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**DOON UNIVERSITY**

*(A STATE Govt. UNIVERSITY)*

**INTERNAL QUALITY ASSURANCE CELL**

**ANNUAL SELF-ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)**

***(Academic Year: )***

**PART A: GENERAL INFORMATION**

(Please attach separate sheets if necessary; include more rows in the tables as per the need)

|  |  |  |
| --- | --- | --- |
| 1. | Name in Capital Letter |  |
| 2. | Date of Birth & Age |  |
| 3. | Gender: Male/ Female: Female | Marital Status:  |
| 4. | Father’s/ Spouse’s Name |  |
| 5. | Designation: |  |
| 6. | Status: Regular/ContractualIf Regular date of Joining the University |  |
| 7. | If on contract: a) Date of joining in the present contract.b) Date of completion of the contract |  |
| 8. | School/ Department |  |
| 9. | Area of Specialization |  |
| 10. | Current Designation &Basic Pay +Grade Pay |  |
| 11.  | Address for correspondence with pin code |  |
| 12. | Permanent address with pin codeContact No:Email: |  |
| 13. | Whether acquired any degree or fresh academic qualification/honors during the year. |  |

15**.Academic Staff College Orientation / Refresher Course/Training attended during the year:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Course / Summer School** | **Place** | **Duration** | **Sponsoring Agency** |
|  |  |  |  |

**PART B : ACADEMIC PERFORMANCE INDICATORS**

**1.5 CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

1. **Direct Teaching Direct Teaching 16/14/14 hours per week include the Lecture/Tutorials/Practical’s/Project Supervision/Field Work) (As per School Records)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.No.** | **Program.** | **Semester** | **Course Title/Code** | **Course** **Credit &** **Credit Hrs** | **Classes Taught: Contact Hours per Week**  | **Remarks** | **API****Score****(Hours ÷7.5)****For****Asst. Prof.****And****(Hours ÷7.5)****For** **Assoc/ Prof** |
| **Allotted per week** |  **Taught in the Semester** |  |
| **1.** |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |  |
| **January-June Semester** |
| **5.** |  |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |  |  |
| **Total****Max API Score=70** |  |  |  |  |

1. **Examination duties (question paper setting, invigilation, evaluation of answer scripts) as per allotment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Type of Examination Duties** | **Duties Assigned** | **Total Hours** | **API Score****(Total Hours ÷10)** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 5. |  |  |  |  |
| 6. |  |  |  |  |
| 7. |  |  |  |  |
| **Total Score** **(Max Score: 20)**  |  |  |  |

**c) Innovative Teaching-learning methodologies, updating of subject**

**contents/courses, mentoring etc.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Short** **Description** |  | **Total Hours** | **API Score (Total Hours ÷10)** |
| **1** | **Curriculum Development**  |  |  |  |
| **2** | **Teaching-learning methodology** |  |  |  |
| **3** | **Laboratory Experiments/tutorial/assignments**  |  |  |  |
| **Total Score (Max Score: 10)**  |  |

**16. API SCORE for CATEGORYI: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

|  |  |  |
| --- | --- | --- |
|  |  | **API Score** |
| **(a)** | **Direct Teaching 16/14/14 hours per week included the lectures/tutorials/practical’s/ project supervision/field work (Max 70)**  |  |
| **(b)** | **Examination duties (question paper setting, invigilation, evaluation of answer scripts) as per allotment (max score: 20)**  |  |
| **(c)** | **Innovative Teaching- learning methodologies, updating of subject contents/courses, mentoringetc. (Max Score: 10)**  |  |
|  | **Total**  |  |

**17. CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICLUAR AND EXTENSIONAACTIVITIES**

**Please mention your contribution to any of the following:**

|  |
| --- |
| 1. **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.)**
 |
| **S.No.**  | **Type of Activity** | **Tasks**  | **Total Hours**  | **API Score** **(Total Hours ÷10)** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |
| **3.** |  |  |  |  |
| **4.** |  |  |  |  |
| **Total Score****(Max API Score: 15)** |  |  |
| 1. **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 officers for its discharge) (ii) Participation in Board of Studies, Academic and Administrative Committees** |
| **S.No.** | **Type of Activity** | **Tasks** | **Total Hours** | **API Score****(Total Hours ÷10)** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |
| **3.** |  |  |  |  |
| **Total Score****(Max API Score: 15)** |  |  |
| 1. **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)**
 |
| **S.No.** | **Type of Activity** | **Tasks** | **Total Hours** | **API Score (Total Hours ÷10)** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |
| **Total Score****(Max API Score: 15)** |  |  |
| **TOTAL APL SCORE (A)+(B)+(C)** |  |

