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***RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES***

(A.P. Govt. Act of 18 of 2008 & Telangana Govt. Adaptation G.O.Ms.No.29, Dt.17.12.2014)

**Basar, Nirmal District, Telangana- 504107**

**Proforma for promotion under Career Advancement Scheme as per**

Application for promotion from Academic Level \_\_\_\_\_\_\_\_\_\_\_\_ to Academic Level \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| *Assistant Professor (Academic level 10 to Academic Level 11 [Senior])*  *Assistant Professor (Academic Level 11 (Senior) to Academic Level 12 [Selection Grade])*  *Assistant Professor (Academic Level 12 [Selection Grade] to Associate Professor (Academic Level 13A)*  *Associate Professor (Academic Level 13A) to Professor (Academic Level 14)*  *Professor (Academic Level 14) to Senior Professor (Academic Level 15)*  (Please indicate whichever is applicable) |

Choice of the Applicant: (Please tick one)

1. Existing Regulations as per Clause2.8 of G.O.Ms.No.15, Higher Education Department (UE) Department. Dt. 29.06.2019
2. New Regulations as per G.O.Ms.No.15, Higher Education Department (UE) Department. Dt. 29.06.2019

**Part – A : GENERAL INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Name of the Teacher  (In block letters) | : |  |
| 2. | Department | : |  |
| 3. | Date of Birth | : |  |
| 4. | Caste  (Whether belongs to SC / ST / BC / PH ) | : |  |
| 5. | Date of appointment in Regular service | : |  |
| 6 | Present Designation and Pay Band with  Academic Grade Pay | : |  |
| 7. | Date of Appointment with  with stage | : |  |
| 8. | Position / Stage with AGP for which applied | : |  |
| 9. | Date of Eligibility for promotion | : |  |
| 10. | Assessment Period | : |  |
| 11. | Address for Communication | : |  |
|  | Contact Details Mobile | : |  |
|  | Land Line | : |  |
|  | e-Mail | : |  |

12. Academic Qualifications (copies of certificates to be enclosed) :

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Examination | Name of the Board / University | Month & year of Passing | Percentage of marks obtained | Division | Subject / Specialization |
|  |  |  |  |  |  |
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13. Positions held prior to joining in the RGUKT service:

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| --- | --- | --- | --- | --- | --- | --- |
| Designation | Institution | Position Ratified by University (Yes/No) | Nature of Duty | Pay band with Grade Pay | Date of | |
| Joining | Leaving |
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14. Post(s) held after appointment in the RGUKT service :

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| --- | --- | --- | --- | --- | --- |
| Designation | Department | Nature of Duty | Date of | | Pay Scale / Pay Band with Grade Pay |
| From | To |
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15. Period of Teaching experience :-

P.G. Classes (in years) : ...........................

U.G. Classes (in years) : ...........................

16. Courses taught at various levels (name the course give details) :-

Post Graduation : ...........................

Under Graduation : ...........................

17. Total duration of Research experience : ...........................

excluding the period spent in acquiring M.Tech. / M.Phil / Ph.D.

18. Field of Specializations under the Subject / Discipline :

19. Orientation Programme / Refresher /Research Methodology Course / Syllabus Upgradation workshop / Training – Teachng – Learning – Evaluation, Technology Programmes / Faculty Development programmes, MOOC’s Course with e-certification / Development of e-contents in four quadrants / MOOCs Course during the assessment period: (please enclose copies of the certificates attended)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of the Course | Place | Duration (Days) | Period | | Sponsoring Agency |
| From | To |
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20. Teaching

|  |  |
| --- | --- |
| Name of the Activity | Grading Criteria |
| Teaching : (Number of classes taught/ Total Classes  assigned) x 100%  [Classes include sessions on tutorials, lab and other  teaching related activities] | 80% and above –GOOD  Below 80% and above 70%- Satisfactory  Less than 70% - Not satisfactory |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Year | Sem | Course / Paper | No. of classes Taught (A) | No. of Classes Assigned (B) | Percentage (%) [A/B x 100] | Grade |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

