

15. Academic Qualifications (Matric till post graduation)

Examination	Name of the Board/ University	Year of passing	Percentage of Marks obtained	Div./ Grade	Subjects
High School/ Matric					
Intermediate/+2					
Graduation					
Professional Graduation					
Post Graduation					
Other examinations / Super- Specialization, if any					

16. Research Degree(s)

Degree	Title	Date of Award	University
M.Phil/M.Tech./M.Pharm /MD/MS/MDS/DNB/LL.M			
Ph.D./D.Phil.			
D.Sc./D.Lit			

17. Appointments (including Post Doctoral Positions such as Research Scientist, Research Associate etc.) held prior to joining BHU.

Designation	Name of Employer	Date of		Salary with grade	Reason of leaving
		Joining	Leaving		

18. Posts held after appointments at BHU.

Designation	Department	Date		Pay-Grade
		From	To	

19 Period of teaching experience: P.G. Classes (in years) U.G. Classes (in years)

20 Post Doctoral Research experience (as Research Scientist, Research Associate etc.) (in years)

21. Fields of specialization :

(a) ..

(b) ..

22. Academic Staff College Orientation /Refresher Course/ Summer/Winter School etc. attended:

<u>Name of the Course/ Summer School</u>	<u>Institution</u>	<u>Duration</u>	<u>Sponsoring Agency</u>

PART-B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions before filling up this section)

CATEGORY: I. TEACHING LEARNING AND EVALUATION RELATED ACTIVITIES

(Give separately for each year starting from 1.1.2009. Average of the Annual API score will be used for assessment)

(i) Lectures, Seminar, Supervision of Masters' dissertation, Tutorials, Practicals, Attending OPD, Ward Visits, Contact Hours (Give semester – wise details, where necessary)

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

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

		API Score
(a)	Classes Taken (Max 50 Points for 100% performances & proportionate score up to 80% performance, below which no score may be given)	
(b)	Teaching load in excess of UGC norm in own or other Department in the University without any honorarium or/ and Supervision of Master's dissertation (Max. -10 Points)	

(ii) Reading/Instructional material consulted and additional knowledge resources provided to students.

S.No.	Course/Paper	Material Consulted	Prescribed/ Material Provided	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. 20 Points for 100% compliance)				API Score

(iii) Use of Participatory and Innovative Teaching/Learning Methodologies, Designing Training Modules for MDP/EDP, updating of Subject Content, Course Improvement etc.

S.No.	Short Description	API Score
	(Max. aggregate Point:-20)	

(iv) Examination Duties Assigned and Performed

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

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

(Give separately for each year starting from 1.1.2009. Average of the Annual API score will be used for assessment)

Please mention your contribution to the followings:

S.No	Type of Activity	Average Hrs/Week	API Score
	(i) Extension, Co-curricular & Field based Activities		
	(Max.20 Points)		
	(ii) Contributions to Corporate Life and Management of the Institution	Yearly/Semester wise responsibilities	API Score
	(Max. 15 Points)		
	(iii) Professional Development Activities		
	(Max:15 Points)		
	Total Score (i + ii + iii) (Max:50 Points)		

CATEGORY: III. RESEARCH PUBLICATIONS AND ACADEMIC CONTRIBUTIONS :

(During the entire period of assessment)

III-A(i) Published Papers in Journals

S. No	Title with page nos.	Journal	ISSN/ ISBN No.	Whether peer reviewed. Impact factor, if any.	Authorship: First/Corresponding/ C-author	No. of co-authors	API Score

III-A(ii) Full Papers in Conference Proceedings

S. No	Title with page nos.	Details of Conference Publication	ISSN/ ISBN No.	Authorship: First/Corresponding/ C-author	No. of co-authors	API Score

III-B(i) Books Published as Single Author or Co-Author/ Editor of a Book or Journal:

S. No	Title with page nos.	Type of Book & Authorship/ e-Book	Publisher & ISSN/ISBN No.	Whether peer reviewed	Authorship: First/Corresponding/ Editor	No. of co-authors	API Score

III-B (ii)) Articles/Chapters Published in Books/Extention Mannual (Agri.)/Tech.Mannual(Agri.):

S. No	Title with page nos.	Book title & Publisher	ISSN/ ISBN No.	Whether peer reviewed.	No. of co-authors	Whether you are the first author or co-author	API Score

