

**FORMAT AFTER 11<sup>th</sup> JULY, 2016**

**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..... Average of the Annual API score will be used for assessment)

**(a) Direct Teaching**

Actual hours spent per academic year ÷ 7.5 for Asst. Prof. and Actual hours spent per academic year ÷ 7.75 for Assoc. Professor & Professor						
S. No	Course/Paper	Level	Mode of teaching*	hours per week allotted	% of classes taken as per documented record	Claimed Score

*(Maximum score – 70 for Assistant Professor; 60 for Associate Professor and 60 for Professor)*

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

**(b) Examination Duties (Question paper setting, Invigilation, Evaluation answer)**

Actual hours spent per academic year ÷ 7.5					
S.No.	Type of Examination Duties	Duties Assigned	Actual hours spent	Extent to which carried out (%)	Claimed Score

*(Maximum score – 20 for Assistant Professor; 20 for Associate Professor and 10 for Professor)*

**(c) Innovative Teaching/Learning Methodologies, updating of Subject Content/Course mentoring.**

S.No.	Short Description	Claimed Score

**Note:**

(a)	Direct Teaching 16/14/14 hours per week include the lectures/tutorials, practicals/project supervision/filed work	
(b)	Classes Taken (Max 50 Points for 100% performances & proportionate score up to 75% performance, below which no score may be given)	
(c)	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 <b>(Max. -10 Points)</b>	

**CATEGORY – II**

**PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES**

**II (A) STUDENT RELATED CO-CURRICULAR, EXTENSION AND FIELD BASED ACTIVITIES**

<b>(i) Discipline related co-curricular activities</b>						
<b>Academic Year</b>	<b>Actual Hours spent per academic year / 10</b>					<b>Claimed Score</b>
	<b>Field Work</b>	<b>Study Visits</b>	<b>Student Seminar</b>	<b>Career Counselling</b>	<b>Remedial classes/mentoring students</b>	
<b>Total Scores</b>						

<b>(ii) Other co-curricular activities</b>					
<b>Academic Year</b>	<b>Actual Hours spent per academic year / 10</b>				<b>Claimed Score</b>
	<b>Cultural</b>	<b>Sports</b>	<b>NSS</b>	<b>NCC</b>	
<b>Total Score</b>					

<b>(iii) Extension and dissemination activities</b>					
<b>Academic Year</b>	<b>Actual Hours spent per academic year / 10</b>				<b>Claimed Score</b>
	<b>Public/Popular Lectures</b>	<b>Public/Popular Talks</b>	<b>Public/Popular Seminars</b>	<b>Others activities of such nature</b>	
<b>Total Scores</b>					
<b>\$ GRAND TOTAL {II (a)(i)+II(a)(ii)+II(a)(iii)}</b>					

*\$ Maximum API score 15*

**II (B) CONTRIBUTION TO CORPORATE LIFE AND MANAGEMENT OF THE DEPARTMENT AND INSTITUTION THROUGH PARTICIPATION IN ACADEMIC AND ADMINISTRATIVE COMMITTEES AND RESPONSIBILITIES**

<b>(i) Administrative Responsibilities</b>							
<b>Actual Hours spent per academic year / 10</b>							
<b>Academic Year</b>	<b>Dean</b>	<b>HOD</b>	<b>Chairperson</b>	<b>Convener</b>	<b>Admission work</b>	<b>Teacher In-Charge</b>	<b>Any other activity of similar nature that require regular office hrs for its discharge</b>
<b>Grand Total</b>							

<b>(ii) Participation in Board of Studies, Academic and Administrative Committees</b>				
<b>Actual Hours spent per academic year / 10</b>				
<b>Academic Year</b>	<b>Board of Studies</b>	<b>Academic Committees</b>	<b>Administrative Committees</b>	<b>Any other activity of similar nature that require regular office hrs for its discharge</b>
<b>Total Scores</b>				
<b>\$ GRAND TOTAL {II (b)(i)+II(b)(ii)}</b>				

