

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 I of the UGC Regulations 2016, No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission.

B (I) is based on API scoring for **Category I** of the Table. Detailed information for 2017-18 or most recent assessment year is to be provided.

B (II) is based on **Category II** of the Table. Detailed information for 2017-18 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, 2016 (4th Amendment).

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, organization, and delivery of knowledge and information through Library services

Sub-categories	Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
a	i. Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/ College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) ii. Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (15 Points) iii. Examination related work such as Physical efficiency test, Medical test, Invigilation, Officer/ co-officer in-charge, External/ Internal Examiner, Member of flying squad (15 Points). iv. 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. (15 Points).	Univ. Assistant Librarian/ College Librarian	Actual hours spent per academic year ÷20	70
		Deputy Librarian/		60
		Librarian		55
b	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, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management	Univ. Assistant Librarian/ College Librarian/ Deputy Librarian/ Librarian	Actual hours spent per academic year ÷10	15
c	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	Univ. Assistant Librarian/ College Librarian/ Deputy Librarian/ Librarian	Actual hours spent per academic year ÷10	15

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

II a. Student related co-curricular, extension and field based activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
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, Library usage awareness programmes.	Univ. Assistant Librarian/ College Librarian/ Deputy Librarian/ Librarian	Actual hours spent per academic year ÷10	15

II b. Contribution to Corporate life and Management of the Institution.

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
★ Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities. ★ Contribution in Universities/ colleges through meetings, popular lectures, Library related events, articles in college magazine and University volumes. ★ Institutional Governance responsibilities like ,Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator. ★ Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee. ★ Responsibility for or participation in committees for Students Welfare, Counseling and Discipline. ★ Organisation of Conference /Training as Chairman/Organizational Secretary / Treasurer/ as member of the organizing committee	Univ. Assistant Librarian/ College Librarian/ Deputy Librarian/ Librarian	Actual hours spent per academic year ÷10	15

II c. Professional Development activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
- Professional Development activities such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below. - Participation in subject Associations, Conferences, Seminars without paper Presentation. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance. Participation in State/Central Bodies/Committees on Education, Research and National Development. Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks; television programmes.	Univ. Assistant Librarian/ College Librarian/ Deputy Librarian/ Librarian	Actual hours spent per academic year ÷10	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS
Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian. Professor.

Category	Activity	University/College Librarians Max.score *	University/College Librarians Max.score *
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter

III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, Respectively
III (C) (iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/ UNESCO/UNICEF etc. Central / StateGovt./Local Bodies	Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	15/10 per candidate
III(E) (i)	Fellowships/ Awards	International Award/ Fellowship from Govt./ recognized International Sports Bodies/International Sports Organizations	15 per Award / 15 per Fellowship
		National Award/Fellowship from Govt./recognized National Sports Bodies/ National Sports Organizations	10 per Award / 10 per Fellowship
		State / University Award/ Fellowship from Govt./ recognized State Sports Bodies/State Sports Organizations	5 Per Award
III(E) (ii)	*Invited lectures / papers	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III(F)	Development of e-learning delivery process/material 10 per module**		10 per module

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

**** Note:** e-learning module shall be approved by the head of the Institution/ Department.

*The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

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

APPENDIX - III TABLE - VII (A)
MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF ASSISTANT/COLLEGE LIBRARIAN AND DEPUTY LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN UNIVERSITIES AND COLLEGES

Category	Activity	Assistant / College Librarian (Stage 1 to Stage 2)	Assistant / College Librarian (Stage 2 to Stage 3)	Assistant/College Librarian (Stage 3) to Deputy/ College Librarian (Stage 4)	Deputy Librarian (Stage 4) to Librarian (Stage 5)
I	Procurement, organization, and delivery of knowledge and information through Library services	80/Year	80/year	75/year	70/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50 / Assessment period	50 / Assessment period	50 / Assessment period	50 / Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20 / Assessment period	50 / Assessment period	75 / Assessment period	100 / Assessment period
II + III	Minimum total API score under Categories II and III*	90 / Assessment period	120 / Assessment period	150 / Assessment period	180 / Assessment period
IV	Expert Assessment System	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee	Selection Committee
V 50% - Research Contribution.	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening Committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organizational skills 20 % - Interview performance	50% Library publication work 30% Assessment of innovative Library service and organization of digital library services 20% Interview performance

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

APPENDIX - III TABLE – VIII (B)
Minimum APIs and Other Norms for the Direct Recruitment of Librarian Positions in University Departments/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

Minimum Norm / Criteria	Assistant University Librarian / College Librarian (Stage 1)	Deputy Librarian in universities (Stage 4)	Librarian (university only) (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from categories II & III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection Committee criteria / weightages (Total Weightages = 100)	a. Teaching / computer and communication skills by a Lecture demonstration (50%) b. Record of Library management skills (20%) c. Interview performance(30%)	a. Library related Research / Theme papers (3 Nos) Evaluation: (50%) b. Library automation skills and Organizational Plans (20%) c. Interview performance (30%)	a. Library Research papers (Five) evaluation (60%) b. Organizational track record of innovation library service and vision plan (20%) c. Interview performance (20%)

APPENDIX-III - TABLE: IX
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF
PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

S.No.	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant Librarian/ College Librarian to Assistant Librarian (Senior Scale) / College Librarian (Senior Scale) (Stage 1 to Stage 2)	Assistant Librarian/ College Librarian completed four years of service in Stage 1 with Ph.D. or five years of service with M.Phil. or six years of service without Ph.D./ M.Phil	i. Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII (A) of Appendix III for Librarian cadres in universities and for college Librarian cadres. ii. One Orientation and one Refresher Course of 3/4 weeks duration iii. Screening cum Verification process for recommending promotion.
2	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale) / College Librarian (senior scale) with completed service of five years in Stage 2	i. Minimum API scores using the PBAS scoring proforma developed by University as per the norms provided in Table VIII (A) of Appendix III for Librarian Cadres in universities and for college librarian cadres. ii. Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. iii. Screening cum Verification process for recommending promotion.
3	Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) to Deputy Librarian / College Librarian (Selection Grade) (Stage 3 to Stage 4)	Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade) with three years of completed service in Stage 3.	i. Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix III. Three publications over twelve years. In Colleges, an exemption of one publication will be given to M. Phil holders and two publications to Ph.D. Holders. ii. Additionally one course/training under the categories of Library automation / Analytical tool Development for academic documentation. iii. A selection committee process as stipulated in the Regulation and in Table VIII (A)
4	University Librarian (Stage 5) (For universities only)	Deputy Librarian in universities with three years of completed service in Stage 4.	i. Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table VIII (A). Librarians may combine two assessment periods (in Stages 3 and 4) to achieve minimum API scores, if required. ii. A minimum of five publications since the period that the teacher is placed in stage 3 iii. Evidence of innovative library service and organization of published work. iv. A selection committee process as stipulated in the regulation and in Table VIII (A)

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

- * **Wherever** relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.
- # **The** University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the “List of Journals”. The clause 6.0.5 (i) will be strictly followed by the University.

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

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I

PROCUREMENT, ORGANISATION AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH
LIBRARY SERVICES.

- I. a.i. Library resource organization:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						

- I. a. ii. e-content development and software based programs:

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Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						

I. a. iii. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I. a. iv. User awareness and instruction programmes:

Sr. No.	Short Description of programmes	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

(Max. API Score: 70, 60, 55 for Univ. Assistant Librarian including College Librarian, Deputy Librarian, Librarian respectively under Ia).

b. ICT and other new technologies’:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						
Max. API Score						15

c. Additional services such as extending library facilities on holidays:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						
Max. API Score						15

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

**As per table under the document ANNEXURE I (C)

Total Score (Category : I) :-	
---------------------------------	--

Signature of Teacher

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

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

II c. Professional Development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

**As per table under the document ANNEXURE II (C)

Verified and found correct:

Signature of Teacher

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
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document Code**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (C)

Total Score (Category : III) :-

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

- 1.
- 2.
- 3.

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 profonna.

Signature of the faculty with
Designation, Place

& Date

School

Signature of V.C./

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.

Name :
Designation : Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence :
B) Capacity to get work in Respect of research & teaching
C) Technical Ability :
D) Administrative ability including Judgment initiative and drive (if applicable) :
E) Integrity and Character :
F) Whether powers delegated are Fully utilized. :
G) General Assessment * A+ = Outstanding, A = Very Good, B+ = Positively Good, B = Good, C+ = Satisfactory, C = Not Satisfactory (* Strike out which is not applicable.)

Date : / / 2017 Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / / Signature of Reviewing Officer

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I

PROCUREMENT, ORGANISATION AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES.

I. a.i. Library resource organization:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						

I. a. ii. e-content development and software based programs:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						

I. a. iii. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

I. a. iv. User awareness and instruction programmes:

Sr. No.	Short Description of programmes	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				

(Max. API Score: 70, 60, 55 for Univ. Assistant Librarian including College Librarian, Deputy Librarian, Librarian respectively under Ia).

b. ICT and other new technologies’:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						
Max. API Score						15

c. Additional services such as extending library facilities on holidays:

Sr. No.	Nature of Activity	Execution of Activity with justification	Outcome	Total number of hours	Actual Score Claimed	Proof Document**
1						
2						
3						
4						
Max. API Score						15

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.
****As per table under the document ANNEXURE I (C)**

Total Score (Category : I) :-	
--	--

Signature of Teacher

Verified 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
CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1.				
2.				
3.				
	Total (Max: 15)			

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

II c. Professional Development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

**As per table under the document ANNEXURE II (C)

Signature of Teacher

Verified 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
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document Code**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department

**As per table under the document ANNEXURE III (C)

Total Score (Category : III) :-

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

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

- 1.
- 2.
- 3.

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.

Name :
Designation : Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence : _____
B) Capacity to get work in
Respect of research & teaching
C) Technical Ability : _____
D) Administrative ability including
Judgment initiative and drive
(if applicable) : _____

- E) Integrity and Character : _____
F) Whether powers delegated are
Fully utilized. : _____

G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017 Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / /

Signature of Reviewing Officer

Annexure I (C)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Dairy certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (C)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (C)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

Section IV

Appendix-X

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 in music and performing arts)

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 2016, No.F.1-2/2016(PS/Amendment) -In exercise of the powers conferred under clauses (e) and (g) of sub-section (1) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission.

B (I) is based on API scoring for **Category I** of the Table. Detailed information for 2017-18 or most recent assessment year is to be provided.

B (II) is based on **Category II** of the Table. Detailed information for 2017-18 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, 2016 (4th Amendment).

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. Direct Teaching:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.	Assistant Professor	Actual hours spent per academic year ÷7.5	70
	Associate Professor	Actual hours spent per academic year ÷7.75	60
	Professor		60

I b. Examination duties:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
- Question paper setting, Invigilation, evaluation of answer scripts including term end examination / Department examinations/ College Examinations/ Internal Assessment and other examinations specified by the University. - Examination work such as coordination, Co-officer, Subject Exam Committee etc. or flying squad duties etc.	Assistant Professor	Actual hours spent per academic year ÷10	20
	Associate Professor		20
	Professor		10

I c. Innovative Teaching:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
• learning methodologies, updation of subject contents/courses, mentoring etc. • Participatory and Innovative T /L Process with materials for problem based learning, case studies, Group discussions etc., • Interactive Courses, Participatory Learning modules, Case studies. • Use of ICT in T/L process with computer-aided methods like powerpoint / Multimedia/ Simulation/Softwares etc. • Developing and imparting Remedial/Bridge Courses. • Developing and imparting soft skills/communication skills/personality development courses/ modules. • Developing and imparting specialized teaching-learning programmes in music, library; innovative compositions and creations in music, performing and visual arts and other traditional areas. • Organizing and conduction of popularization programmes/ training courses in computer assisted teaching/web-based learning and e-library skills to students.	Assistant Professor	Actual hours spent per academic year ÷10	10
	Associate Professor		15
	Professor		20

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

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

II a. Student related co-curricular, extension and field based activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max.Score
i. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visits, student seminars and other events.) ii. Other co-curricular activities. Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC, NSO or any other similar activity. Students related Socio Cultural and Sports Programmes, campus publications etc. iii. Extension and dissemination activities (public /popular lectures/talks/seminars/ etc.). Community work such as values of National Integration, Environment democracy, socialism, Human Rights, peace, scientific temper, flood or drought relief, small family norms, cleanliness drive, tree plantation etc.	Assistant Professor/ Associate Professor/ Professor	Actual hours spent per academic year ÷10	15

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max.Score
i. Administrative responsibility (including as Dean / Principal / Head of the Department/ Co-ordinator of centers Chairperson / Convener / Teacher-in-charge/ IQAC/ statutory bodies/ similar other duties that require regular office hrs for its discharge)/ other aspect of departmental or institutional management such as admission committee, campus development, library committee etc./ Organization of Conference /Training as Chairman/Organizational Secretary / Treasurer/ Chair person in organizations or associations related to the music and performing arts, Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline/ College magazine etc./ Contribution to Corporate life in Universities/colleges through meetings, popular. / lectures, subject related events, Coordinator of music festivals/ programs etc. ii.Participation in Board of Studies, Academic and Administrative Committees and all other committee (s)/ Duties specified by the University/ Government/ Statutory body.	Assistant Professor/ Associate Professor / Professor	Actual hours spent per academic year ÷10	15

II c. Professional Development activities:

Indicator/ Activity	Post Held	Calculation of Actual Score	Max. Score
- Professional Development activities such as participation in short term training courses/ long term training courses authorized by statutory bodies, industrial experience, talks, refresher / orientation/ faculty development courses, dissemination and general articles and any other contribution, subject Associations, Conferences, Seminars without paper Presentation. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Subject expert/Examiner/ judge in committees/ competitions related to music and performing arts etc. - Institutional governance. Participation in State/Central Bodies/Committees on Education, Research and National Development. Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks/ programmes; television programmes in music and performing arts. Director/ choreographer in the events related to the music and performing arts. Events related to the folk music and dance etc. - Lectures in Refresher/ Orientation/ Short Term Programmes and any other professional development activities authorized by statutory bodies.	Assistant Professor/ Associate Professor / Professor	Actual hours spent per academic year ÷10	15

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

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

Category	Activity	Teachers in Music and Performing Arts	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC #	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books, <u>Cassettes/ CDs, DVDs, Tracks</u>)	Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on Its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.	20 per Book for Single Author
		Cassettes/ CDs, DVDs recording in classical and semi-classical and light music done by registered/ reputed music companies. List of companies approved by the University and intimated to UGC.	20 per CD/ DVD
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	15 per Book for Single Author
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	International –10 per Chapter National – 5 per Chapter
		Individual track in Cassettes/ CDs, DVDs recording in classical and semi-classical and light music done by registered/ reputed music companies. Published or broadcasted solo/ group performance at AIR, TV, festivals and album etc. List of companies approved by the University and intimated to UGC.	10/ track
		Publish self competitions-classical, semi classical and light songs.	International – 15 National- 10 State-5
III (C) (i)	Sponsored Projects	Major Projects with grants above Rs. 5 lakhs	20 per Project
		Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per Project
		Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per Project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs.10 lakhs and Rs.2 lakhs, Respectively

III (C) (iii)	Projects Outcome / Outputs	Major Policy document prepared for international bodies like WHO/UNO/UNESCO/ UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5
III(D)(i)	M.Phil.	Degree awarded	5 per candidate
III(D) (ii)	Ph.D.	Degree awarded / Thesis submitted	15/10 per candidate
III(E) (i)	Fellowships/ Awards <u>including top A grade, A grade, B high grade, B grade in music and performing arts.</u>	International Award / Fellowship from academic bodies/associations	15 per Award / 15 per Fellowship
		National Award/Fellowship from academic bodies/associations	10 per Award / 10 per Fellowship
		State/University level Award from academic bodies/associations	5 Per Award
III(E) (ii)	*Invited lectures / papers	International	7 per lecture / 5 per paper presented
		National level	5 per lecture / 3 per paper presented
		State/University level	3 per lecture / 2 per paper presented
III(F)			10 per module

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

*The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period.

** **Note:** e-learning module shall be approved by the head of the Institution/ Department

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

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

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

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

APPENDIX - III TABLE - II(B)
Minimum Scores for APIs for direct recruitment of teachers in university departments / Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

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

APPENDIX-III - TABLE: III
MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF
TEACHERS IN UNIVERSITIES AND COLLEGES

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

Appendix-XI

Sant Gadge Baba Amravati University, Amravati.
PBAS Proforma for Promotion under CAS
(PART A, PART B & PART C)
(For Teachers in Music and Performing Arts)

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I a. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							
10							
11							
12							
13							
14							
15							
16							
17							
18							

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)
Max. API Score: 70, 60, 60 for Assistant Professor, Associate Professor and Professor respectively.
I b. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				
Max. API Score: 20, 20, 10 for Assistant Professor Associate Professor and Professor respectively				

I b. Innovative Teaching:

Sr. No.	Innovative methods in teaching	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
4.				
5.				
Max. API Score: 10, 15, 20 for Assistant Professor Associate Professor and Professor respectively				

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.
**As per table under the document ANNEXURE I (D)

Total Score (Category : I) :-	
---------------------------------	--

Verified and found correct :

Signature of Teacher

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
CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities/_Chair person in organizations or associations related to the music and performing arts/ music festivals and programmes:

Sr. No.	Type of Activity	Acting As	Total number of hours	Actual Score Claimed	Proof Document**
1.					
2.					
3.					
	Total (Max: 15)				

II c. Professional Development activities:

Sr. No.	Type of Activity	Acting As	Total number of hours	Actual Score Claimed	Proof Document**
1.					
2.					
3.					
	Total (Max: 15)				

**As per table under the document ANNEXURE II (D)

Signature of Teacher

Verified 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

CATEGORY : III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III B. Cassettes/ CDs, DVDs, Tracks published/ recorded:

Sr. No.	Cassettes/ CDs, DVDs, Tracks	Company	Publication International / National/ Local	Whether approved by University	No. of co-artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III B. Individual track in Cassettes/ CDs, DVDs recording in classical and semi-classical and light music done by registered/ reputed music companies:

SANT GADGE BABA AMRAVATI UNIVERSITY GAZETTE - 2017 -PART ONE -415

Sr. No.	Cassettes/ CDs, DVDs, Tracks	Company	Publication International / National/ Local	Whether approved by University	No. of co-artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department
**As per table under the document ANNEXURE III (D)

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

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

- 1.
- 2.
- 3.

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.

Name :
Designation :

Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- c) State whether the facts stated above are correct, if not, state the correct facts.
- d) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence : _____
- B) Capacity to get work in
Respect of research & teaching
- C) Technical Ability : _____
- D) Administrative ability including
Judgment initiative and drive
(if applicable) : _____

- E) Integrity and Character : _____
- F) Whether powers delegated are
Fully utilized. : _____

- G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively
Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / /

Signature of Reviewing Officer

Sant Gadge Baba Amravati University, Amravati.
PBAS Proforma for Promotion under CAS
(PART A, PART B & PART C)
(For Teachers in Music and Performing Arts)

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 : Nil

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1				

Date :

Signature of teacher

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I a. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1							
2							
3							
4							
5							
6							
7							
8							
9							
Even Semester							
10							
11							
12							
13							
14							
15							
16							
17							
18							

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Max. API Score: 70, 60, 60 for Assistant Professor, Associate Professor and Professor respectively.

I b. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1				
2				
3				
4				
5				
Max. API Score: 20, 20, 10 for Assistant Professor Associate Professor and Professor respectively				

I b. Innovative Teaching:

Sr. No.	Innovative methods in teaching	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
4.				
5.				
Max. API Score: 10, 15, 20 for Assistant Professor Associate Professor and Professor respectively				

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

****As per table under the document ANNEXURE I (D)**

Total Score (Category : I) :-	
---------------------------------	--

Signature of Teacher

Verified 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

CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document **
1.				
2.				
3.				
	Total (Max: 15)			

Sr. No.	Type of Activity	Acting As	Total number of hours	Actual Score Claimed	Proof Document**
1.					
2.					
3.					
	Total (Max: 15)				

Sr. No.	Type of Activity	Acting As	Total number of hours	Actual Score Claimed	Proof Document**
1.					
2.					
3.					
	Total (Max: 15)				

Signature of Teacher

Signature of V.C.

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

**Signature of Chairman
Screening / Selection Committee**

CATEGORY : III

III A. Research Papers publication:

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	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III B. Cassettes/ CDs, DVDs, Tracks published/ recorded:

Sr. No.	Cassettes/ CDs, DVDs, Tracks	Company	Publication International / National/ Local	Whether approved by University	No. of co-artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III B. Individual track in Cassettes/ CDs, DVDs recording in classical and semi-classical and light music done by registered/ reputed music companies:

Sr. No.	Cassettes/ CDs, DVDs, Tracks	Company	Publication International / National/ Local	Whether approved by University	No. of co-artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1					
Total					

III D. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
Total					

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
3						
Total						

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

III F. Development of e-learning delivery process/material:

Sr. No.	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document**
1					
2					
Total					

Note: e-learning module shall be approved by the head of the Institution/ Department
****As per table under the document ANNEXURE III (D)**

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

Signature of Teacher

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

Signature of Teacher

Verified 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	
6	
7	
8	
9	
10	

*Annexure-IV

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

- 1.
- 2.
- 3.

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.

Name :
Designation : Assessment Year :

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher ? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category III					
A					
B					
C					
D					
E					

- II) A) General Intelligence :
B) Capacity to get work in Respect of research & teaching
C) Technical Ability :
D) Administrative ability including Judgment initiative and drive (if applicable) :

- E) Integrity and Character :
F) Whether powers delegated are Fully utilized. :

G) General Assessment * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C = Not Satisfactory
(* Strike out which is not applicable.)

Date : / / 2017 Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor) :

Date : / / Signature of Reviewing Officer
Annexure I (D)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Dairy certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (D)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (D)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

**Self Appraisal format for Teaching &
Non-Teaching Staff (Sample-
Yearwise)**

ACADEMIC PERFORMANCE INDICATOR
FOR

ACADEMIC YEAR
2019-2020

SUBMITTED BY

Mr. RUPESH RAMESHRAO DAHAKE

Assistant Professor
Department of Commerce,
Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon (Rly)

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

(2019-2020)

- 1 Name (in Block Letters) : RUPESH RAMESHRAO DAHAKE
- 2 Father's/Husband's Name : RAMESH BAPURAO DAHAKE
- 3 Department : COMMERCE
- 4 Current Designation & Grade Pay : ASSISTANT PROFESSOR (6000)
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : C/O Vishal Gandhi , J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709
- 7 Permanent Address (with Pin code) : Wazurkar Layout ward no.03 Near Mutthalwar
Hospital Karla Road, Wardha
Pin: 442001
- 8 Telephone No. : 9371699986
- 9 Email : rupeshdahake@rediff.com
10. Whether acquired any degrees or fresh academic qualifications during the year : No
11. Academic Staff College Orientation / Refresher Course attended during the year : 01

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	ARPIT Online Refresher Course in Commerce	NTA, New Delhi	1/09/2019 to 31/01/2020	NTA, New Delhi

Date : 30/04/2020


 Signature of Teacher

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/ Paper	Level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1	B. Com.. I POE Th & Pr. (Sem-II)	UG	Blackboard L, PPT	4.00 Hrs	57.60 Hours	93.38	Good	Attendance Sheets, Daily Dairy and college record
2	B. Com.. I CFS Pr. (Sem-II)	UG	Blackboard L, P, PPT	3.2 Hrs	54.40 Hours	90.94	Good	Attendance Sheets, Daily Dairy and college record
3	B. Com. II MS (Sem-IV) TH & Pr.	UG	Blackboard L, PPT	4.00 Hrs	56.80 Hours	93.75	Good	Attendance Sheets, Daily Dairy and college record
4	B. Com. III EOE (Sem-VI) TH & Pr	UG	Blackboard L, PPT	4.00 Hrs	53.48 Hours	95.35	Good	Attendance Sheets, Daily Dairy and college record
4	EVS TH	UG	Blackboard L, PPT	1.36 Hrs	22.40 Hours	90.10	Good	Attendance Sheets, Daily Dairy and college record
Even Semester								
1	B. Com.. I BEC Th & Pr. (Sem-II)	UG	Blackboard L, PPT	4.00 Hrs	56 Hours	90.38	Good	Attendance Sheets, Daily Dairy and college record
2	B. Com.. I CFS Pr. (Sem-II)	UG	Blackboard L, P, PPT	3.2 Hrs	55 Hours	88.94	Good	Attendance Sheets, Daily Dairy and college record
3	B. Com. II IFS (Sem-IV) TH & Pr.	UG	Blackboard L, PPT	4.00 Hrs	56 Hours	93.75	Good	Attendance Sheets, Daily Dairy and college record
4	B. Com. III EOE (Sem-VI) TH & Pr	UG	Blackboard L, PPT	4.00 Hrs	56.60 Hours	91.35	Good	Attendance Sheets, Daily Dairy and college record
4	EVS TH	UG	Blackboard L, PPT	1.36 Hrs	22.40 Hours 80 Hours	92.10	Good	Attendance Sheets, Daily Dairy and college record

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Flair Student seminar competition	Arranging seminar competition at state level	Good	Certified PBAS Proforma/Certificate
2	Convenor of Commerce Association	Arranging guest lectures and competitions under this association	Good	Certified PBAS Proforma/Certificate
3	Students' seminar	Allotment of topics, Guidance and Evaluation of Student Seminars	Good	Certificate

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Assistance to N.S.S. activity i.e. N.S.S camp,	Extended require service	Good	Certificate
2	Environment Awareness Program, Water Conservation Program etc.	Extended require service	Good	Certificate
3	Students related Socio Cultural and Sports Programs	Extended require service	Good	Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate
2	Blood Donation Camp	Arrangements of blood donation camp	Good	Certified PBAS Proforma/Certificate

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1				

II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To Keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate
2	Seminar and Practical Examination	Frame batches and conduct Practical exams and seminar at the end of the semester and academic year	Good	Certificate
3	Unit Test and Sessional Examination	Conduct unit test examination and sessional examination at the end of each semester	Good	Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Research Based Pedagogy	Use of project-based learning	Good	Certified PBAS Proforma/Certificate

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)
Grading Criterion:- 80% and above – Good; Below 80% but 70% and above-
Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category : I) :-	GOOD
-------------------------------------	------


Signature of Teacher

Verified and found correct:


Signature of Principal
PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON PO.