**III C : Ongoing and Completed Research Projects and Consultancies
(i & ii) : Ongoing Projects/Consultancies**

S.No.	Title	Agency	Period	Amount of Grant (In Lac)	API Score

III-C (iii) Completed Projects/Consultancies

S.No.	Title	Agency	Period	Grant Amount Mobilized (Rs. Lakh)	Whether policy document/patent as outcome	API Score

III-C (iv) Project out come/ Out Put :

Patent/Technology Transfer/ Product/ Process	Major Policy Document of Govt. Bodies at Central and State level	API Score

III-D : Research Guidance as Supervisor or Co-Supervisor

S.No.	Number enrolled	Thesis submitted	Degree awarded	API Score
M.Phil/M.Tech./M.Pharm/MD/MS/LL M/MDS/PGD(Ayu.) or Equivalent				
Ph.D. or Equivalent				

III-E (i) Participation in Training Course & Teaching/ Learning/Evaluation Technology Programmes, Faculty Development Programmes (Not less than one week/ two weeks or more) :

S.No.	Programmes	Duration (1 week/ 2 week)	Organiser(s)	API Score

III-E (ii) Papers Presented in Conference, Seminars, Workshops, Symposia, Participation or Organization of Exhibition & Art Galleries :

S. No	Title of Paper/ Art Presented	Title of Conference/ Seminar/ Exhibition	Organiser(s)	International/ National/ State/ Regional/ College or University level.	API Score

III-E(iii) Invited Lectures/Resource Person/Chairmanship at National or International Conference/ Seminar/ Workshop or Symposia/ROTR/CME etc./Invited for Presentation in Exhibitions/ Art Galleries etc.

S. No	Title of Paper Lecture/Academic Session	Title of Conference/ Seminar, etc	Organiser(s)	International/ National	API Score

IV. Summary of API Scores.

	Criteria	Last Academic Year/ One Calendar 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, Professional development etc.			
	Total of I & II			
III	Research and Academic Contribution			

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)

(Attach documentary proof in support of the information provided by you in this proforma)

List of Enclosures: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

I certify that the information provided are correct as per records available with the university and/or documents enclosed with the application.

Date :

Place :

Signature & Designation of the Applicant

Certified that Dr. _____ has been working as _____ in this
Department since _____

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

Head of the Deptt./ Coordinator of School/Centre/Principal

Director of the Instt./ Dean of the Faculty

INSTRUCTION FOR FILLING UP PART B (CATEGORY-I & II) OF THE PBAS PRO-FORMA

Part B of the pro-forma is based on Appendix III, Table 1 of the UGC Regulations 2010.

B (i) is based on API scoring for category I of the table. Detailed information for 2009-2010 or most recent assessment year is to be provided.

B (ii) is based on category II of the table. Detailed information for 2009-2010 or most recent assessment year is to be provided.

B (iii) is based on category III of the table. Detailed information for the entire assessment period is to be provided.

The pro-forma is to be filled as per these tables and self-assessment scores given. For each category, even though several avenue of activities and their API scores are given to provide choice /Opportunity to the teacher, maximum limit of scores that can be given or carried forward under each category/area is indicated in the table-1 of the UGC Regulations.

The self assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub categories in appendix III, table 1.

NB. The self assessment scores are subject to verification by the university/College, and by the screening cum verification Committee or Selection Committee as the case may be.

CATEGORY: I. Teaching, Learning and Evaluation Related Activities :

(i)-(a)

Lectures/Seminars/Practicals/Attending OPD/ Ward Visits/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than 80% of the assigned classes. University may give allowances for period of leave where alternative teaching arrangements have been made. Maximum score of 50 if there is 100% performance.	Max. Score: 50
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(b)

If teacher has taken classes exceeding UGC norm and/ or supervised Masters' Dissertation, 2 points be assigned for each extra hour of classes/credit and 5 points for each dissertation.	Max. Score: 10
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(ii)

Imparting of knowledge/Instruction as per curriculum with the prescribed material (Text book/Manual etc) syllabus enrichment by providing additional resources to students, handouts, references, internet, recent/up to date literature 5 point each(100% compliance=20 points)	Max. Score: 20
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(iii) Use of Participatory and innovative Teaching-Learning Methodologies, updating of Subjects Content, course Improvement etc.