21. Administrative Responsibilities (participation in academic and administrative responsibilities (administrative responsibility including Dean/Head/Co-ordinator / Warden etc.,)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Academic Year | Administrative Responsibility | From | To | No. of Months |
|  |  |  |  |  |  |
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22. Examination and Evaluation Duties:

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| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Academic Year | Semester | Examination and Evaluation Duties Performed | | | | |
| Question Paper setting | Evaluation of Answer Scripts | Invigilation Duties | Projects / Internships Evaluated | Conduction of Lab Exams |
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23. Student related co-curricular activities, extension and filed based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Year | Type of Activities performed | Role / Responsibility | No. of Hours Spent |
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24. Seminars / Conferences / Workshops and other University activities organized

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No. | Year | Seminars / Conferences / Workshops and other University activities | Role / Responsibility | From | To | No. of Days |
|  |  |  |  |  |  |  |
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25. Ph.D guidance (Actively involved in Ph.D guidance)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Name of the Scholar working under the guidance | Year of Registration | Status | No. of conferences / Journal Publications |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

26. Ongoing Sponsored major and minor research projects

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Title of the Project | Sponsoring Agency | Fund Sanctioned | Duration | |
| From | To |
|  |  |  |  |  |  |
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27. Details of the publication in peer reviewed of UGC list of journal (CARE List) during assessment period

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Academic Year | Title of the Paper | Name of the Journal | Vol, Issue, Month and Year of Publication | UGC List of Journals (CARE) / peer reviewed |
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\* *In case of peer reviewed journals, necessary proof of reviews by scholarly reviewers in the subject area of the journal*

**OTHER RELEVANT INFORMATION**

1. Academic awards and distinctions
2. Literary, cultural and other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions obtained
3. Please give details of any other credential, significant contributions, awards received, responsibilities etc., not mentioned earlier

|  |  |
| --- | --- |
| S.No. | Details (Mention year, value etc. whether relevant) |
| 1. |  |
| 2. |  |

LIST OF ENCLOSURES: (Please attached self –certified copies of certificates, sanctioned orders, papers etc., wherever necessary)

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| --- | --- |
| 1. |  |
| 2. |  |
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| 8. |  |
| 9. |  |
| 10. |  |

I certify that the information provided is correct as per records enclosed.

Date:

Place: Signature & Designation of the Applicant

It is certified that, he/she has been working as Assistant Professor / Associate Professor / Professor in the Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ since \_\_\_\_\_\_\_\_\_\_\_\_\_\_

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

Head of the Institution

RESEARCH SCORE

(only for Candidates seeking promotion under CAS from Associate Professor (Level 13 A to Professor (Academic Level 14)

1. **RESEARCH PAPERS PUBLISHED :** DETAILS IN ANNEXURE – ‘I’
2. **PUBLICATIONS OTHER THAN RESEARCH ARTICLES (BOOKS, CHAPTERS IN BOOKS)**

DETAILS IN ANNEXURE – ‘II’

# CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

DETAILS IN ANNEXURE – ‘III’

# RESEARCH PROJECTS COMPLETED AND ONGOING:

* 1. **Sponsored Projects:-** DETAILS IN ANNEXURE – ‘IV’
  2. **Consultancy Projects:-** DETAILS IN ANNEXURE – ‘V’

1. **RESEARCH GUIDANCE** DETAILS IN ANNEXURE – ‘VI’
2. **PATENTS** DETAILS IN ANNEXURE – VII’

**(G) POLICY DOCUMENTS** DETAILS IN ANNEXURE – ‘VIII’

1. **FELLOWSHIPS, AWARDS** DETAILS IN ANNEXURE – ‘IX’
2. **INVITED LECTURES / RESOURCE** DETAILS IN ANNEXURE – ‘X’