Final Score approved by the Screening / Selection Committee:

(For Category: I)

Signature of Chairman
Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Convenor of Feedback Committee	Conduction & planning of feedback activity in the college	Good	Certified PBAS Proforma/Certificate
2	Convenor of Commerce Association	Conduct & Plan various activities for students in the college	Good	Certified PBAS Proforma/Certificate
3	College Admission Committee	Counseling of Students for Admission to U.G. & P.G. Courses.	Good	Certificate

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	College Exam Committee	Conduction and Planning college exam	Good	Certified PBAS Proforma/Certificate
2	Attendance Monitoring Committee	Oversee Attendance in the department	Good	Certified PBAS Proforma/Certificate
3	Perform the duty of Tutor Guardian Committee Member	Conduct meeting with student's time to time	Good	Certificate
4	Student Welfare Committee	As per requirement	Good	Certificate
5	Games, Sport and Recreation Committee	As per requirement	Good	Certificate
6	Timetable Committee	As per requirement	Good	Certificate
7	Student Development Cell	As per requirement	Good	Certificate
8	Sports & Recreation Committee	As per requirement	Good	Certificate

II iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certificate

2	PowerPoint Presentations	Preparation and use of PowerPoint Presentations	Good	Certified PBAS Proforma/Certificate
3	Use of Video for Demonstration of Practical's	Downloading and demonstration of videos	Good	Certificate/Certified PBAS Proforma
4	Dissemination of animations	Use of Animations through WhatsApp group/in class	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr. No.	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paper Published:

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	Whether Referred/ other Journal as Notified by the UGC	Grading	Proof Document **
1	A Study on Consumer Behavior towards Emerging Online Shopping in Vidarbha Region -Review of Literature	OUR HERITAGE	0474-9030	Yes	1	Yes	Yes	Good	Xerox of Research Paper
Total								Good	

Grading Criteria: - Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
------------------------------------	------


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
& Commerce Mahavidyalaya
DHAMANGAON Rty.

Final Score approved by the Screening / Selection Committee:

(For Category II)

GOOD

Signature of Chairman Screening / Selection Committee

Sr No	Individual Cassettes/ CDs/DVDs , Tracks published/ Recorded.	Company	Publishing International/ National/ Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
Total							—	—

III C. Creation of ICT mediated pedagogy and content and development of new and innovative courses and curriculum

Sr No	Innovative Pedagogy/New Curricula/ Courses/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA
TOTAL						00	

III D.a Research Guidance:

Sr. No.	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
Ph. D.	00	00	00	00	---
TOTAL					

III D. b. Research Projects Completed:

III D. b. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs/- lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c Ongoing Research Projects:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/ national / state / regional / college or university level	API Score	Proof Document**
1						
Total					00	

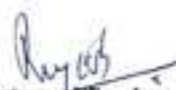
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- For the purpose of calculating the research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	9.5
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Signature of Teacher

Verified and found correct :


Signature of V.C./ Principal / H.O.D.
PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Jirga Commerce Mahavidyalaya
DHAMANGAON Rty.

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	Grades/ API 2019-20	Annual Av. API Score for Category II only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	93.14	Good	Good
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	25	Good	Good
III	Research and Academic Contribution	65+9.5= 74.50		


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Jirga Commerce Mahavidyalaya
DHAMANGAON Rty.

Signature of Chairman Screening / Selection Committee

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

a) State whether the facts stated above : Correct
are correct; if not, state the correct facts.

b) Do you agree with self assessment of : Yes
performance done by the teacher? if not,
give reasons why you do not agree

I) Actual verification & evaluation in respects of Part II

Item	Correct	Exaggerated	Excellent	Very Good	Average
I			Excellent		
II			Excellent		
III				Very Good.	
IV					
V					
VI					
VII					
VIII					
IX					

II) A) General intelligence : A

B) Capacity to get work done in
Respect of research & teaching : A

C) Technical Ability : A+

D) Administrative ability including
judgment initiative and drive(if
applicable) : A

E) Integrity and character : A+

F) Whether powers delegated are fully
utilized. : A

G) General Assessment*

A+ = Outstanding,
B+ = Positively Good,
B- = Average,

A = Very Good,
B = Good,
C = Below Average

(* Strike out which is not applicable.)

Date : / /

Signature of Reporting Officer

Observations of the Reviewing Officer:

Date : / /

Signature of Reviewing Officer

Annexure I (A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Diary certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intent/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

ACADEMIC PERFORMANCE INDICATOR

FOR

ACADEMIC YEAR

2020-2021

SUBMITTED BY

Mr. RUPESH RAMESHRAO DAHAKE

Assistant Professor

Department of Commerce,

Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,

Dhamangaon (Rly)

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

(2020-2021)

- 1 Name (in Block Letters) : RUPESH RAMESHRAO DAHAKE
- 2 Father's/Husband's Name : RAMESH BAPURAO DAHAKE
- 3 Department : COMMERCE
- 4 Current Designation & Grade Pay : ASSISTANT PROFESSOR (6000)
- 5 Date of last Promotion : Not Applicable
- 6 Address for correspondence (with Pin code) : C/O Vishal Gandhi , J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709
- 7 Permanent Address (with Pin code) : Wazurkar Layout ward no.03 Near Mutthalwar
Hospital Karla Road, Wardha
Pin: 442001
- 8 Telephone No. : 9371699986
- 9 Email : rupeshdahake@rediff.com
10. Whether acquired any degrees or fresh academic qualifications during the year : No
11. Academic Staff College Orientation / Refresher Course attended during the year : NIL

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	Open-Source Tools For Research	Online	8 th to 14 th June 2020	Teaching & Learning Center, Ramanujan College New Delhi

Date : 30.05.2021


 Signature of Teacher

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practical's/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

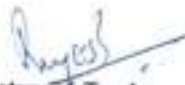
Sr. No.	Course/ Paper	Level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1	B. Com.. I POE Th & Pr. (Sem-II)	UG	Blackboard, Online, L, PPT	4.00 Hrs	57.60 Hours	93.38	Good	Attendance Sheets, Daily Dairy and college record
2	B. Com. II MS (Sem-IV) TH & Pr.	UG	Blackboard, Online, L, PPT	4.00 Hrs	56.80 Hours	93.75	Good	Attendance Sheets, Daily Dairy and college record
4	B. Com. III EOE (Sem-VI) TH & Pr	UG	Blackboard, Online, L, PPT	4.00 Hrs	53.48 Hours	95.35	Good	Attendance Sheets, Daily Dairy and college record
4	EVS TH	UG	Blackboard, Online, L, PPT	1.36 Hrs	22.40 Hours	90.10	Good	Attendance Sheets, Daily Dairy and college record
Even Semester								
1	B. Com.. I POE Th & Pr. (Sem-II)	UG	Blackboard L,, PPT	4.00 Hrs	58.20 Hours	90.38	Good	Attendance Sheets, Daily Dairy and college record
3	B. Com. II MS (Sem-IV) TH & Pr.	UG	Blackboard L, PPT	4.00 Hrs	54.80 Hours	93.75	Good	Attendance Sheets, Daily Dairy and college record
4	B. Com. III EOE (Sem-VI) TH & Pr	UG	Blackboard L, PPT	4.00 Hrs	54.60 Hours	91.35	Good	Attendance Sheets, Daily Dairy and college record
4	EVS TH	UG	Blackboard L, PPT	1.36 Hrs	28.60	92.10	Good	Attendance Sheets, Daily Dairy and college record

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category : I) :-	GOOD	
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Signature of Teacher

Verified and found correct:

Final Score approved by the Screening / Selection Committee:

(For Category: I)

GOOD


Signature of Principal
PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
and Commerce Mahavidyalaya
DHAMANGAON Rty.
Signature of Chairman
Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Convenor of Feedback Committee	Conduction & planning of feedback activity in the college	Good	Certified PBAS Proforma/Certificate
2	Convenor of Commerce Association	Conduct & Plan various activities for students in the college	Good	Certified PBAS Proforma/Certificate
3	College Admission Committee	Counseling of Students for Admission to U.G. & P.G. Courses.	Good	Certificate

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	College Exam Committee	Conduction and Planning college exam	Good	Certified PBAS Proforma/Certificate
2	Attendance Monitoring Committee	Oversee Attendance in the department	Good	Certified PBAS Proforma/Certificate
3	Perform the duty of Tutor Guardian Committee Member	Conduct meeting with student's time to time	Good	Certificate
4	Student Welfare Committee	As per requirement	Good	Certificate
5	Games, Sport and Recreation Committee	As per requirement	Good	Certificate
6	Timetable Committee	As per requirement	Good	Certificate
7	Student Development Cell	As per requirement	Good	Certificate
8	Sports & Recreation Committee	As per requirement	Good	Certificate

II iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Flair Student seminar competition	Arranging seminar competition at state level	Good	Certified PBAS Proforma/Certificate
2	Convenor of Commerce Association	Arranging guest lectures and competitions under this association	Good	Certified PBAS Proforma/Certificate
3	Students' seminar	Allotment of topics, Guidance and Evaluation of Student Seminars	Good	Certificate

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Assistance to N.S.S. activity i.e. N.S.S camp,	Extended require service	Good	Certificate
2	Environment Awareness Program, Water Conservation Program etc.	Extended require service	Good	Certificate
3	Students related Socio Cultural and Sports Programs	Extended require service	Good	Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate
2	Blood Donation Camp	Arrangements of blood donation camp	Good	Certified PBAS Proforma/Certificate

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1				

II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To Keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate
2	Seminar and Practical Examination	Frame batches and conduct Practical exams and seminar at the end of the semester and academic year	Good	Certificate
3	Unit Test and Sessional Examination	Conduct unit test examination and sessional examination at the end of each semester	Good	Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Research Based Pedagogy	Use of project-based learning	Good	Certified PBAS Proforma/Certificate

2	PowerPoint Presentations	Preparation and use of PowerPoint Presentations	Good	Certified PBAS Proforma/Certificate
3	Use of Video for Demonstration of Practical's	Downloading and demonstration of videos	Good	Certificate/Certified PBAS Proforma
4	Dissemination of animations	Use of Animations through WhatsApp group/in class	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr. No.	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paper Published:

Sr. No	Title with page nos.	Journal	ISSN / ISBN No.	Whether Peer reviewed Impact Factor, if any	No. of co-author s	Whether you are the main author	Whether Refereed/ other Journal as Notified by the UGC#	Grading	Proof Document **
Total									

Grading Criteria: - Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and

Not-satisfactory - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
------------------------------------	------


Signature of Teacher

Verified and found correct:


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

Final Score approved by the Screening / Selection Committee:

(For Category II)

Good

Signature of Chairman Screening / Selection Committee

Sr No	Innovative Pedagogy/New Curricula/ Courses/ MOOCs/ E-Content.	Name of Activity		Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
TOTAL							00	

III D.a Research Guidance:

Sr. No.	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
Ph. D.	00	00	00	00	---
TOTAL					

III D. b. Research Projects Completed:**III D. b. (i). Sponsored Projects:**

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA
	TOTAL					00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs./- lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c Ongoing Research Projects:**III D.c (i). Sponsored Projects:**

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

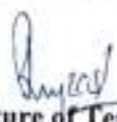
Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/ national / state / regional / college or university level	API Score	Proof Document **
1						
Total					00	
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

Note:

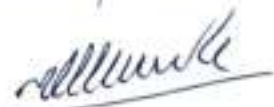
- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	Nil
----------------------------	-----


Signature of Teacher

Verified and found correct :


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

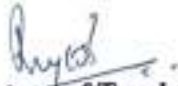
Final Score approved by the Screening / Selection Committee :

(For Category :III)

Signature of Chairman Screening / Selection Committee

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Grades/ API	Annual Av. API Score for Category II only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	Good	Good	Good
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	Good	Good	Good
III	Research and Academic Contribution	74.5		


Signature of Teacher

Verified and found correct :


Signature of V.C./ Principal / H.O.D.
PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
and Commerce Mahavidyalaya
DHAMANGAON Rty.

Signature of Chairman Screening / Selection Committee

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

a) State whether the facts stated above : Correct
are correct; if not, state the correct facts.

b) Do you agree with self assessment of : Yes
performance done by the teacher? if not,
give reasons why you do not agree

I) Actual verification & evaluation in respects of Part II

Item	Correct	Exaggerated	Excellent	Very Good	Average
I			Excellent		
II			Excellent		
III			Excellent		
IV					
V					
VI					
VII					
VIII					
IX					

II) A) General Intelligence : A+

B) Capacity to get work done in : A
Respect of research & teaching

C) Technical Ability : A

D) Administrative ability including : A
judgment initiative and drive(if
applicable)

E) Integrity and character : A

F) Whether powers delegated are fully : A
utilized.

G) General Assessment* A+ = Outstanding, A = Very Good,
 B+ = Positively Good, B = Good,
 B- = Average, C = Below Average

(* Strike out which is not applicable.)

Date : / /

Signature of Reporting Officer

Observations of the Reviewing Officer:

Date : / /

Signature of Reviewing Officer

Annexure I (A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Diary certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II (A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III (A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
	Invited talk letter of intent/ Certificate/ Certificate of paper presentation along with copy of abstract book
7	Other certificates

ACADEMIC PERFORMANCE INDICATOR

FOR

**ACADEMIC YEAR
2019-2020**

SUBMITTED BY

DR. POONAM MADHUKAR GAHUKAR

Assistant Professor
Department of Sanskrit,
Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon (Rly)

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)

Session/Year: 2020-2021

PART A: GENERAL INFORMATION

- 1 Name (in Block Letters) : **DR. POONAM MADHUKAR GAHUKAR**
- 2 Father's/Husband's Name : **MADHUKAR MAHADEV GAHUKAR**
- 3 Department : **SANSKRIT**
- 4 Current Designation & Grade Pay : **ASSISTANT PROFESSOR (6000)**
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : **C/o, Dr.Rushikesh Umap,S.N.Dudhe House
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 7 Permanent Address (with Pin code) : **New Rathi Nagar
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 8 Telephone No. : **9404103106**
- 9 Email : **gapoonam2@gmail.com**
- 10 Whether acquired any degrees or fresh academic qualifications during the year : **No**

11. Academic Staff College Orientation / Refresher Course attended:

Sr. No.	Name of the Course/Summer School	Place	Duration	Sponsoring Agency
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Date: 30/4/2020


Signature of Teacher

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures conducted	Grading	Proof Document**
Odd Semester								
1	B. A. I	UG	L, S					
2	B. A. II	UG	L, S					
3	B. A. III	UG	L, S					
Even Semester								
4	B. A. I	UG	L, S	4 hr. 10 min	27 hr 23 min		Good	Time Table, Academic Diary
5	B. A. II	UG	L, S	4 hr. 10 min	42 hr 6 min		Good	Time Table, Academic Diary
6	B. A. III	UG	L, S	4 hr 10 min	42 hr 6 min		Good	Time Table, Academic Diary

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

**As per table under the document Annexure I (A)

Overall Grading (Category: I):-	GOOD
--	-------------


Signature of Teacher

Verified and found correct:

M. M. M. M.

Signature of Principal

PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
and Commerce Mahavidyalaya
CHAMANGAON Rly.

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

**Signature of Chairman
Screening / Selection Committee**

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY: II

**INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND
PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.**

III. Administrative Responsibility

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	-	--	--	--

II ii. Contribution to corporate life through committees and duties assigned by the authority

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Member of Damini Club (Women Cell)	Encourage Girls students discussion and presentation & Solving their Problems	Good	Certified PBAS Proforma/Certificate
2	Member of College Magazine	Guided students for their various Skills	Good	Certified PBAS Proforma/Certificate

Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
2	Internal Assessment	Assessment of Home Assignments and Seminars	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
---------	----------------	----------------	---------	------------------

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Participation in Blood Donation Camp	Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
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II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
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II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
---------	----------------------------------	--	-------------------------------------	---------	------------------

1	00	00	00	NA	NA
---	----	----	----	----	----

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paper Published:

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	Whether referred / other Journals / Notified by the UGC#	Grading	Proof Document **
1	--	--	--	--	--	--	--	--	--
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
--------------------------------------	------


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Adarsha Science,
Jalramdon Bhoychand Arts
Shri Commerce Mahavidyalaya
DHAMANGAON Rly.

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

Signature of Chairman
Screening / election Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed/ other Journals/ Notified by the UGC#	Augmented API Score	Proof Document **
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III B.a. Publications other than journal articles (books, chapters in books):

Sr. No	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN / ISBN No.	Whether approved by University	No. of Co-authors	Whether you are the main author	API Score	Proof Document *
1	--	--	--	--	--	--	--	--	--
Total								00	

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ recorded:

Sr. No	Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	No. of artist	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA	NA
Total									

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
Total								

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr No	Innovative Pedagogy/New Curricula/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	--	--	--	--	--	--	--
TOTAL						00	

III D.a RESEARCH GUIDANCE:

Sr. No	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
1	--	--	--	--	--
TOTAL				00	

III D. b. RESEARCH PROJECTS COMPLETED:

III D. b.(i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship / Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/national / state / regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	
-----------------------------------	--



Signature of Teacher

Verified and found correct:



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

Final Score approved by the Screening / Selection Committee:

(For Category:III)

PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

Signature of Chairman

Screening / Selection Committee

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities			--
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities			--
III	Research and Academic Contribution			



Signature of Teacher

Verified 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	

***Annexure-IV**

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

- 1.
- 2.
- 3.

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

PRINCIPAL
Adarsh Science,
Jyotindra Bhagchand Arts
Shri Commerce Mahavidyalaya
DHANBADH Rly.

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.

**Name: Dr. Poonam Gahukar
Designation: Assistant Professor**

Assessment Year: 2019-2020

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct, if not, state the correct facts.
 b) Do you agree with the Performance based appraisal done by the teacher? if not, give reasons why you do not agree.

D) Verification & Evaluation in respects of Grades/ API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I	✓				
Category II	✓				
Category III	✓				
A	✓				
B	✓				
C	✓				
D	✓				
E	✓				

A) General Intelligence : _____

B) Capacity to get work in
Respect of research &
teaching

C) Technical Ability : _____

D) Administrative ability including
Judgment initiative and drive
(if applicable)

E) Integrity and Character : _____

F) Whether powers delegated are
fully utilized. : _____

G) General Assessment _____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C =
Not Satisfactory (* Strike out which is not applicable.)

Date: / /

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor):

Date: / / Signature of Reviewing Officer

Annexure I(A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Diary certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II(A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III(A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
7	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
8	Other certificates

ACADEMIC PERFORMANCE INDICATOR

FOR

ACADEMIC YEAR

2020-2021

SUBMITTED BY

DR. POONAM MADHUKAR GAHUKAR

Assistant Professor

Department of Sanskrit,

Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,

Dhamangaon (Rly)

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)

Session/Year: ~~2020-2021~~

2020 - 2021

PART A: GENERAL INFORMATION

- 1 Name (in Block Letters) : **DR. POONAM MADHUKAR GAHUKAR**
- 2 Father's/Husband's Name : **MADHUKAR MAHADEV GAHUKAR**
- 3 Department : **SANSKRIT**
- 4 Current Designation & Grade Pay : **ASSISTANT PROFESSOR (6000)**
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : **C/o, Dr.Rushikesh Umap,S.N.Dudhe House
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 7 Permanent Address (with Pin code) : **New Rathi Nagar
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 8 Telephone No. : **9404103106**
- 9 Email : **gapoonam2@gmail.com**
- 10 Whether acquired any degrees or fresh academic qualifications during the year : **No**

11. Academic Staff College Orientation / Refresher Course attended:

Sr. No.	Name of the Course/Summer School	Place	Duration	Sponsoring Agency
1.	FIP- Faculty Induction Programme	UGC-HRDC SANT GADGE BABA AMRAVATI UNIVERSITY	Sep 7 th - Oct 6 th 2020	UGC-HRDC Amravati

Date: 31/5/2021


Signature of Teacher

PART B: ACADEMIC PERFORMANCE INDICATORS**CATEGORY: I****TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

I Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures conducted	Grading	Proof Document**
Odd Semester								
1	B. A. I	UG	L, S	4 hr. 10 min	53 hr 20 min	95%	Good	Time Table, Academic Diary
2	B. A. II	UG	L, S	4 hr. 10 min	68 hr 66 min	98%	Good	Time Table, Academic Diary
3	B. A. III	UG	L, S	4 hr 10 min	72 hr 10 min	99.45%	Good	Time Table, Academic Diary
Even Semester								
4	B. A. I	UG	L, S	4 hr. 10 min	38 hr	91.9	Good	Time Table, Academic Diary
5	B. A. II	UG	L, S	4 hr. 10 min	44 hr 36 min	93.87	Good	Time Table, Academic Diary
6	B. A. III	UG	L, S	4 hr 10 min	42 hr 39 min	87.5	Good	Time Table, Academic Diary

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category: I):- GOOD	
---	--



Signature of Teacher

Verified and found correct:

alluante

Signature of Principal

PRINCIPAL
Adarsha Science,
Jalaramdas Bhagchand Arts
& Commerce Mahavidyalaya
JHUMANGLOH Rly.

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

Signature of Chairman
Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

III. Administrative Responsibility

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Head	Department of Sanskrit	--	--

II ii. Contribution to corporate life through committees and duties assigned by the authority

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Member of Damini Club (Women Cell)	Encourage Girls students discussion and presentation & Solving their Problems	Good	Certified PBAS Proforma/Certificate
2	Member of College Magazine	Guided students for their various Skills	Good	Certified PBAS Proforma/Certificate
3	Member, Cultural Committee	Encourage and guide student to participate in various events	Good	Certified PBAS Proforma/Certificate
4	Member, Admission Committee	Provided counseling and guidance for admission	Good	Certified PBAS Proforma/Certificate
5	Member of Grievance Redressal Cell	Carried out analysis of slow Learner & fast learner students	Good	Certified PBAS Proforma/Certificate
6	Member of Examination Committee	Organized common test examination	Good	Certified PBAS Proforma/Certificate

IIiii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer-papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
4	Internal Assessment	Assessment of Home Assignments and Seminars	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Convener	Organize online Sanskrit Mahotsav	Good	Certificate
2	Convener	Online Quiz & Guest Lecture for students	Satisfactory	

II v. Other co-curricular activities:

Sr.	Responsibility	Nature of Work	Grading	Proof
-----	----------------	----------------	---------	-------

No.				Document**
1	Participation in Blood Donation Camp	Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate
2	Tree Plantation	Creating awareness, Active participation in Plantation	Good	Certified PBAS Proforma/Certificate
3	Elocution and Debate	Encourage students to participate in Elocution and Debate	Good	Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To Keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Powerpoint Presentations	Preparation and use of powerpoint Presentations	Good	Certified PBAS Proforma/Certificate
2	Use of Audio-Visual aids for classes	Downloading and demonstration of AV materials	Good	Certificate/Certified PBAS Proforma
3	You Tube Videos	Record the Study Material.	Good	Certificate/Certified PBAS Proforma
4	Use of Google Form, Google Meet /Zoom app	Online , Quiz and assignment distribution	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paper Published:

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	Whether Refereed/other Journals/Notified by the UGC#	Grading	Proof Document **
1	--	--	--	--	--	--	--	--	--
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; **Satisfactory-** 1-2 activities and **Not-satisfactory** - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
--------------------------------------	-------------



Signature of Teacher

Verified and found correct:



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

Principal
Adarsha College,
Jharkhand Sahitya Akademi
Bihar Sahitya Akademi
Bihar Sahitya Akademi

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

**Signature of Chairman
Screening / election Committee**

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr No	Innovative Pedagogy/New Curricula/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	--	--	--	--	--	--	--
TOTAL						00	

III D.a RESEARCH GUIDANCE:

Sr. No	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
1	--	--	--	--	--
TOTAL				00	

III D. b. RESEARCH PROJECTS COMPLETED:

III D. b.(i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document	International/ National/ State Government/	Publisher	API Score	Proof Document**
---------	-------------------	-----------------	--	-----------	-----------	------------------

		Submitted to	Central Government			
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship / Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/national / state / regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	
The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period						

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 mark each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	50
-----------------------------------	-----------


Signature of Teacher

Verified and found correct:


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

Final Score approved by the Screening / Selection Committee:

(For Category:III)

PRINCIPAL
Adarsh Vidyalaya,
Jyotiba Phule Nagar,
Bhamburda, Bhubaneswar
751005
OHP/2023/2024 Pg.

Signature of Chairman

Screening / Selection Committee

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	2019-2020	Good	—
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	2020-2021	Good	—
III	Research and Academic Contribution	50		

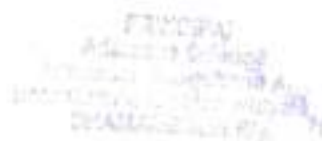


Signature of Teacher

Verified 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	

***Annexure-IV**

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

- 1.
- 2.
- 3.

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

Dr. Poonam Gahukar
Vice-Chancellor
B.A. College, Baramulla
Baramulla, Jammu & Kashmir
191001

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.

Name: Dr. Poonam Gahukar

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct, if not, state the correct facts.
 b) Do you agree with the Performance based appraisal done by the teacher? if not, give reasons why you do not agree.

I) Verification & Evaluation in respects of Grades/ API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I	✓				
Category II	✓				
Category III	✓				
A	✓				
B	✓				
C	✓				
D	✓				
E	✓				

A) General Intelligence

: _

B) Capacity to get work in
Respect of research &
teaching

C) Technical Ability

:

D) Administrative ability including
Judgment initiative and drive
(if applicable)

E) Integrity and Character

:

F) Whether powers delegated are
fully utilized.

:

G) General Assessment _____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
 B = Good, C+ = Satisfactory, C =
 Not Satisfactory (* Strike out which is not applicable.)

