



SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT,
NAGPUR

Annual Self-Assessment for the Performance Based Appraisal System (PBAS)

(PART A, PART B & PART C)

(For Teachers)

(To be completed and submitted at the end of each academic year)

Session / Year : 201__ - 201__

PART A : GENERAL INFORMATION

1. Full Name (in Block Letters): _____
2. Qualification/s: _____ Date of Birth : _____
3. Mother tongue: _____ Languages known: _____
4. Department: _____
5. Current Designation & Grade Pay: _____
6. Date of Joining with Length of service in the college: DOJ _____ Years _____ Months _____
7. Date of Last Promotion: _____
8. Nationality: _____ Religion: _____ Caste category: _____
9. Address for correspondence (with Pin Code): _____

10. Permanent Address (with Pin Code): _____

Telephone No/Mobile No.: _____
Email: _____
11. Details of previous service (if any) _____
12. Whether acquired any degrees or fresh academic qualifications during the year: _____

13. Academic Staff College Orientation / Refresher Course attended during the year:

Sr. No.	Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

Date: _____

Signature of Teacher

PART B: ACADEMIC PERFORMANCE INDICATOR

(Please see detail instructions of this PBAS (**Appendix-I**) proforma before filling out this section

CATEGORY : I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

- i. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary) (Max. Scores: 50)

S. No.	Course / Paper	Level	Mode of Teaching*	Hours allotted per week	% of classes taken as per documented record

*Lectures (L), Seminars (S), Tutorials (T), Practical (P), Contact Hours (C)

S.No.	Information	API Scores
a)	Classes Taken (Max. 50 for 100% performance, and proportionate score upto 80% performance, below which no score may be given)	
b)	Teaching load In excess of UGC Norms (Max. Score : 10)	

- ii. Reading/Instructional Material consulted and additional knowledge resources provided to students

S.No	Course/Paper	Consulted	Prescribed	Additional Resource provided
API Scores based on preparation and imparting of knowledge/Instruction as per curriculum and syllabus enrichment by providing additional resource to students (Max. Score: 20)				API Scores

Use of Participatory and innovative Teaching-Learning Methodologies, Updating of subject content, Course Improvement etc.

S. No.	Short Description	API Score
Total Score (Max. Score : 20)		

iii. Examination Duties Assigned and Performed

S. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
Total Score (Max. Score : 25)				

Total Score (Category : I) :-	
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Signature of Teacher

Verified and found correct :

Final score :

(For Category : I)

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Signature of H.O.D.

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section)

CATEGORY : II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

Please mention your contribution to any of the following:

S. No.	Type of Activity	Average Hrs/Week	API Score
	(i) Extension, Co-Curricular and Field based activities.		
1.			
2.			
3.			
4.			
5.			
	Total (Max. : 20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Year / Semester wise responsibility	API Score
1.			
2.			
3.			
4.			
5.			
	Total (Max : 15)		
	(iii) Professional Development Activities		
1.			
2.			
3.			
4.			
5.			
	Total (Max: 15)		
	Total Scores (i+ii+iii) (Max: 25)		
Total Score (Category : II) :-			

Signature of Teacher

Verified and found correct:

Final score :

(For Category : II)

Signature of H.O.D.

PART B : ACADEMIC PERFORMANCE INDICATORS

(Please see detail instructions of this PBAS(Appendix-I) proforma before filling out this section.)

CATEGORY : III**RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS****A. Published Papers in Journals:**

S.No	Title with page No.	Journal	ISSN/IS BN No.	Whether peer reviewed. Impact factor, if any	No. of Co-authors	Whether you are the main author	API Score
1.							
2.							
3.							
4.							
5.							

B. (i) Articles/ Chapters published in Books:

S.No	Title with page No.	Book Title, Editor and Publisher	ISSN/ISBN No.	Whether peer reviewed. Impact factor, if any	No. of Co-authors & Date of Publication	Whether you are the main author	API Score
1.							
2.							
3.							
4.							
5.							

B (ii) Full Papers in Conference Proceedings

S.No	Title with page No.	Details of Conference Publications	ISSN/ISB N No.	Whether peer reviewed. Impact factor, if any	No. of Co-authors & Date of Publication	Whether you are the main author	API Score
1.							
2.							
3.							

B (iii) Books published as single author or as editor

S.No	Title with page No.	Type of Books & Authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed	No. of Co-authors & Date of Publication	Whether you are the main author	API Score
1.							
2.							
3.							

C. (i & ii) Ongoing Research Projects and Consultancies

S.No.	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakhs)	API Score
1					
2					
3					
4					
5					

C (iii & iv) Completed and Consultancies

S.No	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome	API Score
1						
2						
3						

(D) Research Guidance

S.No	Number Enrolled	Thesis Submitted	Degree Awarded	API Score
M.Tech or Equivalent				
Ph.D or Equivalent				

E(i) Training Courses, Teaching-Evaluation Technology, Faculty Development Programs

S.No.	Programme	Duration	Organized by	API Score
1				
2				
3				

E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S.No.	Title of the paper presented	Title of Conference/Seminar etc.	Date(s) of the event	Organized by	Whether International/National/State/Regional/ University or College Level	API Score
1						
2						
3						

E (iii) Invited Lectures and Chairmanships at National or International Conference/Seminar etc.

S.No	Title of Lecture/Academic Session	Title of conference/Seminar etc	Organized by	Whether International/National	API Score
1					
2					
3					
4					
5					

Total Score (Category : III) :-

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Signature of Teacher

Verified and found correct:

Final score :

(For Category : III)

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Signature of H.O.D.

IV. SUMMARY OF API SCORES:

Category	Criteria	Last Academic Year	Total-API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Related Professional Development Activities			
	Total I+II			
III	Research, Publications and Academic Contributions (For entire period)			

 Signature of Teacher

Verified and found correct:

Final score :

(For Category : III)

 Signature of H.O.D.

PART C : OTHER RELEVANT INFORMATION

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

S.No.	Details (Mention Year, Value etc. where relevant)
1	
2	
3	
4	
5	

LIST OF ENCLOSURES: *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

1	9
2	10
3	11
4	12
5	13
6	14
7	15
8	16

I certify that the information provided is correct as per records available with the University/College and/or documents enclosed along with the duly filled PBAS proforma.

**Signature of the faculty with
Designation, Place & Date**

Signature of H.O.D.

NB: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the University/College and information filed with the IQAC.

Name: _____

Designation: _____ Academic Session/Year _____

EVALUATION BY THE HEAD OF THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct, if not, state the incorrect facts.
- b) Do you agree with the performance based appraisal done by the teacher? If not give reasons why you do not agree.
- c) Verification & Evaluation in respects of API.

Item	Correct	Exaggerated	Excellent	Very Good	Average
Category I					
Category II					
Category II					
A					
B					
C					
D					
E					

II) A) General Intelligence : _____

B) Capacity to get work in
Respect of research & teaching

C) Technical Ability : _____

D) Administrative ability including
Judgment initiative and drive
(if applicable)

E) Integrity and Character : _____

F) Whether powers delegated are
Fully utilized. : _____

G) General Assessment _____ *A+=Outstanding, A=Very Good,
B+=Positively Good, B=Good, C+=Satisfactory, C=Not Satisfactory

(* Strike out which is not applicable).

Date: / /20

Signature of Reporting Officer