



# झारखण्ड केन्द्रीय विश्वविद्यालय

## Central University of Jharkhand

(भारतीय संसद के अधिनियम, 2009 द्वारा स्थापित)

(Established by an act of Parliament of India, 2009)

Academic Performance Indicator (API) proforma sheet

### FOR THE POST OF LIBRARIAN AND DEPUTY LIBRARIAN

(Use Additional sheets wherever necessary without changing the format)

As per University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4<sup>th</sup> Amendment), 2016

Name of the applicant:.....

Post applied for:.....

### CATEGORY – II

Based on the Librarian Cadre's self-assessment, category II API Score are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required for eligibility for promotion is 15, A list of items and scores is given below. The self-assessment score should be based on objectively verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian/College librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

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

#### II (a) STUDENT RELATED CO-CURRICULAR, EXTENSION AND FIELD BASED ACTIVITIES \$

| Student related co-curricular, Extension and filed based activities |  |           |  |       |
|---|--|-----------|--|-------|
| Academic Year   | Actual Hours spent per academic year / 10  |           |  | Score |
|   | such Cultural exchange and Library service Programmes various level of extramural and intramural programmes) | extension | library-literary work through different channels |       |
|   |  |           |  |       |
|   |  |           |  |       |
|   |  |           |  |       |
|   |  |           |  |       |
|   |  |           |  |       |
|   |  |           |  |       |
| Total Scores  |  |           |  |       |

\$ Maximum API score 15

**II (b) CONTRIBUTION TO CORPORATE LIFE AND MANAGEMENT OF THE LIBRARY UNITS AND INSTITUTION THROUGH PARTICIPATION IN LIBRARY AND ADMINISTRATIVE COMMITTEES AND RESPONSIBILITIES. \$**

| Academic Year | Actual Hours spent per academic year / 10 | Organizer and Place | Period/ Duration | Score |
|---------------|---|---------------------|------------------|-------|
|               |   |                     |                  |       |
|               |   |                     |                  |       |
|               |   |                     |                  |       |
|               |   |                     |                  |       |
|               |   |                     |                  |       |
| Total score   |   |                     |                  |       |

*\$ Maximum API score 15*

**II (c) Professional Development Activities: (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below). \$**

| Actual Hours spent per academic year / 10 |                     |                  |       |  |
|---|---------------------|------------------|-------|--|
| Participation in                          | Organizer and Place | Period/ Duration | Score |  |
| seminars                                  |                     |                  |       |  |
| Conference                                |                     |                  |       |  |
| Short term                                |                     |                  |       |  |
| E-library training courses                |                     |                  |       |  |
| Workshops and events                      |                     |                  |       |  |
| Talks                                     |                     |                  |       |  |
| Lectures                                  |                     |                  |       |  |
| Membership of associations                |                     |                  |       |  |
| Dissemination and general articles        |                     |                  |       |  |
| Not covered in Category III below)        |                     |                  |       |  |
| Total Score                               |                     |                  |       |  |

*\$ Maximum API score 15*

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

| Category                                     | Scores |
|--|--------|
| II (a)                                       |        |
| II (b)                                       |        |
| II (c)                                       |        |
| Total Scores ( <i>Maximum API score 45</i> ) |        |

**CATEGORY - III  
RESEARCH / ACADEMIC CONTRIBUTIONS**

Based on the self-assessment, API score are proposed for research and library contributions, The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian /College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to librarian and for direct recruitment of Deputy Librarian and Librarian.

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

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

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

Note: 25 points per publication.  
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<br>Vol. No. & PP /<br>Month &Year | Impact<br>Factor | Total<br>point |
|---------|----------------------|--------|--------------|---|------------------|----------------|
|         |                      |        |              |   |                  |                |
|         |                      |        |              |   |                  |                |
|         |                      |        |              |   |                  |                |
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|         |                      |        |              |   |                  |                |
|         |                      |        |              |   |                  |                |
|         |                      |        |              |   |                  |                |

Note: 10 points per publication.  
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 published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The list will be intimated to UGC.**

| 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.  
Refer Note (II) in the end of form.