Indicators/Activities	Max. Score
Updating of courses, design of Curriculum : 5 points/each	10
Participatory & Innovative T/L Process with materials for problem based learning, case studies, group discussions etc. (a) Interactive Courses: 5 points/each (b) Participatory Learning modules: 5 points/each (c) Case studies: 5 points/each	10
Use of ICT in T/L process with computer aided methods like Power Point/ Multimedia / Simulation/Software etc. (Use of any one of these in addition to chalk & Boards: 5 points)	10
Developing and imparting Remedial/Bridge Courses (Each activity: 5 points)	10
Developing and imparting soft skills/Communication skills/ personality development courses/modules (each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, Performing and Visual Arts and other traditional areas (each activity : 5 points)	10
Organizing and conduction of popularization programmes/ art galleries and exhibition/training course in computer assisted teaching web based learning and e-library skills to students. (a) Workshop/Art Exhibition/Training course: 10 points each (b) Popularization program : 5 points each	10
Maximum aggregate Limit	20

(iv)Examination Related Work

Indicators	Max. Score
College/University end semester/ Annual examination work as per duties allotted. (Invigilation- 10 points; evaluation of answer script -5 points; question paper setting -5 points) 100% compliance=20 points	20
College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted/ tabulation/ Internal Assessment Test/ Observer (100% compliance=10 points)	10
Examination work such as coordination or flying squad duties etc. (Maximum of 5 or 10 depending upon intensity of duty (100% compliance =10 points)	10
Maximum aggregate Limit B (iv)	25

Category II- Co-curricular, Extension and Professional Development Related Activities

(i) Extension and Co-curricular & Field Based Activities:

Institutional Co-curricular activities for students such as field studies/ educational tours, Industry Implant, training & placement activity (5 point each)	10
Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10

Students and Staff Related Socio Cultural and Sports Programmes, campus publications (Departmental level 2 points; Institutional level 5 points)	10
Community work such as values of National Integration, Environment, Health Education/ Medical Camps, Democracy, Socialism, Human Rights, Peace, Scientific Temper, Flood or, Drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate Limit	20

(ii) Contribution to Corporate Life and Management of the Institution

Contribution to Corporate life in universities/Colleges through meetings, popular lectures, subject related events, articles in college magazines and university Volumes (2 points each)	10
Institutional Governance responsibilities like Vice Principal, Dean, Director, Head, Coordinator of Course/Centre/SAP, Warden, Bursar, School Chairperson, Member of Technical Cell, IQAC coordinator, Department/ Faculty/ University level (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee, purchase Committee, PPC, DPC/ Selection Committee etc. (5 points each)	10
Responsibility for, or participation in committees for students welfare, counseling and discipline, Proctorial Board Member, Dean of Student, Chairman of Students' Council, Students' Advisor (5 each)	10
Organisation of Conference, Art Galleries and Exhibition/Training Programmes as Coordinator/Chairman/Organizing Secretary/Treasurer: (a) International/ Workshop/ Seminars (10 points); National/Regional-(5 points) (b) as member of the organizing committee/ coordinator of different courses at Academic Staff College (1 point each)	10
Maximum Aggregate Limit	15

(iii) Professional Development Related Activities

Indicators/Activities	Maximum Score
Membership in profession related committees at state and National level (a) At National level : 3 points each (b) At State level : 2 points each	10
Participation in subject associations, conferences, workshops, exhibitions, art galleries seminars without paper presentation. (Each activity: 2 points)	10
Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, examination reforms, institutional governance (Each activity: 5 points)	10
Membership/participation in state/Central Bodies/Committees on Education, Art and Culture, Research and National Development (5 each)	10

Publication of articles in newspapers, Magazines or other publications (Not covered in category 3); Radio Talks, Television Programmes: 1 point each	10
Maximum Aggregate Limit	15

Category: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table 1, category III of the UGC Regulations 2010. Wherever the research contribution is jointly made, the API scores should be shared between the contributions as per the formula provided in the table 1 (**Guidelines for Category-III enclosed**).

III. Summary of API scores.

As stated in the UGC Regulation 2010, the API Scoring will be progressively rolled out for categories I and II, beginning with assessment of one year for selection committees in 2010-2011, annual averages of 2 years in 2011-2012 and so on. But for category III scores will be computed for the entire assessment period as already indicated in the Regulations.

IV. Similar PBAS pro-forma could be developed by the universities for the cadres of Librarian/Deputy Librarian/Assistant Librarian and Director of Physical Education & Sports/ Deputy Director of Physical Education & Sports Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in Appendix III Tables – IV to IX of the UGC Regulations 2010.