**18. CATEGORY: III. RESEARCH, PUBLICATION AND ACADEMIC CONTRIBUTIONS**

**III (A) Published Papers in Journals**

 **Refereed journals as notified by UGC (Max API 25 per publication)**

 **Other Reputed journals as notified by UGC (Max API 10 per publication**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title with page nos.** | **Journal** | **ISSN/ISBN No** | **Whether peer reviewed. Impact Factor, If any** | **No. of co-authors** | **Whether you are the main author** | **API Score** |
|  |  |  |  |  |  |  |  |
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\*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor(Thomson Reuter) less than 1- by 5 points (ii) papers with impact factor (Thomson Reuter) between 1 and 2 by 10 points; (iii) papers with impact factor (Thomson Reuter) between 2 and 5 by 15 points; (iv) papers with impact factor (Thomson Reuter) between 5 and 10 by 20 points; (v) papers with impact factor (Thomson Reuter) 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.

**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. (***Max API score 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. (***Max API score is 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. (***Max API*** ***score 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. (***Max API score : International – 10 per chapter; National-5*** ***per chapter*)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SL.No.** | **Title with page nos.** | **Type of Book & Authorship** | **Publisher & ISSN/ISBN. No.** | **Whether peer reviewed.** | **No. of co-authors** | **Whether you are the main author** | **API Score** |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |  |

**III (C). Research Projects**

1. **Sponsored Projects**

|  |  |  |
| --- | --- | --- |
| Faculty of Sciences/Engineering/Agriculture/Medical/Veterinary Science | Faculties of Languages/Humanities/Arts/Social Sciences/Library/Physical education/Managemen | Maximum score for University/College teacher  |
| 1. Major Projects with grants above Rs. 30 lakhs
2. Major projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs
3. Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs
 | 1. Major Projects with grants above Rs. 5 lakhs2. Major Projects with grants above Rs. 3 lakhs up to Rs.5 lakhs3. Minor Projects with grants above Rs. 1 lakh up to Rs.3 lakhs | 1. 20 per Project2. 15 per project3. 10 per project |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.No.** | **Title** | **Whether PI/Co-PI** | **Agency** | **Period** | **Grant/Amount mobilized** **(Rs. Lakh)** | **API Score** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. **Consultancy Projects**

|  |  |  |
| --- | --- | --- |
| 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 |
| 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, |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.No.** | **Title** | **Whether PI/Co-PI** | **Agency** | **Period** | **Grant/Amount mobilized** **(Rs. Lakh)** | **API Score** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**III (D). Research Guidance**

 **M.Phil. (Degree awarded): 5 per candidate**

 **Ph.D. (Degree awarded/Thesis submitted) : 15/10 per candidate**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Number Enrolled** | **Thesis Submitted** | **Degree Awarded** | **API Score** |
| **M.Phil. or equivalent**  |  |  |  |  |
| **Ph.D. or equivalent**  |  |  |  |  |

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

1. **Fellowship/Awards**

|  |  |  |
| --- | --- | --- |
| 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 |
| International Award/Fellowship from academic bodies National Award/Fellowship from academic bodies State/University level Award from academic bodies | International Award / Fellowship from academic bodies/associationsNational Award/Fellowship from academic bodies/associationsState/University level Award from academic bodies/associations | 15 per Award / 15 per Fellowship10 per Award / 10 per Fellowship5 Per Award |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(III) E (i)****(Fellowhip/Awards)****(S.No.)** | **Name of****Award/Fellowship** | **Details (Mention****Year, Value etc.****where relevant)** | **International****/National/State/University****level** | **API** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

**(ii) Invited Lectures/Papers**

 International : 7 per lecture/ 5 per paper presented

 National level ; 5 per lecture/ 3 per paper presented

 State/University Level : 3 per lecture/ 2 per paper presented

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(III) E (i)****(Invited Lectures/Papers)****(S.No.)** | **Date** | **Details (Mention****Year, Value etc.****where relevant)** | **International****/National/State/University****level** | **API** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

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

 **API Score: 10 Per Module**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Name of the course for e-learning** | **Material description** | **Website address (where the e-learning module is available)** | **API Score** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |

**19. SUMMARY OF API SCORES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Criteria** | **Academic year (2017-18)** | **Total- API Score for Assessment Period (2017-18)** | **Annual Av. API Score for Assessment Period** |
| **I** | Teaching, Learning and Evaluation related activities |  |  |  |
| **II** | Co-curricular, Extension, Professional Development etc |  |  |  |
| **III** | Research and Academic Contribution(A + C + D + E) |  |  |  |
| **Total API (II+III)** |  |  |

**LIST OF ENCLOSURES*: (Please attach copies of certificates, sanction orders, research papers published / presented wherever necessary, failing which the provided information will not be considered)***

1. 5.
2. 6.
3. 7.
4. 8.

**CERTIFICATE**

 I certify that the information provided is correct as per records available with the University and / or documents enclosed.

Signature of the faculty

Date: Forwarded by: Signature of the Head

 School/ Department

 (Office Seal)

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