

RASHTRASANTA TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR Annual Self-Appraisal Report

API-PBAS Proforma

(As per Maharashtra Govt. Resolution dated 8th March 2019 & UGC Regulation-2018)

[For CAS Promotion of College Teachers]

| College N | lame: | | |
|-----------|--|-------------|--|
| | Academic Sess | sion: | |
| | P | ART-A | |
| | GENERAL | INFORMATION | |
| 1. | Name (in Block Letters) | : | |
| 2. | Father's Name | : | |
| 3. | Qualification | : | |
| 4. | Sex | : | |
| 5. | Category/Caste | : | |
| 6. | Date of Birth | : | |
| 7. | Department/Subject | : | |
| 8. | Current Designation & | : | |
| | Pay Matrix/Level | | |
| 9. | Date of Joining | : | |
| 10. | Date of Last Promotion | : | |
| 11. | Which position &. G.P. are you an applicant under CAS? | : | |
| 12. | Date of Eligibility for Promotion | : | |
| 13. | Address for Correspondence | :. | |
| 14. | Permanent Address | : | |
| 15. | Mobile No. | : | |
| 16. | Email | : | |
| 17. | Whether acquired any degrees or fre | esh | |

18. ORIENTATION (FIP) / REFRESHER / OTHER COURSES ATTENDED DURING THE YEAR:

| Sr. | Name of the | Place / | Duration of Course | Sponsoring | Proof |
|-----|-------------|--------------|---------------------------|-------------------|----------|
| No. | Course | University / | | Agency | Document |
| | | Institution | | (UGC / any other) | |
| 1. | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

qualifications/courses during the year :

| 19. ACADEMIC QUALIFICATION | NS | 5 |
|----------------------------|----|---|
|----------------------------|----|---|

| Name of the Examination | - | Year of Passing | Percentage | Division/ Grade | Subject | Rank & Remark if any | Proof Document |
|-------------------------|---|--------------------|------------|--------------------|---------|----------------------------|-------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| 2 | N | RESE | ARCH | I DEGR | FF (S). |
|---|----|------|------|---------------|---------|
| 4 | v. | VESE | ANCI | IDEGR | LE (3). |

| Degree | Subject | Title of Thesis | Date of Award | University | Proof Document |
|--------|---------|-----------------|------------------|------------|-------------------|
| | | | | | |
| | | | | | |

21. TEACHING / RESEARCH EXPERIENCE:

(a) Appointments held prior to joining this institution:

| | z) Appointmen | to nela pilol | to joiiii | <u>9</u> | istica tio | **** | | |
|-----------------------|----------------------------|-------------------------------------|-----------|----------|--------------------------|------------------------|-------------------------|-------------------|
| Post / Designation | Name of the Institution | Status (Permanent/ Temporary) | Servic | e Period | Pay Matrix / Level | Teaching Experience | Reason of Leaving | Proof Document |
| | | | Joining | Leaving | | | | |
| | | | | | | | | |
| | | | | | | | | |

(b) Posts held after appointment at this institution:

| (2) | 1 03t3 ficia are | c. appointm | | | | | |
|-----------------------|--|-------------------------------------|---------|--------|-----------------------|------------------------|-------------------|
| Post / Designation | Department & Name of the Institute | Status (Permanent/ Temporary) | Service | Period | Pay Matrix / Level | Teaching Experience | Proof Document |
| | | | Joining | То | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| (c) |) Perio | d of | Teaching | Experience: |
|-----|---------|------|----------|-------------|
|-----|---------|------|----------|-------------|

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

(ii) P.G. Classes (in years) : (d) Research Experience excluding years spent in Ph.D. :

| Sin | nature | of | Teac | her |
|-----|----------|------|-------|------|
| SIU | lliature | . 01 | 1 Eac | ושוו |

Date:

