**University: Sambalpur University**

**PBAS Proforma for Promotion under CAS**

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. **Name (in Block Letters):**
2. **Father’s Name/Mother’s Name:**
3. **Department:**
4. **Current Designation & Grade Pay:**
5. **Date of last Promotion:**
6. **Which position and grade pay are you an applicant under CAS?**
7. **Date of eligibility for promotion:**
8. **Date and place of Birth:**
9. **Sex:**
10. **Marital Status:**
11. **Nationality:**
12. **Indicate whether belongs to SC/ST/OBC category:**
13. **Address for correspondence (with Pincode)**
14. **Permanent Address (with Pincode)**

**Telephone No:**

**Email:**

1. **Academic Qualifications (Matric till post-graduation):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Examination** | **Name of the Board/ university** | **Year of Passing** | **Percentage of marks obtained** | **Division/**  **Class/Grade** | **Subject** |
| High School/Matric |  |  |  |  |  |
| Intermediate |  |  |  |  |  |
| B.A/B.Sc./B.Com/  B.Mus/Others |  |  |  |  |  |
| M.A/M.Sc./M.Com/  M.Mus./Others |  |  |  |  |  |
| Others examination, if any |  |  |  |  |  |

1. **Research Degree(s)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degrees** | **Title** | **Date of Award with Notification** | **University** |
| M.Phil./M.Tech |  |  |  |
| Ph.D./D.Phil. |  |  |  |
| D.Sc./D.Litt. |  |  |  |

1. **Appointments held prior to joining this institution**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Name of Employer** | **Date of Joining** | | **Salary with Grade** | **Reason of Leaving** |
| **Joining** | **Leaving** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Posts held after appointment at this institution:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Date of actual Joining** | |  |
| **Designation** | **Department** | **From** | **To** | **Grade** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Period of teaching experience: P.G. Classes(in years) : U.G. Classes (in years)**
2. **Research Experience excluding years spent in M.Phil/Ph.D. (In years)**
3. **Fields of Specialization under the Subject /Discipline**

**(a)…**

**(b)…**

1. **Academic Staff College Orientation/Refresher Course attended (During the period of assessment under CAS): (Attach copy of certificates)**

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

**PART B: ACADEMIC PERFORMANCE INDICATORS**

**(Please see detailed instructions of this PBAS proforma before filling out this section)**

**CATEGORY: 1. (TEACHING, LEARNING AND EVALUATON RELATED ACTIVITIES)**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Semester** | **Course/Paper** | **Level** | **Method of teaching\***  **L,S,T,P,C** | **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 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)** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.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** |
|  |

1. **Reading/Instructional material consulted and additional knowledge resources provided to students**
2. **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)** |  |

1. **Examination Duties Assigned and Performed**

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

**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 & 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** |  | **API Score** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Total (Max: 15)** |  |  |
|  | **Total Score(i + ii + iii) (Max :25)** |  |  |

**CATEGORY: III. (RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS)**

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

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No**. | **Title, Vol., Page No., Year** | **Journal Name** | **ISBN/ISSN, Refereed / Non refereed, Indexed/Non-indexed** | **Impact Factor (API score)** | **List of authors** | **Status as author (First/Corresponding/supervisor)** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III A(i)** | | | | | |  |  |

**III A (ii) Conference Proceedings as Full Papers (Abstract not to be included)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No**. | **Authors, Title, Vol., Page No., Year** | **Details of conference publications** | **ISBN/ISSN, Refereed / Non refereed, Indexed/Non-indexed** | **Impact Factor (API score)** | **No. of Co-authors** | **Status as author (First/Corresponding/supervisor)** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III A (ii)** | | | | | |  |  |

**III B(i) Articles/ Chapters Published in Books**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Authors, Chapter Title, Vol., Page No., Year** | **Book Title, Editor & Publisher with Publisher’s address** | **ISBN/ISSN No.** | **Whether peer reviewed / (API score)** | **No. of Co-authors** | **Status as author (First/Corresponding/supervisor)** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III B (i)** | | | | | |  |  |

**III B(ii) Books Published as single author or as editor**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Authors, Title of Book** | **Editor & Publisher** | **ISBN/ISSN No.** | **Whether peer reviewed /**  **(API score)** | **No. of Co-authors** | **Status as author or as editor** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III B (ii)** | | | | | |  |  |

**III C(i) Sponsored Projects carried out/ ongoing**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Title of the Sponsored project** | **Duration** | **Amount Sanctioned** | **Funding Agency** | **Status as Investigator** | **Completed/Ongoing** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III C(i)** | | | | | |  |  |

**III C(ii) Consultancy Projects carried out/ ongoing**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Title of the Consultancy project** | **Duration** | **Amount Sanctioned** | **Funding Agency** | **Status as Investigator** | **Completed/Ongoing** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III C(ii)** | | | | | |  |  |

**III C(iii) Completed Projects/Consultancies (Quality Evaluation)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Title of the projects/ consultancies** | **Completed project report accepted by funding agency** | **Amount Sanctioned** | **Funding Agency** | **Status as Investigator** | **API Score of project** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III C(iii)** | | | | | |  |  |

**III C(iv) Projects Outcome /Outputs**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | **Title of the projects/ consultancies** | **Patent/ Technology transfer/ Product/ Process/Policy document** | **Amount Sanctioned** | **Funding Agency** | **Status as Investigator** | **API Score of project** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III C(iv)** | | | | | |  |  |

**IIID. Research Guidance (During the period of assessment under CAS only)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **III D (i): M. Phil (Degree awarded only)** | | | | | | |
| **S. No.** | **Name of the student/ Enrolment No.** | **Title of Thesis** | **University** | **Degree awarded (Year)** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III D(i)** | | | |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **III D (ii): Ph.D (Degree awarded only)** | | | | | | | |
| **S. No.** | **Name of the student/ Regd. No.** | **Title of Thesis** | **Status as Guide** | **University** | **Degree awarded (Year)** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III D(ii)** | | | | |  |  |

**III E. Training Courses and Conferences/ Seminar/ Workshop attended (During the period of assessment under CAS only)**

**E(i). Refresher Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (Max. 30 points)**

**(not less than one week duration)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | **Name of Programme** | **Organized By** | **Duration** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III E(i)** | | |  |  |

**E(ii). Papers presented in conferences, seminars, workshops, symposia**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No.** | **Title of the paper presented** | **Title of Conference/ Seminar/ Workshops/ Symposia** | **International/**  **National/ State/ Regional/ College or University level** | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III E(ii)** | | |  |  |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | **Title of the Invited lecture/ Academic Session** | **Title of conference/ seminar/ refresher course etc.** | International/  National | **API Score**  **Claimed** | **API Score awarded** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Total API Score Claimed from Category: III E(iii)** | | |  |  |

**IV. SUMMARY OF API SCORES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Criteria** | **Last Academic Year** | **Total – API Score for Assessment Period** | **Annual Average API Score for Assessment Period** |
| **I** | **Teaching, Learning and Evaluation related activities** |  |  |  |
| **II** | **Co-curricular, Extension, Professional development etc.** |  |  |  |
|  | **Total 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)** |
|  |  |
|  |  |
|  |  |

**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 is correct as per records available with the University and/or documents enclosed along with the duly filled PBAS proforma.

**Signature of HOD/School**

**Chairperson/Principal**

N.B: The individual PBAS proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the University/College as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.