

SHIVAJI UNIVERSITY, KOLHAPUR

**Revised API - PBAS Pro forma for Recruitments and Promotion under CAS
as per UGC's 4th Amendment Dated 11th July, 2016**

SELF-ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM

(Period from _____ to _____)

(For the faculty of Sports in University Department only)

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

Name of College :-

1. Name (in Block Letters) :-
2. Father's Name / Mother's Name :-
3. Department :-
4. Current Designation & Grade Pay :-
5. Date of Appointment :-
6. Date of last Promotion :-
7. Position and Grade Pay applied under PBAS/CAS? :-
8. Date of eligibility for promotion :-
9. Date and Place of Birth :-
10. Sex :-
11. Marital Status :-
12. Nationality :-
13. Indicate category and /Sub Category (If reserve) :-
14. Address for correspondence (with pin code) :-
15. Permanent Address (with pin code) :-
- Telephone No :-
- Email :-

16. **Academic Qualifications** (from S.S.C. till post graduation) :

Sr.No.	Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
1	S. S. C.					
2	H. S. C.					
3	B.A./B.Sc/B.Com/ B. Mus. B.E., B.Tech. Etc.					

4	M.A./M.Sc/M.Com/ M. Mus., M.E., M.Tech., Etc.					
5	NET/SET					
6	Others Examination, if any					

17. Research Degree(s):

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

18. Appointments held prior to joining this institution:

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

19. Posts held after appointment at this institution:

Designation	Department	Date of actual Holding		Grade
		From	To	

20. Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) _____

21. Research Experience excluding years spent in M. Phil / Ph. D (in years) _____

22. Fields of Specialization under the Subject / Discipline

(a) _____

(b) _____

23. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended so far:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

INDEX

Category I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Point No	Page No		Total Page	Remarks
	From	To		
I				
li				
iii-a				
iii-b				
iii-c				
iv-A				
iv-B				
iv-C –I				
iv-C –II				
iv-C –III				
iv-C –IV				
D				
E				
F				
v-I				
v-II				
v-III				

PART B :

ACADEMIC PERFORMANCE INDICATORS (APIs) AND SCORES DEVELOPED BY THE UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION & COACHES.

Based on the Physical Education Personnel's self-assessment, API scores are proposed for (a) Lecture cum practice based athlete / sports classes coaching and training related activities; (b) Organizing and conducting sports and games competitions and management related activities; and (c) upgradation of sports infrastructure and extension services etc. The minimum API score required by Physical Education Personnel from this category is different for different levels of promotion. The self-assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee.

***Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.**

CATEGORY I:

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

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)**

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 17.5	Total Max Score (50 points)
1.	Practice based athlete			
2.	Sports classes/session			
3.	Seminars			
4.	Organizing &conducting coaching camps (College/University)			
5.	Sports Person developmentScheme (Zonal ,Inter Zonal and University Sports)			
6.	Training programmes etc.			
	Total			

- ii. **Identifying sports talents and Mentoring sports excellence among students (20 Points)**

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 17.5	Total Max Score (20 points)
1.	Identifying sports talent by various methods as Test, Time trials and Selection trials & etc.			
2.	Mentoring for sports performances			
3.	Study & analysis Athlete's /Team			
4.	Motivational Speech's			
5.	Encouraging Students for Participation			
6.	Counselling etc.			
	Total			

iii. Development and maintenance of play fields, purchase and maintenance of other sports facilities (10 Points)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 17.5	Total Max Score (10 points)
1.	Development of Various Sports fields			
2.	Maintenance of Various Sports fields			
3.	Equipment's Purchase etc.			
	Total			
	Total of i+ii+iii	Not more than 80/70/60 points		

b.

i. Management of Physical Education & Sports Program for students (planning, executing and evaluating the policies in physical education & Sports (10 Points)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score (10 points)
1.	Planning of physical Education & sports			
2.	Various Physical tests			
3.	Physical fitness programs			
4.	Sports facilities			
5.	Evaluation of Physical fitness & Training Programs of Students			
6.	Organizing special coaching camp			
7.	Intra- Murals of various Game and sports etc.			
	Total			

ii. Organizing and conducting sports and games competitions at the International / National / State /Inter-zonal/Zonal (10 Points)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score (10 points)
1.	International			
2.	National/ Interuniversity			
3.	State/Inter -Zone			
4.	Zonal/District etc.			
	Total			
	Total of i+ii			
		Not more than 10 points		