*\$ Maximum API score 15*

**II (c) PROFESSIONAL DEVELOPMENT ACTIVITIES**

<b>Actual Hours spent per academic year / 10</b>			
<b>Event</b>	<b>Organizer and Place</b>	<b>Period / Duration</b>	<b>Claimed Score</b>
Participation in Conferences / Seminars / Short term Courses			
Industrial Experience – Study / Consultancy			

Talks / Lectures in Refresher Courses / Faculty Development			
Dissemination of Academic / Research Knowledge / General			
Any other contribution of similar nature (Please specify)			
<b>\$ Total Scores</b>			

*\$ Maximum API score 15*

**SUMMARY OF API SCORES CLAIMED UNDER CATEGORY II**

<b>Category</b>	<b>Scores</b>
II (a)	
II (b)	
II (c)	
<b>Total Scores (<i>Maximum API score 25</i>)</b>	

**CATEGORY - III**

**RESEARCH / ACADEMIC CONTRIBUTIONS**

**III (A): DETAILS OF RESEARCH PAPERS PUBLISHED**

**(i): Refereed Journals as notified by the UGC#**

Sl. No.	Title of the Article	Name of the journal Vol. No. & PP / Month &Year	Whether you are the main Author	No. of Co-Authors	Impact Factor	Claimed Score

Note: 15 points per publication. 70% to the first author and remaining 30% to be shared equally by all the other authors.  
Refer Note (I & II) in the end of the form.

**(ii): Other reputed Journals as notified by the UGC#**

Sl. No.	Title of the Article	Author	Co-Author(s)	Name of the journal Vol. No. & PP / Month &Year	Impact Factor	Total point

Note: 10 points per publication. 70% to the first author and remaining 30% to be shared equally by all the other authors.  
Refer Note (I & II) in the end of the form.

**III (B): PUBLICATIONS OTHER THAN JOURNAL ARTICLES (Books, Chapters in Books)**

**(i): Text / reference books by International Publishers**

Sl. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	Total Points

Note: 30 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other Authors. Refer Note (II) in the end of form.

**(ii): Subject books by National level publishers**

Sl. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	Total Points

Note: 20 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other Authors. Refer Note (II) in the end of form.

**(iii): Subject books by other local Publishers**

Sl. No.	Title of the Book	Author	Co-Author(s)	Name of the Publisher / Month, Year	Total Points

Note: 15 points per book for single author. 70% to the first author and remaining 30% to be shared equally by all the other authors. Refer Note (II) in the end of form.

**(iv): Chapters in Books published by National & International level Publishers**

Sl. No	Title of the Book	Number of Chapters contributed	Title of the Chapter	Author	Name of the Publisher of the Book/ Month, Year	Total Points

Note: International: 10 points per chapter. National: 5 points per chapter. Refer Note (II) in the end of form. 70% to the first author and remaining 30% to be shared equally by all the other authors.

### III (C): RESEARCH PROJECTS

#### (i): Details of Sponsored Projects

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Research/ Consultancy/ Action Research	Policy Document	Total points
			From	To				

Note: (i) Major projects of over 30 lakhs in Science / Engineering and above 5 lakhs in Social Science and Languages will get 20 points per project (ii) Projects of 5-30 lakhs in Science / Engineering and 3-5 lakhs in Social Science, etc. will get 15 points per project (iii) Minor projects of 1 lakh – Rs. 5 lakhs in Science / Engineering and Rs.1 lakh – 3 lakhs in Social Science, etc. will get 10 points per project.

#### (ii): Details of Consultancy Projects

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Consultancy/ Action Research	Policy Document	Total points
			From	To				

Note: Consultancy mobilized for more than 10 lakhs in Science and Engineering and 2 lakhs in Social Science, etc. will get 10 points for every Rs. 10 lakhs and Rs. 2 Lakhs respectively.

