SHIVAJIUNIVERSITY, KOLHAPUR

Annual Self-Assessment for thePerformance Based Appraisal system for USIC academic staff
(Academic Year…………………….)

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :-

2. Father's Name / Mother'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 degree or fresh academic qualification during the year?:-

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

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC). (Conduct a repairs and maintenance of instruments and maintain the analytical or other instruments with charges)

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
1.1	Manage to complete the work allotted to USIC staff (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.2	Manage to complete the samples scanning on analytical instruments (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.3	Procurement of instruments/parts	Max 10 marks		
1.4	Design and fabricate instruments	Max 10 marks		
1.5	Teaching activity through Lectures, Seminars, tutorials, practical's/ demonstrations undertaken.	Max 20 marks		
1.6	Managing records /Preparation of reports	Max 5 marks		
	Total Score	**125 marks**		
	Minimum API Score required	**75 marks**		

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

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
2.1	**Student related co-curricular, extension and field based activity** such as extension programmes arranged such training programme /demonstration /workshop/seminar/ expert talks among students/faculties/industry people etc (**each activity 5 points, Max. 15 points**)	**15**		
2.2	**2.2.1.**Contribution to Corporate life in Universities/ colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (**2 points each**) Such as Contribution to Participation in BOS /Faculty/ Academic Council / Senate/ Management Council or any other University Committee Meeting, Popular Lecturer on any subject in Uni./ college, chief guest/ Chairman for subject related Event viz.M.Phil, Ph. D. Open Defense Session, Ph. D. Scrutiny Meeting, Resource Person /Speaker for subject related event, Referee/ Judge for subject related event, work done on editorial Board of journals etc.			
	2.2.2. Institutional Governance responsibilities like Vice Principal (if approved by Shivaji University, Kolhapur), Dean, Director, warden, Bursar, IQAC co-ordinator, Course Co-ordinator, Head of the Department, P.G. Co-ordinator, etc. (**10 points each**)			
	2.2.3. Other administrative responsibilities such as NAAC coordinator, member of senet/management council/academic council/ board of studies/RUSA committee/NSS committee/syllabus committee/ local enquiry committee/other committees etc(**5 points each**)	**20**		
	2.2.3. Organization of Conference/Trainingprogramme/workshop etc International (**10 points**); national / regional (**5points**) **International Activity:** -Convener/Coordinator of Conference etc. : **10 pts each** -Member: **5Pts. Each** **National / Regional / University level Activity** -Convener/ Co- ordinator of Conference: **5 pts each** -Member of Organizing committee or any sub-			

		committee: **3 pts each**			

2.3		**2.3.1.** Membership in Profession related committees at state, national and international level.
		At International Level : **5 points each**
		    Such As Professional / Subject
		    Associations
		At National Level : **3 points each**
		    Such As Professional / Subject
		    Associations
		At State Level : **2 points each**
		    Such as Subject/ Professional
		    Associations			

		2.3.2. Participation in conferences, seminars, workshop etc. without paper presentation (**Each activity : 2point**)	**15**		
		2.3.3. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional Governance **(Each activity: 5points)**			
		2.3.4. Member OR participation in State / Central Bodies / Committees on education, Research and National Development **(5 points each)**			
		2.3.5. Publication of articles in newspapers, magazines or other publications (not covered in category 3); Radio talks; Television Programmes**(2point each).**			
		Total Score	**50**		
		(Minimum score required for this category)	**15**		

CATEGORY : III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS:

A) (i) Published Papers in Referred Journals* (15 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.

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

Notes:

1.   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.

2.   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

(ii) Non refereed but recognized, indexed and reputed Journals and Periodicals having ISSN / ISBN No. (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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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) Full Papers published in Conference Proceedings, Papers in Journals without ISSN / ISBN No. etc. (10 points per publication)

Sr. No.	Title with page Nos.	Details of Conference Publication / Journal	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

B) Other Research Publications (Books, Chapters in book other than referred Journal articles)

i) Research Monographs, Text Books, Reference Books, editorial vols Published by International Publisher with an established peer review system. (Sole author 50 points per publication, Sole editor 30 points per publication, Chapter in edited book 20 points per publication)

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.

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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.

ii) Research Monographs, Text or Reference Books, editorial vols Published by National level / State level / Central Govt. publication with ISBN / ISSN No. (Sole author 25 points per publication, Sole editor 15 points per publication, Chapter in edited book 10 points per publication)

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.

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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) Text or Reference Book, editorial vols published by Other Local Publisher with ISBN / ISSN No. (Sole author 15 points per publication, Sole editor 10 points per publication, Chapter in edited book 05 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

iv) Text or Reference Book, editorial vols without ISBN / ISSN No. (Sole author 10 points per publication, Sole editor 07 points per publication, Chapter in edited book 03 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

v) Chapters contributed to edited knowledge based volumes published by International Publishers (10 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

vii) Editing of the proceedings of the Seminar / Symposium / Conference / Workshops etc. (International level: sole editor 20 per publication, National level: sole editor 15 per publication, State level: sole editor 05 per publication)

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.