# PERSON/ PAPER PRESENTATIONS ETC.

TOTAL RESEARCH SCORE

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Academic/Research of activity | 2019-2020 | 2018-2019 | 2017-2018 | 2016 - 2017 | Total |
| A | Research Papers published in |  |  |  |  |  |
|  | a. UGC Listed Journals (CARE) |  |  |  |  |  |
| b. Peer – Reviewed Journals |  |  |  |  |  |
| B | Publication other than journal articles (Books, Chapters in books) |  |  |  |  |  |
|  | 1. Books, published by International Publishers |  |  |  |  |  |
| 1. Books, published by National Publishers |  |  |  |  |  |
| 1. Chapters in Edited book |  |  |  |  |  |
| 1. Edited of book by International Publisher |  |  |  |  |  |
| 1. Edited of book by national Publisher |  |  |  |  |  |
| C | Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative  courses and curricula |  |  |  |  |  |
|  | 1. Development of Innovative pedagogy |  |  |  |  |  |
| 1. Design of new curricula and courses |  |  |  |  |  |
| 1. MOOCs |  |  |  |  |  |
| Development of complete MOOCs in 4  quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit) |  |  |  |  |  |
| MOOCs (developed in 4 quadrant) per module/lecture |  |  |  |  |  |
| Content writer/subject matter expert for each module of MOOCs (at least one quadrant) |  |  |  |  |  |
| Course coordinator for MOOCs (4 credit course) In case of MOOCs of lesser credits 02 marks/credit) |  |  |  |  |  |
| D | Research Projects |  |  |  |  |  |
|  | i. Sponsored Projects |  |  |  |  |  |
| 1. Projects Completed with grants above Rs. 10.00 lakhs |  |  |  |  |  |
| 1. Projects completed with grants less than Rs. 10.00 lakhs |  |  |  |  |  |
| 1. Projects Ongoing with grants above Rs. 10.00 lakhs |  |  |  |  |  |
| 1. Projects Ongoing with grants less than Rs. 10.00 lakhs |  |  |  |  |  |
| ii) Consultancy Projects |  |  |  |  |  |
| E | Research Guidance |  |  |  |  |  |
|  | i. M.Phil./ PG Dissertation |  |  |  |  |  |
| ii. Ph.D. |  |  |  |  |  |
| F | Patents |  |  |  |  |  |
|  | International |  |  |  |  |  |
| National |  |  |  |  |  |
| G | Policy Documents |  |  |  |  |  |
|  | International |  |  |  |  |  |
| National |  |  |  |  |  |
| H | Fellowships/Awards |  |  |  |  |  |
|  | International |  |  |  |  |  |
|  | National |  |  |  |  |  |
| I | Invited Lectures / Resource Persons / Paper presentations in seminars / conference etc. |  |  |  |  |  |
|  | 1. International (abroad) |  |  |  |  |  |
|  | 1. International (India) |  |  |  |  |  |
|  | 1. National |  |  |  |  |  |
|  | 1. State / University |  |  |  |  |  |
| Total: | |  |  |  |  |  |

ANNEXURE – I

# RESEARCH PAPERS PUBLISHED:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title with page Nos. | Journal Name with ISSN number | Year | UGC approved (CARE List)  /Peer Reviewed  Journal | Latest Impact Factor(Thompson Reuters), if any | Whether First / Corresponding / Co-Author | Score |
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ANNEXURE – II

# PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of the book / chapter | Whether Solo or Co- Editor / Author | Name of the Publisher and year | ISBN / ISSN  Numbers | Published by International / National  / Local Publisher | Score |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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ANNEXURE – III

# CREATION OF ICT MEDIATED TEACHING LEARNING PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

|  |  |  |
| --- | --- | --- |
| Sl.  No. | Academic Activity | Score |
| 1 | a) Development of Innovative pedagogy |  |
| 2 | b) Design of new curricula and courses |  |
| 3 | MOOCs |  |
|  | a) Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit) |  |
|  | b) MOOCs (developed in 4 quadrant) per module/lecture |  |
|  | c) Content writer/subject matter expert for each module of MOOCs (at least one quadrant) |  |
|  | d) Course coordinator for MOOCs (4 credit course) In case of MOOCs of lesser credits 02 marks/credit) |  |
| Total | |  |

1. **RESEARCH PROJECTS** :

ANNEXURE – IV

# Sponsored Projects:-

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of Research Project | Major / Minor (as per UGC  Project Guidelines) | PI / Co-PI  / Joint PI | Period | Total Grant sanctioned &  Received (in Lakhs) | Name of the funding agency | National / International | Score |
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| Total | | | | | | | |  |

ANNEXURE – V

# Consultancy Projects:-

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| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of Consultancy Project | Period | Total Gants Mobilized (in Rupees) | Name of the funding agency | National / International | Score |
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ANNEXURE – VI

# RESEARCH GUIDANCE

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| --- | --- | --- | --- | --- | --- |
| Level of Guidance | Name of Student | Title of the Thesis | Awarded/ Submitted | Year of Award/Submitted | Score |
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| Total API Score | | | | |  |

ANNEXURE – VII

# PATENTS

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| --- | --- | --- | --- |
| Sl.  No. | Title of Invention | Patent : National or  Internal level | Score |
|  |  |  |  |
|  |  |  |  |
| Total | | |  |

ANNEXURE – VIII

# POLICY DOCUMENTS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.  No. | POLICY DOCUMENT TITLE | Submitted to | International/  National | Score |
|  |  |  |  |  |
|  |  |  |  |  |
| Total | | | |  |

ANNEXURE – IX

# FELLOWSHIPS / AWARDS

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.  No. | Name of the Fellowship / Award | Name of the academic body / association | Whether National / International / State / University level | Date of Award | Score |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Total | | | | |  |

# INVITED LECTURS / RESOURCE PERSON/ PAPER PRESENTATIONS Etc.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title / Academic session /  Subject of Lecturer delivered | Organizing Institution (Name of the City & Country) | Whether National /  International / State / University level | Date of Lecturer | Duration | Score |
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| Total | | | | | |  |

**Part – B : ACADEMIC PERFORMANCE INDICATORS (API)**

*CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES*

|  |  |
| --- | --- |
|  | *Direct Teaching Hours per week* |
| *Assistant Professor* | *16* |
| *Associate Professor* | *14* |
| *Professor* | *14* |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *Name of Activity* | | *Assistant Professor* | | *Associate Professor* | | *Professor* | |
| *Max. Score* | *Actual Score* | *Max. Score* | *Actual Score* | *Max. Score* | *Actual Score* |
| *a.* | *Direct Teaching* | *70* | *Actual hours spent per academic year ÷7.5* | *60* | *Actual hours spent per academic year ÷7.75* | *60* | *Actual hours spent per academic year ÷7.75* |
| *b.* | *Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment* | *20* | *Actual hours spent per academic year ÷10* | *20* | *Actual hours spent per academic year ÷10* | *10* | *Actual hours spent per academic year ÷10* |
| *c.* | *Innovative Teaching learning methodologies, updating of subject contents/courses, mentoring etc.* | *10* | *Actual hours spent per academic year ÷10* | *15* | *Actual hours spent per academic year ÷10* | *20* | *Actual hours spent per academic year ÷10* |

a. Direct Teaching:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Year | Course / Paper | Level  (PG / UG) | Teaching Mode | Actual hours spent in an academic year | API Score |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |

b. Examination Duties:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.  No. | Year | Nature of examination related work | Actual hours spent in an academic year | API Score |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
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c. Innovative Teaching learning methodologies updating of subject content course:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.  No. | Year | Brief Description | Actual hours spent in an academic year | API Score |
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(Please attach documents wherever required)

Total API Score under CATEGORY – I

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Category - I | Nature of activity | 2020-2021 | 2019-2020 | 2018-2019 | 2017-2018 | 2016-2017 |
| A | Direct Teaching |  |  |  |  |  |
| B | Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment |  |  |  |  |  |
| C | Innovative Teaching learning methodologies, updating of subject contents/courses, mentoring etc. |  |  |  |  |  |
| Total : | |  |  |  |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| Category  II | Nature of activity | Maximum API Score | Actual score |
|
| A | Student related co-curricular, extension and field based activities.   1. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) 2. Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) 3. Extension and dissemination activities (public /popular lectures/talks/seminars etc.) | 15 | Actual hours spent per academic year ÷ 10 |
| B | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.   1. Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hours for its discharge) 2. Participation in Board of Studies, Academic and Administrative Committees | 15 | Actual hours spent per academic year ÷ 10 |
| C | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) | 15 | Actual hours spent per academic year ÷ 10 |