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTION

Brief Explanation: Based on the teachers' self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from the category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/ selection committee.

S.No.	APIs	Faculties of Engineering/ Agriculture/ Veterinary/ Medical Sciences/ Science	Faculties of Languages Arts/ Humanities/ Social Sciences/ Library/ Physical Education/ Management	Max. points for University and college teacher position
III A	Research Papers published in	Refereed Journal*	Refereed Journal*	15/publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ ISSN numbers	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ ISSN numbers	10/ publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication
III B	Research Publications (books, chapters in book, other than refereed journal articles)	Text or Reference Books/ Journals published by International Publishers with an established peer review system	Text or Reference Books/ Journals published by International Publishers with an established peer review system	50/ sole author, 20/ Editor 10/ chapter in an edited book
		Subject Books/ Journals by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	Subject Books/ Journals by National level publishers/ State and Central Govt. Publications with ISBN/ ISSN numbers.	25/sole author 10/Editor 5/chapter in edited books
		Subject Books by Other local publishers with ISBN/ ISSN numbers	Subject Books by Other local publishers with ISBN/ ISSN numbers	15/sole author 6/Editor 3/chapter in edited book
		Chapters contributed to edited knowledge based volumes published by International Publishers.	Chapters contributed to edited knowledge based volumes published by International Publishers.	10/Chapter
		Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ ISSN numbers and with numbers of national and International directories	Chapters in knowledge based volumes by Indian/ National level publishers with ISBN/ISSN numbers and with numbers of national and International directories	5/ Chapter
		Extension Mannual (Agri.)		5/each
		Technical Mannual (Agri.)		10/each
III(C)	RESEARCH PROJECTS			
III(C)(i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants above 30.0 lakhs	Major Projects amount mobilized with grants above 5.0 lakhs	20/each Project
		(b) Major Projects amount mobilized with grant above 5.0 lakhs upto 30.0 lakhs	Major Projects amount mobilized with grant above 3.00 lakhs upto 5.00 lakhs	15/each Project
		(b) Minor Projects amount mobilized with grant above 50,000 lakhs upto 5 lakhs)	Minor Projects (Amount mobilized with grant above 25,000 lakhs upto 3 lakhs)	10/each Project
III(C) (ii)	Consultancy Projects carried out/ ongoing	Amount mobilized with minimum of Rs.10.00 lakh	Amount mobilized with minimum of Rs.2.00 lakh	10/each 2/each
III(C) (iii)	Completed projects Quality Evaluation	Completed project Report (Acceptance from funding agency)	Completed project report (Accepted by funding agency)	20/each major project and 10/each minor project
III(C)	Project Outcome/	Patent/ Technology	Major Policy document of Govt.	30/each national

(iv)	Output	transfer/Product/Process	Bodies at Central and State level	level output or patent/ 50/ each for International level
III(D)	RESEARCH GUIDANCE (As Supervisor or Co-Supervisor)			
III(D)(i)	M.Phi./M.Tech /M.Pharm/MD /MS/MDS/ DNB/LL.M	Degree awarded only	Degree awarded only	3/each candidate
III(D)(ii)	Ph.D.	Degree awarded	Degree awarded	10/ each candidate
		Thesis Submitted	Thesis Submitted	7/each candidate
III(E)	TRAINING COURSES AND CONFERENCE/SEMINAR/WORKSHOP PAPERS			
III(E)(i)	Refresher courses, Methodology, workshop, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max:30 points)	(a) Not less than two weeks duration	(a) Not less than two weeks duration	20/each
		(b) One week duration	(b) One week duration	10/each
III(E)(ii)	Papers in Conferences/ Seminars/ Workshops etc.**	Participation and Presentation of research papers (oral/poster) in	Participation and Presentation of research papers (oral/poster) in	
		a)International Conference	a)International Conference	10/each
		b) National	b) National	7.5/each
		c) Regional/State level	c) Regional/State level	5/each
		d)Local-University/ College level	d)Local-University/ College level	3/each
III(E)(iv)	Invited lectures or presentations for conferences/ symposia	(a) International	(a) International	10/each
		(b) National level	(b) National level	5/each

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals- 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 25 points.

** If a paper presented in Conference/ Seminar is published in the form of Proceedings, the points would accrue for the publication (III(a)) and not under presentation (III(e)(ii)).

Note:

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/ selection committees will assess and verify the categorization and scores of publications.
2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/ Principal author and the corresponding author/ supervisor/ mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.