Notes:

1.   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 IIIA and B.   Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

C) Research Projects:

i) Ongoing and Completed Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.

ii) Completed / Ongoing Consultancy Projects (Grants more than Rs.10 lakhs for experimental sciences & Rs.2 lakhs for others, 10 points per project. In case of joint ventures points are to be shared 60:40 ratio)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.

iii) Quality evaluation and Project Outcome/Output: Patent / Technology transfer / Product process
Completed Project Report accepted by funding Agency (20 points for major project and 10 points for other)

Major policy documents of Govt. bodies of Central / State level (for others). (In case of joint output points are to be shared in 60:40 ratios) (National level: 30 points per outcome/output, International level: 50 per outcome / output)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No.

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

(For M.Phil. degree awarded 3 points per candidate, Ph.D. degree awarded 10 points per candidate. Ph.D. thesis submitted 7 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed bythe candidate	API Score Verified Verified	Page No.

(E) (i) Training Courses, teaching Learning Evaluation Technology Programmes, Faculty Development Programmes, Soft skill development (not less than two week duration (10-12 days), 20 points each; not less than one week duration (5-6 days), 10 points each)

Sr. No.	Programme	Duration	Organized by	APIScore Claimed by the candidate	API Score Verified	Page No.

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

Participation and presentation of research paper (oral/poster) in international 10 points, national 7.5 points, and regional/state level 5 points; local-university/ college level 3 points each. (In case of joint output points are to be shared in 60:40 ratios)

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organized by	Whether international /National/State /Regional/College or University level	API Score Claimed by the candidate	API Score Verified	Page No.

** If the paper presented in conference / seminar is published in the form of proceeding, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii))

(iii) Invited lectures, visiting professorship and Chairmanships at national or international conference/seminar etc.(International level 10 points, National level 7.5 points, State/Region level 5 points, University/College level 3 points)

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.

IV. SUMMARY OF API SCORES

	Criteria	API scoreclaimed	API score verified	Page No.
I	**ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC).**			
II	Co-curricular, Extension, Professional development etc			
	Total I + II (Minimum Score required 100)			
III	Research and Academic Contribution			

PART C: OTHER RELEVANT INFORMATION

(i) Other credential and significant contributions, awards received from academic Institutions

Sr. No.	Details (Mention Year, value etc.)	Name and status	Agency	Value in terms of medal/ cash/ citation/ certificate etc.

List of Enclosures:
(Please attach, copies of certificates ,and / or letters sanction orders, papers etc. wherever necessary)

1   6

2   7

3   8

4   9

a) Attend the refresher and training courses and workshops
b) Teaching activity
c) Publications
d) Any other relevant information
e) General data

UNDERTAKING

I_____ undertake that the information provided is correct as per records submitted by me to university and / or documents enclosed along with the duly filled PBAS proforma.

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 proforma 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.

SHIVAJIUNIVERSITY, KOLHAPUR

PBAS Proforma for Promotion under CAS FOR USIC academic staff

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.   Name (in Block Letters)   :-

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

3.   Department   :-

4.   Current Designation & Grade Pay   :-

5.   Date of last Promotion   :-

6.   Position and Grade Pay applied under CAS :-

7.   Date of eligibility for promotion   :-

8.   Date and Place of Birth   :-

9.   Sex   :-

10. Marital status   :-

11. Nationality   :-

12. Indicate category and sub category (if reserved):-

13. Address for correspondence (with Pin code) :-

14. Permanent Address (with Pin code)   :-
     Telephone No   :-
     Email   :-

15.   Academic Qualifications (S.S.C. till post-graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School /S.S.C.					
H.S.C.					
B.A./B.Sc/B.Com/ B. Mus. B.E., B.Tech. Etc.					
M.A./M.Sc/M.Com/ M. Mus., M.E., M.Tech., Etc.					
Others examination, if any					

16.   Research Degree(s)

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

17.   Appointments held prior to joining this institution

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

18.   Posts held after appointment at this institution:-

Designation	Department	Date of actual From	To	Grade

19.   Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) _____

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

21. Fields of Specialization under the Subject / Discipline

(a) _____

(b) _____

22. AcademicStaffCollege Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC). (Conduct a repairs and maintenance of instruments and maintain the analytical or other instruments with charges)

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
1.1	Manage to complete the work allotted to USIC staff (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.2	Manage to complete the samples scanning on analytical instruments (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.3	Procurement of instruments/parts	Max 10 marks		
1.4	Design and fabricate instruments	Max 10 marks		
1.5	Teaching activity through Lectures, Seminars, tutorials, practical's/ demonstrations undertaken.	Max 20 marks		
1.6	Managing records /Preparation of reports	Max 5 marks		
	Total Score	**125 marks**		
	Minimum API Score required	**75 marks**		

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

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
2.1	**Student related co-curricular, extension and field based activity** such as extension programmes arranged such training programme /demonstration /workshop/seminar/ expert talks among students/faculties/industry people etc (**each activity 5 points, Max. 15 points**)	**15**		
2.2	**2.2.1.**Contribution to Corporate life in Universities/ colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (**2 points each**) Such as Contribution to Participation in BOS /Faculty/ Academic Council / Senate/ Management Council or any other University Committee Meeting, Popular Lecturer on any subject in Uni./ college, chief guest/ Chairman for subject related Event viz.M.Phil, Ph. D. Open Defense Session, Ph. D. Scrutiny Meeting, Resource Person /Speaker for subject related event, Referee/ Judge for subject related event, work done on editorial Board of journals etc.			
	2.2.2. Institutional Governance responsibilities like Vice Principal (if approved by Shivaji University, Kolhapur), Dean, Director, warden, Bursar, IQAC co-ordinator, Course Co-ordinator, Head of the Department, P.G. Co-ordinator, etc. (**10 points each**)			
	2.2.3. Other administrative responsibilities such as NAAC coordinator, member of senet/management council/academic council/ board of studies/RUSA committee/NSS committee/syllabus committee/ local enquiry committee/other committees etc(**5 points each**)	**20**		
	2.2.3. Organization of Conference/Trainingprogramme/workshop etc International (**10 points**); national / regional (**5points**) **International Activity:** -Convener/Coordinator of Conference etc. : **10 pts each** -Member: **5Pts. Each** **National / Regional / University level Activity** -Convener/ Co- ordinator of Conference: **5 pts each** -Member of Organizing committee or any sub-			