Date: / /

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor):

Date: / / Signature of Reviewing Officer

Annexure I(A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Diary certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II(A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III(A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
7	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
8	Other certificates

ACADEMIC PERFORMANCE INDICATOR

FOR

**ACADEMIC YEAR
2021-2022**

SUBMITTED BY

DR. POONAM MADHUKAR GAHUKAR

Assistant Professor

Department of Sanskrit,

Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon (Rly)

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)

Session/Year: 2021-2022

PART A: GENERAL INFORMATION

- 1 Name (in Block Letters) : **DR. POONAM MADHUKAR GAHUKAR**
- 2 Father's/Husband's Name : **MADHUKAR MAHADEV GAHUKAR**
- 3 Department : **SANSKRIT**
- 4 Current Designation & Grade Pay : **ASSISTANT PROFESSOR (6000)**
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : **C/o, Dr.Rushikesh Umap,S.N.Dudhe House
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 7 Permanent Address (with Pin code) : **New Rathi Nagar
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 8 Telephone No. : **9404103106**
- 9 Email : **gapoonam2@gmail.com**
- 10 Whether acquired any degrees or fresh academic qualifications during the year : **No**

11. Academic Staff College Orientation / Refresher Course attended:

Sr. No.	Name of the Course/Summer School	Place	Duration	Sponsoring Agency
1.	REFRESHER COURSE ON REVISITING THE ANCIANT INDIAN LITERATURE	UGC-HRDC SAGAR CENTRAL UNIVERSITY	2nd Sep -15th Oct 2021	UGC-HRDC

Date: 31/5/2022


Signature of Teacher

**PART B: ACADEMIC PERFORMANCE INDICATORS
CATEGORY: I**

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures conducted	Grading	Proof Document**
Odd Semester								
1	B. A. I	UG	L, S	4 hr. 10 min	54 hr 38 min	93%	Good	Time Table, Academic Diary
2	B. A. II	UG	L, S	4 hr. 10 min	56 hr 32 min	88.97%	Good	Time Table, Academic Diary
3	B. A. III	UG	L, S	4 hr 10 min	57 hr 43min	91.15%	Good	Time Table, Academic Diary
Even Semester								
4	B. A. I	UG	L, S	4 hr. 10 min	47hr 6 min	83.50%	Good	Time Table, Academic Diary
5	B. A. II	UG	L, S	4 hr. 10 min	44 hr 15min	77.45%	Good	Time Table, Academic Diary
6	B. A. III	UG	L, S	4 hr 10 min	46 hr 21min	81%	Good	Time Table, Academic Diary
						85.84		

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category: I):- GOOD	
---	--



Signature of Teacher

Verified and found correct:



Signature of Principal

PRINCIPAL
Adenisha Odeyemi,
Jaramba's Daycare and Arts
and Commerce School
DUMAMBU, OS, PH

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

Signature of Chairman
Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

III. Administrative Responsibility

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Head	Department of Sanskrit	--	--

II ii. Contribution to corporate life through committees and duties assigned by the authority

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Member of Damini Club (Women Cell)	Encourage Girls students discussion and presentation & Solving their Problems	Good	Certified PBAS Proforma/Certificate
2	Member of College Magazine	Guided students for their various Skills	Good	Certified PBAS Proforma/Certificate
3	Member, Cultural Committee	Encourage and guide student to participate in various events	Good	Certified PBAS Proforma/Certificate
4	Member, Admission Committee	Provided counseling and guidance for admission	Good	Certified PBAS Proforma/Certificate
5	Member of Grievance Redressal Cell	Carried out analysis of slow Learner & fast learner students	Good	Certified PBAS Proforma/Certificate
6	Member of Examination Committee	Organized common test examination	Good	Certified PBAS Proforma/Certificate
7	N.S.S. Women Programme Officer	Attend the NSS Camp & Conduct the more responsibility of Nss unit.	Good	Certified PBAS Proforma/Certificate
8	Member of Social Cell	Financial Support for college students to belongs poor family condition	Good	Certified PBAS Proforma/Certificate
9	Member Of Literary Association	Encourage the students for reading to get various knowledge	Good	Certified PBAS Proforma/Certificate

IIiii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer-papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
4	Internal Assessment	Assessment of Home Assignments and Seminars	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
---------	----------------	----------------	---------	------------------

1	Convener	Organize the Sanskrit Vaividhyapurna upkramah	Good	Certificate
2	Convener	Online National Conference for students	Satisfactory	Certificate
3	Convener	Bhagvadgeeta Quiz Compition	Good	Certificate

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Participation in Blood Donation Camp	Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate
2	Tree Plantation	Creating awareness, Active participation in Plantation	Good	Certified PBAS Proforma/Certificate
3	Elocution and Debate	Encourage students to participate in Elocution and Debate	Good	Certificate
4.	Judging in College Level Singing Compition.	Choose the best Singer in this competition	Good	Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To Keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Powerpoint Presentations	Preparation and use of powerpoint Presentations	Good	Certified PBAS Proforma/Certificate
2	Use of Audio-Vidual aids for classes	Downloading and demonstration of AV materials	Good	Certificate/Certified PBAS Proforma
3	You Tube Videos	Record the Study Material.	Good	Certificate/Certified PBAS Proforma
4	Use of Google Form, Google Meet /Zoom app	Online , Quiz and assignment distribution	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paper Published:

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	Whether Refereed / other Journals as notified by the UGC#	Grading	Proof Document **
1	--	--	--	--	--	--	--	--	--
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
---	-------------


Signature of Teacher

Verified and found correct:


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

Principal
Jyoti's Science,
Jyoti's Biology and Arts
Jyoti's Commerce / Shiksha
DHAMNAGH H.Y.

Final Score approved by the Screening / Selection Committee:

(For Category II)

Signature of Chairman
Screening / election Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed/ other Journals/ Notified by the UGC#	Augmented API Score	Proof Document **
1.	Nil				-	-	No		
					-	-	-		
Total									

III B.a. Publications other than journal articles (books, chapters in books):

Sr. No	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN / ISBN No.	Whether approved by University	No. of Co-authors	Whether you are the main author	API Score	Proof Document*
1	--	--	--	--	--	--	--	--	--
Total								00	

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ recorded:

Sr. No	Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	No. of artist	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA	NA
Total									

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/	Company	Publication International/ National	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
--------	--	---------	-------------------------------------	--------------------------------	--------------------------------	---------------------------------	-----------	-------------------

	Recorded, Nil	NA	/ Local NA	NA	NA	NA	NA	NA
Total								

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr No	Innovative Pedagogy/New Curricula/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	--	--	--	--	--	--	--
TOTAL						00	

III D.a RESEARCH GUIDANCE:

Sr. No	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
1	--	--	--	--	--
TOTAL				00	

III D. b. RESEARCH PROJECTS COMPLETED:

III D. b.(i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship / Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/national / state / regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 mark each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	Nil
-----------------------------------	------------


Signature of Teacher

Verified and found correct:


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

Final Score approved by the Screening / Selection Committee:

PRINCIPAL
Jyotsna Science,
Jyotsna Shiksha Kendra
Jyotsna Commerce Sanshodhanika
DHANBAD Rly.

(For Category:III)

Signature of Chairman

Screening / Selection Committee

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	2019-2020	Good	—
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	2020-2021	50	—
III	Research and Academic Contribution	50		


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Ardra, 1st Floor,
Jyoti, 1st Floor, 1st Floor
1st Floor, 1st Floor, 1st Floor
1st Floor, 1st Floor, 1st Floor

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	

*Annexure-IV

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

- 1.
- 2.
- 3.

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


PRINCIPAL
Adarsh's School,
Jalgaon District, Gandhinagar
Dist. Jalgaon, Tal. MANGADOL Niy.

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.

Name: Dr. Poonam Gahukar
Designation: Assistant Professor

Assessment Year: 2021-2022

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct, if not, state the correct facts.
b) Do you agree with the Performance based appraisal done by the teacher? if not, give reasons why you do not agree.

D) Verification & Evaluation in respects of Grades/ API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I	✓				
Category II	✓				
Category III	✓				
A	✓				
B	✓				
C	✓				
D	✓				
E	✓				

A) General Intelligence : _____

B) Capacity to get work in
Respect of research &
teaching

C) Technical Ability : _____

D) Administrative ability including
Judgment initiative and drive
(if applicable)

E) Integrity and Character : _____

F) Whether powers delegated are
fully utilized. : _____

G) General Assessment _____ * A+ = Outstanding, A = Very Good, B+ = Positively Good,
B = Good, C+ = Satisfactory, C =
Not Satisfactory (* Strike out which is not applicable.)

Date: / /

Signature of Reporting Officer

Observation of the Reviewing Officer (Vice-Chancellor):

Date: / / **Signature of Reviewing Officer**

Annexure I(A)

Sr. No.	Document
1	Student Attendance certified by HOD/ Head of the institute
2	Academic Diary certified by HOD/ Head of the institute
3	Total teaching hours Certificate from HOD
4	Certificate from University Authorities
5	Course conduction certificates
6	Other certificates

Annexure II(A)

Sr. No.	Document
1	Proof of Co-curricular activities in the form of letter/ Certificate / Any other document certified by HOD or head of institution
2	Proof of Extension activities in the form of letter/ Certificate/ Any other document certified by HOD or head of institution
3	Administrative committee certificates/ Letters / Any other document certified by HOD or head of institution
4	Certificate / Letter from Conference organizing committee
5	Course conduction certificates
6	Certificate/ Letter from BOS or other bodies
7	Other certificates

Annexure III(A)

Sr. No.	Document
1	Published paper, Journal home page for Impact factor
2	Books front page along with editorial team or Book chapter first page
3	Project Award Certificate/ Midterm Evaluation Report/ Final Project Report/ Utilization Certificate / Project Extension Letter
4	Project outcome report/ Patent award document
5	Student registration Letter/ Thesis submission letter / Notification
6	Fellowship award certificate
7	Invited talk letter of intend/ Certificate/ Certificate of paper presentation along with copy of abstract book
8	Other certificates

SantGadge Baba Amravati University, Amravati.

PBAS Proforma

(PART A, PART B & PART C)

(For Teachers other than Physical Education Persons and Librarians)

Session/ Year: 2019-20

PART A : GENERAL INFORMATION

1. Name (in Block Letters) : SANDIP TUKARAMJI PEDAM
2. Father's/Husband's Name : Tukaram Raobaji Pendam
3. Department : Department of Botany
4. Current Designation & Grade Pay : Assistant Professor/
Grade Pay 15600-39100+ AGP7000/-
: AL : 11
5. Date of last Promotion : 16.11.2014
6. Address for correspondence (with Pin code) : C/o C. A. Ravekar, Pethe Nagar, Anjansingi
Road, Dhamangaon Ray, Pin - 444609
7. Permanent Address (with Pin code) : Burande Layout, Ward No. 6, Behind Matoshri
Hall, Wardha- 444001
- Telephone No. : 7559129197
- Email : spendam1@gmail.com
8. Whether acquired any degrees or fresh academic qualifications during the year : NIL
9. Academic Staff College Orientation / Refresher Course attended during the year :

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	—	—	—	—

Date :


 Signature of teacher

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/ Paper	Level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1	B. Sc. I (Sem-I) TH	UG	Blackboard, PPT	2.5 Hrs	34	98%	Good	Attendance Sheets & Daily Diary
2	B. Sc. I (Sem-I) PR	UG	Demonstration & supervision	2.5 Hrs	37	96%	Good	Attendance Sheets & Daily Diary
3	B. Sc. II (Sem-III) TH	UG	Blackboard, PPT	2.5 Hrs	36	96%	Good	Attendance Sheets & Daily Diary
4	B. Sc. II (Sem-III) PR	UG	Demonstration & supervision	2.5 Hrs	33	97%	Good	Attendance Sheets & Daily Diary
5	B. Sc. III (Sem-V) TH	UG	Blackboard, PPT	1.67 Hrs	35	96%	Good	Attendance Sheets & Daily Diary
6	B. Sc. III (Sem-V) PR	UG	Demonstration & supervision	5.00 Hrs	48	94%	Good	Attendance Sheets & Daily Diary
Even Semester								
1	B. Sc. I (Sem-II) TH	UG	Blackboard, PPT	2.5 Hrs	28	91%	Good	Attendance Sheets & Daily Diary
2	B. Sc. I (Sem-II) PR	UG	Demonstration & supervision	2.5 Hrs	27	90%	Good	Attendance Sheets & Daily Diary
3	B. Sc. II (Sem-IV) TH	UG	Blackboard, PPT	2.5 Hrs	30	92%	Good	Attendance Sheets & Daily Diary
4	B. Sc. II (Sem-IV) PR	UG	Demonstration & supervision	2.5 Hrs	28	93%	Good	Attendance Sheets & Daily Diary
5	B. Sc. III (Sem-VI) TH	UG	Blackboard, PPT	1.67 Hrs	31	92%	Good	Attendance Sheets & Daily Diary
6	B. Sc. III (Sem-VI) PR	UG	Demonstration & supervision	5.00 Hrs	46	90%	Good	Attendance Sheets & Daily Diary

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criteria:- 80% and above-Good; Below 80% but 70% and above-Satisfactory; Less than 70%- Not satisfactory.

**As per table under the document Annexure I (A)

Overall Grading (Category: I):- GOOD


Signature of Teacher

Verified and found correct:


Signature of Principal

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

Adarsha Science, J.B. 1st
Bila Comm. Main Road, Bilaspur
Chamangon Rly.

Signature of Chairman Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Head of the Department	To lead, manage and develop the Department	Good	Certificate

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Convener of Admission Committee	Coordination, Planning and Management of admission process.	Good	Certificate
2	Convener of Tutor Guardian Committee	Coordination between Student and Tutor-Guardian	Good	Certificate
3.	Convener of Campus beautification	Year wise planning and maintenance of tree plantation and landscaping	Good	Certified PBAS Proforma/Certificate

II. iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
4	Practical Exams – (College)	Conduction for Practical exams at college	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Escort, Field visit	Arranging study tours	Good	Certified PBAS Proforma/Certificate
2	Organization of Wildlife Week	Arranging guest lectures and competitions	Good	Certified PBAS Proforma/Certificate
3	Guiding students for project-based learning	Explaining and Developing Research Based Pedagogical Tools	Good	Certified PBAS Proforma/Certificate
5	Students seminar	Allotment of topics, Guidance regarding Student Seminars	Good	Certificate

II. v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Organization of Blood Donation Camp	Contacting Blood Bank, Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate
2	Tree Plantation	Contacting nurseries for procurement of plants, plantation	Good	Certified PBAS Proforma/Certificate

II. vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate
2	Environment protection	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate
3	Organization of Wildlife fair	Preparing students for importance of local flora and inviting school going students for wildlife fair	Good	Certificate/Certified PBAS Proforma

II. vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
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II. viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate
2	As an Convener	To Conduct Microteaching lecture in college	Good	Certified PBAS Proforma/Certificate

II. ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Research Based Pedagogy	Use of project-based learning	Good	Certified PBAS Proforma/Certificate
2	Power point Presentations	Preparation and use of Power point Presentations	Good	Certified PBAS Proforma/Certificate
3	Use of Video for Demonstration of Practicals	Downloading and demonstration of videos	Good	Certificate/Certified PBAS Proforma
4	Dissemination of animations	Use of Animations through WhatsApp group/in class	Good	Certificate/Certified PBAS Proforma
5	Use of Google classroom	Quiz and assignment distribution	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

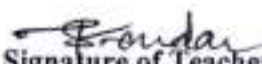
II xii. Research paper Published:

Sr. No	Title with page nos.	Journal	ISSN / ISBN No.	Whether Peer reviewed Impact Factor, if any	No. of co-author	Whether you are the main author	Whether Refereed/ other Journal as Notified by the UGC#	Grading	Proof Document **
1	Control of plant diseases using extract from medicinal plants. (30-32)	Adarsha Journal of Research and Evaluation (Jan.2020)	ISSN 2277 - 3983	Peer Reviewed	---	Yes	NO	GOOD	Reprint
Total								GOOD	

Grading Criteria:- Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
--------------------------------------	------


Signature of Teacher

Verified and found correct:


Signature of Principal

PRINCIPAL

Adarsha Science, J.B. Arts
Bilal Comm. Mahavidyalaya
Dhamangaon Rly.

Final Score approved by the Screening / Selection Committee:

(For Category II)

Signature of Chairman Screening / election Committee

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

[illegible]

Sr. Publications other than journal articles (books, chapters in books):									
Sr. No	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN / ISBN No.	Whether approved by University	No. of Co-authors	Whether you are the main author	API Score	Proof Document **
1	---	---	---	---	---	---	---	---	---
Total									00

Sr. No	Cassettes/ CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	No. of artist	Whether you are the main artist	API Score	Proof Document **
1	Nil	--	--	--	--	--	--	--	--
Total									00

Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International / National/ Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	--	--	--	--	--	--	--
Total								00

Sr No	Innovative Pedagogy/New Curricula/ Courses/ MOOCs/ E- Content.	Name of Activity	Authorit y Concern	Publish er	Course Credit/ Module	API Score	Proof Document **
---	---	---	---	---	---	---	---
TOTAL						00	

III D. a. RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
(No. 1)	(0)	(0)	(0)	(0)	(0)
TOTAL					

III D. b. RESEARCH PROJECTS COMPLETED:

III D. b. (i) Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA
TOTAL						00	

III D. b. (ii) Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c. ONGOING RESEARCH PROJECTS:

III D. c. (i) Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c. (ii) Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E. a. Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b. Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	---	---	---	---	---	---
Total						00

III F. Invited lectures / Paper delivered in conferences / seminars:

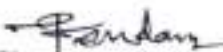
Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/ national / state/ regional / college or university level	API Score	Proof Document **
---	---	---	---	---	---	---
Total						00

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co- supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

**As per table under the document ANNEXURE III (A)

Total Score (Category III)	13
----------------------------	----


Signature of Teacher

Verified and found correct:


Signature of Principal

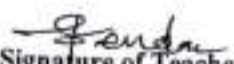
Principal
Adarsha Science, J.B. A.P.
D. la Comm. Mahavidyalaya
Dhamangaon Rly.

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	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	83	Good	99.74
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	39	Good	29.40
Total	I + II	122	Good	129.14
III	Research and Academic Contribution (For entire period: 2019-20)	13		
IV	Research and Academic Contribution (For entire period: 2014-20)	102.6		


Signature of Teacher

Verified and found correct:


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

Adarsha Science, J.B. Arts
B. Ed. Comm. Mahavidyalaya
Dhamangaon Rly.

Signature of Chairman Screening / Selection Committee

***Annexure-IV**

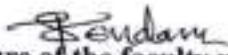
LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

1. NET Certificate
2. M-Phil. Degree
3. PG Marksheet/Degree
4. UG Marksheet
5. Appointment order
6. University Approval Letter
7. Orientation/Refresher Certificates
8. Category II Certificates
9. Research paper Reprints
10. Research Project Sanction letter/ Utilization Certificates
11. Certificates of papers delivered in conferences
12. Other relevant certificates as per list of Part C
13. Certificates of conferences attended

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 profonna.

Date: 30/4/2020

Place: Dhamangaon railway


Signature of the faculty with Designation

Sandip Tukaramji Pendam
Assistant Professor
Department of Botany
Adarsha Science, J. B. Arts & Birla Commerce
Mahavidyalaya, Dhamangaon railway


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

PRINCIPAL
Adarsha Science, J.B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

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.

Name: Sandip Tukaramji Pendam

Designation: Assistant Professor

Assessment Year: 2019-20

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

a) State whether the facts stated above : Correct
are correct; if not, state the correct facts.

b) Do you agree with self assessment of : Yes
performance done by the teacher? if not,
give reasons why you do not agree

I) Actual verification & evaluation in respects of Part II

Item	Correct	Exaggerated	Excellent	Very Good	Average
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					

II) A) General Intelligence :

B) Capacity to get work done in
Respect of research & teaching :

C) Technical Ability :

D) Administrative ability including :
judgment initiative and drive(if
applicable)

E) Integrity and character :

F) Whether powers delegated are fully
utilized.

G) General Assessment*

A+ = Outstanding,
B+ = Positively Good,
B- = Average,

A = Very Good,
B = Good,
C = Below Average

(* Strike out which is not applicable.)

Date : 30.04.2020

Observations of the Reviewing Officer:

Signature of Reporting Officer

PRINCIPAL
Adarsha Science, J.B. Arts
Dr. B. Comm. Mahavidyalaya
Dhanangzon Rly.

Signature of Reviewing Officer

Sant Gadge Baba Amravati University, Amravati.

PBAS Proforma

(PART A, PART B & PART C)

(For Teachers other than Physical Education Persons and Librarians)

Session/ Year: 2020-21

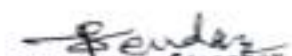
PART A : GENERAL INFORMATION

1. Name (in Block Letters) : SANDIP TUKARAMJI PEDAM
2. Father's/Husband's Name : Tukaram Raobaji Pendam
3. Department : Department of Botany
4. Current Designation & Grade Pay : Assistant Professor/
Grade Pay 15600-39100+ AGP7000/-
: L :11
5. Date of last Promotion : 16.11.2014
6. Address for correspondence (with Pin code) : C/o . Shyam Chavan, Pande Layout,
Dhamangaon Rly, Pin – 444609
7. Permanent Address (with Pin code) : C/o. Shyam Chavan, Pande Layout,
Dhamangaon Rly, Pin – 444609
- Telephone No. : 7559129197
- Email : spendam1@gmail.com
8. Whether acquired any degrees or fresh academic qualifications during the year : NIL
9. Academic Staff College Orientation / Refresher Course attended during the year : 03

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	Refresher Course "Advanced research methodology- tools and techniques"	Teaching Learning Centre, Ramanujan College University of	30 January- 14 February, 2021	Ministry of Education

2	Faculty Development Programme (One week Short Term Course) "Academic Writing"	Teaching Learning Centre, Ramanujan College University of Delhi	18 th -24 th February, 2021	Ministry of Education
3	Faculty Development Programme (One week Short Term course) "Optimising ICT tools for higher education"	Teaching Learning Centre, Ramanujan College University of Delhi	18 th -26 th June, 2021	Ministry of Education

Date :


Signature of teacher

PART B: ACADEMIC PERFORMANCE INDICATORS
CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/ Paper	Level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1	B. Sc. I (Sem-I) TH	UG	Blackboard, PPT	2.5 Hrs	35	98%	Good	Attendance Sheets & Daily Dairy
2	B. Sc. I (Sem-I) PR	UG	Demonstration & supervision	2.5 Hrs	36	96%	Good	Attendance Sheets & Daily Dairy
3	B. Sc. II (Sem-III) TH	UG	Blackboard, PPT	2.5 Hrs	33	96%	Good	Attendance Sheets & Daily Dairy
4	B. Sc. II (Sem-III) PR	UG	Demonstration & supervision	2.5 Hrs	34	97%	Good	Attendance Sheets & Daily Dairy
5	B. Sc. III (Sem-V) TH	UG	Blackboard, PPT	1.67 Hrs	35	96%	Good	Attendance Sheets & Daily Dairy
6	B. Sc. III (Sem-V) PR	UG	Demonstration & supervision	5.00 Hrs	47	94%	Good	Attendance Sheets & Daily Dairy
Even Semester								
1	B. Sc. I (Sem-II) TH	UG	Blackboard, PPT	2.5 Hrs	30	91%	Good	Attendance Sheets & Daily Dairy
2	B. Sc. I (Sem-II) PR	UG	Demonstration & supervision	2.5 Hrs	27	90%	Good	Attendance Sheets & Daily Dairy
3	B. Sc. II (Sem-IV) TH	UG	Blackboard, PPT	2.5 Hrs	31	92%	Good	Attendance Sheets & Daily Dairy
4	B. Sc. II (Sem-IV) PR	UG	Demonstration & supervision	2.5 Hrs	27	93%	Good	Attendance Sheets & Daily Dairy
5	B. Sc. III (Sem-VI) TH	UG	Blackboard, PPT	1.67 Hrs	30	92%	Good	Attendance Sheets & Daily Dairy
6	B. Sc. III (Sem-VI) PR	UG	Demonstration & supervision	5.00 Hrs	45	90%	Good	Attendance Sheets & Daily Dairy

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:-80% and above-Good;Below 80% but70%and above-Satisfactory;Lessthan70%- Not satisfactory.

**As per table under the document Annexure I (A)

Overall Grading (Category: I):- GOOD

Verified and found correct:

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


Signature of Teacher


Signature of Principal

PRINCIPAL
Adarsha Science, J.B. Arts
Bila Comm. Mahavidyalaya
Dhamangson Rly.

Signature of Chairman Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document*
1	Head of the Department	To lead, manage and develop the Department	Good	

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Convener of Admission Committee	Coordination, Planning and Management of admission process.	Good	Certificate
2	Convener of Tutor Guardian Committee	Coordination between Student and Tutor-Guardian	Good	Certificate
3.	Convener of Campus beautification	Year wise planning and maintenance of tree plantation and landscaping	Good	Certified PBAS Proforma/Certificate

IIiii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer papers at Valuation center	Good	Certificate
2				
3	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
4	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
5	Practical Exams – (College)	Conduction for Practical exams at college	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Escort, Field visit	Arranging study tours	Good	Certified PBAS Proforma/Certificate
2	Organization of Wildlife Week	Arranging guest lectures and competitions	Good	Certified PBAS Proforma/Certificate
3	Guiding students for project-based learning	Explaining and Developing Research Based Pedagogical Tools	Good	Certified PBAS Proforma/Certificate
5	Students seminar	Allotment of topics, Guidance regarding Student Seminars	Good	Certificate

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Organization of Blood Donation Camp	Contacting Blood Bank, Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate
2	Tree Plantation	Contacting nurseries for procurement of plants, plantation	Good	Certified PBAS Proforma/Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate
2	Organized forest day	Delivering lectures at other colleges	Good	Certified PBAS Proforma/Certificate
3	Organization of Wildlife week	Preparing students for importance of local flora and inviting school going students for wildlife fair	Good	Certificate/Certified PBAS Proforma

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
---	---	---	---	---

II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate
2	As an Convener	To Conduct Microteaching lecture in college	Good	Certified PBAS Proforma/Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Research Based Pedagogy	Use of project-based learning	Good	Certified PBAS Proforma/Certificate
2	Power point Presentations	Preparation and use of Power point Presentations	Good	Certified PBAS Proforma/Certificate
3	Use of Video for Demonstration of Practicals	Downloading and demonstration of videos	Good	Certificate/Certified PBAS Proforma
4	Dissemination of animations	Use of Animations through WhatsApp group/in class	Good	Certificate/Certified PBAS Proforma
5	Use of Google classroom	Quiz and assignment distribution	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	--	---	--	--	--	--

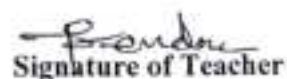
II xii. Research paperPublished:

Sr. No	Title with page nos.	Journal	ISS N / ISBN No.	Whether Peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed/ other Journals as Notified by the UGC#	Grading	Proof Document **
1	--	--	--	--	--	--	--	--	--
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; **Satisfactory-** 1-2 activities and **Not-satisfactory** - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
---	-------------


Signature of Teacher

Verified and found correct:


Signature of Principal

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

Adarsha Science, J.B. Arts
Bilal Comm. Mahavidyalaya
Dhamangaon Rly.