PART-B ACADEMIC PERFORMANCE INDICATORS

<u>Table-1</u> Category-I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(Classes taught includes sessions on tutorials, lab & other teaching related activities)

| Sr. No. | Course / Paper | Level | Mode of teaching | No. of Lectures assigned (Hours allotted | No. of Lectures taught / engaged | #Percent age of Lectures taught / Engaged | *Grading | Proof Document |
|------------|--|-------|------------------|--|---|---|----------|-------------------|
| | | | | per week) | | Liigageu | | |
| | | | | Odd Seme | ster | | | |
| 1 | B.ScI Semester / Paper-1 (Theory) | UG | | | | | | |
| 2 | B.ScI Semester / Paper-2 (Theory) | UG | | | | | | |
| 3 | B.ScIII Semester / Paper-1 (Theory) | UG | | | | | | |
| 4 | B.ScIII Semester / Paper-2 (Theory) | UG | | | | | | |
| 5 | B.ScV Semester / Paper-1 (Theory) | UG | | | | | | |
| 6 | B.ScV Semester / Paper-2 (Theory) | UG | | | | | | |
| 7 | B.ScI Semester / (Practical) | UG | | | | | | |
| 8 | B.ScIII Semester / (Practical) | UG | | | | | | |
| 9 | B.ScV Semester / (Practical) | UG | | | | | | |
| | otal Workload of Odd Semester | UG | | | | | | |

| | | | Even S | Semeste | r | |
|------|--------------------------------------|-------|--------|---------|---|--|
| | B.ScII Semester / Paper-1(Theory) | UG | | | | |
| | B.ScII Semester / Paper-2(Theory) | UG | | | | |
| | 3.ScIV Semester / Paper-1(Theory) | UG | | | | |
| | 3.ScIV Semester / Paper-2(Theory) | UG | | | | |
| | 3.ScVI Semester / Paper-1(Theory) | UG | | | | |
| | 3.ScVI Semester / Paper-2(Theory) | UG | | | | |
| 16 E | B.ScII Semester / (Practical) | UG | | | | |
| 17 B | 3.ScIV Semester / (Practical) | UG | | | | |
| 18 B | 3.ScVI Semester / (Practical) | UG | | | | |
| | al Workload of ven Semester | UG | | | | |
| | Yearly Wor | kload | | | | |

| *Grading Criteria for Category-I: |
|--|
| 80% and above – Good |
| Below 80% but 70% and above – Satisfactory . |
| Less than 70% - Not satisfactory. |
| #Percentage = $\frac{Number\ of\ classes\ taught}{Total\ classes\ assigned}\ X\ 100\%$ |
| Percentage = - X 100 = % |

| *As per table-1 under | the document Annexure: | |
|-----------------------|-----------------------------------|--|
| | Overall Grading (for Category-I): | |

| Date: | | |
|-------|--|----------------------|
| | | Signature of Teacher |

Verified and found correct.

Signature of IQAC Coordinator

Signature of Principal

Category-II: ADMINISTRATIVE SUPPORT AND PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

| Sr. No. & Activities | -CURRICULAR ACT | IVIIIES | Proof | |
|--|-----------------|----------------|----------|----------|
| Si. INO. & ACTIVITIES | Responsibility | Nature of Work | Grading | Document |
| (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Coordinator, Warden, etc. | | | _ | |
| (b) Examination | | | | |
| and evaluation duties assigned by the college / university or attending the examination papere | | | | |
| valuation. | | | | |
| (c) Student related co-curricular, extension and field-based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. | | | | |
| (d) Organizing seminars/ conferences/ workshops, other college / university activities. | | | | |

| | Signature of IQAC Co | ordinator | Signature o | of Principal | | | | | | |
|---|------------------------------|-----------------------|--------------|-----------------|--|--|--|--|--|--|
| Verified and found o | orrect. | | | | | | | | | |
| | | | Signat | ture of Teacher | | | | | | |
| Date: | | | | | | | | | | |
| Overa | all Grading (for Cate | gory-II): | | | | | | | | |
| **As per table-1 under | | | | | | | | | | |
| Note: Number of activ | vities can be within or | across the broad cate | egories of a | ctivities. | | | | | | |
| Not involved / undert | aken any of the activit | ies : Not-satisfactor | / | | | | | | | |
| Involved in 1-2 activiti | es | : Satisfactory | | | | | | | | |
| Involved in at least 3 a | activities | : Good | | | | | | | | |
| **Grading Criteria for Category-II: | | | | | | | | | | |
| of Journals. | | | | | | | | | | |
| (g) At least one single or joint publication in peer-reviewed or UGC list | | | | | | | | | | |
| | | | | | | | | | | |
| international agencies. | | | | | | | | | | |
| project sponsored by national or | | | | | | | | | | |
| (f) Conducting minor or major research | | | | | | | | | | |
| (e) Evidence of actively involved in guiding Ph.D. students. | | | | | | | | | | |

Table-2

Category-III: RESEARCH AND ACADEMIC CONTRIBUTION

[Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, student's Ph.D. award letter, etc.]

1. Research papers published in Peer-Reviewed or UGC listed Journals:

| Sr. | | Name of | | Whether | • | | API with augmented | Proof Document |
|-----|---------------------|---------|------------|-------------------|--------------------|---------|--------------------|-------------------|
| INO | paper with page No. | Journal | 15511 110. | Peer- Reviewed | Factor (if any) | you are | Score | Document |
| | | | | or UGC | | author | | |
| | | | | listed | | | | |
| | | | | | | | | |

2. Publications other than Research papers:

(a) Books / Chapter in Edited Book authored which are published by:

| Sr. No. | Book Title & publish er with page no. & year | Whether Book or chapter publishe d during | Title of Chapter in Edited Book with page no. | Publicati on Internati onal/ Nation al | ISBN/ ISSN No. | No. of co- auth ors | Whethe r you are the main author | API Scor e | |
|------------|--|---|--|---|----------------------|---------------------------------|--|------------------|--|
| | | | | | | | | | |

(b) Translation works in India and Foreign Languages by Qualified Faculties:

| Sr. | Title of | Book | Authorship | Indian | Details | ISBN/ | API | Proof |
|-----|----------|------------|------------|-----------|-----------|-------|-------|----------|
| No. | Book/ | Translatio | (Sole | Language/ | of | ISSN | Score | Document |
| | Chapter | n | Author/ | Foreign | Publishe | No. | | |
| | or | (Complet | Co- | Language | r | | | |
| | Research | e Book/ | author/any | (Mention | (Nation | | | |
| | Paper | Chapter/ | other) | the | al/ | | | |
| | with No. | Research | | language | Internati | | | |
| | of pages | Paper) | | name) | onal/ | | | |
| | | | | | Foreign | | | |
| | | | | |) | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

3. Creation of ICT mediated Teaching Learning Pedagogy and content and development of new and innovative courses and curricula:

a. Development of Innovative pedagogy:

| Sr | Details of | Subject | Name of the | Programme | Programme | API | Proof |
|----|------------|---------|------------------------|-----------|-----------|-------|----------|
| No | o. the | | Institution/University | started | Ended | Score | Document |
| | Programme | | | from | | | |
| | | | | | | | |

b. Design of new curricula and courses:

| Sr. | Details of the | Subject | Name of the | For which | Course | API | Proof |
|-----|-------------------|---------|------------------------|-------------|----------|-------|----------|
| No | .Course/Curricula | | Institution/University | class/level | duration | Score | Document |
| | | | | | | | |

c. Contribution towards the Development of MOOCs:

| Sr. | Name | subjec | Unive | Sponsori | Contributio | No of | Conten | API | Proof | | |
|-----|-------|--------|--------|-----------|-------------|-----------|---------|-------|--------|--|--|
| No. | of | t | rsity/ | ng | n | Quadrant | t | Score | Docume | | |
| | Cours | | Instit | Agency | (Developed | /Modules | writer/ | | nt | | |
| | е | | ution | (UGC/ | / | / lecture | Subject | | | | |
| | | | & | GoI/other | Conducted | develope | matter | | | | |
| | | | Place | s) | / | d | expert/ | | | | |
| | | | | | any other) | | Course | | | | |
| | | | | | | | Coordi | | | | |
| | | | | | | | nator | | | | |
| | | | | | | | | | | | |

d. Contribution towards the development of E-Content:

| Sr. | Name | subjec | Unive | Sponsorin | Contributio | Quadrant | Compl | API | Proof |
|-----|--------|--------|--------|-----------|-------------|----------|-------|-------|---------|
| No. | of the | t | rsity/ | g Agency | n | / E- | ete | Score | Documen |
| | Cours | | Instit | (UGC/ | (Developed | content | Cours | | t |
| | е | | ution | GoI/any | / | module | e/Pap | | |
| | | | & | other) | Conducted | develope | er/ | | |
| | | | Place | | / | d | e- | | |
| | | | | | any other) | | book | | |
| | | | | | | | | | |
| | | | | | | | | | |

4. (a) Research Guidance (Evidence of actively involved in guiding Ph.D. students):

| Sr. | Level | Title of | Name of | Act as | Status | Ph.D | API | Proof |
|-----|------------|-------------|-----------|--------|-----------|-------------|-------|---------|
| No. | (Ph.D/M. | Thesis/ | Universit | Co- | (Awarded | Awarded | Score | Documen |
| | Ed/ | Dissertatio | y/ | Guide/ | /In | date/ Date | | t |
| | M.Phil./ | n | Campus | Guide | Progress) | of Joining | | |
| | P.G./D.lit | | | | | Ph.D. under | | |
| |) | | | | | Guidence | | |
| | | | | | | | | |

(b) & (c) Research Projects (minor or major) Completed / Ongoing:

| Sr. | Type of | Funded | Title of | Amount | Duration | Status of | Position in | API | Proof |
|-----|----------------|--------|----------|--------|-----------|-------------|---------------|-------|----------|
| No. | Project | Ву | The | | of The | the Project | the Project | Score | Document |
| | (Major/ | | Project | | Project | (Completed/ | (Principal | | |
| | Minor) & | | | | (in Yrs.) | Progress) | Investigator/ | | |
| | (National/ | | | | | | Co-Principal | | |
| | International) | | | | | | Investigator/ | | |
| | | | | | | | Director/any | | |
| | | | | | | | status) | | |
| - | | | | | | | | | |
| | | | | | | | | | |

(d)Consultancy

| Sr. | Title | Agency | Duration | Grant/ | Status of | Position | API Score | Proof |
|-----|-------|--------|-----------|-----------|-------------|----------|-----------|----------|
| No | | | of The | Amount | the Project | in the | | Document |
| | | | Project | mobilized | (Completed/ | Project | | |
| | | | (in Yrs.) | in Lakhs | Progress) | | | |
| | | | | | | | | |

5. **(a) Patents:**

| | Sr. | Patent | Description of | Name of the | API Score | Proof |
|---|-----|----------|----------------|--------------------|-----------|----------|
| | No. | Document | Patent | International/ | | Document |
| | | | | Central/ | | |
| | | | | State Govt./ Local | | |
| | | | | bodies | | |
| ĺ | | | | | | |

(b) Policy Documents:

| Sr. | Policy | Description | Name of the | API Score | Proof |
|-----|----------|-------------|--------------------|-----------|----------|
| No. | Document | | International/ | | Document |
| | | | Central/ | | |
| | | | State Govt./ Local | | |
| | | | bodies | | |
| | | | | | |

(c) Awards / Fellowship:

| (C) AW | (c) Awards / Fellowship. | | | | | | | | |
|--------|--------------------------|-------------|----------------|--------|-------|----------|--|--|--|
| Sr. | Name of | Description | International/ | Agency | API | Proof | | | |
| No. | the | | Central/ | | Score | Document | | | |
| | Award | | State Govt./ | | | | | | |
| | | | Local bodies | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

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)

| Sr. | Invited | Title of | Title of Research | Organized by | Whether | Whether | API | Proof |
|-----|---------|-------------------------|----------------------------|--------------|--|----------------------------|-------|----------|
| No | | Conference / Seminar | paper / Invited talk on | Organized by | International (Abroad) / International (Within Country) National / State / | you are first author | Score | Document |
| | | | | | University level | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| ***As per table-2 under the document Annexure: | |
|---|------------------------|
| Total API (Academic/Research) Score [for Category-III]: | |
| Date: | |
| | Signature of Teacher |
| | |
| Verified and found correct. | |
| Signature of IQAC Coordinator | Signature of Principal |

API (Academic/Research Score) [For Category-III]

| Details of Academic & Research activities | Self-Appraisal API-Score | Verified API-Score | Remarks |
|--|-----------------------------|-----------------------|---------|
| (1) Research papers published in Peer-Reviewed | | | |
| or UGC listed Journals | | | |
| (2) Publications other than Research papers | | | |
| (Books/Chapters) | | | |
| (3) Creation of ICT mediated Teaching Learning | | | |
| Pedagogy and content and development of new | | | |
| and innovative courses and curricula | | | |
| (4) Research guidance/Projects completed | | | |
| /Projects ongoing/Consultancy | | | |
| (5) Patents /Policy Document/Awards/Fellowship | | | |
| (6) Invited lectures/Resource Person/paper | | | |
| presentation in Seminars/Conferences/full | | | |
| paper in Conference Proceedings | | | |
| Grand Total of API-Score (Category-III) | | | |

IV. SUMMARY OF OVERALL GRADES/API-SCORE [For Category-I, II & III]:

| Category | Criteria | Grades / API Score | Self- Appraisal Overall Grading & API-Score for Academic Year | Verified Overall Grading & API-Score for Academic Year |
|---------------------------|--|--------------------------|--|--|
| Category-I | Assessment Criterion for | | | |
| (Table-1) | Teaching-Learning and | | | |
| | Evaluation related Activities | | | |
| Category-II | Involvement in Administrative support, | | | |
| (Table-1) | Examination, Co-curricular & Extra- | | | |
| | curricular Activities | | | |
| Category-III (Table-2) | Research and Academic Contribution | | | |

| | (Table-2) | Research and Academic Contribution | | | |
|----|-----------|------------------------------------|----|---------------|-------|
| Da | ite: | | | | |
| | | | Si | gnature of Te | acher |
| | | | | | |

Verified and found correct.

PART-COTHER RELEVANT INFORMATION

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

| Sr. No. | Details (Mention Year, value etc. where relevant) | Proof Document |
|------------|---|-------------------|
| 1 | | |
| 2 | | |
| 3 | | |

| Date: | |
|-------|----------------------|
| | Signature of Teacher |

Annexure

(List of attached documents as proof)

| Sr. No. | Documents |
|---------|-----------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

UNDERTAKING

| I | certify that the information provid | ed is correct as per |
|----------------------|--|------------------------------|
| records available v | vith the College/University and/or docum | nents enclosed along |
| with the duly filled | PBAS-Proforma. | |
| Date: | | |
| | S | ignature of Teacher |
| | | |
| The above info | rmation is verified & found correct. | |
| | | |
| | Signature of IQAC-Coordinator | Signature of Principal |
| | | |
| | | |
| N. P. The Appual | Solf Accomment DRAS Proforms duly fill | od along with all onclosures |

N.B.:- The Annual Self-Assessment PBAS-Proforma duly filled along with all enclosures, submitted for CAS promotion will be verified by the College/University as information filed with the IQAC and placed before the Screening-cum-Evaluation / Selection Committee for the assessment verification.