		committee: **3 pts each**			

2.3		**2.3.1.** Membership in Profession related committees at state, national and international level.
		   At International Level : **5 points each**
		      Such As Professional / Subject
		      Associations
		   At National Level : **3 points each**
		      Such As Professional / Subject
		      Associations
		At State Level : **2 points each**
		      Such as Subject/ Professional
		      Associations			

		2.3.2. Participation in conferences, seminars, workshop etc. without paper presentation (**Each activity : 2point**)			
		2.3.3. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional Governance **(Each activity: 5points)**	**15**		
		2.3.4. Member OR participation in State / Central Bodies / Committees on education, Research and National Development **(5 points each)**			
		2.3.5. Publication of articles in newspapers, magazines or other publications (not covered in category 3); Radio talks; Television Programmes**(2point each).**			
		Total Score	**50**		
		(Minimum score required for this category)	**15**		

CATEGORY : III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS:

A) (i) Published Papers in Referred Journals* (15 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.

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

Notes:

1.   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.

2.   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

(ii) Non refereed but recognized, indexed and reputed Journals and Periodicals having ISSN / ISBN No. (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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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) Full Papers published in Conference Proceedings, Papers in Journals without ISSN / ISBN No. etc. (10 points per publication)

Sr. No.	Title with page Nos.	Details of Conference Publication / Journal	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

B) Other Research Publications (Books, Chapters in book other than referred Journal articles)

i) Research Monographs, Text Books, Reference Books, editorial vols Published by International Publisher with an established peer review system. (Sole author 50 points per publication, Sole editor 30 points per publication, Chapter in edited book 20 points per publication)

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.

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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.

ii) Research Monographs, Text or Reference Books, editorial vols Published by National level / State level / Central Govt. publication with ISBN / ISSN No. (Sole author 25 points per publication, Sole editor 15 points per publication, Chapter in edited book 10 points per publication)

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.

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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) Text or Reference Book, editorial vols published by Other Local Publisher with ISBN / ISSN No. (Sole author 15 points per publication, Sole editor 10 points per publication, Chapter in edited book 05 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

iv) Text or Reference Book, editorial vols without ISBN / ISSN No. (Sole author 10 points per publication, Sole editor 07 points per publication, Chapter in edited book 03 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

v) Chapters contributed to edited knowledge based volumes published by International Publishers (10 points per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

vii) Editing of the proceedings of the Seminar / Symposium / Conference / Workshops etc. (International level: sole editor 20 per publication, National level: sole editor 15 per publication, State level: sole editor 05 per publication)

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.

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

C) Research Projects:

i) Ongoing and Completed Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.

ii) Completed / Ongoing Consultancy Projects (Grants more than Rs.10 lakhs for experimental sciences & Rs.2 lakhs for others, 10 points per project. In case of joint ventures points are to be shared 60:40 ratio)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.

iii) Quality evaluation and Project Outcome/Output: Patent / Technology transfer / Product process
Completed Project Report accepted by funding Agency (20 points for major project and 10 points for other)

Major policy documents of Govt. bodies of Central / State level (for others). (In case of joint output points are to be shared in 60:40 ratios) (National level: 30 points per outcome/output, International level: 50 per outcome / output)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No.

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

(For M.Phil. degree awarded 3 points per candidate, Ph.D. degree awarded 10 points per candidate. Ph.D. thesis submitted 7 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed bythe candidate	API Score Verified Verified	Page No.

(E) (i) Training Courses, teaching Learning Evaluation Technology Programmes, Faculty Development Programmes, Soft skill development (not less than two week duration (10-12 days), 20 points each; not less than one week duration (5-6 days), 10 points each)

Sr. No.	Programme	Duration	Organized by	APIScore Claimed by the candidate	API Score Verified	Page No.

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

Participation and presentation of research paper (oral/poster) in international 10 points, national 7.5 points, and regional/state level 5 points; local-university/ college level 3 points each. (In case of joint output points are to be shared in 60:40 ratios)

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organized by	Whether international /National/State /Regional/College or University level	API Score Claimed by the candidate	API Score Verified	Page No.

** If the paper presented in conference / seminar is published in the form of proceeding, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii))

(iii) Invited lectures, visiting professorship and Chairmanships at national or international conference/seminar etc.(International level 10 points, National level 7.5 points, State/Region level 5 points, University/College level 3 points)

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.

IV. SUMMARY OF API SCORES

	Criteria	API scoreclaimed	API score verified	Page No.
I	**ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC).**			
II	Co-curricular, Extension, Professional development etc			
	Total I + II (Minimum Score required 100)			
III	Research and Academic Contribution			

PART C: OTHER RELEVANT INFORMATION

(i) Other credential and significant contributions, awards received from academic Institutions

Sr. No.	Details (Mention Year, value etc.)	Name and status	Agency	Value in terms of medal/ cash/ citation/ certificate etc.