Signature of Chairman Screening / election Committee

CATEGORY : III

III A. Research Papers publication:

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	Whether Referred/ other journals/Notified by the UGC	Augmented API Score	Proof Document **
Total								00	

[illegible][illegible][illegible]

Sr No	Innovative Pedagogy/New Curricula/ Courses/ MOOCs/ E-Content	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
---	---	---	---	---	---	---	---
TOTAL						00	

III D.a RESEARCH GUIDANCE:

Sr. No.	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
Ph. D.	--	---	---	00	---
TOTAL				00	

III D. b. RESEARCH PROJECTS COMPLETED:

III D. b.(i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	---	---	---	---	---	---	---
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	00	--

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	--

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document*
1	---	---	---	---	---	---
Total					00	--

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	---	---	---	---	---	---
Total						00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/ national / state/ regional / college or university level	API Score	Proof Document **
	---	---	---	---	---	---
Total						00

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 mark each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b), Policy Document and 6, Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	00
----------------------------	----


Signature of Teacher

Verified and found correct :


Signature of Principal
PRINCIPAL

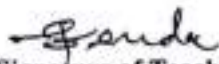
Adarsha Science, J.B. Arts
31 la Comm. Mahavidyalaya
Dhamangaon Rly.

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	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	Good	Good	83.12
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	Good	Good	24.5
Total	I + II	Good	Good	107.62
III	Research and Academic Contribution(For entire period: 2020-21)	00		
IV	Research and Academic Contribution(For entire period: 2014-21)	102.6		


Signature of Teacher

Verified and found correct:


Signature of V.C. / Principal / H.O.D.
PRINCIPAL
Adarsha Science, J.B. Arts
Bila Comm. Mahavidyalaya
Dhanangaon Riy.

Signature of Chairman Screening / Selection Committee

***Annexure-IV**

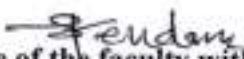
LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

1. NET Certificate
2. M-Phil. Degree
3. PG Marksheet/Degree
4. UG Marksheet
5. Appointment order
6. University Approval Letter
7. Orientation/Refresher Certificates
8. Category II Certificates
9. Research paper Reprints
10. Research Project Sanction letter/ Utilization Certificates
11. Certificates of papers delivered in conferences
12. Other relevant certificates as per list of Part C
13. Certificates of conferences attended

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 profonna.

Date: 30/4/2021

Place: Dhamangaon railway


Signature of the faculty with Designation

Sandip Tukaramji Pendam
Assistant Professor
Department of Botany
Adarsha Science, J. B. Arts & Birla Commerce
Mahavidyalaya, Dhamangaon railway


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

PRINCIPAL
Adarsha Science, J.B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

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.

Name: Sandip Tukaramji Pendam

Designation: Assistant Professor

Assessment Year: 2020-21

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

a) State whether the facts stated above : Correct
are correct; if not, state the correct facts.

b) Do you agree with self assessment of : Yes
performance done by the teacher? if not,
give reasons why you do not agree

I) Actual verification & evaluation in respects of Part II

Item	Correct	Exaggerated	Excellent	Very Good	Average
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					

II) A) General intelligence :

B) Capacity to get work done in
Respect of research & teaching :

C) Technical Ability :

D) Administrative ability including
judgment initiative and drive(if
applicable) :

E) Integrity and character :

F) Whether powers delegated are fully
utilized. :

G) General Assessment*

A+ = Outstanding,
B+ = Positively Good,
B- = Average,

A = Very Good,
B = Good,
C = Below Average

(* Strike out which is not applicable.)

Date : 30.04.2021

Observations of the Reviewing Officer:

Signature of Reporting Officer
PRINCIPAL

Adarsha Science, J.B. Arif
Bhila Comm. Mahavidyalaya
Dhamangaon Rly.

Signature of Reviewing Officer

ACADEMIC PERFORMANCE INDICATOR

FOR

**ACADEMIC YEAR
2019-2020**

SUBMITTED BY

Mr. JEETENDRASINGH GANGASINGH BARULKAR
Assistant Professor
Department of English,
Adarsha Science J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon (Rly)

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)

Session/Year: 2019-20

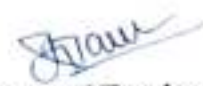
PART A: GENERAL INFORMATION

- 1 Name (in Block Letters) : **JEETENDRASINGH GANGASINGH BARULKAR**
- 2 Father's/Husband's Name : **GANGASINGH KHUMANSINGH BARULKAR**
- 3 Department : **ENGLISH**
- 4 Current Designation & Grade Pay : **ASSISTANT PROFESSOR (6000)**
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : **47, J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 7 Permanent Address (with Pin code) : **47, J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709**
- 8 Telephone No. : **9970280350**
- 9 Email : **jbarulkar@gmail.com**
- 10 Whether acquired any degrees or fresh academic qualifications during the year : **No**

11. Academic Staff College Orientation / Refresher Course attended:

Sr. No.	Name of the Course/Summer School	Place	Duration	Sponsoring Agency
1	Refresher Course: START UP Concept in Higher Education	Saurashtra University, Rajkot	Nov 18 th – Nov 30 th 2019	UGC

Date:30/04/2020


Signature of Teacher

**PART B: ACADEMIC PERFORMANCE INDICATORS
CATEGORY: I**

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures conducted	Grading	Proof Document**
Odd Semester								
1	B. Sc. I	UG	L, S	3 hr. 12 min	45hr 36 min	96.29	Good	Time Table, Academic Diary
2	B.Com I	UG	L, T	8 hr.	104hr 48 min	94.85	Good	Time Table, Academic Diary
3	B. Com. II	UG	L, S	2hr 24 min	34hr 24 min	93.02	Good	Time Table, Academic Diary
4	B. Com. III	UG	L, S	2 hr 24 min	32 hr 18 min	89.74	Good	Time Table, Academic Diary
Even Semester								
5	B. Sc. I	UG	L, T, S	3 hr. 12 min	40hr	91.9	Good	Time Table, Academic Diary
6	B.Com. I	UG	L, T	8 hr.	98hr 24 min	93.87	Good	Time Table, Academic Diary
7	B. Com. II	UG	L, S	2hr 24 min	30hr 24 min	87.5	Good	Time Table, Academic Diary
8	B. Com. III	UG	L, S	2 hr 24 min	33 hr 18 min	92.5	Good	Time Table, Academic Diary

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category: I):-	GOOD
--	-------------



Signature of Teacher

Verified and found correct:


Signature of Principal
PRINCIPAL
Adarsha Science J. B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

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

Signature of Chairman
Screening / Selection Committee

CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

III. Administrative Responsibility

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	-	--	--	--

II ii. Contribution to corporate life through committees and duties assigned by the authority

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Coordinator, Reading Club	Encourage students for reading and arrange discussion and presentation	Good	Certified PBAS Proforma Certificate
2	Member, Remedial Coaching	Guided students for difficulties	Good	Certified PBAS Proforma Certificate
3	Member, Cultural Committee	Encourage and guide student to participate in various events	Good	Certified PBAS Proforma Certificate
4	Member, Admission Committee	Provided counseling and guidance for admission	Good	Certified PBAS Proforma Certificate
5	Member, Student Feedback Committee	Carried out analysis of feedback of students	Good	Certified PBAS Proforma Certificate
6	Member, College Examination Committee	Organized common test examination	Good	Certified PBAS Proforma Certificate

IIiii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer-papers at Valuationcenter	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting questionpapers and moderation indepartment	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma Certificate
4	Internal Assessment	Assessment of Home Assignments and Seminars	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	NSS Camp	Visit and guidance	Good	Certificate
2				

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Participationin Blood Donation Camp	Arrangements and Publicity	Good	Certified PBAS Proforma Certificate

2	Tree Plantation	Creating awareness, Active participation in Plantation	Good	Certified PBAS Proforma/Certificate
3	Elocution and Debate	Encourage students to participate in Elocution and Debate	Good	Certificate

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Cleanliness Drive	Encouragement and Active participation with students	Good	Certified PBAS Proforma/Certificate

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Coordinator, Soft Skills Workshop	Organize four days' workshop on Soft Skills for final year students	Good	Certificate

II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	As a Teacher	To Keep abreast of latest developments in the subject and dissemination to students	Good	Certified PBAS Proforma/Certificate

II ix. Participatory and Innovative Learning

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Powerpoint Presentations	Preparation and use of powerpoint Presentations	Good	Certified PBAS Proforma/Certificate
2	Use of Audio-Visual aids for classes	Downloading and demonstration of AV materials	Good	Certificate/Certified PBAS Proforma
3	Blog	Use of blog for PDF notes, Communication Skills	Good	Certificate/Certified PBAS Proforma
4	Use of Googleclassroom	Online Classes, Quiz and assignment distribution	Good	Certificate/Certified PBAS Proforma

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1	00	00	00	NA	NA

II xi. Conduct of Research Projects:

Sr No	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1	Nil	NA	NA	NA	NA	NA	NA

II xii. Research paperPublished:

Sr. No	Title with page nos.	Journal	ISSN ISBN No.	Whether reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether referred other journals/Notified by the UGC=	Grading	Proof Documents **
1	--	--	--	--	--	--	--	--	--
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; **Satisfactory-** 1-2 activities and **Not-satisfactory** - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	GOOD
--------------------------------------	------


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Adarsha Science J. B. Arts
& Bina Comm. Mahavidyalaya
Dhamangan Rly.

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

Signature of Chairman
Screening / election Committee

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY: III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

Sr. No	Title with page nos.	Journal	ISSN/ ISBN No.	Whether Peerreviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed/ other Journals as Notified by the UGC	Augmented API Score	Proof Document **
1									
Total									

III B.a. Publications other than journal articles (books, chapters in books):

Sr. No	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN / ISBN No.	Whether approved by University	No. of Co-authors	Whether you are the main author	API Score	Proof Document *
1	--	--	--	--	--	--	--	--	--
Total								00	

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ recorded:

Sr. No	Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	No. of artist	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA	NA
Total									

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/ Recorded.	Company	Publication International/ National/ Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
Total								

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr No	Innovative Pedagogy/New Curricula/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
1	--	--	--	--	--	--	--
TOTAL						00	

III D.a RESEARCH GUIDANCE:

Sr. No	Number Enrolled.	Thesis Submitted	Degree awarded	API Score	Proof Document **
1	--	--	--	--	--
TOTAL				00	

III D. b. RESEARCH PROJECTS COMPLETED:**III D. b.(i). Sponsored Projects:**

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	--	--	--	--	--	--	--
TOTAL						00	

III D. b. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D.c ONGOING RESEARCH PROJECTS:**III D.c (i). Sponsored Projects:**

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant /Amount Mobilized(Rs lakh)	Policy Document Generated	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA	NA

III E.a Patents Awards:

Sr. No.	Title of Patent	Award conferring Organization	National/ International	Patent Number)	API Score	Proof Document**
1	NA	NA	NA	NA	NA	NA
Total					00	00

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1	--	--	--	--	--	--
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship / Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/national / state / regional / college or university level	API Score	Proof Document **
1	—	—	—	—	—	—
Total					00	

The score under this sub-category shall be restricted to 25% of the minimum fixed for Category III for any assessment period.

Note:

- ❖ Paper presented if part of edited book or presenting then it can be claimed only once.
- ❖ For post supervision of research students, the formula shall be 75% of the total score for supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research scores of the teacher, the combined research score from the categories of 3(h), Policy Documents and 4, Invited lectures/Resonance Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	00
-----------------------------------	-----------


Signature of Teacher

Verified and found correct:


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

PRINCIPAL
Adarsha Science J. E. Arts
& Birla Comm. Mahavishayaya
Dhamangan Rly.

Final Score approved by the Screening / Selection Committee:

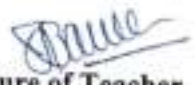
(For Category:III)

Signature of Chairman

Screening / Selection Committee

IV. SUMMARY OF API SCORES

Category	Criteria	Last Academic Year	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	86.51	Good	--
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	32.81	Good	--
III	Research and Academic Contribution	148		


Signature of Teacher

Verified and found correct:


Signature of V.C./ Principal / H.O.D.
PRINCIPAL
Adarsha Science J. B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

Signature of Chairman

Screening / Selection Committee

PART C: OTHER RELEVANT INFORMATION

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

S.No.	Details (Mention Year, value etc. where relevant)
1	
2	
3	

List of Enclosures: (Please attach copies of certificates, Sanction orders, papers etc. wherever necessary)

1. M. A. Marksheet
2. SET Certificate
3. Appointment order
4. Certificate of Orientation Program
5. Certificate of Refresher Course
6. Photo Copy of Published Paper in Journal.
7. Conference, workshop, seminar attended
8. Paper presentation certificate


Signature of the faculty

Designation: Assistant professor

Place: Dhamangaon (Rly)

Date:


Signature of Principal

PRINCIPAL

Adarsha Science J. B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL.

- a) State whether the facts stated above are correct, if not, state the correct facts.
- b) Do you agree with the Performance based appraisal done by the teacher? If not, give reasons why you do not agree.

I) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I	✓				
Category II	✓				
Category III	✓				
A	✓				
B	✓				
C	✓				
D	✓				
E	✓				

II) A) General Intelligence : Very Good

B) Capacity to get work in Respect of research & teaching

C) Technical Ability : Very Good

D) Administrative ability including: Very Good

Judgment initiative and drive

(if applicable)

E) Integrity and Character : Very Good

F) Whether powers delegated are : Yes

Fully utilized.

G) General Assessment ____ * A+ = Outstanding, A = Very Good, B+ = Positively Good, B = Good, C+ = Satisfactory, C = Not Satisfactory

(* Strike out which is not applicable.)

Date: 31/1/20


Signature of Reporting Officer
PRINCIPAL

Adarsha Science J. B. Arts
& Birla Comm. Mahavidyalaya
Dhamangaon Rly.

Observation of the Reviewing Officer (Vice-Chancellor):

Date: / /

Signature of Reviewing Officer

ACADEMIC PERFORMANCE INDICATOR

FOR

ACADEMIC YEAR

2019-2020

SUBMITTED BY

SACHIN VIJAY MANOHARE

(Assistant Professor)

Department of Chemistry,

**Adarsha Science, J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon (Rly)**

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)

Session/ Year: 2019-2020

PART A : GENERAL INFORMATION

1. Name (in Block Letters) : SACHIN VIJAY MANOHARE
2. Father's/Husband's Name : Vijay Bajeraoji Manohare
3. Department : Department of Chemistry
4. Current Designation & Grade Pay : Assistant Professor/
Grade Pay -7000/- , 15600 – 39100/-
5. Date of last Promotion : 17/09/2015
6. Address for correspondence (with Pin code) : Adarsha Science, J. B. Arts and Birla Commerce
Mahavidyalaya, Dhamagaon Rly.
Dist- Amravati, 444709
7. Permanent Address (with Pin code) : At. Post- Hasanapur (Borda), Tq- Tiwasa,
Dist- Amravati, 444709
- Telephone No. : 9096826056
- Email : smanohare@gmail.com
8. Whether acquired any degrees or fresh academic qualifications during the year: **NIL**
9. Academic Staff College Orientation / Refresher Course attended during the year:

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	Online Refresher Course in Chemistry for Higher Education	Online –SWYAM-ARPIT, Platform	01/09/2019-31/12/2019	MHRD Swayam/UGC
2	Refresher Course in Environmental Science (ID)	HRDC-Sant Gadge Baba Amravati University, Amravati	24/02/2020-07/03/2020	UGC

Date:


Signature of teacher

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I a. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Actual Score Claimed	Proof Document**
Odd Semester							
1	B. Sc. I (Sem-I) - TH	UG	Chalk & Talk,	1.40 Hrs	257.5	34.33	Attendance Sheets & Daily Dairy
2	B. Sc. I (Sem-I) - PR	UG	Chalk & Talk, Demonstration	5.0 Hrs			Attendance Sheets & Daily Dairy
3	B. Sc. II (Sem-III) - TH	UG	Chalk & Talk, PPT	1.40 Hrs			Attendance Sheets & Daily Dairy
4	B. Sc. II (Sem-III) - PR	UG	Chalk & Talk, Demonstration	2.5 Hrs			Attendance Sheets & Daily Dairy
5	B. Sc. III (Sem-V) - TH	UG	Chalk & Talk, PPT	1.40 Hrs			Attendance Sheets & Daily Dairy
6	B. Sc. III (Sem-V) - PR	UG	Chalk & Talk, Demonstration	5.0 Hrs			Attendance Sheets & Daily Dairy
7	Project Supervision	UG (II, III)	---	---	50 Hrs	6.66	Notice
Even Semester							
8	B. Sc. I (Sem-I) - TH	UG	Chalk & Talk,	1.40 Hrs	114.16	15.22	Attendance Sheets & Daily Dairy
9	B. Sc. I (Sem-I) - PR	UG	Chalk & Talk, Demonstration	5.0 Hrs			Attendance Sheets & Daily Dairy
10	B. Sc. II (Sem-III) - TH	UG	Chalk & Talk, PPT	1.40 Hrs			Attendance Sheets & Daily Dairy
11	B. Sc. II (Sem-III) - PR	UG	Chalk & Talk, Demonstration	2.5 Hrs			Attendance Sheets & Daily Dairy
12	B. Sc. III (Sem-V) - TH	UG	Chalk & Talk, PPT	1.40 Hrs			Attendance Sheets & Daily Dairy

13	B. Sc. III (Sem-V) - PR	UG	Chalk & Talk, Demonstration	5.0 Hrs			Attendance Sheets & Daily Dairy
14	Project Supervision	UG (II, III)	---	---	50 Hrs	6.66	Notice
			Total		471.66	62.88	

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Max. API Score: 70, 60, 60 for Assistant Professor, Associate Professor and Professor respectively.

I b. Examination duties:

Sr. No.	Short Description of Duty performed	Total number of hours	Actual Score Claimed	Proof Document**
1	Practical Examination – 02 Internal Examiner	35 Hrs	3.5	Certificates
2	Paper Setting for college Unit Test Exams (Two paper)	10 Hr	1.0	Question paper
3	Unit Tests College (Valuation)	20 Hrs	2.0	
4	Projects Evaluation	15 Hrs	1.5	
5	university Valuation- 509 papers	85 Hrs	8.5	Certificates
6	Seminal Evaluation	20 Hrs	2.0	
	Total	185 Hrs	18.5	

Max. API Score: 20, 20, 10 for Assistant Professor Associate Professor and Professor respectively

I c. Innovative Teaching:

Sr. No.	Innovative methods in teaching	Total number of hours	Actual Score Claimed	Proof Document**
1	Group Discussion	30 Hrs	03	
2	Use of ICT for Theory	30 Hrs	03	PPT
3	Use of Simulation/ Software for Demonstration of practical	15Hrs	1.5	
4	Use of homemade models	10 Hrs	01	
	Total	85Hrs	8.5	

Max. API Score: 10, 15, 20 for Assistant Professor Associate Professor and Professor respectively

Note: The minimum cut-off shall be 75%. Below this cutoff no scores shall be assigned in these sub-categories under Category-I.

****As per table under the document ANNEXURE I (A)**

Total Score (Category: I):- 89.88



Signature of Teacher

Verified and found correct:



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

Principal

Adarsha Science

Jatrasdas Bhagchand Arts

Birla Commers Mahendrapada

DHAMANGAON Rd.

Final Score approved by the Screening / Selection Committee:

(For Category: I)

Signature of Chairman Screening / Selection Committee

CATEGORY: II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II a. Student related co-curricular, extension and field based activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1	Celebration of International Year of Periodic Table-2019	10 Hrs	1.0	Notice
2	Celebration of World Ozone Day	4.0 Hrs	0.4	Notice
3	Study Tour	25 Hrs	2.5	Notice
4	University Level Intercollegiate Seminar Competition for B. Sc. III	30 Hrs	3.0	Brochure
5	Assistance and active participation in Blood donation camp.	10 Hrs	1.0	Notice of Coordinator
6	NSS Camp visit	05 Hrs	0.5	Notice
7	Participation in Cleanliness Drive	10 Hrs	01	Notice
8	Tree Plantation	10 Hrs	01	Notice
9	Assistance and active participation in cultural activities in youth festival	20 Hrs	02	Notice
Total (Max: 15)		124Hrs	12.4	

II b. Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.

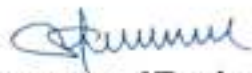
Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1	Head, Department of Chemistry	50 Hrs	5.0	Certificate
2	Convener, Science Association	30 Hrs	3.0	College Committee 2019-20 document
3	Member of Admission Committee	40Hrs	4.0	College Committee 2019-20 document
4	Member of Campus Monitoring Committee	20 Hrs	2.0	College Committee 2019-20 document
5	Member of Games, Sports and Recreation	10 Hrs	1.0	College Committee 2019-20 document
6	Member of Remedial Coaching Cell	5 Hrs	0.5	College Committee 2019-20 document
Total (Max: 15)		155 Hrs	15	

II c. Professional Development activities:

Sr. No.	Type of Activity	Total number of hours	Actual Score Claimed	Proof Document**
1	Member of Indian Science congress Association	5.0 Hrs	0.5	Certificate

2	Member of Nagpur University Teacher Association (NUTA)	5.0 Hrs	0.5	Certificate
3	Participated in National Conference on Innovative Research in Science and Technology	25 Hrs	2.5	Certificate
4	Participated in Refresher course in Environmental Sciences at UGC-HRDC, SGB Amravati University, Amravati	140 Hrs	14.0	Certificate
	Total (Max: 15)	175Hrs	15	
Total Category II:			42.4	

****As per table under the document ANNEXURE II (A)**


Signature of Teacher

Verified and found correct:


Signature of V.C. / Principal / H.O.D.
Principal
Adarsh Science
Jairamdas Bhagchand Arts
Birla Commers Mahavidyalaya,
DHAMANGAON RD.

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

Signature of Chairman Screening / Selection Committee

CATEGORY: III

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

Sr. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed Impact Factor, if any	No. of coauthors	Whether you are the main author	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document **
1	Synthesis and antibacterial screening of schiff bases derived from 3-(5-bromothiophen-2-yl)-1-(4-chlorophenyl)-1H-pyrazole-4-carbaldehyde : 3741-3745	<i>International Journal of Pharmaceutical Sciences and Research</i>	E-ISSN : 0975 - 8232 ; P-ISSN : 2320 - 5148	Peer reviewed (I F- 1.11)	01	Yes	Yes Indexed in WOS	24.5	Paper Copy
2	Synthesis and antimicrobial evaluation of pyrimidines derived from chalcones : 84-88	<i>Research Journal of Chemistry and Environment</i>	E-ISSN : 2278 - 4527 ; P-ISSN : 0972 - 0626	Peer reviewed (I F- 0.238)	01	Yes	Yes Indexed in Scopus	21	Paper Copy
3	FE-SEM, elemental composition and electrical properties of U80 thick film	<i>Adarsha Journal of Research and Evaluation</i>	ISSN - 2277 - 3983	Peer reviewed	04	No	Refereed	--	Paper Copy
4	Synthesis and antibacterial evaluation of Schiff bases from 3-(5-bromothiophen	<i>Trends in Biosciences</i>	E-ISSN : 0976 - 2485	Peer reviewed	00	Yes	Refereed	--	Paper Copy

n-2-yl)-1-phenyl-1Hpyrazole-4-carbaldehyde, 464-467		P-ISSN : 0974 - 8431							
Total								45.5	

III B. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of coauthors	Whether you are the main author	Augmented API Score	Proof Document**
1	---	---	---	---	---	---	---	---	---
Total								00	

III C. RESEARCH PROJECTS:

III C. (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	

III C. (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1	---	---	---	---	---	---
Total					00	

III C. (iii). Projects Outcome / Outputs:

Sr. No.	Patent awarded / Technology transfer / Product / Process	Nature of Technology transfer / Product / Process	Proof of award	API Score	Proof Document**
1	--	--	--	--	--
Total				00	

III D. RESEARCH GUIDANCE:

Sr.No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M.Phil.	---	---	---	---	---
Ph.D.	---	---	---	---	---
Total				00	

III E. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state/ regional / college or	API Score	Proof Document**
---------	-------------------	-------------------------------	--------------------	---	-----------	------------------

1	---	---	---	level	---	---
Total					00	

III E. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1	Synthesis and characterization of Schiff bases derived from 4-(5-bromothiophen-2-yl)-6-(4-chlorophenyl)pyrimidin-2-amine	National Conference on Innovative Research in Science and Technology	Department of Chemistry, Shri Shivaji Science College, Amravati	National	03	Certificate

Total

03

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

III F. Development of e-learning delivery process/material:

Sr. No	Title of Document/ Module	Whether module is Web based or offline	Beneficiary	API Score	Proof Document **
	---	---	---	---	---
Total					00

Note: e-learning module shall be approved by the head of the Institution / Department

****As per table under the document ANNEXURE III (A)**

Total Score (Category: III):- 48.5


Signature of Teacher

Verified and found correct:


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

Principal

Adarsha Science

Jalendrao Bhagchand Arts

Bhiksha Chandra Mahavidyalaya

DHAMBANGAON Rly.

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	Total - API	Annual Av. API Score for Assessment Period
I	Teaching, learning and Evaluation related activities	50.06	365.94	73.18
II	Co-curricular, Extension, Related Professional Development activities	30	137.4	27.48
	Total I + II	80.06	503.34	100.66
III	Research, Publications and Academic Contributions (For entire period)	109.5		



Signature of Teacher

Verified and found correct:



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

Principal
Adarsh Science
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya,
DHAMANGAON Rly.

Signature of Chairman Screening / Selection Committee

PART C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contribution, awards received etc. as mentioned earlier.

