**GOVERNMENT OF MIZORAM**

**HIGHER & TECHNICAL EDUCATION DEPARTMENT**

**.......**

Name of College : **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Annual Self-Assessment for the Performance Based Appraisal System (PBAS)
/ Academic Performance Indicator (API)

Session / Year : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**PART A : GENERAL INFORMATION**

Name (in Block Letters) :

Father’s Name / Mother’s Name :

Department :

Current Designation & Grade Pay :

Date of Joining to the post :

Date of Last Promotion :

Address for correspondence (with Pincode):

Permanent Address (with Pincode) :

Whether acquired any degrees or fresh
academic qualification during the year :

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

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

**PART B: ACADEMIC PERFORMANCE INDICATORS (API)**

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

**i.** Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Course/ paper** | **Level** | **Mode of teaching** | **No. of classes per week allotted** | **No. of classes conducted** | **% of classes/ practicals taken as per documented record** |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |

NB: Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

|  |  |  |
| --- | --- | --- |
|  |  | API Score |
| (a) |  Classes Taken (max 50% for 100% performance & proportionate score up to 80% performance, below which no score may be given.) |  |
| (b) | Teaching load in excess of UGC norm **(Max. Score : 10)** |  |

**ii.** Reading / instructional material consulted and additional knowledge resources provided to students

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl. No. | Course / Paper | Consulted | Prescribed | Additional Resource provided |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| API score based on preparation and imparting of knowledge instruction as per curriculum & syllabus enrichment by providing additional resources to students **(max. Score : 20)** | API score |
|  |

**iii.** Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of subject content, Course improvement etc.

|  |  |  |
| --- | --- | --- |
| Sl.no | Short Description | API Score |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | **Total Score (Max. Score : 20)** |  |

**iv.** Examination Duties Assigned and Performed

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.no | Type of Examination Duties | Duties Assigned  | Extent to which carried out (%) | API Score |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | **Total Score (Max. : 25)** |  |  |  |
|  | **Total Score (i + ii + iii + iv)**  |  |  |  |

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

 Please mention your contribution to any of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No** | **Type of Activity** | **Average Hrs. / week** | **API Score** |
|  | **(I) Extension, Co-curricular & field based Activities** |  |  |
|  |  |  |  |
|  | **Total (Max. : 20)** |  |  |
|  |
|  | **(II) Contribution to Corporate life and Management of the Institution** | **Yearly/Semester wise responsibilities** | **API Score** |
|  |  |  |  |
|  | **Total (Max : 15)** |  |  |
|  |
|  | **(III) Professional Development Activities** |  |  |
|  |  |  |  |
|  | **Total (Max : 15)** |  |  |
|  | **Total Score (I + II + III) (Max: 25)** |  |  |

**CATEGORY – III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

Published Papers in Journals

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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** |
|  |

(I) Articles / Chapters published in Books

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.No.** | **Title with page nos.** | **Book titles editor & publisher** | **ISSN / ISBN No.** | **Whether peer reviewed.**  | **No. of Co-authors** | **Whether you are the main author** | **API Score** |
|  |

(II) Full Papers in Conferences Proceedings

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title with page nos.** | **Details of Conference Publication** | **ISSN / ISBN No.** | **No. of Co-authors** | **Whether you are the main author** | **API Score** |
|  |

(III) Books Published as single author or as editor

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title with page nos.** | **Book of books & Authorship** | **Publisher & ISSN / ISBN No.** | **Whether peer reviewed.**  | **No. of Co-authors** | **Whether you are the main author** | **API Score** |
|  |

III (C). Ongoing and Completed Research Projects and Consultancies

(c) (I & II) Ongoing Projects / Consultancies

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title** | **Agency** | **Period** | **Grant / Amount Mobilized (Rs. Lakh)** | **API Score** |
|  |

(c) (III & IV) Completed Projects / Consultancies

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title** | **Agency** | **Period** | **Grant / Amount Mobilized (Rs. Lakh)** | **Whether policy document / patent as outcome** | **API Score** |
|  |

(D) Research Guidance

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Number Enrolled** | **Thesis Submitted** | **Degree awarded** | **API Score** |
| M. Phil or equivalent |  |
| Ph. D or equivalent |

(E) (i) Training Courses, Teaching – Learning – Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.no** | **Programme** | **Duration** | **Organised by** | **API Score** |
|  |  |  |  |  |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title of the paper presented** | **Title of Conference / Seminar** | **Organised by** | **Whether international / national / state / regional / college or university level** | **API Score** |
|  |  |  |  |  |  |
| **Total** |  |

E (III) Invited Lectures and Chairmanships at national or international conference / seminar etc.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.no** | **Title of Lecture / Academic Session** | **Title of Conference / Seminar etc** | **Organised by** | **Whether international / national**  | **API Score** |
|  |

**IV. SUMMARY OF API SCORES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Criteria** | **Last Academic year** | **Total – API score for Assessment Period** | **Annual Av. API Score for Assessment period** |
|  |  |  |  |  |
|  |  |  |  |  |
|  | **Total I + II** |  |  |  |
| **III** | **Research, Publication and Academic Contribution** |  |  |  |

**PART C : OTHER RELEVANT INFORMATION**

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

|  |  |
| --- | --- |
| Sl.No. | Details (Mention Year, value etc. Where relevant) |
|  |  |
|  |  |

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

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

 Signature of the faculty with

 Designation, Place & Date

 Signature of HOD / School

 Chairperson / Principal

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.