List of Enclosures:
(Please attach, copies of certificates ,and / or letters sanction orders, papers etc. wherever necessary)

1   6

2   7

3   8

4   9

a) Attend the refresher and training courses and workshops
b) Teaching activity
c) Publications
d) Any other relevant information
e) General data

UNDERTAKING

I_____ undertake that the information provided is correct as per records submitted by me to university and / or documents enclosed along with the duly filled PBAS proforma.

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 proforma 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.

SHIVAJIUNIVERSITY, KOLHAPUR

Revised PBAS Proforma as per UGC's 4th Amendment FOR USIC academic staff
ANNUAL SELF-ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM
(ACADEMIC YEAR…………………………….)

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.   Name (in Block Letters)   :-

2.   Father's Name / Mother'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 degree or fresh academic qualification during the year?:-

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

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC (CFC). (Conduct a repairs and maintenance of instruments and maintain the analytical or other instruments with charges)

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
1.1	Manage to complete the work allotted to USIC staff (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.2	Manage to complete the samples scanning on analytical instruments (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.3	Procurement of instruments/parts	Max 10 marks		
1.4	Design and fabricate instruments	Max 10 marks		
1.5	Teaching activity through Lectures, Seminars, tutorials, practical's/ demonstrations undertaken.	Max 20 marks		
1.6	Managing records /Preparation of reports	Max 5 marks		
	Total Score	**125 marks**		
	Minimum API Score required	**75 marks**		

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

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
2.1	**Student related co-curricular, extension and field based activity** such as extension programmes arranged such training programme /demonstration /workshop/seminar/ expert talks among students/faculties/industry people etc (**each activity 5 points, Max. 15 points**)	15		
2.2	**2.2.1.**Contribution to Corporate life in Universities/ colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (**2 points each**) Such as Contribution to Participation in BOS /Faculty/ Academic Council / Senate/ Management Council or any other University Committee Meeting, Popular Lecturer on any subject in Uni./ college, chief guest/ Chairman for subject related Event viz.M.Phil, Ph. D. Open Defense Session, Ph. D. Scrutiny Meeting, Resource Person /Speaker for subject related event, Referee/ Judge for subject related event, work done on editorial Board of journals etc.			
	2.2.2. Institutional Governance responsibilities like Vice Principal (if approved by Shivaji University, Kolhapur), Dean, Director, warden, Bursar, IQAC co-ordinator, Course Co-ordinator, Head of the Department, P.G. Co-ordinator, etc. (**10 points each**)			
	2.2.3. Other administrative responsibilities such as NAAC coordinator, member of senet/management council/academic council/ board of studies/RUSA committee/NSS committee/syllabus committee/ local enquiry committee/other committees etc(**5 points each**)	20		
	2.2.3. Organization of Conference/Trainingprogramme/workshop etc International (**10 points**); national / regional (**5points**) **International Activity:** -Convener/Coordinator of Conference etc. : **10 pts each** -Member: **5Pts. Each** **National / Regional / University level Activity** -Convener/ Co- ordinator of Conference: **5 pts each** -Member of Organizing committee or any sub-			

	committee: **3 pts each**				
2.3	**2.3.1.** Membership in Profession related committees at state, national and international level. **At International Level** : **5 points each** Such As Professional / Subject Associations **At National Level** : **3 points each** Such As Professional / Subject Associations **At State Level** : **2 points each** Such as Subject/ Professional Associations				
	2.3.2. Participation in conferences, seminars, workshop etc. without paper presentation (**Each activity : 2point**)	**15**			
	2.3.3. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional Governance **(Each activity: 5points)**				
	2.3.4. Member OR participation in State / Central Bodies / Committees on education, Research and National Development **(5 points each)**				
	2.3.5. Publication of articles in newspapers, magazines or other publications (not covered in category 3); Radio talks; Television Programmes**(2point each).**				
	Total Score	**50**			
	(Minimum score required for this category)	**15**			

CATEGORY : III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS:

A) (i) Published Papers in Referred Journals* (15 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.
					Sub total A(i)				

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

Notes:

1.   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.

2.   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

(ii) Non refereed but recognized, indexed and reputed Journals and Periodicals having ISSN / ISBN No. (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.
					Sub total A(ii)				

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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) Full Papers published in Conference Proceedings, Papers in Journals without ISSN / ISBN No. etc. (10 points per publication)

Sr. No.	Title with page Nos.	Details of Conference Publication / Journal	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No.
Sub total A(iii)							

Total A

(i+ii+iii)

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

B) Other Research Publications (Books, Chapters in book other than referred Journal articles)

i) Research Monographs, Text Books, Reference Books, editorial vols Published by International Publisher with an established peer review system. (Sole author 50 points per publication, Sole editor 30 points per publication, Chapter in edited book 20 points per publication)

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 %	Self appraisal score	API score Verified	Page No.

					weightage)			
					Sub total B(i)			

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

ii) Subject books editorial books published by national level/state level/central govt. publication with ISBN / ISSN No. (Sole author 25 points per publication, Chapter in edited book 05 points per publication)

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.
						Sub total B(ii)			

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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) Subject books editorial books published by other local publisher with ISBN / ISSN No.
(Sole author 15 points per publication, Chapter in edited book 03 points per publication)

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 /	Self appraisal score	API score Verified	Page No.

						Guide (60 % weightage)			
					Sub total B(iii)				

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

iv) Editing of the proceedings of the Seminar / Symposium / Conference / Workshops etc.
(International level: sole editor 20 per publication, National level: sole editor 15 per publication, State level: sole editor 05 per publication)

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.
					Sub total B(iv)				

Total B

(i+ii+iii+iv)

Notes:

1.   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 IIIA and B.   Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

C) Research Projects:

i) Individual Completed Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.
					Sub total C(i)			

ii) Individual ongoing Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.
					Sub total C(ii)			

iii) completed Consultancy Projects (Grants more than Rs.10 lakhs for experimental sciences & Rs.2 lakhs for others, 10 points per project. In case of joint ventures points are to be shared 60:40 ratio)

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

iv) Projects Outcome/Output: Patent / Technology transfer / Product process
(Major policy document of Govt. bodies at central and state level (30 points each national level output or patent / 50 points each for international level)
Major policy documents of Govt. bodies of Central / State level (for others). (In case of joint output points are to be shared in 60:40 ratios) (National level: 30 points per outcome/output, International level: 50 per outcome / output)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No. of relevant documents
			Sub Total C(iv)				

Total C

(i+ii+iii+iv)

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

(For M.Phil. degree awarded 3 points per candidate, Ph.D. degree awarded 10 points per candidate. Ph.D. thesis submitted 7 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed by the candidate	API Score Verified Verified	Page No.
			Sub total D			

Total D

(E) (i) Training Courses, teaching Learning Evaluation Technology Programmes, Faculty Development Programmes, Soft skill development (not less than two week duration (10-12 days), 20 points each; not less than one week duration (5-6 days), 10 points each)

Sr.	Programme	Duration	Organized by	APIScore	API	Page No.

No.				Claimed by the candidate	Score Verified	
Sub totalE(i)						

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

Participation and presentation of research paper (oral/poster) in international 10 points, national 7.5 points, and regional/state level 5 points; local-university/ college level 3 points each. (In case of joint output points are to be shared in 60:40 ratios)

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organized by	Whether international /National/State /Regional/College or University level	API Score Claimed by the candidate	API Score Verified	Page No.
				Sub total E(ii)			

** If the paper presented in conference / seminar is published in the form of proceeding, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii))

(iii) Invited lectures, visiting professorship and Chairmanships at national or international conference/seminar etc.(International level 10 points, National level 7.5 points, State/Region level 5 points, University/College level 3 points)

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.
				Sub total E(iii)			

Total E

(i+ii+iii)

IV.   SUMMARY OF API SCORES

	Criteria	API scoreclaimed	API score verified	Page No.
I	**ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC).**			
II	Co-curricular, Extension, Professional development etc			
	Total I + II (Minimum Score required 100)			

III	Research and Academic Contribution (A+B+C+D+E)				

PART C: OTHER RELEVANT INFORMATION

(i) Other credential and significant contributions, awards received from academic Institutions

Sr. No.	Details (Mention Year, value etc.)	Name and status	Agency	Value in terms of medal/ cash/ citation/ certificate etc.

List of Enclosures:
(Please attach, copies of certificates, and / or letters sanction orders, papers etc. wherever necessary)

1   6

2   7

3   8

4   9

    a) Attend the refresher and training courses and workshops
    b) Teaching activity
    c) Publications
    d) Any other relevant information
    e) General data

UNDERTAKING

I_____ undertake that the information provided is correct as per records submitted by me to university and / or documents enclosed along with the duly filled PBAS proforma.

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 proforma 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.

SHIVAJIUNIVERSITY, KOLHAPUR

Revised API-PBAS Proforma as per UGC's 4th amendment for Promotion under CAS FOR USIC academic staff

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1.   Name (in Block Letters)   :-

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

3.   Department   :-

4.   Current Designation & Grade Pay   :-

5.   Date of last Promotion   :-

6.   Position and Grade Pay applied under CAS :-

7.   Date of eligibility for promotion   :-

8.   Date and Place of Birth   :-

9.   Sex   :-

10.   Marital status   :-

11.   Nationality   :-

12.   Indicate category and sub category (if reserved):-

13.   Address for correspondence (with Pin code)   :-

14.   Permanent Address (with Pin code)   :-
          Telephone No   :-
          Email   :-

15.   Academic Qualifications (S.S.C. till post-graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School /S.S.C.					
H.S.C.					
B.A./B.Sc/B.Com/ B. Mus. B.E., B.Tech. Etc.					
M.A./M.Sc/M.Com/ M. Mus., M.E., M.Tech., Etc.					
Others examination, if any					

16.   Research Degree(s)

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

17.   Appointments held prior to joining this institution

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

18.   Posts held after appointment at this institution:-

Designation	Department	Date of actual		Grade
		From	To	

19.   Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) _____

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

21. Fields of Specialization under the Subject / Discipline

(a) _____

(b) _____

22. AcademicStaffCollege Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY I: ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC). (Conduct a repairs and maintenance of instruments and maintain the analytical or other instruments with charges)

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	**Self-appraisal Score**	**API Score Verified**
1.1	Manage to complete the work allotted to USIC staff (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.2	Manage to complete the samples scanning on analytical instruments (give full mark to 100% compliance and proportionate marks up to 50%, no score below 50% be given)	40 marks-100% (Proportionate marks as 32 marks-80% 20 marks -50%)		
1.3	Procurement of instruments/parts	Max 10 marks		
1.4	Design and fabricate instruments	Max 10 marks		
1.5	Teaching activity through Lectures, Seminars, tutorials, practical's/ demonstrations undertaken.	Max 20 marks		
1.6	Managing records /Preparation of reports	Max 5 marks		
	Total Score	**125 marks**		
	Minimum API Score required	**75 marks**		

