Murshidabad Maharaja Krishnanath University, Berhampore

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

(As per West Bengal Higher Education Department (WBHED) GO No. 1197(28)–Edn (U)/ 1U–41/11 (Pt) dated 31.12.2012 corresponding to UGC 2010 regulations)

Session/ Year_____

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

PART A: GENERAL INFORMATION

1. Name (Block letters) :

2. Father's /Mother's name/ Husband's name :

3. Department :

4. Current Designation & Grade Pay :

5. Date of last Promotion :

6. Address for correspondence (With pin code) :

7. Permanent Address (With pin code) :

   Telephone No. :
   E-mail :

8. Whether acquired any degrees or fresh academic qualifications during the year:

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

Name of the Course/Summer School	Place	Duration	Sponsoring Agency

10. Date of Appointment :

11. For which position & AGP you are applying under CAS :

12. Date of eligibility for Promotion :

13. Educational Qualification (Graduation onwards):

Examination	**Name of the University**	**Year of passing**	**Marks obtained(%)**	**Class/ grade**
BA/B.Sc./ B.Com.				
MA/M.Sc./ M.Com.				
Other examination, if any				

14. Research Degree(s):

Degree	**Name of the University**	**Date of award**	**Title**
M.Phil			
Ph.D/ D.Phil			
D.Sc./ D.Lit			

15. Details of Teaching/ Research/Academic Experience:

Designation	**Employer**	**Period of service From To**	**Scale of pay**

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

Part B: Academic Performance Indicators (API)

(Please see detailed instruction of the **PBAS-I/ PBAS-II (as may be applicable)** proforma before filling out this section)

CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

i) Lectures, seminars, tutorials, practical, contact hours undertaken taken as percentage of lectures allocated.

Sl. No.	Course/ Paper	level	Mode of Teaching #	Class allotted as per schedule	No. of Classes conducted	% of classes/Practical taken as per record

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

		API
a)	Classes taken (**maximum 50** for 100% performance & proportionate score up to 80% performance, below which no score may be given)	
b)	Teaching load in excess of UGC norms/ Special Lectures/ Classes taken at the study centre located in the district other than Kolkata (**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 and 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)**				

CATEGORY 2: CO-CURRICULAR, EXTENSION AND 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-3: RESEARCH AND ACADEMIC CONTRIBUTIONS

A. Published Papers in Journals

Sl. No.	Title page no. with	Journal	ISSN/ISBN No.	Whether peer reviewed. Impact factor, if any	No. of Co-author	Whether you are the main author	API score

B i. Articles/ Chapters published in Books

Sl. No.	Title with page no.	Book title, editor & publisher	ISSN/ISBN No.	Whether peer reviewed.	No. of Co-author	Whether you are the main author	API score

ii. Full papers in Conference Proceedings

Sl. No.	Title with page no.	Details of Conference Publication	ISSN/ ISBN No.	No. of Co-author	Whether you are the main author	API score

iii. Books published as single author or as editor

Sl. No.	Title with page no.	Type of Book, & authorship	Publisher & ISSN/ISBN No.	Whether peer reviewed.	No. of Co-author	Whether you are the main author	API score

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 a 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 Programme (not less than one week duration)

Sl. No.	Programme	Duration	Organized by	API Score

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

Sl. No.	Title of paper presented	Title of Conference/ Seminar	Organized by	Whether International/ National/State/Regional/College or University level	API score

E. (iii) Invited lectures/ Chairing the session or presentation for conferences/ symposia etc.

Sl. No.	Title of Lecture/ Academic session the	Title of Conference/ Seminar	Organized by	Whether International/ National/State/Regional/ College or University level	API score

IV. Summary of API scores

	Criteria	**Last academic year**	**Total-API score for assessment period**	**Annual Average API scorefor Assessment period**
I	Teaching, learning and Evaluation related Activities			
II	Co-curricular, Extension and Professional Development related Activities			
	Total (I+II)			
III	Research and Academic Contributions			