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.  No. | Year | Type of Activities performed | API Score |
| a. | Student related co-curricular, extension and field based activities.   1. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) 2. Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) 3. Extension and dissemination activities (public /popular lectures/talks/seminars etc.) | | |
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| b. | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.  (i) Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hours for its discharge)  (ii) Participation in Board of Studies, Academic and Administrative Committees | | |
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| --- | --- | --- | --- |
| Sl.  No. | Year | Type of Activities performed | API Score |
| c | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) | | |
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Total API Score under CATEGORY – II

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Category - II | Nature of activity |  |  |  |  |  | Total  (Assessment period) |
| A | Student related co-curricular, extension and field based activities.   1. Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) 2. Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) 3. Extension and dissemination activities (public /popular lectures/talks/seminars etc.) |  |  |  |  |  |  |
| B | Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.   1. Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hours for its discharge) 2. Participation in Board of Studies, Academic and Administrative Committees |  |  |  |  |  |  |
| C | Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution) |  |  |  |  |  |  |
| Total : | |  |  |  |  |  |  |

**CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS**

**(A) RESEARCH PAPERS PUBLISHED :** TO BE FILLED IN ANNEXURE – ‘A’

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

TO BE FILLED IN ANNEXURE – ‘B’

**(C) RESEARCH PROJECTS :**

**(i) Sponsored Projects:-** TO BE FILLED IN ANNEXURE – ‘C’

**(ii) Consultancy Projects:-** TO BE FILLED IN ANNEXURE – ‘D’

**(iii) Project Outcome / Outputs:-** TO BE FILLED IN ANNEXURE – ‘E’

**(D) RESEARCH GUIDANCE** TO BE FILLED IN ANNEXURE – ‘F’

**(E) *Fellowships, Awards and Invited lectures delivered in***

***conferences / seminars***

***(i) Fellowships / Awards :-*** TO BE FILLED IN ANNEXURE – ‘G’

***(ii) Invited Lecturers / Papers:-*** TO BE FILLED IN ANNEXURE – ‘H’

**(F) Development of e-learning delivery process/material**

TO BE FILLED IN ANNEXURE – ‘I’

Total API Score under CATEGORY – III

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Category - III | Nature of activity | 2018-  19 | 2017-  18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 | Total  (Assessment period ) |
| A | Research Papers published in |  |  |  |  |  |  |  |
|  | a. Referred Journals |  |  |  |  |  |  |  |
| b. Other Reputed Journals |  |  |  |  |  |  |  |
| B | Publication other than journal articles (Books, Chapters in books) |  |  |  |  |  |  |  |
|  | a) Text/Reference, published by  International Publishers |  |  |  |  |  |  |  |
|  | b) Subject Books, published by  National Level Publishers |  |  |  |  |  |  |  |
|  | c) Subject Books, published by  Other Local Publishers |  |  |  |  |  |  |  |
|  | d) Chapters in Books, published by  National & International Level  Publishers |  |  |  |  |  |  |  |
| C | Research Projects |  |  |  |  |  |  |  |
|  | i. Sponsored Projects |  |  |  |  |  |  |  |
| a) Major Projects with grants above  Rs. 30.00 laksh |  |  |  |  |  |  |  |
| b) Major Projects with grants above  Rs. 5.00 laksh up to Rs. 30.00 lakhs |  |  |  |  |  |  |  |
| c) Minor Projects with grants above  Rs. 1.00 laksh up to Rs. 5.00 lakhs |  |  |  |  |  |  |  |
| ii. Consultancy Projects |  |  |  |  |  |  |  |
| Amount mobilized a minimum  Rs. 10.00 lakhs |  |  |  |  |  |  |  |
| iii. Projects outcome / outputs |  |  |  |  |  |  |  |
| Patent / Technology transfer / Product / Process |  |  |  |  |  |  |  |
| D | Research Guidance |  |  |  |  |  |  |  |
|  | i. M.Phil. (Degree Awarded) |  |  |  |  |  |  |  |
| ii. Ph.D. |  |  |  |  |  |  |  |
| Degree Awarded |  |  |  |  |  |  |  |
| Thesis Submitted |  |  |  |  |  |  |  |
| E | Fellowships, Awards and Invited lecturers delivered in conferences / seminars |  |  |  |  |  |  |  |
|  | i. Fellowships / Awards |  |  |  |  |  |  |  |
| a) International Award / Fellowship from  academic bodies / associations |  |  |  |  |  |  |  |
| b) National Award / Fellowship from  academic bodies |  |  |  |  |  |  |  |
| c) State / University level Award from  academic bodies |  |  |  |  |  |  |  |
| ii. Invited Lecturers / papers |  |  |  |  |  |  |  |
| a) International |  |  |  |  |  |  |  |
| b) National |  |  |  |  |  |  |  |
| c) State / University level |  |  |  |  |  |  |  |
| The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period | | | | | | | |
| F | Development of e-learning delivery process / material |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Total : | |  |  |  |  |  |  |  |