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

Sr. No.	Nature of activity	Maximum score		
		API Score allotted	Self-appraisal Score	API Score Verified
2.1	**Student related co-curricular, extension and field based activity** such as extension programmes arranged such training programme /demonstration /workshop/seminar/ expert talks among students/faculties/industry people etc (**each activity 5 points, Max. 15 points**)	15		
2.2	**2.2.1.**Contribution to Corporate life in Universities/ colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (**2 points each**) Such as Contribution to Participation in BOS /Faculty/ Academic Council / Senate/ Management Council or any other University Committee Meeting, Popular Lecturer on any subject in Uni./ college, chief guest/ Chairman for subject related Event viz.M.Phil, Ph. D. Open Defense Session, Ph. D. Scrutiny Meeting, Resource Person /Speaker for subject related event, Referee/ Judge for subject related event, work done on editorial Board of journals etc.	20		
	2.2.2. Institutional Governance responsibilities like Vice Principal (if approved by Shivaji University, Kolhapur), Dean, Director, warden, Bursar, IQAC co-ordinator, Course Co-ordinator, Head of the Department, P.G. Co-ordinator, etc. (**10 points each**)			
	2.2.3. Other administrative responsibilities such as NAAC coordinator, member of senet/management council/academic council/ board of studies/RUSA committee/NSS committee/syllabus committee/ local enquiry committee/other committees etc(**5 points each**)			
	2.2.3. Organization of Conference/Trainingprogramme/workshop etc International (**10 points**); national / regional (**5points**) **International Activity:** -Convener/Coordinator of Conference etc. : **10 pts each** -Member: **5Pts. Each** **National / Regional / University level Activity** -Convener/ Co- ordinator of Conference: **5 pts each** -Member of Organizing committee or any sub-			

		committee: **3 pts each**			
2.3		**2.3.1.** Membership in Profession related committees at state, national and international level. **At International Level** : **5 points each** Such As Professional / Subject Associations **At National Level** : **3 points each** Such As Professional / Subject Associations **At State Level** : **2 points each** Such as Subject/ Professional Associations			
		2.3.2. Participation in conferences, seminars, workshop etc. without paper presentation (**Each activity : 2point**)	**15**		
		2.3.3. Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional Governance (**Each activity: 5points**)			
		2.3.4. Member OR participation in State / Central Bodies / Committees on education, Research and National Development **(5 points each)**			
		2.3.5. Publication of articles in newspapers, magazines or other publications (not covered in category 3); Radio talks; Television Programmes(**2point each**).			
		Total Score	**50**		
		(Minimum score required for this category)	**15**		

CATEGORY : III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS:

A) (i) Published Papers in Referred Journals* (15 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.
						Sub total A(i)			

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

Notes:

1.   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.

2.   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

(ii) Non refereed but recognized, indexed and reputed Journals and Periodicals having ISSN / ISBN No. (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.
						Sub total A(ii)			

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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) Full Papers published in Conference Proceedings, Papers in Journals without ISSN / ISBN No. etc. (10 points per publication)

Sr. No.	Title with page Nos.	Details of Conference Publication / Journal	No. of co-authors (40 % weightage)	Whether principal author / corresponding author / Guide (60 % weightage)	Self appraisal score	API score Verified	Page No.
				Sub total A(iii)			

Total A

(i+ii+iii)

Notes:

1. 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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2. 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.

B) Other Research Publications (Books, Chapters in book other than referred Journal articles)

i) Research Monographs, Text Books, Reference Books, editorial vols Published by International Publisher with an established peer review system. (Sole author 50 points per publication, Sole editor 30 points per publication, Chapter in edited book 20 points per publication)

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 %	Self appraisal score	API score Verified	Page No.

					weightage)			
					Sub total B(i)			

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

ii) Subject books editorial books published by national level/state level/central govt. publication with ISBN / ISSN No. (Sole author 25 points per publication, Chapter in edited book 05 points per publication)

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.
							Sub total B(ii)		

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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) Subject books editorial books published by other local publisher with ISBN / ISSN No.
(Sole author 15 points per publication, Chapter in edited book 03 points per publication)

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 /	Self appraisal score	API score Verified	Page No.

Sr. No.						Guide (60 % weightage)			
					Sub total B(iii)				

Notes:

1.   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 IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

iv) Editing of the proceedings of the Seminar / Symposium / Conference / Workshops etc.
(International level: sole editor 20 per publication, National level: sole editor 15 per publication, State level: sole editor 05 per publication)

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.
					Sub total B(iv)				

Total B

(i+ii+iii+iv)

Notes:

1.   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 IIIA and B.   Till such time, screening/selection committees will assess and verify the categorization and scores of publications.

2.   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.