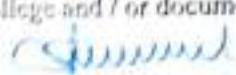
Sr. No.	Details (Mention Year value etc. where relevant)
	Nil

*** Annexure-IV**

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

1. Appointment order
2. University Approval Letter
3. NET Certificate
4. GATE Certificate
5. PG Mark sheet/Degree
6. UG Mark sheet/Degree
7. H.S.S.C. Certificate
8. S.S.C. Certificate
9. MSc/IT Diploma Certificate
10. Caste Certificate
11. Certificate of Validity
12. Refresher Certificates
13. Category II Certificates
14. Certificates of conference/seminar/workshop attended
15. Research paper Reprints
16. Certificates of papers presented in conferences
17. Other relevant certificates as per list of Part C

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

Designation: Assistant Professor

Place : Dhamangaon Railway

Date :


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

Principal

Adarsha Sharma

Jairamdas Bhagchand Arts

State Government, Dhamangaon, V.S.
DHAMANGAON, INDIA

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

Name : S. V. Manohare

Designation : Assistant Professor

Assessment Year :2019-2020

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct, if not, state the correct facts. *Correct*
 b) Do you agree with the Performance based appraisal done by the teacher? If not, give reasons why you do not agree. *yes*

D Verification & Evaluation in respects of Grades/ API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I	☒				
Category II	☒				
Category III	☒				
A	☒				
B	☒				
C	☒				
D	☒				
E	☒				

II) A) General Intelligence

: very good

B) Capacity to get work in Respect of research & teaching

: very good

C) Technical Ability

: very good

D) Administrative ability including Judgment initiative and drive (if applicable)

: very good

E) Integrity and Character

: yes

F) Whether powers delegated are fully utilized.

G) General Assessment * A+ = Outstanding, A = Very Good, B+ = Positively Good, B = Good, C+ = Satisfactory, C = Not Satisfactory

(* Strike out which is not applicable.)

Date :

Observation of the Reviewing Officer (Vice-Chancellor) :

Signature of Reporting Officer
Principal

Adarsh Science
Jalaramdas Bhagchand Arts
Birta Commers Mahavidyalaya
DHAMANGAON P.O.

Date :

Signature of Reviewing Officer

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2020-21

PART A: Staff Details:

1	Name(in Block letters)	DEVENDRA. SAHEBRAO. BHAGAT.
2	Employee ID	
3	Department	DEPARTMENT OF COMPUTER SCIENCE
4	Qualification	B.A. M.A-I
5	Designation	LABORATORY ASSISTANT
6	Date of Joining	18-05-2015

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.SC. (I, II, III)	01 + 01 + 01
2		

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	—	—	—
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	SATISFACTORY
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	- yes -
3	Stock register maintenance	- yes -
4	Any other Specific activity	-

Signature 29.12.2022
Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		✓	
2	Communication skill	✓		
3	Interpersonal skill	✓		
4	Accessibility		✓	
5	Punctuality		✓	
6	Ability to learn new duties	✓		
7	Disciplinary action taken (If any)	✓	-	-
Remarks	1. 2. 3.			

Signature
Signature of the Principal/HOD
Head
Dept. of Computer Science
Adarsha Sci., J. B. Arts &
Birsa Comm. Mahavidyalaya
Dhamangaon Rly - 444 709

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2020-21

PART A: Staff Details:

1	Name(in Block letters)	Shorad. S. Chondak.
2	Employee ID	
3	Department	Physics.
4	Qualification	B.Sc, B.PED.
5	Designation	Lab. Attendant.
6	Date of Joining	02.01.2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc	12
2		

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	—	—	—
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	yes
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	yes
3	Stock register maintenance	yes
4	Any other Specific activity	yes

S. S. S. S. S.

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work	✓		
2	Communication skill		✓	
3	Interpersonal skill	✓		
4	Accessibility			✓
5	Punctuality		✓	
6	Ability to learn new duties		✓	
7	Disciplinary action taken (If any)	✓		
Remarks	1. 2. 3.			

S. S. S. S. S.
 PRINCIPAL
 Adarsha Science, J.B. Arts &
 Birla Comm. Mahavidyalaya,
 Dhamangaon Rly.

S. S. S. S. S.
 Signature of the Principal/HOD
 Head Of Physics Deptt.
 Adarsha Science, J.B. Arts &
 Birla Comm., Mahavidyalaya
 Dhamangaon Rly.

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2020-21

PART A: Staff Details:

1	Name(in Block letters)	Pranod K. Gawande
2	Employee ID	En
3	Department	Chemistry
4	Qualification	S.S.C M.S.C.T
5	Designation	Laboratory - Attendant
6	Date of Joining	02-01-2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	BSC I II III)	01 + 01 + 01
2		01

PART C: Details of Professional Advancement:

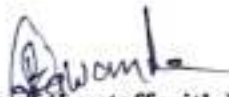
(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	—	—	—
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	Satisfactory
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	yes
3	Stock register maintenance	yes
4	Any other Specific activity	—

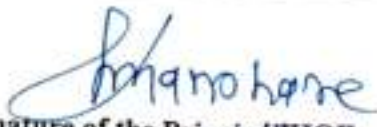

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		✓	
2	Communication skill	✓		
3	Interpersonal skill	✓		
4	Accessibility		✓	
5	Punctuality		✓	
6	Ability to learn new duties	✓		
7	Disciplinary action taken (If any)	—	—	—
Remarks	1. 2. 3.			


PRINCIPAL
Adarsha Science, J. B. Arts &
Birla Commerce Mahavidyalaya,
Dhamangan Paly


Signature of the Principal
Department Of Chemistry
Adarsha Science, J.B. Arts & Birla
Commerce Mahavidyalaya,
Dhamangan Paly.

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2020-21

PART A: Staff Details:

1	Name(in Block letters)	ANAND R. BANBERU
2	Employee ID	
3	Department	BOTANY
4	Qualification	B.COM.
5	Designation	LABORATORY-ATTENDANT
6	Date of Joining	02-01-2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B. SC (I, II, III)	01 + 01 + 01
2	VERMICOMPOSTING	01

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	—	—	—
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	<i>satisfactory</i>
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	<i>yes</i>
3	Stock register maintenance	<i>yes</i>
4	Any other Specific activity	<i>—</i>

[Signature]
Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		☒	
2	Communication skill	☒		
3	Interpersonal skill	☒		
4	Accessibility		☒	
5	Punctuality		☒	
6	Ability to learn new duties	☒		
7	Disciplinary action taken (If any)	☐	☐	
Remarks	1. 2. 3.			

[Signature]
PRINCIPAL
Adarsha Science, J. B. Arts &
Birla Commerce Mahavidyalaya,
Dumungoon P.O.

[Signature]
Signature of the Principal/HOD

Head of the Department
Department of Botany
Adarsha Sci., J. B. Arts and
Birla Commerce Mahavidyalaya,
DUMUNGUN P.O., GULY, 444 309

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2020-21

PART A: Staff Details:

1	Name (in Block letters)	RAHUL K. MUNDHADA
2	Employee ID	
3	Department	ZOOLOGY
4	Qualification	B.COM.
5	Designation	LABORATORY ASSISTANT
6	Date of Joining	18/05/2015

PART B: Details of Lab Courses handled during the academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc. (I, II, III)	01 + 01 + 01
2		

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	—	—	—
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	Satisfactory
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	
3	Stock register maintenance	Yes
4	Any other Specific activity	Yes

[Signature]

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		☒	
2	Communication skill	☒		
3	Interpersonal skill	☒		
4	Accessibility		☒	
5	Punctuality		☒	
6	Ability to learn new duties	☒		
7	Disciplinary action taken (If any)	☐	☐	☐
Remarks	1. 2. 3.			

[Signature]
 Principal,
 Adarsha Science, J. B. Arts &
 Birla Commerce Mahavidyalaya,
 Durgam Chaudhary

[Signature]
 Signature of the Principal/HOD
 Professor & Head
 Department of Zoology
 Adarsha Science, J. B. Arts
 & Birla Commerce Mahavidyalaya,
 Durgam Chaudhary

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2021-22

PART A: Staff Details:

1	Name(in Block letters)	Sharad S Chandak.
2	Employee ID	
3	Department	Physics.
4	Qualification	BSC, B ED.
5	Designation	Lab. Attendant.
6	Date of Joining	02.01.2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc	12
2		

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	oneday workshop on Laboratory equipment maintenance and repairing	Adarsha Maha Dhamangaon Rly	21.01.2022
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	yes
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	yes
3	Stock register maintenance	yes
4	Any other Specific activity	yes

[Signature]

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work	✓		
2	Communication skill		✓	
3	Interpersonal skill	✓		
4	Accessibility			✓
5	Punctuality		✓	
6	Ability to learn new duties		✓	
7	Disciplinary action taken (If any)	✓		
Remarks	1.			
	2.			
	3.			

[Signature]
 PRINCIPAL
 Adarsha Science, J.B. Arts &
 Birla Commerce Mahavidyalaya,
 Dhamangan Paly

[Signature]
 Signature of the Principal/HOD
 Head Of Physics Deptt.
 Adarsha Science, J.B. Arts &
 Birla Comm., Mahavidyalaya
 Dhamangan Paly.

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2021-22

PART A: Staff Details:

1	Name(in Block letters)	RAHUL K. MUNDHADA
2	Employee ID	
3	Department	ZOOLOGY
4	Qualification	B. COM
5	Designation	LABORATORY ASSISTANT
6	Date of Joining	18/05/2015

PART B: Details of Lab Courses handled during the academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc. (I, II, III)	01 + 01 + 01
2	VERMICOMPOSTING	01

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	one day workshop on Laboratory equipment maintenance & repairing	Adarsha Maha. Dhangaon Rly	21.01-2022
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	satisfactory
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	Yes
3	Stock register maintenance	Yes
4	Any other Specific activity	—



Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		✓	
2	Communication skill	✓		
3	Interpersonal skill	✓		
4	Accessibility		✓	
5	Punctuality		✓	
6	Ability to learn new duties	✓		
7	Disciplinary action taken (If any)	—	—	—
Remarks	1. 2. 3.			



Signature of the Principal/HOD

Professor & Head
 Department of Zoology
 Adarsha Science, J. B. Arts
 & Birla Comm. Mahavidyalaya,
 Dhamangaon Rly.

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2021-22

PART A: Staff Details:

1	Name(in Block letters)	DEVENDRA SAHEBRAO BHAGAT.
2	Employee ID	
3	Department	DEPARTMENT of COMPUTER SCIENCE
4	Qualification	B.A. MA. I
5	Designation	LABORATORY ASSISTANT
6	Date of Joining	18-05-2015

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc (I, II, III)	01 + 01 + 01
2	—	

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	one day workshop on Lab equipment maintenance	Adarsha Mahavi Dhamangaon Rly	21.01.2022
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	SATISFACTORY
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	- Yes -
3	Stock register maintenance	- Yes -
4	Any other Specific activity	-

SBhagat 29-12-2022

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		✓	
2	Communication skill	✓		
3	Interpersonal skill	✓		
4	Accessibility		✓	
5	Punctuality		✓	
6	Ability to learn new duties	✓		
7	Disciplinary action taken (If any)	✓	-	-
Remarks	1. 2. 3.			

[Signature]
 T. BHAGAT
 Assistant Professor, J. B. Arts &
 B. Ed. Department, Mahavidyalaya,
 Guwahati-781005

[Signature]
 Signature of the Principal/HOD
 Head
 Dept. of Computer Science
 J. B. Arts &
 B. Ed. Department, Mahavidyalaya,
 Guwahati-781005

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2021-22

PART A: Staff Details:

1	Name(in Block letters)	ANAND R. BANBERU
2	Employee ID	—
3	Department	BOTANY
4	Qualification	B.COM
5	Designation	LABORATORY ATTENDANT
6	Date of Joining	02-01-2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	B.Sc I, II, III	01 + 01 + 01
2	VERMI COMPOSTING	01

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	One day workshop on Laboratory equipment maintenance & repairing	Adarsha Maha. Dhamangaon Ry	21.01.2022
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	<i>Satisfactory</i>
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	<i>yes</i>
3	Stock register maintenance	<i>yes</i>
4	Any other Specific activity	<i>—</i>

Anand

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		<i>✓</i>	
2	Communication skill	<i>✓</i>		
3	Interpersonal skill	<i>✓</i>		
4	Accessibility		<i>✓</i>	
5	Punctuality		<i>✓</i>	
6	Ability to learn new duties	<i>✓</i>		
7	Disciplinary action taken (If any)	<i>—</i>	<i>—</i>	
Remarks	1. 2. 3.			

Anand
 PRINCIPAL
 Adarsha Science, J. B. Arts &
 Bida Commerce Mahavidyalaya,
 Chamanpatti

Sondam
 Signature of the Principal/HOD

Head of the Department
 Department of Botany
 Adarsha Sci., J. B. Arts and
 Bida Comm. Mahavidyalaya,
 CHAMANPATTI-BLV, 444, 401

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Non-Teaching Staff Performance Appraisal Form

For Academic Year 2021-22

PART A: Staff Details:

1	Name(in Block letters)	Pranod K. Sawade
2	Employee ID	
3	Department	Chemistry
4	Qualification	S.S.C M.S.C.T
5	Designation	Laboratory - Attendant
6	Date of Joining	02-01-2006

PART B: Details of Lab Courses handled during the previous academic Year:

(To be supported with documents)

Sr. No	Name of the Laboratory Course	No. of Batches
1	BSC (I II III)	01+01+01
2		01

PART C: Details of Professional Advancement:

(Training programs attended)

Sr. No	Type of the Training	Institution/Industry	Duration
1	one day workshop on Laboratory equipment maintainance and repairing	Adarsha Mahavidya - Dhamangaon Rly.	21.01.2022
2			

(Produce the certificate)

PART D: Involvement in Academic Activities

Sr. No.	Nature of Work	Details
1	Maintenance of the laboratory	satisfactory
2	Supporting students in other than regular lab work (Project work, Innovative Development for competition etc)	yes
3	Stock register maintenance	yes
4	Any other Specific activity	-

Signature of the staff with Date

PART E: Appraiser Observations

(Tick any one of the rating options for a particular field)

Sr. No.	Particular	RATING		
		Good	Fair	Satisfactory
1	Knowledge about the work		☒	
2	Communication skill	☒		
3	Interpersonal skill	☒		
4	Accessibility		☒	
5	Punctuality		☒	
6	Ability to learn new duties	☒		
7	Disciplinary action taken (If any)	-	-	
Remarks	1. 2. 3.			

PRINCIPAL
 Adarsha Science, J. B. Arts &
 Birla Commerce Mahavidyalaya,
 Changanassery P.O.

Signature of the Principal
 Department Of Chemistry
 Adarsha Science, J.B. Arts & Birla
 Commerce Mahavidyalaya,
 Changanassery P.O.

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)

Session/Year: 2021-22

PART A: GENERAL INFORMATION

- 1 Name (in Block Letters) : JEETENDRASINGH GANGASINGH BARULKAR
- 2 Father's/Husband's Name : GANGASINGH KHUMANSINGH BARULKAR
- 3 Department : ENGLISH
- 4 Current Designation & Grade Pay : ASSISTANT PROFESSOR
68900-205500 (AGP 7000)
- 5 Date of last Promotion : **Not Applicable**
- 6 Address for correspondence (with Pin code) : 47, J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709
- 7 Permanent Address (with Pin code) : 47, J. B. Park,
Dhamangaon (Rly); Dist: Amravati
Pin: 444709
- 8 Telephone No. : 9970280350
- 9 Email : jbarulkar@gmail.com
- 10 Whether acquired any degrees or fresh academic qualifications during the year : No

11. Academic Staff College Orientation / Refresher Course attended:

Sr. No.	Name of the Course/Summer School	Place	Duration	Sponsoring Agency
1				

Date: 30/05/2022


Signature of Teacher

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures conducted	Grading	Proof Document**
Odd Semester								
1	B. Sc. I	UG	L, T	5 Hr.	60 hr 48 min	91.25	Good	Time Table, Academic Diary
2	B. Com I	UG	L, T	6 hr. 36 min.	80 hr 48 min	93.26	Good	Time Table, Academic Diary
3	B. Com. II	UG	L, S	2 hr 24 min	34 hr 10 min	91.11	Good	Time Table, Academic Diary
4	B. Com. III	UG	L, S	2 hr 24 min	32 hr 30 min	92.85	Good	Time Table, Academic Diary
Even Semester								
5	B. Sc. I	UG	L, T, S	5 Hr.	45 hr	90	Good	Time Table, Academic Diary
6	B. Com. I	UG	L, T	6 hr. 36 min.	67 hr 30 min	93.10	Good	Time Table, Academic Diary
7	B. Com. II	UG	L, S	2 hr 24 min	28 hr. 20 min	91.8	Good	Time Table, Academic Diary
8	B. Com. III	UG	L, S	2 hr 24 min	33 hr 18 min	92.5	Good	Time Table, Academic Diary

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (P1S)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- N
sat **As per table under the document Annexure I (A)

Overall Grading (Category: I):- GOOD



Signature of Teacher

Verified and found correct:



PRINCIPAL,
Adarsha Science J. B. Arts
& Birla Comm. Mahavidyalaya
Dhamangan Rly

Signature of Principal

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

Signature of Chairman
Screening / Selection Committee

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY: II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

III. Administrative Responsibility

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	-	--	--	--

II ii. Contribution to corporate life through committees and duties assigned by the authority

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Coordinator, Cultural Committee	Encourage students for participating in various activities and events	Good	Certified PBAS Proforma/Certificate
2	Coordinator, Soft Skills Dev. Workshop	Guided students, conducted 4 days' workshop	Good	Certified PBAS Proforma/Certificate
3	Member, IQAC	Worked as per requirement	Good	Certified PBAS Proforma/Certificate
4	Member, Remedial Coaching	Provided counseling and guidance for difficulties	Good	Certified PBAS Proforma/Certificate
5	Member, Student Feedback Committee	Carried out analysis of feedback of students	Good	Certified PBAS Proforma/Certificate
6	Member, College Examination Committee	Organized common test examination	Good	Certified PBAS Proforma/Certificate

IIiii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University	Checking answer-papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
4	Internal Assessment	Assessment of Home Assignments and Seminars	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	NSS Camp	Visit and guidance	Good	Certificate
2				

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Participation in Blood Donation Camp	Arrangements and Publicity	Good	Certified PBAS Proforma/Certificate

Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/Recorded.	Company	Publication on International/National/Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
Total								

1						
Total					00	00

III E. c. Fellowships and Awards:

Sr. No.	Fellowship / Award	Award conferring Organization	Event Organized by	Whether International / national / state / Regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	00

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/national / state / regional / college or university level	API Score	Proof Document **
1	--	--	--	--	--	--
Total					00	

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed onlyonce.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 markseach.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacherconcerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	10
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Verified and found correct:

Signature of Teacher


PRINCIPAL
Adarsha Science J. B. Arts
& Birta Comm. Mahavidyalaya
Dhangadgaon Bija.

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	Grades/ API	Annual Av. API Score for Category III only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	Good	Good	--
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	Good	Good	--
III	Research and Academic Contribution	10		

Signature of Teacher

Verified and found correct:

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

Signature of Chairman

Screening / Selection Committee

CONFIDENTIAL REPORT

Name of the College: **ADARSHA SCIENCE J.B.ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RLY**

SELF ASSESSMENT FORM OF THE COLLEGE TEACHER

(For the year 2021-22)

PART -I (BASIC INFORMATION)

1	Full Name	:	JEETENDRASINGH GANGASINGH BARULKAR
2	Designation	:	Assistant Professor
3	Department	:	ENGLISH
4	Subject taught and faculty	:	English
5	Date of joining the present University	:	01/02/2014
6	Date of Birth	:	19/03/1985
7	Place of Birth	:	Nanded
8	Nationality and religion	:	Indian /Hindu
9	Whether belongs to SC/ST/OBC/OPEN	:	Open
10	Permanent Address	:	J B Park, Dhamangaon Rly
11	Mother Tongue	:	Hindi
12	Language Known	:	Marathi , English, Hindi
13	Whether any immovable property held. If so, what and where	:	-----
14	Qualification of the teacher	:	M. A. Eng. SET

Degree and Post Graduate degree examination	Special/Principal subject offered	Allied additional subordinate subjects offered	Class obtained	Year of passing	University
B. A.	English, History, Public Administration		I	2006	SRTMU, Nanded
M. A.	English		I D	2008	SRTMU, Nanded

15 Teaching experience at the college level : Year 08 Month 04

Name of the previous institutions	Period of service From to	Designation	Classes Taught	Subjects Taught	Scale of pay
Adarsha Mahavidyalaya Dhamangaon Rly.	01/02/2014 – till date	Asst. Professor	B Sc I, B.Com- I,II,III B. A. (Lit) I,II,III	Comp. English, Literature	68900-205500 (AGP 7000)

iii) Course Development etc.	---
IV) Academic and professional growth (During the year)	
i) Research qualification acquired	---
ii) Research projects under taken	---
iii) Research papers published indicating titles and names of journals in which published.	Romantic Literature : A Literary Innovation 'Gothic Element in the Poetry of S T Coleridge' Authors Press, New Delhi ISBN 978-93-5529-034-2 (Pg. No.200-204)
iv) Guidance rendered to research scholar	---
v) Participation in Seminars, Workshops and Conferences	Online Nat. Conf. Intellectual Property Rights (23-24 Aug) Gender Sensitization, SGBAU (26 Nov 2021) Online Nat. Conf. 'Research Proposal' Coimbatore (26 Feb)
vi) Participation in Orientation programmes /Refresher courses etc.	
V) Participation in Extra Mural activities.	
i) Extracurricular activities, debates, cultural activities, counseling to students, planning forum, Union, NSS, NCC, Scouting etc.	1. Organized Essay competition 2. Celebrated 'Reading Inspiration Day' 3. Organized 4 Day Soft Skills Dev Workshop
ii) Service to community, Adult Education, Extension Service etc.	
VI) Help in departmental administrative activities by way of membership of various committees such as Discipline Committee, Admission Committee, Students Welfare Committee etc.	Coordinator, Cultural Committee. Coordinator, Soft Skills Dev Workshop. Coordinator, Micro-Teaching Workshop. Member, IQAC Member, Feedback Committee. Member, Remedial Committee. Member, College Exam Committee. Member, Students Welfare Committee
VII) Any other information about his Contribution (not conveyed above)	
VIII) General observation	
i) Attendance	Excellent
a) Regularity	Excellent
b) Punctuality	Excellent
ii) Students teachers Relationship	Excellent
iii) Colleague relationship	Excellent
iv) Class control	Excellent
v) Reading habits and other matters	Excellent

X) Your own assessment of your performance of the year under report in regard to:	
a) The quality and quantity of work done and how it compared with the prescribed norms, standards or targets	Work done as per the norms of UGC and College
b) Guiding, training, controlling class	Good
c) Details of any specific item(s) of work done by you which think especially noteworthy	
d) If, in your opinion you were unable to maintain the expected quality or quantity in performance, in any respect, indicate your reasons, why this happened.	No.

Date :


(Signature of the teacher)

NAME OF THE TEACHER:	Mr. Jeetendrasingh Gangasingh Barulkar
----------------------	--

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

a) State whether the facts stated above are :
correct; if not, state the correct facts.

b) Do you agree with self assessment of :
performance done by the teacher? if
not, give reasons why you do not agree

I) Actual verification & evaluation in respects of Part II

Item	Correct	Exaggerated	Excellent	Very Good	Average
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					

Sant Gadge Baba Amravati University, Amravati.