C.**i. Upgradation of scientific and technological knowledge in Physical Education and Sports (10 Points)**

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score (10 points)
1.	Theoretical & class room Presentation on various games using LCD			
2.	Explaining use of Technology in various Games			
3.	Use of Latest tools & machines for practicing the games			
4.	Up gradation by using ICT			
5.	Update latest rules etc.			
	Total			

ii. Extending services, sports facilities and training on holidays to the institutions and organizations (10 Points)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score (10 points)
1.	Summer vacation camp for Games			
2.	Winter vacation camp for Games			
3.	Pre-Season coaching camp on Holidays			
4.	Expert speech & demo on various Games			
5.	Post season preparation camp			
6.	Adventure Sports			
7.	University Camps			
8.	Health Awareness Programmes etc.			
	Total			
	Total of a+b+c	Not more than 80/80/75/70 points/year		

CATEGORY II

PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Physical Education Cader's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Director of Physical Education/College Director/Coaches & Sports to higher grades and selection committee for the promotion of Assistant DPE&S To Deputy DPE&s and for direct recruitment of Deputy DPE&S and DPE&s & Coaches to Selection Grade and Professor Grade.

a. Student related co-curricular, extension and field based activities(15 points) (for i + ii)

i. Discipline related co-curricular activities (Cultural, Sports, NSS, NCC etc.) (various levels of intramural and extramural programmes)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score(15 points)	Page no
1.	NSS/NCC officers				
2.	NET/SET workshop conduct (1 week)				
3.	Cultural Activities/ intramurals/ Extramural				
4.	Study tour				
5.	Exhibition(Sports)				
6.	Sports activities - Official/Organizer etc.				
	Total				

ii. Extension and dissemination activities (public /popular lectures/talks/seminars etc.)

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score(15 points)	Page no
1.	Nutrition & Diet				
2.	Lectures on special topics(Sports)				
3.	Participation in Seminar/conference				
4.	Organizing Tournaments / Activities other than University for the Society etc.				
	Total				
	Total i + ii	Not more than 15 points			

b. Contribution to Corporate life and management of the sports units and institution through participation in sports and administrative committees and responsibilities (including as Principal /Director / Convener / similar other duties that require regular office hrs. for its discharge) **(15 points)**

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score(15 points)	Page no
1.	BOS/ Faculty / Academic Council/ Senate/ any other University Committee				
2.	Chairman for subject related event like. Ph.D. Open Defence Session				
3.	Various Scrutiny meeting				
4.	Referee/ Judge for subject related event etc.				
5.	University Selection Committee				
6.	Institution / College-Industry interaction				
7.	Consultancy				
8.	Placement Coordinator				
9.	Training of Industry persons				
10.	Gymkhana Committee				
11.	Admission Committees				
12.	Discipline committee				
13.	Anti-ragging committee				
14.	Sexual Harassment committee				
15.	Statutory committees of the University				
16.	Head/Rector/Dean/IQAC Coordinator				
17.	Any other committee appointed by Hon'ble V.C / Principal etc.				
	Total				

c. 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) **(15 points)**

Sr. No	Particulars /Activity	No of Periods/Hours Engaged per annum	Actual total hours spent per academic year ÷ 10	Total Max Score(15 points)	Page no
1.	Seminar/Workshop/Symposia/ Conference				
2.	Faculty development course				
3.	short term training courses				
4.	talks delivered in program				
5.	lectures delivered in program				
6.	General Articles Publications				
7.	General Awareness Activity				
8.	Officiating at Various Level				

9.	Manager / Coach of Teams at Nationals/Interuniversity/State etc.				
	Total				
	Total of Category II Max score	Not More than 45 *For Assessment period 50			

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

CATEGORY: III

RESEARCH AND ACADEMIC CONTRIBUTIONS *

Based on the 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 Director of Physical Education/College Director/Coaches & Sports to higher grades and selection committee for the promotion of Assistant DPE&S To Deputy DPE&s and for direct recruitment of Deputy DPE&S and DPE&s & Coaches to Selection Grade and Professor Grade.