C) Research Projects:

i) Individual Completed Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.
					Sub total C(i)			

ii) Individual ongoing Research Projects (In case of Co-PI points are to be shared in 60:40 ratio) (Major projects: grants more than Rs.30 lakhs for experimental sciences & Rs.5 lakhs for others, 20 points per project, Major project: grants more than Rs. 5 lakhs for experimental science and Rs.2 lakhs for others, 15 points per project, Minor project: grants more than Rs.50 thousands for experimental sciences & Rs.25 thousands for others, 10 points per project, below Rs.50,000/- for experimental sciences and below Rs.25000/-for other – 5 pts.each)

Sr. No.	Title	Agency	Period	Whether Co-PI	Grant /Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No.
					Sub total C(ii)			

iii) completed Consultancy Projects (Grants more than Rs.10 lakhs for experimental sciences & Rs.2 lakhs for others, 10 points per project. In case of joint ventures points are to be shared 60:40 ratio)

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

iv) Projects Outcome/Output: Patent / Technology transfer / Product process
(Major policy document of Govt. bodies at central and state level (30 points each national level output or patent / 50 points each for international level)
Major policy documents of Govt. bodies of Central / State level (for others). (In case of joint output points are to be shared in 60:40 ratios) (National level: 30 points per outcome/output, International level: 50 per outcome / output)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C(iv)							

Total C

(i+ii+iii+iv)

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

(For M.Phil. degree awarded 3 points per candidate, Ph.D. degree awarded 10 points per candidate. Ph.D. thesis submitted 7 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed bythe candidate	API Score Verified Verified	Page No.
			Sub total D			

Total D

(E) (i) Training Courses, teaching Learning Evaluation Technology Programmes, Faculty Development Programmes, Soft skill development (not less than two week duration (10-12 days), 20 points each; not less than one week duration (5-6 days), 10 points each)

Sr.	Programme	Duration	Organized by	APIScore	API	Page No.

No.				Claimed by the candidate	Score Verified	
			Sub totalE(i)			

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

Participation and presentation of research paper (oral/poster) in international 10 points, national 7.5 points, and regional/state level 5 points; local-university/ college level 3 points each. (In case of joint output points are to be shared in 60:40 ratios)

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organized by	Whether international /National/State /Regional/College or University level	API Score Claimed by the candidate	API Score Verified	Page No.
				Sub total E(ii)			

** If the paper presented in conference / seminar is published in the form of proceeding, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii))

(iii) Invited lectures, visiting professorship and Chairmanships at national or international conference/seminar etc.(International level 10 points, National level 7.5 points, State/Region level 5 points, University/College level 3 points)

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.
				Sub total E(iii)			

Total E

(i+ii+iii)

IV.   **SUMMARY OF API SCORES**

	Criteria	API scoreclaimed	API score verified	Page No.
I	**ORGANIZATION, MANAGING AND DELEVAERING knowledge /support/services through USIC &USIC(CFC).**			
II	Co-curricular, Extension, Professional development etc			
	Total I + II (Minimum Score required 100)			

III	Research and Academic Contribution (A+B+C+D+E)			

PART C: OTHER RELEVANT INFORMATION

(i) Other credential and significant contributions, awards received from academic Institutions

Sr. No.	Details (Mention Year, value etc.)	Name and status	Agency	Value in terms of medal/ cash/ citation/ certificate etc.

List of Enclosures:
(Please attach, copies of certificates, and / or letters sanction orders, papers etc. wherever necessary)

1   6

2   7

3   8

4   9

   a) Attend the refresher and training courses and workshops
   b) Teaching activity
   c) Publications
   d) Any other relevant information
   e) General data

UNDERTAKING

I_____ undertake that the information provided is correct as per records submitted by me to university and / or documents enclosed along with the duly filled PBAS proforma.

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 proforma 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.

SHIVAJIUNIVERSITY, KOLHAPUR

Annual Self-Appraisal Report(ASAR) FOR USIC academic staff

GENERAL INFORMATION

A. (a) Name (in Block Letters)   :-

(b) Designation   :-

(c) College/University   :-

(d) Department   :-

(e) Date of appointment   :-

(f) Total experience   :-

(g) Permanent Address   :-

(h) Mobile no   :-

(i) Email   :-

B. Academic Qualifications (S.S.C. till post-graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School /S.S.C.					
H.S.C.					
B.A./B.Sc/B.Com/ B. Mus. B.E., B.Tech. Etc.					
M.A./M.Sc/M.Com/ M. Mus., M.E., M.Tech., Etc.					
Others examination, if any					

C. Research/ Fellowship/Research Training Program:

Degrees	Title	Date of award	University
JRF/SRF			
M. Phil			
Ph. D.			
Research Training			

D. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

Appendix II :

Table 1

Assessment criteria and methodology for USIC staff

Table 1.1:

Sr. No.	Nature of activity	Percentage obtained	Grade claimed	Grade verified	Page no
(a)	Manage to complete the work allotted to USIC staff [(completed work order)/allotted work order] x100=…………%		**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**	
Grading criteria: 80% & above good, below 80% but 70% & above- satisfactory, Less than 70%- not satisfactory.					
(b)	Manage to complete the samples scanning on analytical instruments allotted to CFC staff [(completed work order)/allotted work order] x100=…………%		**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**	
Grading criteria: 80% & above good, below 80% but 70% & above- satisfactory, Less than 70%- not satisfactory.					

	Nature of activity	**Involved (Yes/no)**	**Grade claimed**	**Grade verified**	**Page no**
(c)	Procurement of instruments/parts				
(d)	Design and fabricate instruments				
(e)	Teaching activity through Lectures, Seminars, tutorials, practical's/ demonstrations undertaken.				
(f)	Managing records /Preparation of reports				

Grading criteria: good- involved in at least 2 activities

           Satisfactory: 1-2 activities

           Not –satisfactory- Not Involved/ Undertaken any of the activities

Note: i) Number of activities can be within or across the broad categories of activities

         ii) Strike out whichever is not applicable.