PBAS Proforma

(PART A, PART B & PART C)

(For Teachers other than Physical Education Persons and Librarians)

Session / Year: 2021-22

PART A : GENERAL INFORMATION

1. Name (in Block Letters) : JITENDRA GHANSHYAM SURYAWANSHI
2. Father's/Husband's Name : Ghanshyam Haridas Suryawanshi
3. Department : Department of Zoology
4. Current Designation & Grade Pay : Assistant Professor/
Grade Pay 15600-39100+ AGP 8000/-
5. Date of last Promotion : 20.01.2020
6. Address for correspondence (with Pin code) : C/o C. A. Ravekar, Pethe Nagar, Anjansingi
Road, Dhamangaon Ray, Pin – 444609
7. Permanent Address (with Pin code) : Plot No. 27, Kamble Layout, Benoda
Amravati, Pin – 444709
- Telephone No. : 9420758188
- Email : jitendrasuryawanshiamv@gmail.com
8. Whether acquired any degrees or fresh academic qualifications during the year : NIL
9. Academic Staff College Orientation / Refresher Course attended during the year : 01

Sr. No.	Name of the Course /Summer School	Place	Duration	Sponsoring Agency
1	The International Short Term Training Programme-1 on "Recent Advances in Environmental Toxicology and Wildlife Conservation"	Alwar (Rajasthan) Online mode	22nd -28th March 2022	RUSA Sponsored
2	The International Short Term Training Programme-2 on IMPACT AND PANACEA OF ENVIRONMENTAL POLLUTION: THE PAST, 2PRESENT AND FUTURE	Alwar (Rajasthan) Online mode	20 th – 26 th April 2022	RUSA Sponsored

Date :


 Signature of teacher

PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/ Paper	Level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document*
Odd Semester								
1	B. Sc. I (Sem-I) TH	UG	Blackboard, PPT	2.5	43	90 %	Good	Attendance Sheets & Daily Dairy
2	B. Sc. I (Sem-I) PR	UG	Demonstration and supervision	2.5	36	90 %	Good	Attendance Sheets & Daily Dairy
3	B. Sc. II (Sem-III) TH	UG	Blackboard, PPT	2.5	44	90 %	Good	Attendance Sheets & Daily Dairy
4	B. Sc. II (Sem-III) PR	UG	Demonstration and supervision	2.5	40	90 %	Good	Attendance Sheets & Daily Dairy
5	B. Sc. III (Sem-V) TH	UG	Blackboard, PPT	2.5	48	90 %	Good	Attendance Sheets & Daily Dairy
6	B. Sc. III (Sem-V) PR	UG	Demonstration and supervision	2.5	39	90 %	Good	Attendance Sheets & Daily Dairy
Even Semester								
1	B. Sc. I (Sem-II) TH	UG	Blackboard, PPT	2.5	31	90 %	Good	Attendance Sheets & Daily Dairy
2	B. Sc. I (Sem-II) PR	UG	Demonstration and supervision	2.5	28	90 %	Good	Attendance Sheets & Daily Dairy
3	B. Sc. II (Sem-IV) TH	UG	Blackboard, PPT	2.5	29	90 %	Good	Attendance Sheets & Daily Dairy
4	B. Sc. II (Sem-IV) PR	UG	Demonstration and supervision	2.5	28	90 %	Good	Attendance Sheets & Daily Dairy
5	B. Sc. III (Sem-VI) TH	UG	Blackboard, PPT	2.5	28	90 %	Good	Attendance Sheets & Daily Dairy
6	B. Sc. III (Sem-VI) PR	UG	Demonstration and supervision	2.5	27	90 %	Good	Attendance Sheets & Daily Dairy

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Grievance Redressal Cell	---	---	---

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Member of NSS Advisory Board	To Look After Social Oriented Activities	Good	Certificate
2	Member of Cultural Committee	Organization of Yuvak Din	Good	Certificate
3.	Teacher in-charge, Zoological Society at College	To oversee activities of Zoological Society at College	Good	Certified PBAS Proforma/Certificate
4.	Admission Committee	Group Allotment	Good	Certified PBAS
5.	Campus Monitoring Committee	Monitoring Campus and Students	Good	Proforma/Certificate
6.	Science Association	Conduction of Programs	Good	Certified PBAS
7.	Students Guidance Bureau	Guidance to Students	Good	Proforma/Certificate
8.	Environment Club	To handle Environment	Good	Certified PBAS
9.	Grievance Redressal Cell: Convener	To Clear the Grievances	Good	Proforma/Certificate
10.	Faculty Development and Career Progression: Convener	To Organize programs on FDP	Good	Certified PBAS

II iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Valuation – University Examination	Checking answer papers at Valuation center	Good	Certificate
2	Question paper setting College Exams/Unit Tests	Setting question papers and moderation in department	Good	Certificate
3	Valuation – College Exam	Valuation of answer-papers	Good	Certified PBAS Proforma/Certificate
4	Practical Exams – (College)	Conduction for Practical exams at college	Good	Certificate

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1	Escort, Field visit	Arranging study tours	Good	Certified PBAS Proforma/Certificate
2	Organization of Wildlife Week	Arranging guest lectures and competitions	Good	Certified PBAS Proforma/Certificate
3	Guiding students for project-based learning	Explaining and Developing Research Based Pedagogical Tools	Good	Certified PBAS Proforma/Certificate
5	Students seminar	Allotment of topics, Guidance regarding Student Seminars	Good	Certificate

**PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : III**

RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

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	Whether Refereed/ other Journal as Notified by the UGC#	Augmented API Score	Proof Document **
Total									

III B.a. Publications other than journal articles (books, chapters in books):

Sr. No	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN / ISBN No.	Whether approved by University	No. of Co-authors	Whether you are the main author	API Score	Proof Document **
1	---	---	---	---	---	---	---	---	---
Total									

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No	Cassettes/ CDs/DVDs, Tracks published/ Recorded.	Company	Publication International / National/ Local	Whether approved by University	Whether approved by University	No. of artist	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA	NA
Total									

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/Recorded.								
Sr. No	Individual Cassettes/CDs/DVDs, Tracks published/Recorded.	Company	Publication International / National/ Local	Whether approved by University	Whether approved by University	Whether you are the main artist	API Score	Proof Document **
1	Nil	NA	NA	NA	NA	NA	NA	NA
Total								

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr No	Innovative Pedagogy/New Curricula/ Courses/ MOOCs/ E-Content.	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document **
---	---	---	---	---	---	---	---
TOTAL						08	

III D.a RESEARCH GUIDANCE:

Sr.	Number Enrolled.	Thesis	Degree	API	Proof
-----	------------------	--------	--------	-----	-------

III F. Invited lectures / Paper delivered in conferences / seminars:

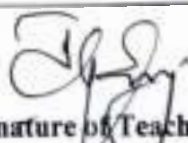
Sr. No	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether international/ national / state/ regional / college or university level	API Score	Proof Document **
	Insects haemolymph: a potential fluid to design antimicrobial drugs	National conference on "basics and advances in biological sciences"	Department of life sciences in collaboration with technology and energy park & global biotech forum, Nagpur India	National	03	Certificate
Total						

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document ANNEXURE III (A)**

Total Score (Category III)	03
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Signature of Teacher

Verified and found correct :


Principal,
Adarsh Science & S. Arts
& Bina Comps. Mahavidyalaya
Chamargan Kly.

Signature of Principal

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

Signature of Chairman Screening / Selection Committee

CONFIDENTIAL REPORT

Name of the College: **ADARSHA SCIENCE J.B.ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RLY**

SELF ASSESSMENT FORM OF THE COLLEGE TEACHER

(For the year 2021-22)

PART -I (BASIC INFORMATION)

1	Full Name	:	JITENDRA GHANSHYAM SURYAWANSHI
2	Designation	:	ASSISTANT PROFESSOR
3	Department	:	ZOOLOGY
4	Subject taught and faculty (SCIENCE FACULTY)	:	LIFE & DIVERSITY OF NON-CHORDATA, LIFE & DIVERSITY OF CHORDATA & CONCEPT OF EVOLUTION, CELL & DEVELOPMENTAL BIOLOGY, ADVANCED GENETICS & ANIMAL ECOLOGY, ANIMAL PHYSIOLOGY & ECONOMIC ZOOLOGY, MOLECULAR BIOLOGY & BIOTECHNOLOGY
5	Date of joining the present University	:	17 JULY 2009
6	Date of Birth	:	12-01-1981
7	Place of Birth	:	YAVATMAL
8	Nationality and religion	:	INDIAN/ BOUDDHA
9	Whether belongs to SC/ST/OBC/OPEN	:	SC
10	Permanent Address	:	PLOT NO.27, KAMBLE LAYOUT, BENODA, AMRAVATI, MAHARASHTRA, INDIA
11	Mother Tongue	:	MARATHI
12	Language Known	:	MARATHI, HINDI, ENGLISH
13	Whether any immovable property held. If so, what and where	:	HOUSE (AMRAVATI)
14	Qualification of the teacher	:	M.SC. , M-PHIL., SET

Degree and Post Graduate degree examination	Special/Principal subject offered	Allied additional subordinate subjects offered	Class Obtained	Year of passing	University
B.SC.	CHEMISTRY, BOTANY, ZOOLOGY	---	II	2002	Amravati
M.Sc.	ANIMAL PHYSIOLOGY	---	I	2004	Amravati
M-PHIL	BEETLE DIVERSITY	---	I	2009	Amravati
Ph.D. (ONGOING)	---	---	---	---	---

v) Use of audio Visual aids	Yes
II) Contribution to a research schemes approved by the GC, DST, ICAR, ICSSR & others, if any	NIL.
III) Any other contribution in –	
i) Teaching methods	Question answer at the end of the lecture
ii) Evaluation Techniques	Surprise Tests, MCQ, Oral Tests
iii) Course Development etc.	NIL.
IV) Academic and professional growth (During the year)	
i) Research qualification acquired	M-Phil (Ph.D. Ongoing)
ii) Research projects under taken	NIL.
iii) Research papers published indicating titles and names of journals in which published.	NIL.
iv) Guidance rendered to research scholar	NIL.
v) Participation in Seminars, Workshops and Conferences	1) State Level Online Workshop on Use of Virtual Laboratory in Teaching and Learning Organized by RSS Chandur Railway. 2) Attended National conference on "basics and advances in biological sciences" Organized by Department of life sciences in collaboration with technology and energy park & global biotech forum, Nagpur India.
vi) Participation in Orientation programmes /Refresher courses etc.	1) The International Short Term Training Programme-1 on "Recent Advances in Environmental Toxicology and Wildlife Conservation" 2) The International Short Term Training Programme-2 on IMPACT AND PANACEA OF ENVIRONMENTAL POLLUTION: THE PAST, 2PRESENT AND FUTURE
V) Participation in Extra Mural activities.	
i) Extracurricular activities, debates, cultural activities, counseling to students, planning forum, Union, NSS, NCC, Scouting etc.	1. Admission Committee 2. Campus Monitoring 3. Grievance Redressal Cell : Convener 4. Nss Advisory Board 5. Cultural Activities 6. Science Association 7. Students Guidance Bureau and Career Counseling Cell 8. Environment Club

	9. Women's Grievance Redressal Cell 10. Faculty Development and career progression Committee : Convener
ii) Service to community, Adult Education, Extension Service etc.	Provides service to community as per requirement
VI) Help in departmental administrative activities by way of membership of various committees such as Discipline Committee, Admission Committee, Students Welfare Committee etc.	Admission Committee Prof. In-charge of Zoological Society
VII) Any other information about his Contribution (not conveyed above) Relevant to a proper assessment of activities	Tutor Guardian of B. Sc. I (MCZ) students
VIII) General observation	
i) Attendance	Good
a) Regularity	Good
b) Punctuality	Good
ii) Students teachers Relationship	Positive
iii) Colleague relationship	Excellent
iv) Class control	Excellent
v) Reading habits and other matters	Good
IX) Your own assessment of your Performance of the year under report in regard to:	
a) The quality and quantity of work done and how it compared with the prescribed norms, standards or targets	The quality and quantity of work done is as per prescribed norms and standards (100%)
b) Guiding, training, controlling class	YES
c) Details of any specific item(s) of work done by you which think especially noteworthy	NIL
d) If, in your opinion you were unable to maintain the expected quality or quantity in performance, in any respect, indicate your reasons, why this happened.	NIL

(Signature of the teacher)



Date : 30.05.2022

Sant Gadge Baba Amravati University, Amravati.
PBAS Proforma
Session: 2021-2022
(PART A, PART B & PART C)

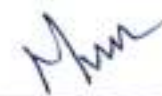
(For Teachers other than Physical Education Persons, Librarians and teachers of Music and Performing Arts)

PART A : GENERAL INFORMATION

1. Name (in Block Letters) : MAYA VASUDEVRAO MAWALE
2. Father's/Husband's Name : Vasudevrao Kisanrao Mawale
3. Department : Computer Science (Faculty of Science)
4. Current Designation & Grade Pay : Assistant Professor/(Level 11)
Grade Pay 15600-39100+ AGP 7000
5. Date of last Promotion : 17/02/2020
6. Address for correspondence (with Pin code) : C/o: Department of Computer Science,
Adarsha Mahavidyalaya, Dhamangaon Rly.
Pin: 444709, Dist: Amravati
7. Permanent Address (with Pin code) : C/o: Shri Anant S.Kasture
Near Rathi Hospital, Dhamangaon Rly.
Dist: Amravati. 444709.
8. Telephone No. : 9403116400
- Email: naanka@rediffmail.com
9. Whether acquired any degrees or fresh academic qualifications during the year : Nil
10. Academic Staff College Orientation / Refresher Course attended during the year :

Sr. No.	Name of the Course / Summer School	Place	Duration	Sponsoring Agency
1.	Refresher Course in Computer Science	UGC HRDC Rashtrasant Tukdoji Maharaj, Nagpur University, Nagpur	13/09/2021-25/09/2021 (14 days)	UGC

Date : 31/05/2022


 Signature of teacher

PART B : ACADEMIC PERFORMANCE
INDICATORS CATEGORY : I
TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. a Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	Level	Mode of teaching*	Hours allotted per week		Hours Engaged		Percentage of lectures engaged/ conducted	Proof Document* *
Odd Semester									
				L	P	T	P		
1	B.Sc. I : Sem I	UG	L,P	2 Hrs 30 Min	2 Hrs. 30 Min	37. Hrs. 30 Min	42 Hrs. 30 Min	88.07	Attendance Sheets & Daily Dairy
2	B.Sc. II :Sem III	UG	L,P	2 Hrs. 30 Min	2 Hrs. 30 Min	37. Hrs. 30 Min	40 Hrs.	87.73	Attendance Sheets & Daily Dairy
3	B.Sc. III : Sem V	UG	L,P	2 Hrs 30 Min	2 Hrs. 30 Min	37 Hrs 30 Min	37 Hrs. 30 Min	86.53	Attendance Sheets & Daily Dairy
Even Semester									
				L	P	T	P		
1	B.Sc. I : Sem II	UG	L,P	3 Hrs. 20 min	2 Hrs. 30 Min	23 Hrs. 33 Min	22Hrs. 30 Min	82.08	Attendance Sheets & Daily Dairy
2	B.Sc. II :Sem IV	UG	L,P	3 Hrs. 20 min	2 Hrs. 30 Min	23 Hrs. 33 Min	27 Hrs	99	Attendance Sheets & Daily Dairy
3	B.Sc. III : Sem VI	UG	L,P	3 Hrs. 20 min	2 Hrs. 30 Min	23 Hrs. 33 Min.	27 Hrs. 30 Min	93.84	Attendance Sheets & Daily Dairy
				Total				89.54	

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category: I):-	Good
--	-------------

Verified and found correct:

Signature of Teacher

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
CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

I i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Felicitation & Farewell Program	Arrangement of such Program	Good	Certificate
2.	Member of Cultural Committee	Cultural Activity Process	Good	
3.	Member of Tutor Guardian Program	Student Problem Discussion & Motivation	Good	
4.	Member of IQAC	IQAC Work	Good	
5.	Member of Damini club	Taking various activities for girl students	Good	
6.	Member of Student Development Cell	Arrangement of Program	Good	

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Member	IQAC Committee	Good	College Committee 2021-22 document
2.	Member	Cultural Committee.	Good	College Committee 2021-22 document
3.	Member	Damini club	Good	College Committee 2021-22 document
4.	Member	Student Development Cell	Good	College Committee 2021-22 document
5.	Member	Tutor Guardian Committee	Good	College Committee 2021-22 document
6.	Member	Felicitation and Farewell Program	Good	College Committee 2021-22 document
7.	Member	Work in Students Admission Process of BCA	Good	Certificate

II iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Examiner	Internal	Good	Students Internal Test & Common Test Mark Lists & Links
2.	Invigilator	Invigilation of SGB Amravati University	Good	Invigilation Certificate
3.	Internal Examiner	Internal Assessment Tests	Good	Google form link of Question Papers
4.	Valuer	Valuation of B.Sc.	Good	Valuation Certificate
5.	Paper Setter	Paper Setting of M.Sc. II (Sem III) (Core Java)	Good	Paper Setting Letter

3.	Professional Development	Participated in Workshop on "Design Thinking & Critical Thinking"	Good	Participation Certificate
4.	Professional Development	Participated in Women's Health, Yoga & Diet Awareness Program	Good	Participation Certificate
5.	Professional Development	Participated in One Day Workshop on National Education Policy 2020	Good	Participation Certificate
6.	Professional Development	Participated In one day university level seminar on "Syllabus Restructuring as per CBCS for subject computer Science / Computer Application"	Good	Participation Certificate
7.	Professional Development	Participated in One day state level workshop: Learning Management System: Moodle	Good	Participation Certificate
8	Professional Development	Participated in One day National level webinar: Digital footprints of India	Good	Participation Certificate

II viii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Head of Department	Administrative work of Department	Good	Certificate
2.				

II ix. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Teacher	Conduct Guest Lecture	Good	Certificate of RespectiveHOD

II x. Participatory and Innovative Learning:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.	Teacher	Power Point Presentations	Good	Soft Copy of PPT
2.	Teacher	Unit tests on each unit	Good	Unit Test Papers
3.	Teacher	Home assignments on various topics	Good	Students Signature Lists & their records
4.	Teacher	Conducted Students Seminars	Good	Students Signature Lists & their scripts
5.	Teacher	Guided students for Projects	Good	Students Signature Lists
6.	Teacher	Made Google classrooms	Good	Classroom App & Links
7.	Teacher	Organized Objective type exam on syllabus	Good	Google forms, Question papers, Answer Sheets & Mark lists
8.	Teacher	YouTube Lectures	Good	Hyperlink of lectures

9.	Teacher	Blog formation	Good	Link
10.	Teacher	Published videos and notes on blog	Good	Link
10.	Teacher	Use of MOODLE as LMS	Good	Link

II xi. Evidence of actively involved in guiding Ph.D. students: Nil

Sr. No.	No. of Ph.D. Students Registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1.					
2.					

II xii. Conduct of Research Projects: Nil

Sr. No.	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1.							

II xiii. Research paper Published:

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	Whether Refereed / other Journal as notified by the UGC#	Grading	Proof Document**
1.									
NIL									

Grading Criteria:- Good - Involved in at least 3 Activities; Satisfactory- 1-2 activities and Not-satisfactory - Not involved/ undertaken any of the activities.

**** As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	Good
---	-------------


Signature of Teacher

Verified 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

III C. Creation of ICT mediated pedagogy and content and development of new and innovative courses and curricula:

Sr. No.	Innovative Pedagogy/ New Curricula/ Courses/ MOOCs/ E-Content	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document**
1.	E-content Development B.Sc. I Sem I & II	Lecture PPT, PDF, Assignments, Test and, WhatsApp group	Principal Adarsha Mahavidyalaya, Dhamangaon Rly	Department of Computer Science, AMV, Dhamangaon Rly	1 Module	2	Certificate
2.	E-content Development B.Sc. II Sem III & IV	Lecture PPT, PDF, Assignments, Test and, WhatsApp group	Principal Adarsha Mahavidyalaya, Dhamangaon Rly	Department of Computer Science, AMV, Dhamangaon Rly	1 Module	2	Certificate
3.	E-content Development B.Sc. III Sem V & Sem VI	Lecture PPT, PDF, Assignments, Test and, WhatsApp group	Principal Adarsha Mahavidyalaya, Dhamangaon Rly	Department of Computer Science, AMV, Dhamangaon Rly	1 Module	2	Certificate
4	NAAC Faculty Info Generator	Develop Software for NAAC	Principal Adarsha Mahavidyalaya, Dhamangaon Rly	Department of Computer Science, AMV, Dhamangaon Rly		5	
Total						11	

III D.a RESEARCH GUIDANCE: Nil

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
P.G. Dissertation					
Total					

III D.b RESEARCH PROJECTS COMPLETED:

III D. b (i). Sponsored Projects: Nil

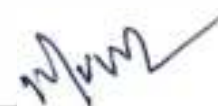
Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document*
1							
Total							

III D.b (ii). Consultancy Projects: Nil

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document*
1							

IV. SUMMARY OF GRADES/ API SCORES

Category	Criteria	Last Academic.	GRADES / API	Annual Av. API Score for Assessment Period for Category III Only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities	2020-2021	Good	Good
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities	2020-2021	Good	Good
III	Research and Academic Contribution	2020-2021	16	
III	Research and Academic Contribution	2021-2022	13	



 Signature of Teacher

Verified and found correct:


 PRINCIPAL
 Adarsha Science & B. Arts
 & Birla Comm. Mahavidyalaya
 Dhamangan Rly.

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

 Signature of Chairman
 Screening / Selection Committee

CONFIDENTIAL REPORT

Name of the College: ADARSHA SCIENCE J.B.ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RLY

SELF ASSESSMENT FORM OF THE COLLEGE TEACHER

(For the year 2021-2022)

PART -I (BASIC INFORMATION)

1	Full Name	:	Dr. Miss Maya Vasudevrao Mawale
2	Designation	:	Assistant Professor
3	Department	:	Computer Science
4	Subject taught and faculty	:	Computer Science , Science
5	Date of joining the present University	:	28.10.2015
6	Date of Birth	:	31.12.1971
7	Place of Birth	:	Akola
8	Nationality and religion	:	Indian , Hindu
9	Whether belongs to SC/ST/OBC/OPEN	:	OBC
10	Permanent Address	:	C/o APTECH Computer Near Rathi Hospital, Nutan Chowk , Dhamangaon Rly - 444 709
11	Mother Tongue	:	Marathi
12	Language Known	:	English , Hindi, Marathi
13	Whether any immovable property held. If so, what and where	:	Residential House at Dhamangaon Rly 444 709
14	Qualification of the teacher	:	M.Sc.(Computer Science) , ADCSSCA , M.Phil(C.S), Ph.D.(Computer Science)

Degree and Post Graduate degree examination	Special/Principal subject offered	Allied additional subordinate subjects offered	Class obtained	Year of passing	University
Bachelor's degree (s) (B.Tech.)	Phy, Che, Math	--	II	1989	Dr.PDKV, Akola
ADCSSCA	Soft Engg Vb, Java, O.S.		I	2002	MSBTE MUmbai
Master's degree (s)(M.Sc.)	Network Security	--	I	2005	Annamalai University(T.N)
M.Phil (Computer Science)	Parallel Programming, Image Processing & Research Methodology	--	II	2009	Algappa University, Kairkudi
Ph.D (Computer Science)	Computer Modeling and Simulation for complex analysis of soil mensuration properties using fuzzy sets	--	-	2015	SCBAU Amravati

	3. Workshop on "Design Thinking & Critical Thinking" Director of Innovation, Incubation and Linkages and Post Department Of Computer Science and Engineering, Sant Gadge Baba Amravati University, 4. Women's Health, Yoga & Diet Awareness Program Girls Activity Committee, Science College, Nanded. 5. One Day Workshop on National Education Policy 2020 G.S. Science and Commerce College Khamgaon 6. Participation: One day university level seminar on "Syllabus Restructuring as per CBCS for subject computer Science / Computer Application"
vi) Participation in Orientation programmes / Refresher courses etc.	1. Refresher Course in COMPUTER SCIENCE /IT/APPLIED ELECTRONICS RTM NAGPUR UNIVERSITY
V) Participation in Extra Mural activities.	
i) Extracurricular activities, debates, cultural activities, counseling to students, planning forum, Union, NSS, NCC, Scouting etc.	Active participation taken in various activities conducted by college NSS - Visit Village and stay at Night with Girls student Seminar Competition
ii) Service to community, Adult Education, Extension Service etc.	Member of Damini Club for Women
VI) Help in departmental administrative activities by way of membership of various committees such as Discipline Committee, Admission Committee, Students Welfare Committee etc.	<u>Member</u> - Cultural Committee, Common Test Exam, Tutor Guardian Scheme, Student Feedback, College Level exam work, Damini Club
VII) Any other information about his Contribution (not conveyed above) Relevant to a proper assessment of activities	• Guide for Seminar Competitions • Work for College level Exam Conduction • Work as Paper Setter • Software Development for NAAC
VIII) General observation	
i) Attendance	Excellent
a) Regularity	Regular
b) Punctuality	Excellent
ii) Students teachers Relationship	Excellent
iii) Colleague relationship	Excellent
iv) Class control	Excellent
v) Reading habits and other matters	Excellent

IX) Your own assessment of your Performance of the year under report in regard to:	
a) The quality and quantity of work done and how it compared with the prescribed norms, standards or targets	100 %
b) Guiding, training, controlling class	100 %
c) Details of any specific item(s) of work done by you which think especially noteworthy	Conducting Review of Previous Lecture's Concept, MOODLE as LMS
d) If, in your opinion you were unable to maintain the expected quality or quantity in performance, in any respect, indicate your reasons, why this happened.	NO

Date : 31/05/2022

(Signature of the teacher)

Welfare Measures for Teaching and Non Teaching staff

Employees Cooperative Society



"सहकाराचे तत्व जनहिताला महत्त्व"

धामणगाव शिक्षण संस्था सेवकांची सहकारी पत संस्था मर्या.

(रजि. नं. एटीआय/बीएनके १४७) स्थापना : सन १९७२

धामणगाव रेल्वे जि. अमरावती - ४४४ ७०९

कार्यालयाचा पत्ता : स्व. श्री. राजारामजी दाणी सहकार संकुल, से.फ.ला. हायस्कूल च्या बाजूला, धामणगाव रेल्वे

◆ अध्यक्ष ◆

प्रा.श्री. नरेंद्र क. नागपुरे
मो. ९०२१०९९३००

◆ उपाध्यक्ष ◆

श्री. चंद्रशेखर ल. वडगिरे
मो. ९९२१९६६११०

◆ सचिव ◆

श्री. अनिल मा. लाहोटी
मो. ९४२१७४२००४

◆ कोषाध्यक्ष ◆

श्री. रविंद्र पु. लोंदे
मो. ९९७५८६४९६७

◆ सदस्य ◆

प्रा. श्री. पंकज गु. धामसे
मो. ९४२००७४९०७

श्री. प्रफुल्ल पु. चौधरी
मो. ८२७५३२९७९७

श्री. वैभव न. पोतदार
मो. ९४२००७४९०७

प्रा.श्री. प्रमोद ना. हातेकर
मो. ९४२१७९०६६२

श्री. कैलाश द. चौधर
मो. ७३८७५८५४५०

श्री. गुलाब दी. मेश्राम
मो. ९६६५४४९२०४

श्री. किशोर मा. चन्ने
मो. ८९८३७७६०४५

कु. प्रतिभा गो. वैतुले
मो. ९५६१७००८५९

सी. प्रणीता ग. सोळंके
मो. ८२७५४९६३९५

◆ तज्ज्ञ संचालक ◆

श्री. रविंद्र सु. गिरी
मो. ९८९०२५५५०९

◆ कार्यलक्षी संचालक ◆

श्री. श्रीकांत रा. खरड
मो. ९६६५२३९९४७

जा.क्र. ४०

दि. ०३.१२.२०२२

प्रमाणपत्र

धामणगाव शिक्षण संस्था सेवकांची सहकारी पतसंस्था, मर्या. धामणगाव रेल्वे र. नं. १४७ चे आज रोजी आदर्श महाविद्यालयातील सभासदांची नावे खालील प्रमाणे आहे.

अ. क्र.	सभासदाचे नाव	अ. क्र.	सभासदाचे नाव
१	श्री. योगेंद्र बाबारावजी गांडोळे	१७	कु. अश्विना निळकंठ रंगारी
२	श्री. सुर्यकांत आनंदराव रोडगे	१८	श्री. धम्मनंद गुलाबराव मेंढे
३	श्री. विजय शंकरराव थुल	१९	श्री धनंजय प्रल्हादराव देशमुख
४	श्रीमती माधुरी योगेन्द्र कोपुलवार	२०	श्री. संतोष देविदासजी डहाके
५	श्री. दिपक कोंडीबा शृंगारे	२१	श्री. वसंत रामभाउ तायडे
६	श्री. संजय दत्ता पाटील	२२	श्री. गुणवंत भिमरावजी कुमरे
७	श्री. किशोर हेमराज बारापात्रे	२३	श्री. शरद सुरेशचंद्र चांडक
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“सहकाराचे तत्व जनहिताला महत्त्व”

धामणगाव शिक्षण संस्था सेवकांची सहकारी पत संस्था मर्या.