**(ii): Subject books published by National level published by National level publishers, as identified by the UGC or State/ Central Govt. publications**

| 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.  
Refer Note (II) in the end of form.

**(iii): Subject books by local publishers as indentified by the UGC**

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

Note: 15 points per book for single author.  
Refer Note (II) in the end of form.

**(iv): Chapters in Books published by National & International level Publishers, identified by the UGC.**

| 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 |
|--------|-------------------|--------------------------------|----------------------|--------|--|--------------|
|        |                   |                                |                      |        |  |              |
|        |                   |                                |                      |        |  |              |
|        |                   |                                |                      |        |  |              |
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|        |                   |                                |                      |        |  |              |
|        |                   |                                |                      |        |  |              |
|        |                   |                                |                      |        |  |              |

Note: International: 10 points per chapter. National: 5 points per chapter.  
Refer Note (II) in the end of form.

**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:  
Major projects with grants above Rs. 5 lakhs – 20 per Project  
Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs – 15 per Project  
Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs – 10 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: Amount mobilized with a minimum of Rs. 2 lakhs – 10 points for every Rs. 2 lakhs

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

| Title of the Project | Funding Agency | National /International | Project Outcome/Outputs   | Total points |
|----------------------|----------------|-------------------------|---|--------------|
|                      |                |                         | Major Policy Documents of Central / State Govt. / WHO / UNO/ UNESCO / UNICEF etc. Bodies prepared (Humanities & Management)** |              |
|                      |                |                         |   |              |
|                      |                |                         |   |              |
|                      |                |                         |   |              |
|                      |                |                         |   |              |

Note: Major policy document of  
 International bodies -30  
 Central Government -20  
 State Govt. -10  
 Local bodies – 5

**III (D): RESEARCH GUIDANCE**

**(i): Details of M.Phil. 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 / Thesis 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): AWARDS FELLOWSHIPS/INVITED LECTURES DELIVERED/PAPERS PRESENTED IN CONFERENCES / SEMINAR**

(i) (a) Details of Awards /Fellowships: International Award/Fellowship from academic bodies/associations

| Name of the Award / Fellowship | Sponsoring Agency | International/<br>National/State/University level | Date | Total Points |
|--------------------------------|-------------------|---|------|--------------|
|                                |                   |   |      |              |
|                                |                   |   |      |              |
|                                |                   |   |      |              |
|                                |                   |   |      |              |
|                                |                   |   |      |              |

Note: 15 per Award/15 per Fellowship

(i) (b) Details of National award/Fellowship academic bodies/Associations.

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

Note: 10 per Award/15 Fellowship

(i) (c) Details of State/University Award/Fellowship from academic bodies/associations.

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

Note: 5 per award

**III (E)(ii) : INVITED LECTURES/PAPERS PRESENTED**

(a) International

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

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|--|--|--|--|--|--|
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|  |  |  |  |  |  |

Note: 7 per lecture / 5 per paper presented

**(b) National level**

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

Note: 5 per lecture/ 3 per paper presented

**(c) State/University level**

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

Note: 3 per lecture/ 2 per paper presented

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any Assessment period

**III (E) (iii): DEVELOPMENT OF E-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 per module.



### SUMMARY OF API SCORES CLAIMED UNDER CATEGORY III

| Category     | Scores |
|--------------|--------|
| III (A)      |        |
| III (B)      |        |
| III (C)      |        |
| III (D)      |        |
| III (E)      |        |
| Total Scores |        |

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

| Category     | Scores |
|--------------|--------|
| II           |        |
| III          |        |
| Total Scores |        |

# UGC has notified the List of Journals vide Notification F.No. 1-2/2016(PS) dated 10<sup>th</sup> January, 2017 which is available on UGC website i.e. [www.ugc.ac.in](http://www.ugc.ac.in) for the perusal of all stakeholders. Any addition/deletion made by UGC in the list of Journals shall also be applicable.

#### 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.*

*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:

Date:

**SIGNATURE OF THE APPLICANT**