Table 1.2: Involvement in university activities/teaching/ research activities:

Sr. No.	Activity	Grade claimed	Grade Verified	Page no
(a)	Administrative responsibilities such as head, chairman/Dean/director/ coordinator, warden etc. Number of activities:			
(b)	Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation. Number of activities:			
(c)	Student related co-curricular, extension and field based activity such as extension programs arranged such training program /demonstration /workshop/seminar/ expert talks among students/faculties/industry people etc Number of activity:	**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**	
(d)	Evidence of actively involved in guiding Ph. D. students Number of students:			
(e)	Conducting minor and major research project sponsored by national or international agencies. Number of project: Major: Minor:			
(f)	At list one single or joint publication in peer reviewed or UGC listed journals. Number of publications:			

Grade Criteria: Good- Involved in at least 2 activities

Satisfactory- 1-2 activities

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

Note: i) Number of activities can be written or across the broad categories of activities

ii) Strike out whichever is not applicable.

Overall Grading

Sr. No.	Grade	Criteria
1	Good	Good in Table 1.1 and satisfactory or good in activities at table 1.2
2	Satisfactory	Satisfactory in Table 1.1 and good or satisfactory in activities at table 1.2
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: for the purpose of assessing the grading of activity at table 1.1 and table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as maternity leave, child care leave, study leave, medical leave, extraordinary leave and deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedure laid down in these regulation and as per act, statues and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade claimed	Overall grade claimed	Grade verified	Overall grade varified
Table 1.1	**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**	**Good/ satisfactory/ not satisfactory**
Table 1.2	**Good/ satisfactory/ not satisfactory**		**Good/ satisfactory/ not satisfactory**	

Signature of the faculty   Signature of HOD/Director/ Co-coordinator

Signature of principal/Director/vice chancellor

Table 2:

(Assessment must be based on evidence produced by the teacher such as: copy of publication, project sanctioned letter, utilization and completion certificate issued by the university and acknowledgment for patent filing and approval letter, student's Ph. D. award letter, etc)

Sr. No.		Academic/ research activity	Score obtained	Score verified
1.		**Research Papers in Peer-Reviewed or UGC listed Journals** (8 Points per paper **for Science/ Engineering and** 10 Points per paper for other faculties)		
2.		**Publications (other than Research papers)**		
	(a)	**Books authored which are published by ;** International publishers – 12 **Points per Book Published** National Publishers – 10 **Points per Book Published** Chapter in Edited Book – 05 **Points per Book Published** Editor of Book by International Publisher – **10 Points per Book Published**, Editor of Book by National Publisher – **08 Points per Book Published**		
	(b)	**Translation works in Indian and Foreign Languages by qualified faculties** Chapter or Research paper – **03 Point each**, Book – **08 Point each**		
3.		**Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula**		
	(a)	**Development of Innovative pedagogy- 05 Point each**		
	(b)	**Design of new curricula and courses** - 02 point per curricula/course		
	(c)	**MOOCs** Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)- **20 Point** MOOCs (developed in 4 quadrant) per module/lecture – **05 Point** Content writer/subject matter expert for each module of MOOCs (at least one quadrant) – **02 Point each** Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit) – **08 Point**		
	(d)	**E-Content** Development of e-Content complete in 4 quadrants for a course/e-book – **12 Point** e-Content (developed in 4 quadrants) per module – **05 Point** Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) – **02 Point** Editor of e-content for complete course/ paper /e-book – **10 Point**		
4	**(a)**	**Research guidance**		
		Ph.D. - 10 Point per degree awarded, 05 Point per thesis submitted		
		M.Phil./P.G dissertation- 02 Point per degree awarded		

	(b)	**Research Projects Completed** More than 10 lakhs – 10 Point Less than 10 lakhs – 05 Point		
	(c)	**Research Projects Ongoing :** More than 10 lakhs – 05 Point Less than 10 lakhs – 02 Point		
	(d)	**Consultancy – 03 Point**		
5	(a)	**Patents** International – 10 Point each, National – 07 Point each		
	(b)	***Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)** International – 10 Point, National – 07 Point, State – 04 Point		
	(c)	**Awards/Fellowship** International - 07 Point per, National – 05 Point per		
6.		***Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)** International (Abroad) – 07 Point, International (within country) – 05 Point, National – 03 Point, State/University – 02 Point		
		Total score		

The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuter's list):

  i)   Paper in refereed journals without impact factor - 5 Points
  ii) Paper with impact factor less than 1 - 10 Points
  iii) Paper with impact factor between 1 and 2 - 15 Points
  iv) Paper with impact factor between 2 and 5 - 20 Points
  v)   Paper with impact factor between 5 and 10 - 25 Points
  vi) Paper with impact factor >10 - 30 Points
       a) Two authors: 70% of total value of publication for each author.
       b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

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.
- The research score shall be from the minimum of three categories out of six categories.

SUMMARY OF Table 2: Academic and Research Score

Details	Score obtained	Score verified	remark
1			
2(a+b)			
3(a+b+c+d)			
4(a+b+c+d)			
5(a+b+c)			
6			
Grand total			

Score verified by:
1) Prof./Dr.   signature

2) Prof./Dr.   signature

3) Prof./Dr.   signature