(रजि. नं. एटीआय/बीएनके १४७) स्थापना : सन १९७२

धामणगाव रेल्वे जि. अमरावती - ४४४ ७०९

कार्यालयाचा पत्ता : स्व. श्री. राजारामजी दाणी सहकार संकुल, से.फ.ला. हायस्कूल च्या बाजूला, धामणगाव रेल्वे

♦ अध्यक्ष ♦

प्रा.श्री. नरेंद्र क. नागपुरे
मो. ९०२१०९९३००

♦ उपाध्यक्ष ♦

श्री. चंद्रशेखर ल. वडगिरे
मो. ९९२१९६६११०

♦ सचिव ♦

श्री. अनिल मा. लाहोटी
मो. ९४२१७४२००४

♦ कोषाध्यक्ष ♦

श्री. रविंद्र पु. लोंदे
मो. ९९७५८६४९६७

दि. ०३.१२.२०२२

♦ सदस्य ♦

प्रा. श्री. पंकज गु. धामसे
मो. ९४२००७४९०७

श्री. प्रफुल्ल पु. चौधरी
मो. ८२७५३२९७९७

श्री. वैभव न. पोतदार
मो. ९४२००७४९०७

प्रा.श्री. प्रमोद ना. हातेकर
मो. ९४२१७९०६६२

श्री. कैलाश द. चौधर
मो. ७३८७५८५४५०

श्री. गुलाब दी. मेश्राम
मो. ९६६५४४९२०४

श्री. किशोर मा. चन्ने
मो. ८९८३७७६०४५

कु. प्रतिभा गो. चैतुले
मो. ९५६१७००८५९

सौ. प्रणीता ग. सोळंके
मो. ८२७५४९६३९५

♦ तज्ञ संचालक ♦

श्री. रविंद्र सु. गिरी
मो. ९८९०२५५५०९

♦ कार्यलक्षी संचालक ♦

श्री. श्रीकांत रा. खरड
मो. ९६६५२३९९४७

जा.क्र. ४०

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Namdeo

अध्यक्ष / उपाध्यक्ष / सचिव
धा.शि.सं.से.सह.पत संस्था, धा.रेल्वे



“सहकाराचे तत्त्व जनहिताला महत्त्व”

धामणगाव शिक्षण संस्था सेवकांची सहकारी पत संस्था मर्या.

(रजि. नं. एटीआय/बीएनके १४७) स्थापना : सन १९७२

धामणगाव रेल्वे जि. अमरावती - ४४४ ७०९

कार्यालयाचा पत्ता : स्व. श्री. राजारामजी दाणी सहकार संकुल, से.फ.ला. हायस्कूल च्या बाजूला, धामणगाव रेल्वे

◆ अध्यक्ष ◆

प्रा.श्री. नरेंद्र क. नागपुरे
मो. ९०२१०९९३००

◆ उपाध्यक्ष ◆

श्री. चंद्रशेखर ल. बडगिरे
मो. ९९२१९६६११०

◆ सचिव ◆

श्री. अनिल मा. लाडोटी
मो. ९४२१७४२००४

◆ कोषाध्यक्ष ◆

श्री. रविंद्र पु. लोंदे
मो. ९९७५८६४९६७

◆ सदस्य ◆

प्रा. श्री. पंकज गु. धामसे
मो. ९४२००७४९०७

श्री. प्रफुल्ल पु. चौधरी
मो. ८२७५३२९७९७

श्री. वैभव न. पोतदार
मो. ९४२००७४९०७

प्रा.श्री. प्रमोद ना. हातेकर
मो. ९४२१७९०६६२

श्री. कैलाश द. चौधर
मो. ७३८७५८१४५०

श्री. गुलाब दी. मेश्राम
मो. ९६६५४४९२०४

श्री. किशोर मा. चन्ने
मो. ८९८३७७६०४५

कु. प्रतिमा गो. बेतुले
मो. ९५६१७००८५९

सौ. प्रणीता ग. मोळके
मो. ८२७५४९६३९१

◆ तडा संचालक ◆

श्री. रविंद्र सु. गिरी
मो. ९८९०२५५५०९

◆ कार्यलक्षी संचालक ◆

श्री. श्रीकांत रा. खरड
मो. ९६६५२३९९४७

जा.क्र. ३९

दि. ०३.१२.२०२२

प्रमाणपत्र

धामणगाव शिक्षण संस्था सेवकांची सहकारी पतसंस्था, मर्या. धामणगाव रेल्वे र. नं. १४७ च्या सर्व सभासदांना १२,००,०००/- अक्षरी रूपये बारा लाख पर्यंत कर्ज द. सा. द. शे. १० टक्के व्याज दराने देण्यात येते. आणि सभासदांच्या ठेवीवर संस्थेकडून दरवर्षी ७ टक्के दराने व्याज दिल्या जाते. व शेअर्सवर १२ टक्के दराने लाभांश दिल्या जाते.

आपला

[Signature]
अध्यक्ष / उपाध्यक्ष / सचिव
धा.शि.सं.से.सह.पत संस्था. धा.रेल्वे

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Dhamangaon Education Society's
(Hindi Minority Linguistic Institution)

**Adarsha Science, J. B. Arts & Birla
Commerce Mahavidyalaya, Dhamangaon Rly**

NAAC REACCREDITED GRADE 'B++' (CGPA 2.81)

Dr. Ganesh N. Budhalani

Respected Sir,

In great appreciation for your years of dedication to education and especially for all the lives that you have impacted over the years ! " A mediocre teacher tells, a good teacher explains a superior teacher demonstrates, a great teacher inspire."

May the blessings of good health joy of good friends, a loving family, and the contentment of a job well done, fill your life with happiness !

With best Compliments

**Adarsha Science, J. B. Arts & Birla Commerce Mahavidyalaya,
Dhamangaon Rly**



Dhamangaon Education Society's
(Hindi Minority Linguistic Institution)

**आदर्श विज्ञान, जे.बी. कला व बिरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे**

NAAC REACCREDITED GRADE 'B++' (CGPA 2.81)

सन्मान पत्र

सन्मान हा कर्तृत्वाचा, बहुमान हा कवि मनाचा। गुण गौरव नैतिकतेचा, सन्मान मराठी अस्मितेचा !!

प्रा. डॉ. विनायक म. त्रिपत्तीवार

आदरणीय महानुभाव,

आम्ही आदर्श परिवारातील सर्व प्राध्यापक वृन्द, हितचिंतक आणि विश्वस्त आपल्या मुलांचा, अध्यापन कार्याचा, कर्तृत्वाचा आदर करून आपला जीवन-गौरव कमीत आहीत.

आपण आदर्श महाविद्यालयातील मराठी विषय प्रदिर्घ अध्यापन सेवेत आपले कार्य एकनिष्ठेने जपारले. माय मराठीचा वसा पुढे घेऊन कविता - कामिनीचा भव्य व उत्तुंग प्रवास रसिकांच्या दरबारात सादर केला.

आपल्या शैक्षणिक क्षेत्रातील अथक परिश्रम, शिक्षाप्रेम, समाजसेवा दृढसंकल्प व समर्पित बहुमुखी व्यक्तिमत्व या प्रतिभेने आपण सर्वांनाच प्रेरित केले आहे.

आपले व कुटूंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावो हीच सदिच्छा

✽ शुभचिंतक ✽

आदर्श परिवार

आदर्श विज्ञान, जे.बी. कला व बिरला वाणिज्य महाविद्यालय
धामणगाव (रेल्वे)



धामणगाव एज्युकेशन सोसायटी
(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

**आदर्श विज्ञान, ज. भा. कला व बिरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे**

सन्मान पत्र

वृद्ध इच्छाशक्ती, ध्येय माणुसकीचा
सदैव कर्तव्यदक्ष, संकल्प सत्सिद्धेचा

प्रा. कु. माधुरी दुर्गे (कुळकर्णी)

आदरणीय महानुभाव,

आपण भौतिकशास्त्र विभागात प्रदीर्घ अध्यापन सेवेत आपले कार्य, एकनिष्ठतेने, दक्षतेने जोपासले तसेच कठोर परिश्रमाने विभागाचे अध्यापन कार्य उन्नतीच्या शिखरावर पोहीविले.

आपल्या शैक्षणिक क्षेत्रातील अथक परिश्रम, शिक्षाप्रेम, विद्यार्थीप्रेम व समर्पित व्यक्तिमत्त्वाने आपण सर्वांनाच प्रेरित केले आहे.

आम्ही आदर्श परिवारातील सर्व शिक्षक, सानुसारी हितचिंतक आणि विश्वस्त कर्मचारी वृद्ध आपल्या मुणांचा, अध्यापन कार्याचा, कर्तृत्वाचा आदर करून आपला जीवन गौरव करीत आहोत.

आपले व कुटुंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावो हीच सदिच्छा

दि. ३० जून २०२१

✽ शुभचिंतक ✽

**आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)**



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे

सन्मान पत्र

वृद्ध इच्छाशक्ती, ध्येय माणुसकीचा
सदैव कर्तव्यदक्ष, संकल्प सत्सेवेचा

श्री. सुरेन्द्रजी गवारले

आदरणीय महानुभाव,

आम्ही आदर्श परिवारातील सर्व प्राध्यापक वृद्ध, हितचिंतक आणि विश्वस्त आपल्या मुलांवा, कर्तृत्वाचा आदर करून आपला जीवन-गौरव करीत आहोत.

आपण आदर्श महाविद्यालयाशी, आपल्या कार्याशी प्रामाणिकपणा व एकनिष्ठता जोपासली. आपण केलेल्या सौवातत्पर कार्याविषयी आम्ही सर्व कृतज्ञता व्यक्त करून हे सन्मानपत्र आपणास प्रदान करीत आहोत.

आपल्या शैक्षणिक क्षेत्रातील अथक परिश्रम, शिक्षाप्रेम, समाजसेवा कृढसंकल्प व समर्पित बहुमुखी व्यक्तिमत्त्व या प्रतिभेने आपण सर्वानाच प्रेरित केले आहे.

आपले व कुटुंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावे हीच सदिच्छा

दि. ३० जुलै २०२१

✽ शुभचिंतक ✽

आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे

सन्मान पत्र

दृढ इच्छाशक्ती, ध्येय माणुसकीचा
सदेव कर्तव्यदक्ष, संकल्प सत्संवेचा

प्रा. डॉ. विलासजी कांबळे

आदरणीय महानुभाव,

आपण भौतिकशास्त्र विभागात प्रदीर्घ अध्यापन सेवेत आपले कार्य, एकनिष्ठतेने, दक्षतेने जौपासले तसेच कठोर परिश्रमाने विभागाचे अध्यापन कार्य उन्नतीच्या शिखरावर पोहोचविले.

आपल्या शैक्षणिक क्षेत्रातील अथक परिश्रम, शिक्षाप्रेम, विद्यार्थीप्रेम व समर्पित व्यक्तिमत्त्वाने आपण सर्वांनाच प्रेरित केले आहे.

आम्ही आदर्श परिवारातील सर्व शिक्षक, सानुवाजी हितचिंतक आणि विश्वस्त कर्मचारी वृन्द आपल्या गुणांचा, अध्यापन कार्याचा, कर्तृत्वाचा आदर करून आपला जीवन गौरव करीत आहोत.

आपले व कुटूंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावी हीच सदिच्छा

दि. ३० जुलै २०२१

* शुभचिंतक *

आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

**आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे**

सन्मान पत्र

दृढ इच्छाशक्ती, ध्येय माणुसकीचा
सदैव कर्तव्यदक्ष, संकल्प सत्सवेचा

प्रा. श्री. किशोर मेघरे

आदरणीय महानुभाव,

आम्ही आदर्श परिवारातील सर्व प्राध्यापक वृंढ, हितचिंतक आणि विश्वस्त आपल्या गुणांचा, सैकाह्य वृत्तीचा, कर्तृत्वाचा आदर करून आपला जीवन-गौरव करीत आहोत.

आपण आदर्श महाविद्यालयातील "शारिरीक शिक्षण" विभागात प्रदिर्घ सेवेत आपले कार्य एकनिष्ठेने जोपासले. आयुष्यभर पुरेल अशाप्रकारचे शाश्वत क्रिडादानाचे कार्य आपण करीत आहात. मावी राष्ट्र निर्माणाकरीता क्रिडा क्षेत्रातील विद्यार्थ्यांना सैकाह्य उत्तम घडे देवून आपले अतुलनीय योगदान आहे, याची आम्हाला जाणीव आहे. आपल्या कार्याचा आम्ही आदर करीत आहोत व आपल्या कर्तव्याचा सन्मान म्हणून आम्ही आपणारा हे सन्मानपत्र आदरपूर्वक प्रदान करीत आहोत.

आपले व आपल्या कुटूंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावू हीच सदिच्छा

दि. ३० नोव्हेंबर २०२१

❖ शुभचिंतक ❖

**आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)**



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे

सन्मान पत्र

वृद्ध इच्छाशक्ती, ध्येय माणुसकीचा

सदैव कर्तव्यदक्ष, संकल्प सत्सेवेचा

प्रा. डॉ. सुरेशजी ओंकार

आदरणीय महानुभाव,

आपण भौतिकशास्त्र विभागात प्रदीर्घ अध्ययन, अध्यापन सैवत आपले कार्य, एकनिष्ठतेने, दक्षतेने जोपासले तसेच कठोर परिश्रमाने विभागाचे अध्यापन संशोधन कार्य उन्नतीच्या शिखरावर पोहचविले. विज्ञान क्षेत्रातील आपले संशोधनपर कार्य मोलाचे आहे.

आपल्या शैक्षणिक, संशोधन क्षेत्रातील अथक परिश्रम शिक्षाप्रेम, विद्यार्थी प्रेम व समर्पित व्यक्तिमत्त्वाने आपण सर्वांनाच प्रेरित केले आहे.

विद्यार्थ्यांना नेहमी मदत व प्रोत्साहन देवून नवीन पिढी घडविण्याचे आपले अतुलनीय योगदान आहे, याचा आम्हाला सार्थ अभिमान आहे. आम्ही आदर्श परिवारातील सर्व शिक्षक-शिक्षकेतर कर्मचारी वृंद आपल्या गुणांचा, अध्यापन कार्याचा कर्तृत्वाचा आदर करून आपला जीवन गौरव करीत आहोत.

आपले व आपल्या कुटुंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावो हीच सदिच्छा

दि. २८ फेब्रुवारी २०२२

❖ शुभचिंतक ❖

आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे

सन्मान पत्र

दृढ इच्छाशक्ती, ध्येय माणुसकीचा
सदैव कर्तव्यदक्ष, संकल्प सत्संबंधा

प्रा. डॉ. सुरेशजी ओंकार

आदरणीय महानुभाव,

आपण भौतिकशास्त्र विभागात प्रदीर्घ अध्ययन, अध्यापन सेवित आपले कार्य, एकनिष्ठतेने, दक्षतेने जोपासले तसेच कठोर परिश्रमाने विभागाचे अध्यापन संशोधन कार्य उच्चतीच्या शिखरावर पोहचविले. विज्ञान क्षेत्रातील आपले संशोधनपर कार्य मोलाचे आहे.

आपल्या शैक्षणिक, संशोधन क्षेत्रातील अथक परिश्रम शिक्षाप्रेम, विद्यार्थी प्रेम व समर्पित व्यक्तिमत्त्वाने आपण सर्वांनाच प्रेरित केले आहे.

विद्यार्थ्यांना नेहमी मदत व प्रोत्साहन देवून नवीन पिढी घडविण्याचे आपले अतुलनीय योगदान आहे, याचा आम्हाला सार्थ अभिमान आहे. आम्ही आदर्श परिवारातील सर्व शिक्षक-शिक्षकैतर कर्मचारी वृंद आपल्या मुणांचा, अध्यापन कार्याचा कर्तुत्वाचा आदर करून आपला जीवन मौख करीत आहोत.

आपले व आपल्या कुटुंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावो हीच सदिच्छा

दि. २८ फेब्रुवारी २०२२

• शुभचिन्तक •

आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)



धामणगाव एज्युकेशन सोसायटी

(हिन्दी भाषिक अल्पसंख्यांक दर्जा प्राप्त)

आदर्श विज्ञान, ज. भा. कला व विरला वाणिज्य महाविद्यालय
धामणगाव रेल्वे

सन्मान पत्र

वृद्ध इच्छाशक्ती, ध्येय मानुसकीचा
सदेव कर्तव्यदक्ष, संकल्प सत्सेवेचा

श्री. सुरेन्द्रजी गवारले

आदरणीय महानुभाव,

आम्ही आदर्श परिवारातील सर्व प्राध्यापक वृद्ध, द्वितर्कितक आणि विश्वदत्त आपल्या गुणांचा, कर्तृत्वाचा आदर करून आपला जीवन-गौरव करीत आहोत.

आपण आदर्श महाविद्यालयाशी, आपल्या कार्याशी प्रामाणिकपणा व एकनिष्ठता जोपासली. आपण कैलैल्या सौदातत्पर कार्याविषयी आम्ही सर्व कृतज्ञता व्यक्त करून हे सन्मानपत्र आपणास प्रदान करीत आहोत.

आपल्या शैक्षणिक क्षेत्रातील अथक परिश्रम, शिक्षाप्रैम, समाजसेवा कृढसंकल्प व समर्पित बहुमुखी व्यक्तिमत्त्व या प्रतिभेने आपण सर्वांनाच प्रेरित कैले आहै.

आपले व कुटुंबीयांचे आयुष्य दीर्घायुषी व निरोगी जावौ हीच सदिच्छा

दि. ३० जून २०२१

✽ शुभचिन्तक ✽

आदर्श महाविद्यालय परिवार
धामणगाव (रेल्वे)





Employee Medical Bills Reimbursement

Medical Bill

[illegible]

Shri Dahake
27/08/2022



महाराष्ट्र शासन

सहसंचालक, उच्च शिक्षण, अमरावती विभाग, अमरावती

शासकीय विदर्भ ज्ञान विज्ञान संस्था परिसर, अमरावती-४४४ ६०४

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जा.क्र. सस/उश/विप्रदे/अमरावती/२०२१/९३२

दिनांक : ०३/०२/२०२२

प्रति,

१. कुलसचिव,

संत गाडगे बाबा अमरावती विद्यापीठ,
अमरावती.

२. सर्व प्राचार्य, अनुदानित महाविद्यालय,
अमरावती विभाग, अमरावती.

विषय :- वंद्यकिय प्रतिपूर्तीच्या मंजूरी आदेशाबाबत.

वरील विषयी आपणास कळविण्यात येते की, ज्या शिक्षक व शिक्षेतर कर्मचा-यांचे वंद्यकिय प्रतिपूर्ती देयक मंजूर करण्यात आले आहे, त्या शिक्षक व शिक्षेतर कर्मचा-यांच्या नावाची यादी व महाविद्यालय निहाय मंजूर रक्कमेची यादी या सोबत जोडण्यात येत आहे.

तरी ज्या शिक्षक व शिक्षेतर कर्मचा-यांची नावे यादीमध्ये समाविष्ट आहे त्या शिक्षक व शिक्षेतर कर्मचा-यांचे मंजूरी आदेश या कार्यालयातून महाविद्यालयांनी घेवून जावतील व शिक्षक व शिक्षेतर कर्मचा-यांचे मंजूरी आदेश आपले स्तरावरून शिक्षक व शिक्षेतर कर्मचा-यांना देण्यात यावी.

शासनाकडून आर्थिक तरतुद मंजूर झाल्याबरोबर पुढील कार्यवाही करण्यात येईल याची नोंद घ्यावी.

सहपत्र :- वरील प्रमाणे


(डॉ. केशव तुपे)

सहसंचालक, उच्च शिक्षण,
अमरावती विभाग, अमरावती.

प्रत,

वेतन देयक लिपीक, कार्यालय, सहसंचालक, उच्च शिक्षण, अमरावती विभाग, अमरावती यांना अग्रेषित.

ni Dahake (from ID site)
05/02/2022

शिक्षक व शिक्षकेतर कर्मचा-यांचे या स्तरावर मंजूर झालेली वैयक्तिक प्रतिपत्ती देयकाची यादी

अ.क्र	डी.डी.ओ कोड	महाविद्यालयाचे नाव	मंजूर रक्कम
१	३१६१०१००००१	संत गाडगे बाबा अमरावती विद्यापीठ, अमरावती	१०७५७२२
२	६६१०१००००७	भारतीय महाविद्यालय, अमरावती	२३१७१५
३	६६१०१०००१६	श्रीमती केशरबाई लाहोटी महाविद्यालय, अमरावती	२९६५८१
४	६६१०१०००३०	स्व. छगनलाल मुलजीभाई कट्टी कला महाविद्यालय, अचलपुर वैज्य जि. अमरावती	३०७५६७
५	६६१०१०००१०	जी. एस. टोम्बे महाविद्यालय, चांदुर बाजार, जि. अमरावती	३६३११०
६	६६१०१०००३४	स्व. पंचफुलाबाई पावडे महाविद्यालय, वरुड जि. अमरावती	१४७७२
७	६६१०१०००२५	श्रीमती कोकौळाबाई गायंडे महीला महाविद्यालय, दर्यापुर जि. अमरावती	४६१७९
८	६६१०१०००४६	राजश्री शाहु महाराज महाविद्यालय, चांदुर रेल्वे जि. अमरावती	१०३६४०
९	६६१०१०००३३	कै. नारायणराव देशमुख महाविद्यालय, चांदुर बाजार जि. अमरावती	२०४८७
१०	६६१०१०००८७	पद्मप्रभु दिगंबर जैन कला महाविद्यालय, अनसिंग जि. वाशिम	१२६०४४
११	६६१०१००१४२	विदर्भ महाविद्यालय, बुलडाणा	१८६०५०
१२	६६१०१००१३८	कला महाविद्यालय, बुलडाणा	२१२१६
१३	६६१०१००००२	जगदंब महाविद्यालय, अचलपुर जि. अमरावती	११६१२३
१४	६६१०१०००४१	कला महाविद्यालय, पडनेरा रेल्वे जि. अमरावती	९२६७६
१५	६६१०१०००१८	विद्याभारती महाविद्यालय, अमरावती	१४३५५७
१६	६६१०१०००१७	अशोक (LMM) महाविद्यालय, चांदुर रेल्वे जि. अमरावती	९२००७
१७	६६१०१०००४०	स्व. दत्तात्रय पुसदकर महाविद्यालय, नांदगांव पेठ जि. अमरावती	७२०६२
१८	६६१०१०००२०	श्री वसंतराव नाईक महाविद्यालय, धारणी जि. अमरावती	६२३८५
१९	६६१०१०००२९	कला, वाणिज्य व विज्ञान महाविद्यालय, चिखलदरा जि. अमरावती	३४०६३
२०	६६१०१०००१४	श्री आर.आर.लाहोटी महाविद्यालय, मोशी जि. अमरावती	१६२०१४
२१	६६१०१०००२४	इंदिराबाई मेघे महीला महाविद्यालय, अमरावती	११९७०२
२२	६६१०१००००४	महात्मा फुले कला व वाणिज्य सिताराम चौधरी विज्ञान, वरुड जि. अमरावती	३६०८४
२३	६६१०१००००५	आदर्श महाविद्यालय धामणगांव रेल्वे, जि. अमरावती	५७२८५
२४	६६१०१०००११	बी.एस.पाटोल महाविद्यालय, परतवाडा, जि. अमरावती	२४५९५
२५	६६१०१०००४८	श्री शिवाजी शारिरीक शिक्षण महाविद्यालय, अमरावती	४८९१४
२६	६६१०१०००५४	श्री शिवाजी महाविद्यालय, अफोटे, जि. अकोला	९८५८२
२७	६६१०१०००४३	श्रीराम कला महाविद्यालय, धामणगांव रेल्वे जि. अमरावती	२५५३६
२८	६६१०१०००३६	श्यामाप्रसाद मुखर्जी महाविद्यालय, रांदुरजना घाट जि. अमरावती	१०२४४
२९	६६१०१०००८२	यशवंतराव चव्हाण महाविद्यालय, मंगरुळपूर जि. वाशिम	४३८५३
३०	६६१०१००००१	श्री शिवाजी विज्ञान महाविद्यालय, अमरावती	२४७१६
३१		ब्रजलाल बियाणी महाविद्यालय, अमरावती	१११६४

२२	६६१०१००००४	जि.अमरावती			६७६	२८.०१.२०२१	३६०८४
						एकुण	३६०८४
२३	६६१०१००००५	आदर्श विज्ञान, जे.बी.बिला वाणिज्य महाविद्यालय, धामणगांव रेल्वे जि.अमरावती	श्री राहुल के.मुंघडा प्रयोगशाळा सहाय्यक	२५.०९.२०२० ते २७.०९.२०२०	६७८	२८.०१.२०२१	५७२८५
						एकुण	५७२८५
२४	६६१०१०००११	भगवंतराव शिवाजी पाटील महाविद्यालय, परतवाडा जि.अमरावती	श्री प्रमोद भीमराव गारोडे सहाय्यक प्राध्यापक	२६.०८.२०२० ते ३१.०८.२०२०	६७७	२८.०१.२०२१	२४५९५
						एकुण	२४५९५
२५	६६१०१०००४८	श्री शिवाजी शारीरिक शिक्षण महाविद्यालय अमरावती	श्री प्रमोद आनंदराव इंगळे, शिपाई	०५.०९.२०१४ ते १२.०९.२०१४	६७९	२८.०१.२०२०	४८९१४
						एकुण	४८९१४
२६	६६१०१०००५४	श्री शिवाजी महाविद्यालय अकोट जि.अ	श्री विजय भिमराव भगत, स. प्राध्यापक	२३.११.२०१९ ते २८.११.२०१९	६८०	२८.०१.२०२१	४९८६६
			श्री विजय भिमराव भगत, स. प्राध्यापक	०२.०३.२०२० ते ११.०३.२०२०	६८१	२८.०१.२०२१	४८७६८
						एकुण	९८५८२

महाराष्ट्र शासन
सहसंचालक कार्यालय, उच्च शिक्षण, अमरावती विभाग, अमरावती
(शासकीय विदर्भ ज्ञान विज्ञान संस्था परिसर) अमरावती - ४४४६०४.