**SUMMARY OF API SCORES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Category | API Score for the Assessment Period | | | | |
| 1. | CATEGORY - I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES *(for each year)* | 2020-2021 | 2019- 2020 | 2018-2019 | 2017-2018 | 2016-2017 |
|  |  |  |  |  |
| 2. | CATEGORY - II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES *(cumulative for assessment period)* |  | | | | |
| 3. | CATEGORY - III: RESEARCH AND ACADEMIC CONTRIBUTIONS *(Cumulative for assessment period)* |  | | | | |
| Consolidated API Score ( Category II + III) | |  | | | | |

**Part – C : OTHER RELEVANT INFORMATION**

(a) Academic awards and distinctions

(b) Literary, cultural or other activities (e.g. attainment in sports etc) in which the

applicant is interested and distinctions obtained

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

|  |  |
| --- | --- |
| Sl.  No. | Details (Mention year, value etc., whether relevant) |
|  |  |
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LIST OF ENCLOSURES : (Please attach self-certified copies of certificates, sanctioned

orders, papers, etc., wherever necessary)

|  |  |  |  |
| --- | --- | --- | --- |
| 1. |  | 7. |  |
| 2. |  | 8. |  |
| 3. |  | 9. |  |
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| 5. |  | 11. |  |
| 6. |  | 12 |  |

I certify that the information provided is correct as per records enclosed along with the duly filled PBAS proforma

Date :

Place : Signature & Designation of the Applicant

Certified that, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been working as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the Department since \_\_\_\_\_\_\_\_\_\_

The particulars given in this application have been checked and verified from office records and documents enclosed are found to be correct.

Head of the Department

**APPENDIX - III TABLE - II (A)**

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

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

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

ANNEXURE – A

Category III (A) RESEARCH PAPERS PUBLISHED :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Category III* | *Activity* | *Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences* | *Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management* | *Maximum score for University / College teacher\** |
| *III (A)* | *Research Papers published in:* | *Refereed Journals as notified by the UGC* | *Refereed Journals as notified by the UGC* | *25 per Publication* |
| *Other Reputed Journals as notified by the UGC* | *Other Reputed Journals as notified by the UGC* | *10 per Publication* |
| *\* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows:  (i) paper with impact factor less than 1 – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points;  (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points.*  *(v) papers with impact factor above 10 by 25 points*  *The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.* | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of the paper/article | Journal Name with ISSN number | Publisher | Volume No, Issue No, Page Nos. | Refereed / Other Reputed Journal | Latest Impact Factor, if any | Listed in latest UGC approved list (Yes/No) | Whether First / Corresponding / Co-Author | API Score |
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ANNEXURE – B

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

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| --- | --- | --- | --- | --- |
| *Category III* | *Activity* | *Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences* | *Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management* | *Maximum score for University / College teacher\** |
| *III (B)* | *Publications other than journal articles (books, chapters in books)* | *Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *Text/Reference Books, published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *30 per Book for Single Author* |
| *Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.* | *Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC.* | *20 per Book for Single Author* |
| *Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *15 per Book for Single Author* |
| *Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.* | *International –10 per Chapter*  *National – 5*  *per Chapter* |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of the book / chapter | Whether Solo or Co-Editor / Author | Name of the Publisher and year | ISBN / ISSN Numbers | Published by International / National / Local Publisher | API Score |
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Category III(C) RESEARCH PROJECTS :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Category III* | *Activity* | *Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences* | *Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management* | *Maximum score for University / College teacher\** |
| *III (C)* | *RESEARCH PROJECTS* | | | |
| *III (C) (i)* | *Sponsored Projects* | *(a) Major Projects with grants above Rs. 30 lakhs* | *Major Projects with grants above Rs. 5 lakhs* | *20 per Project* |
| *(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs* | *Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs* | *15 per Project* |
| *(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs* | *Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs* | *10 per Project* |
| *III (C) (ii)* | *Consultancy Projects* | *Amount mobilized with a minimum of Rs.10 lakhs* | *Amount mobilized with a minimum of Rs. 2 lakhs* | *10 for every Rs.10 lakhs and Rs.2 lakhs, respectively* |
| *III (C) (iii)* | *Projects Outcome / Outputs* | *Patent / Technology transfer / Product / Process* | *Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc., Central / State Govt./Local Bodies* | *30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5* |