Notes :

- 1) All entries in A, B, C, D, E and sub-items be indexed with page numbers**
- 2) Documentary evidence of ISBN/ISSN/Indexed Journal/Impact factor is mandatory**
- 3) It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise list of journals, periodicals and publishers under categories III A and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.**
- 4) The API for joint publications will have to be calculated in the following manner. Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.**

III A) (i) Published Papers in Refereed Journals as notified by the UGC # (25 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN/ISBN No.	Whether peer reviewed/ Impact Factor, if any	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(i)									

(ii) Published Papers in Other Reputed Journals as notified by the UGC # (10 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN/ISBN No.	Whether peer reviewed/ Impact Factor, if any	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(ii)									

Total A

(A(i) + A(ii))

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

i) 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 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total B(i)									

ii) 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 Points per Book for Single Author)

Sr. No.	Title with page nos	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents.
Sub Total B(ii)									

(iii) 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 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents.
Sub Total B(iii)									

iv) 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 points per Chapter National – 5 Points per Chapter)

Sr. No.	Title	Type of Book & Authors hip	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of co-editor (40 % weightage)	Whether principal editor / corresponding editor (60 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total B(iv)									

**Total B
(i+ii+iii+iv)**

* 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.

III C) Research Projects:

III C (i) Sponsored Projects

- A) Major projects: grants above Rs.30 lakhs for Engineering/ sciences & above Rs.5 lakhs for others, 20 points per project,
 B) Major project: grants above Rs. 5 lakhs up to Rs. 30 lakhs for Engineering/ science and Rs.3 lakhs minimum to Rs. 5 lakhs for others, 15 points per project,
 C) Minor project: grants above Rs.1 lakhs up to Rs. 5 lakhs for Engineering/ sciences & above Rs.1 lakhs up to Rs. 3 lakhs for others, 10 points per project,

(Note : The points for completed research project should be claimed in the year of completion only)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (i)								

III C (ii) Consultancy Projects (Amount mobilized with minimum Rs.10 lakhs for Engineering/ sciences & minimum of Rs.2 lakhs for others, 10 points for every Rs 10 lakhs & Rs. 2 lakhs. respectively)

(Note : The score should be divided by number of years of the project)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

III C (iii) Projects Outcome/Output:

Patent / Technology transfer / Product process

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)

(Note : The points for completed consultancy projects should be claimed in the year of completion only)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant / Amount Mobilized (Rs. Lakh)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C (iii)								

Total C(i+ii+iii)	
---------------------------	--

III (D) Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate, Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil or equivalent						
Ph. D. or equivalent						
Sub Total D						

III E Fellowships, Awards and Invited lectures delivered in conferences / seminars

III E (i) Fellowships/ Awards

- A. International Award /Fellowship from academic bodies/associations -15 per Award / 15 per Fellowship.
- B. National Award/Fellowship from academic bodies/associations -10 per Award / 10 per Fellowship.
- C. State/University level Award from academic bodies/associations -5 per Award

Sr. No.	Fellowship / Award	Year	Level International /National / State / University	Awardee Academic Body/ Association	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Sub Total E (i)							

III E (ii) Invited lectures / papers presented:

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

Invited lectures: International level 7 per lecture, National level 5 per lecture, State / University level 3 per lecture

Sr. No.	Title of Lecture /Academic Session	Title of Conference /Seminar etc	Organized by	Whether international /National	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total E (ii)							

Papers presented: International level 5 per paper, National level 3 per paper, State / University level 2 per paper

Sr. No.	Title of Lecture /Academic Session	Title of Conference /Seminar etc	Organized by	Whether international/National/ State or University level	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total E (ii)							

Total E (i+ii)	
-----------------------	--

III (F) Development of e-learning delivery process/material 10 per module

Sr. No.	Title of e-learning module	Organized / Developed by	Organized by	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total F						

IV. SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)			
Total B)			
Total C)			
Total D)			
Total E)			
Total F)			
Total			

V. SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development etc			
	Total I + II (Minimum Score required 100)			
III	Research and Academic Contribution			

UNDERTAKING

I _____ undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS pro forma.

My PBAS based APIs score carries

Place :

Date :

Signature of the faculty with
Designation

Place :

Date :

Signature
Head of the Department

Place :

Date :

Vice- Chancellor

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