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क्रमांक - ०७२१-२५३१२३५

जावक क्रमांक - संसं/उशि/वंप्रदे/२०२०/ 5253

Email-jdhcamt@yahoo.com

फॅक्स क्र.०७२१-२५३१४५७

दिनांक ०३.०९.२०२०

प्रति,

सर्व प्राचार्य,

अशासकीय अनुदानित/विनाअनुदानित/कायम विनाअनुदानित कला, वाणिज्य, विज्ञान आणि
विधी शिक्षणशास्त्र व शारिरीक शिक्षण महाविद्यालय, अमरावती विभाग अमरावती

विषय : अशासकीय अनुदानित कला, वाणिज्य आणि विज्ञान महाविद्यालयातील शिक्षक
शिक्षकेतर कर्मचाऱ्यांच्या वेद्यकीय खर्च प्रतिपुर्ती देयके मंजूर करणेबाबत.

महाराष्ट्र राज्य सेवा (वेद्यकीय देखभाल) अधिनियम १९६१ व त्याअनुषंगाने वेळोवेळी निर्गमित झालेल्या शासन
निर्णयान्वये तसेच वाचा येथील संदर्भांकोत शासन निर्णयान्वये शासनाने सहसंचालक, उच्च शिक्षण, अमरावती
विभाग, अमरावती यांना प्रदान केलेल्या अधिकाराचा वापर करून सोवतच्या यादीतील २७ अशासकीय अनुदानित
महाविद्यालयातील २७ शिक्षक व शिक्षकेतर कर्मचाऱ्यांचे वेद्यकीय खर्च प्रतिपुर्तीची रक्कम एकूण रु.१५,१३,१९६/-
(अक्षरी रुपये पंधरा लाख तेरा हजार एकशे शहाण्णव फक्त) याद्वारे मंजूर करण्यात आले आहेत. (सोवत यादी
जोडली आहे)

मा. शिक्षण संचालक, उच्च शिक्षण, महाराष्ट्र राज्य, पुणे यांचे कडून अद्याप पर्यंत वेद्यकीय देयकाची रक्कम
अदा करण्याबाबत आदेश अप्राप्त असल्याने सदर वेद्यकीय देयकाची रक्कम अदा सध्या स्थितीत रक्कम अदा करण्यात
येत नाही.

तरी यादीतील महाविद्यालयातील कर्मचा-यांचे वेद्यकीय प्रतिपुर्ती रक्कम मा. शिक्षण संचालक, उच्च शिक्षण
महाराष्ट्र राज्य, पुणे यांचे आदेश प्राप्त होताच वेद्यकीय देयकाची रक्कम अदा करण्यात येईल.

(डॉ. केशव तुपे)

सहसंचालक, उच्च शिक्षण
अमरावती विभाग, अमरावती.

प्रत:-

प्राचार्य, संबंधित महाविद्यालय (सोवतच्या यादीनुसार) यांना माहीतोस्तव सादर.

टिप — सोवत जोडलेल्या यादीतील महाविद्यालयाचे व कर्मचा-यांचे आदेशाची प्रत या कार्यालयाचे आवक-जावक
विभागाकडून प्राप्त करून घ्यावी.

Dr. D. H. K. S. D.
08/09/2020

Joint Director Higher Education Amravati Region Amravati
शिक्षक व शिक्षकेत्तर कर्मचा-यांचे या स्तरावर मंजूर झालेली वेतकीय प्रतिपूर्ती देयक
जि.अमरावती

क्र.	डो.डो.ओ.नंबर	महाविद्यालयाचे नाव	कर्मचा-यांचे नाव आणि पदनाम	उपचाराचा कालावधी	मंजूर आदेशाचा जा.क्र.	मंजूर आदेशाचा दिनांक	मंजूर रक्कम
१	६६१०१००००१	श्री. शिवाजी विज्ञान महाविद्यालय, अमरावती	कु.घेशाली दि.देशमुख, (सो.घेशाली दि.देशमुख) प्रयोगशाळा सहायक	दि.१३.०८.२०१७ ते १८.०८.२०१७	५१५७	०२.०९.२०२०	४८२८१
						एकुण	४८२८१
२	६६१०१००००५	आदर्श विज्ञान जे.वो.कला आणि विरला योगिन्य महाविद्यालय, धामणगाव रेल्वे जि.अमरावती	प्रो.डॉ.सुनील मा.बापट, सहाय्योगी प्राध्यापक	दि.२३.०५.२०१८ ते ०१.०६.२०१८	४४२०	२३.०७.२०२०	४५६८२
						एकुण	४५६८२
३	६६१०१००००६	जे.डॉ.सागळुदकर महाविद्यालय, दर्यापुर जि.अमरावती	श्री.अनिल आर.सोमवंशी, सहाय्यक प्राध्यापक	दि.०५.०५.२०१९ ते दि.०८.०५.२०१९	५१५८	०२.०९.२०२०	२९०६६
						एकुण	२९०६६
४	६६१०१००००१६	श्रीमती केशवई त्हाटो महाविद्यालय, अमरावती	श्री.रविंद्र कुमार यशवंत सिरसाट, सहा.प्राध्यापक	दि.०५.१०.२०१८ ते दि.१६.१०.२०१८	५१५९	०२.०९.२०२०	१२८२३१
५			डॉ.पी.एम.टाले, सहाय्योगी प्राध्यापक	दि.१६.०१.२०१९ ते दि.१७.०१.२०१९	५१६०	०२.०९.२०२०	३२५३०
६			श्री.एम.व्ही.जाजु, अध्यापक	दि.०९.०१.२०१९ ते दि.१३.०१.२०१९	५१६१	०२.०९.२०२०	९००६०
						एकुण	२५०८२१
७	६६१०१००००१७	डॉ.बाबासाहेब आंधेडकर महाविद्यालय, अमरावती	श्री.डॉ.वी.कांडलकर, सहाय्योगी प्राध्यापक	दि.०१.०५.२०१७ ते दि.१३.०९.२०१७	५१६२	०२.०९.२०२०	६२९१४
						एकुण	६२९१४

Joint Director Higher Education Amravati

सिद्धांत व शिक्षकालय कार्यका.यांची या मर्यादित संज्ञा अन्वयेत वैयक्तिक प्रमाणित देयकाची यादी

अ.क्र.	डॉ. हो. ओ. नं.	महाविद्यालयाचे नाव	संज्ञा संख्या
१	६६१०१००००१	श्री. शिवाजी विज्ञान महाविद्यालय, अमरावती	४८२८१
२	६६१०१००००२	आदर्श विज्ञान ज.सो. कला आणि चित्रलेखा विज्ञान महाविद्यालय, धामणगाव जिल्हा, अमरावती	४५६८१
३	६६१०१००००३	जे.डी.सांगळेकर महाविद्यालय, दहापुर जिल्हा, अमरावती	२९०६६
४	६६१०१००००४	श्रीमती केशवई खाडो महाविद्यालय, अमरावती	२५०८२१
५	६६१०१००००५	डॉ.बाबासाहेब आंबेडकर महाविद्यालय, अमरावती	६२११४
६	६६१०१००००६	कला, विज्ञान आणि वाणिज्य महाविद्यालय, दिखलदरा जिल्हा, अमरावती	२०१७८
७	६६१०१००००७	डी.राधाई मठ महिला महाविद्यालय, माशी जिल्हा, यवतमाळ	११०२३७
८	६६१०१००००८	स्व.पंचकुलाबाई पावडे कला व वाणिज्य महाविद्यालय, वरुड, जिल्हा, अमरावती	३२१२८
९	६६१०१००००९	अमोलकर महाविद्यालय, यवतमाळ	७०८३८
१०	६६१०१०००१०	गोपिकाबाई सिताराम गावडे महाविद्यालय, उमरखेड	३१२८१
११	६६१०१०००११	गंगासाजी महाराज महाविद्यालय, दारका जिल्हा, यवतमाळ	६७९४४
१२	६६१०१०००१२	शिवाजीराजे माधव महाविद्यालय, कळापूर(पांडरकवडा) जिल्हा, यवतमाळ	३५१७२
१३	६६१०१०००१३	श्री.गजानन महाराज कला व वाणिज्य महाविद्यालय, मुकुटवन ता.झरी (जामणी) जिल्हा, यवतमाळ	१८५०४०
१४	६६१०१०००१४	म.ए.सा.कला व वाणिज्य महाविद्यालय, मेहकर, जिल्हा, बुलडाणा	९६८३६
१५	६६१०१०००१५	एस.पी.एम.तात्यासाहेब महाराज कला व वाणिज्य महाविद्यालय, दिखली जिल्हा, बुलडाणा	११११४९
१६	६६१०१०००१६	श्री.व्यंकटेश कला वाणिज्य व विज्ञान महाविद्यालय, देऊळगावराजा जिल्हा, बुलडाणा	६४९४५
१७	६६१०१०००१७	श्री.शिवजी विज्ञान आणि कला महाविद्यालय, दिखली, जिल्हा, बुलडाणा	५५५४३
१८	६६१०१०००१८	नारायणराव नागर महाविद्यालय, दुसरीविड, ता.सिंदखेडराजा, जिल्हा, बुलडाणा	१७३३६०
१९	६६१०१०००१९	कला महाविद्यालय, बुलडाणा	१३७८१
एकूण संख्या			१५१३१९६


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UNIVERSITY SCHOOLS, UNIVERSITY
DEPARTMENTS, CONDUCTED COLLEGES
AND UNIVERSITY INSTITUTIONS**

**[FRAMED UNDER SECTION 72 (10)
READ WITH SECTION 71 (20)
OF THE MAHARASHTRA PUBLIC
UNIVERSITIES ACT, 2016]**

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S. 35 Entitlement to Leave Salary

The teacher on study leave, on special leave or on sabbatical leave shall be entitled to leave salary as per Sub-Clause (a) of Clause (1).

S.36. Travelling Allowance/ Dearness Allowance for Tour

- (1) The teacher, required to undertake tour in the course of discharge of his duty, shall be entitled to travelling allowance and daily allowance as prescribed by the University.
- (2) The teacher, proceeding to his home town or otherwise and back under leave travel scheme, shall be entitled to leave travel allowance as per the rules and rates prescribed by the Government, from time to time.
- (3) The teacher is entitled for the Leave Travel concession to visit any place within the Maharashtra State as prescribed by the Government, from time to time.

S.37. Medical Reimbursement

The teacher working in the University shall be eligible for Medical Reimbursement as per Government rules, issued from time to time.

S.38. Vacation Salary

The teacher shall be entitled to vacation salary as may be specified under these Statutes.

The person who ceases to be a teacher in the University Institution either at the end of the first term or at the end of the academic year shall be entitled, for vacation salary in the following manner :

- (1) If the teacher has served for a major part of the term, then he shall be entitled for the following winter vacation salary.
- (2) If the teacher has served for major part of the academic year, then he shall be entitled for the following summer vacation salary.
- (3) If the teacher has served for the whole of the second term or major part of the second term, then he shall be entitled for one month's salary in the summer vacation.
- (4) The teacher may remain absent, with the prior permission of the Vice Chancellor at the beginning or at the end of the first and/or second term, as the case may be.

S.39. Leaves

- (1) Leave cannot be claimed as a matter of right. When exigencies of service so require, discretion to refuse or revoke leave of any kind is reserved by the leave sanctioning authority.
- (2) The teacher shall earn and be entitled to the leave, generally in proportion to the period of service/duty and of the kind specified herein below.

- (3) The teacher may be granted leave only on his request. The teacher shall not be compelled to proceed on leave except on a disciplinary ground.
- (4) The Competent Authority may sanction the leave applied for, and shall not alter the nature of leave, except with the request/consent of the teacher.
- (5) The teacher may combine one kind of leave with another, subject to the limit of aggregate period of absence as may be prescribed under these Statutes.
- (6) Application for leave on medical ground shall be accompanied by a certificate of Registered Medical Practitioner holding , graduate degree; Bachelor of Medicine and Bachelor of Surgery (MBBS) or its equivalent) indicating the nature and probable duration of illness. The teacher returning from leave on medical ground, shall produce a certificate of fitness.
- (7) If the teacher frequently applies for medical leave with short intervals, he may be referred to the Medical Authority to examine the state of his health, the period of recovery and whether he would be fit for duty after rest and treatment.
- (8) The teacher on leave shall not engage himself/herself in any other employment, trade or business, either full-time or part-time except public service of casual nature or such other work.
- (9) Ordinarily the teacher shall resume his duties immediately after the period of leave sanctioned, otherwise it shall be construed as overstay and may entail refusal of leave or leave salary and may be treated as misconduct unless the Competent Authority condones the irregularity, for reasons to be recorded.
- (10) If the teacher, retired on compassionate grounds and on invalid pension, is reemployed and allowed to count the past service for pension, he shall be entitled to count his previous and subsequent services towards leave.

S.40. Competent Authority to Sanction Leave

The following shall be the Competent Authority to sanction leave under these Rules :

<i>No.</i>	<i>Category</i>	<i>Kind of Leave Authority</i>	<i>Competent</i>
1.	Head of the Department / Director of the School	All kinds of leaves	Vice-Chancellor
2.	All teachers	Casual leave	Head of the Department / Director of the School
3.	All teachers	All kinds of leaves except Casual leave	Vice-Chancellor

Provided that, the Vice-Chancellor may further delegate to the Pro-Vice-Chancellor, the power to sanction particular kind of leave.

S.41. Kinds of Leave

All kinds of leaves may be counted from the commencement of the academic year till the end of it as declared by the competent authority from time to time.

The following kinds of leave would be admissible to permanent teachers-

- (i) Leave treated as duty, viz. Casual leave, Special casual leave and Duty leave; (*Note:* These leaves under the clause (i) would be granted to teachers on probation, and temporary teachers, also.)
 - (ii) Leave earned by duty, viz. Earned leave, Half Pay leave and commuted leave;
 - (iii) Leave not earned by duty, viz. Extraordinary leave and Leave not due;
 - (iv) Leave not debited to leave account-
 - (v) Leave for academic pursuits, viz. Study leave, Sabbatical leave and Academic leave
 - (vi) Leave on ground on health, viz. Maternity leave, Quarantine leave
- The Management Council may, in exceptional cases, grant for the reasons to be recorded, other kinds of leave, subject to such terms and conditions as it may deem fit.

S.42. Casual Leave

- (i) Total casual leave granted to a teacher shall not exceed twelve days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except duty leave, on duty leave, special casual leave. It may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

S.43. Special Casual Leave

- (i) Special casual leave, not exceeding ten days in an academic year, may be granted to a teacher;
 - (a) To conduct examination of other university/Public Service Commission/board of examination or other similar bodies/institutions; and
 - (b) To undertake the task assigned by competent/ statutory authority/apex bodies such as accreditation, academic audit, inspection of an autonomous institutions, approval to new colleges/ programs/ institutions not affiliated with the parent University a statutory board, organisations.
- (ii) In computing the ten days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.

- (iii) Special casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation by sanctioning authority on each occasion.
- (iv) In addition, special casual leave to the extent mentioned below may also be granted;
 - (a) to undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to six working days; and
 - (b) to a female teacher who undergoes non puerperal sterilization, Leave in this case will be restricted to fourteen days.

S.44. Duty Leave

- (i) Duty leave not exceeding thirty days, excluding days of travel, week-ends and public holidays, in an academic year may be granted for delivering invited talks in colleges/institutions/organisations and universities, for attending conferences, congresses, symposia, workshops and seminars organized in India and abroad with the permission of the competent authority;
- (ii) The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion;
- (iii) The leave may be granted on full pay.
- (iv) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.

S.45. On Duty

If a teacher performs any other duty assigned/approved by competent authority for the University, he shall be treated as on duty. In such case the period of his absence shall not be counted with the period of duty leaves.

The teacher shall be entitled to be 'on duty' for the following;

- (a) To attend meetings in the UGC, DST, AICTE, such other similar Apex bodies, MPSC, UPSC and Government agencies.
- (b) To undertake task in another Indian or foreign university, any other agency, institution or organisation when so deputed by the university;
- (c) To participate a delegation or working on a committee appointed by the Government of India, State/Local Self Government, the University Grants Commission/other Apex bodies or any other academic body.
- (d) To attend refresher courses, orientation programs, short term courses, faculty development programs organised by recognised colleges/institutions/University.

- (e) To attend meetings/visits of various committees constituted by the parent University and other University within the State
- (f) To attend all examination related duties of the parent University.
- (g) To undertake field work related to academic development and research collaboration, consultancy work approved by University, sanctioned research project, survey work, study tours, industrial and educational excursions/visits..
- (h) To attend election duties, if any, related to statutory bodies of University.
- (i) To attend and participate in student related University/ regional/ state/zonal/national/international level sports/cultural /research/NSS/NCC activities/events approved by the competent authority.
- (j) To attend activities like viva voce as a referee or external examiner at parent and other Universities.

S.46. Earned Leave

- (i) Following earned leaves shall be admissible to teachers without encashment -
 - a) $\frac{1}{30}^{\text{th}}$ of actual service in a year including vacation not exceeding 10 days ; plus
 - b) $\frac{1}{3}^{\text{rd}}$ of the period, if any, during which he is required to perform duty during vacation.

Note : For purpose of computation of period of actual service, all periods of leave except casual, special casual on duty and duty leave shall be excluded.

- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

Note 1 : When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.

Note 2 : In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.

- (iii) Encashment of earned leave shall be allowed to non-vacation members of the teaching staff as applicable to the employees of State Government.

S.47. Leave on Half -Pay

- (1) The teacher shall be entitled to leave on half pay to the extent of 20 days for every completed year of service. The leave so earned can be accumulated without limit during the entire service. The teacher shall not be entitled to leave on half pay during the first year of his service. The leave on half pay due may be granted to the teacher either on medical ground or for private reason. The leave requested on medical ground shall be supported by the certificate from the Registered Medical Practitioner.

Provided that, the period of suspension, if any, finally treated as suspension shall be excluded for counting completed years of service for this purpose.

- (2) If the teacher is on leave on the day on which he completes a year of service, he shall be entitled to half pay leave without having to return to duty.

Note : A "completed year of service" means continuous service of specified duration under the university and includes periods of absence from duty as well as leave including extraordinary leave.

S.48. Commuted leave

Commuted leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions :

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half - pay leave due;
- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time. Provided that no commuted leave shall be granted under these rules unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.
- (iv) In addition, commuted leave may be granted to the extent mentioned below;
 - (a) to undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to six working days;
 - (b) to a female teacher who undergoes non puerperal sterilization, Leave in this case will be restricted to fourteen days.

S.49. Extra-ordinary leave

- (i) A permanent teacher may be granted extraordinary leave if approved by Competent Authority when;

- (a) No other leave is admissible; or
 - (b) No other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) Extraordinary leave shall always be without pay and allowance. Extraordinary leave shall not be counted for increment except in the following cases;
- (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Head of the Department is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural, calamity, provided the teacher has no other kind of leave to his credit.
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance, or on assignment in Research and Development Organization or Industrial Assignment in India and abroad or an assignment of Apex Academic Bodies, Academic Institutions, or All Statutory positions of any University or Institutions.
- (iii) Extraordinary leave may be combined with any other leave except casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the full working life of the individual. The period of absence from duty due to an assignment on Statutory/Government post shall not be limited to five years.
- (iv) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.
- In such cases all the privileges of the permanent employee shall be retained.

S.50. Leave not due

- (i) Leave not due, at the discretion of the Head of the Department, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted unless the Head of the Department is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.

- (iii) A teacher to whom "leave not due" is granted shall not be permitted to tender his resignation from service so long as the debit balance in his leave account is not wiped off by active service, or he refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Management Council.

Provided further that the Management Council may, in any other exceptional case waive, for reasons to be recorded, the refund of leave salary for the period of leave still to be earned.

S.51. Study leave

- (i) Study leave may be granted after a minimum of five years of continuous service as a permanent teacher, to pursue a special line of study or research directly related to his work in the university/Institution/Research Organization or to make a special study of the various aspects of university organisation and methods of education.

The said period of study leave should be for 3 years, but 2 years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the 10 percent of permanent teachers in any department.

Provided that the Management Council may, in the special circumstances of a case, waive the condition of five years of service being continuous.

Explanation : In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned. Provided,

- (a) the person is a full time permanent teacher on the date of the application; and
 - (b) there is no break in service.
- (ii) Study leave shall be granted by the Competent Authority on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than two years in one spell, except in very exceptional cases in which the Competent Authority is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university.
- (iii) Study leave shall not be granted to a teacher who is due to retire within three years of the date on which he is expected to return to duty after the expiry of study leave.
- (iv) Study leave may be granted not more than twice during one's career. However, the maximum of study leave admissible during the entire service

should not exceed three years.

- (v) No teacher who has been granted study leave shall be permitted to alter substantially the course of study of the programme of research without the permission of the Competent Authority. When the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Competent Authority to treat the period of shortfall as ordinary leave has been obtained.
- (vi) Subject to the provisions of sub-clauses (vii) and (viii) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university.
- (vii) The amount of scholarship, fellowship or other financial assistance that his being granted study leave, has been awarded will not preclude his being granted study leave with pay and allowances. But the scholarship, fellowship so received shall be taken into account in determining the pay and allowance on which the study leave may be granted. The Foreign scholarship/fellowship would be offset against pay only if the fellowship after deducting a specified amount, which is to be determined from time to time, based on the cost of living for a family in the country in which the study is to be undertaken exceeds the salary of the teacher. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.
- (viii) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.
- (ix) A teacher granted study leave shall on his return and re-joining the service of the University, and be eligible to the benefit of the annual increment (s) which he would have earned in the course of time if he had not proceeded on study leave.
- (x) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university on the expiry of his study leave.
- (xi) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.
Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.
- (xii) A teacher availing himself/herself of study leave shall undertake that he shall serve the university for a continuous period of at least three years to be calculated from the date of his resuming duty after expiry of the study

leave. Otherwise he has to refund basic salary accumulated during the period of study leave to the University.

- (xiii) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university, binding himself/herself for the due fulfilment of the conditions laid down in sub-clause (xii) above and give security of immovable property to the satisfaction of the Competent Authority or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university in accordance with sub-clause (xii) above.
- (xiv) The teacher shall submit to the Head of Department, six monthly reports of progress in his studies from his supervisor or the Head of the Institution. This report shall reach the Head of Department within one month of the expiry of every six months of the study leave. If the report does not reach the Head of Department within the specified time, the payment of leave salary may be deferred till the receipt of such report.
- (xv) The teacher, shall not be eligible for study leave, for studies leading towards award of Degree or Diploma.

Provided that, if the teacher is awarded teacher fellowship by the University Grants Commission or any other funding agencies then, he shall be eligible for full-pay study leave as per the rules of the University Grants Commission or the funding agency, as the case may be.

S.52. Sabbatical leave/Academic leave

- (i) Permanent, full-time teachers, who have completed seven years of service as Assistant Professor/Associate Professor or Professor, may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the Department and higher education system.
- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher who has availed himself/herself study leave for three years, would not be entitled to the sabbatical leave. However, teacher who has availed himself / herself study leave for the period up to two years may be granted sabbatical leave such the total of study leave and sabbatical leave to be granted should not exceed three years in the entire service period, in the light of provision in (ii) above.
- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up during the period of that

leave, any regular appointment under any organisation in India or abroad. He may be allowed to accept a fellowship or a research scholarship or ad-hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies.

- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as a regular service for purposes of pension/contributory provident fund, provided that the teacher rejoins the university on the expiry of his leave.

Note - I The programme to be followed during sabbatical leave shall be submitted to the Head of Department for approval along with the application for grant of leave.

Note - II On return from leave, the teacher shall report to the Head of Department the nature of studies, research or other work undertaken during the period of leave.

S.53. Maternity, Paternity and Adoption Leave

- (A) (i) Maternity Leave with full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire service. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her service is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.
- (iii) Female teachers may be allowed to accumulate the casual leaves to the extent of sixty days for the purpose of her child as per Government Resolution made from time to time rearing activities.
- (B) Paternity Leave :
- Paternity leave of 15 days may be granted to male teachers during the confinement of their wives, provided, the limit is up to two children.
- (C) Adoption Leave :
- Adoption leave may be provided as per the rules of the State Government.

S.54. Appointment against vacant post due to leave

The post falling vacant for more than six months due to leave of permanent teacher such as Sabbatical Leave, Extraordinary Leave, Study Leave, Maternity

Leave be filled on purely temporary/contractual basis for a period of sanctioned leave.

S.55. Special medical leave for Tuberculosis, AIDS, Cancer and Heart Surgery

The teacher shall be entitled to avail leave up to twelve months, if he is suffering from Tuberculosis, Leprosy, Cancer, Malignant diseases, AIDS, Heart Surgery or Brain ailment or such other diseases, which may be specified by the Competent Authority, from time to time and is undergoing treatment in a recognised Clinic or under a Specialist recognised by the Government, from time to time.

Provided that, such leave shall only be admissible to the teacher if he has no other leave to his credit.

Provided further that, the teacher who is suffering from Heart disease shall be entitled to a maximum of three months full-pay leave in addition to any other leave on medical/health ground shall be granted to the teacher, as per the rules made by Government from time to time.

S.56. Special Provisions for the Female Teachers

In addition to the other provisions of these Statutes, special provision(s) laid down by Central and State Government from time to time shall be applicable to the female teachers working in the University Schools, University Departments, Conducted Colleges and University Institutions.

S.57. Code of Conduct for Teachers

- (i) The teacher shall be at the disposal of the University full-time and shall serve in such capacity and at such place, as he may, from time to time, be so directed.
- (ii) The teacher shall conform to and abide by the provisions of the Universities Act, Statutes, Ordinances, Regulations, and Rules and Directives and decisions of the Competent Authority. The teacher shall also observe, comply with and obey all orders and instructions which may, from time to time, be given to him/her by the University.
- (iii) The teacher shall at all time maintain absolute integrity, show devotion to his profession and shall do nothing which is unbecoming of a teacher and his profession.
- (iv) The teacher shall extend utmost courtesy and attention to all persons with whom he has to deal in the sphere of his duties. He shall strive hard to promote and protect the interest of the University.
- (v) The teacher shall not accept or permit any member of his family or any person acting on his behalf to accept any gift in cash or in kind for his own benefit from any person including another teacher or employee for a work