ANNEXURE – C

(i) Sponsored Projects:-

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of Research Project | Major / Minor (as per UGC Project Guidelines) | PI / Co-PI / Joint PI | Period | Total Grant sanctioned & Received (in rupees) | Name of the funding agency | National / International | API Score |
|  |  |  |  |  |  |  |  |  |
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ANNEXURE – D

(ii) Consultancy Projects:-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of Consultancy Project | Period | Total Gants Mobilized (in Rupees) | Name of the funding agency | National / International | API Score |
|  |  |  |  |  |  |  |
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ANNEXURE – E

(iii) Project Outcome / Output:-

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title of Research Project | PI / Co-PI / Joint PI | Period | Total Grant sanctioned & Received (in rupees) | Funding agency | Patent / Technology / Transfer / Product / Process / Major Policy Documents of Govt. at Central / State level | Output / Patent : National or Internal level | API Score |
|  |  |  |  |  |  |  |  |  |
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ANNEXURE – F

Category III (D) : RESEARCH GUIDANCE

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| --- | --- | --- | --- | --- |
| *Category III* | *Activity* | *Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences* | *Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management* | *Maximum score for University / College teacher\** |
| *III D (i)* | *M.Phil./M.Tech* | *Degree awarded* | | *5 per candidate* |
| *III D (ii)* | *Ph.D* | *Degree awarded* | | *15 per candidate* |
| *Thesis submitted* | | *10 per candidate* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level of Guidance | Name of Student | Title of the Thesis | Awarded/Submitted | Year of Award/Submitted | API Score |
| M.Phil/M.Tech |  |  |  |  |  |
| Ph.D. |  |  |  |  |  |
| Total API Score | | | | |  |

Category III(E) *Fellowships, Awards and Invited lectures delivered in conferences / seminars*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Category III* | *Activity* | *Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences* | *Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management* | *Maximum score for University / College teacher\** |
| *III E (i)* | *Fellowships*  */ Awards* | *International Award / Fellowship from academic bodies/associations* | | *15 per Award /*  *15 per Fellowship* |
| *National Award/Fellowship from academic bodies/associations* | | *10 per Award /*  *10 per Fellowship* |
| *State/University level Award from academic bodies/associations* | | *5 Per Award* |
| *III E (ii)* | *Invited lectures / papers* | *International* | | *7 per lecture /*  *5 per paper presented* |
| *National Level* | | *5 perlecture /*  *3 per paper presented* |
| *State / University Level* | | *3 per lecture /*  *2 per paper presented* |

ANNEXURE – G

*(i) FELLOWSHIPS / AWARDS*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.  No. | Name of the Fellowship / Award | Name of the academic body / association | Whether National / International / State / University level | Date of Award | API Score |
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|  |  |  |  |  |  |

ANNEXURE – H

*(ii)* INVITED LECTURERS / PAPERS

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Title / Academic session / Subject of Lecturer delivered | Organizing Institution (Name of the City & Country) | Whether National / International / State / University level | Date of Lecturer | Duration | API Score |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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ANNEXURE – I

Category III (F) : DEVELOPMENT OF E-LEARNING DELIVERY PROCESS / MATERIAL

|  |  |  |
| --- | --- | --- |
| *Category III* | *Activity* | *Maximum score for University / College teacher\** |
| *III F* | Development of e-learning delivery process / material | *10 per module* |