#### (iii): Projects Outcome / Output

Title of the Project	Funding Agency	National /International	Project Outcome/Outputs		Total points
			Details of Patents / Technology Transfer / Product / Process (Science & Engineering)*	Major Policy Documents of Central / State Govt. Bodies prepared (Humanities & Management)**	

\* Faculties of Science /Engineering / Agriculture / Medical / Veterinary Sciences

\*\* Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical Education / Management.

Note: 30 points for each International or patent / 20 points for each National level output or major policy document / State Government 10 points and for Local bodies 5 points.

### III (D): RESEARCH GUIDANCE

#### (i): Details of M.Phil/M.Tech./M.Pharm /MD/MS/MDS/DNB/LL.M/M.Sc./MA/MBA Awarded

Name of the Scholar	Title of the Dissertation	Name of the University	Month and Year	Total Points

Note: 5 points per candidate.



**(ii): Details of Ph. D Awarded / submitted**

Name of the Scholar	Title of the Thesis	Submitted	Awarded	Name of the University	Month and Year	Total Points

Note: 15 points per candidate for degree awarded and 10 points per candidate for thesis submitted

### III (E): FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS

**(i): Details of Awards/Fellowships**

Name of the Award / Fellowship	Sponsoring Agency	International/ National/State/University level	Date	Total Points

Note: 15 points for International level, 10 points for National level and 5 for State/University level per award/fellowship

**(ii): Details of invited lectures / papers presented in Conferences / Seminars, etc.**

Name of the Programme	Name of Organising Agency	International/ National/ State/University level	Title of the Paper / Talk	Duration (Dates of Event)	Total Points

Note: 7 points per lecture and 5 points per paper presented for International level, 5 points per lecture and 3 points per paper presented for National level and 3 points per lecture and 2 points per paper presented for State/University level.

[The score under this sub-category (III (E) (ii)) shall be restricted to 20 % of the minimum score fixed for category III for any assessment period]

**III (F): DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Total Points

Note : 10 points per module. 70% to the first author and remaining 30% to be shared equally by all the other authors.

## SUMMARY OF API SCORES CLAIMED UNDER CATEGORY III

Category	Scores
III (A)	
III (B)	
III (C)	
III (D)	
III (E)	
III (F)	
<b>Total Scores</b>	

## SUMMARY OF API SCORES CLAIMED UNDER CATEGORY II & CATEGORY III (Cumulative)

### Summary of API Scores:

Categories	Year 1	Year 2	Year 3	Year 4	Year 5	Year- 6	Total API Score	Aver age API Score
<b>Category-I:</b> Teaching, Learning and Evaluation related activities								
<b>Category-II:</b> Co-curricular, Extension, Professional development etc.- Minimum score required to be assessed cumulatively								
<b>Category-III:</b> Research and Academic Contribution - Minimum score required to be assessed cumulatively								
<b>Total of Category-II &amp; III</b>								

### **NOTES:**

- (I) Wherever relevant to any specific discipline, the API score for papers in refereed journal would be augmented as follows: (i) Papers with impact factor less than 1 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 (iv) papers with impact factor between 5 and 10 by 20 points (v) papers with impact factor above 10 by 25 points.
- (II) The API for Joint Publications shall be calculated in the following manner: of the total score for the relevant category of publications by the concerned teacher, the first and principal/corresponding author/supervisor/mentor would share equally 70 % of the total points and the remaining 30% would be shared equally by all other authors.
- (III) The subject-wise list of journals, periodicals and publishers under categories IIIA and IIIB are hosted in the University website ([www.cuj.ac.in](http://www.cuj.ac.in)), would be used as guidelines for scrutinizing purpose.
- (IV) Attach the self-attested proofs of all the self-assessment claims made in category II and III.

**DECLARATION**

I \_\_\_\_\_, hereby declare that the particulars furnished above are true to my knowledge.

Place:

**SIGNATURE OF THE APPLICANT**

Date: