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(CAREER ADVANCEMENT SCHEME)

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पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़
कोनी-बिरकोना मार्ग, बिलासपुर (छ.ग.)
दूरभाष : (07752) 240702, 240712, 240752

क्रं 362/अका./वि.प./बैठक/2022,

बिलासपुर, दिनांक 24/01/2022

// अधिसूचना //

पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर के विद्यापरिषद् की 37 वीं एजेण्डा बाई सर्कुलेशन हेतु विश्वविद्यालय के विनियम क्रमांक 02 के बिन्दु 08 के अंतर्गत अधिसूचना क्रमांक 360/अका./वि.प./बैठक/2022 दिनांक 13/01/2022 तथा एजेण्डा बाई सर्कुलेशन के माध्यम से 01 प्रस्ताव विद्यापरिषद् के सदस्यों के समक्ष विचारार्थ हेतु ई-मेल/व्हाट्सएप पर भेजा गया था। अधिसूचना के अनुसार 22/01/2022 तक सदस्यों से निम्नानुसार पत्र प्राप्त हुआ है :-

क्र.	सम्माननीय सदस्यगण जिनसे पत्र/ई-मेल/व्हाट्सएप प्राप्त हुआ	पद	टिप्पणी
01	डॉ. बंश गोपाल सिंह कुलपति पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़	अध्यक्ष	प्रारूप अनुमोदित
02	प्रो. एल.पी. पटैरिया, माननीय कुलपति, शहीद नदकुमार पटेल विश्वविद्यालय (विश्वविद्यालय कार्यपरिषद् द्वारा नाम निर्दिष्ट)	सदस्य	प्रारूप अनुमोदित
03	डॉ. राजलक्ष्मी सेलट आयुक्त के नागिनी उच्च शिक्षा संयालनालय, नया रायपुर (छ.ग.)	सदस्य	प्रारूप अनुमोदित
04	प्रो. मनीष श्रीवास्तव, गुरु घासीदास विश्वविद्यालय, बिलासपुर (विश्वविद्यालय कार्यपरिषद् द्वारा नामांकित)	सदस्य	Draft Signed
05	प्रो. मीता झा पण्डित रविशंकर शुक्ल विश्वविद्यालय, रायपुर (विश्वविद्यालय कार्यपरिषद् द्वारा नामांकित)	सदस्य	Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करने की अनुशंसा करते हुए प्रारूप अंगीकृत करने हेतु सहमति दी गई।
06	डॉ. अनिता सिंह अध्यक्ष, अध्ययन मंडल, शिक्षा विभाग पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़	सदस्य	Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करने की अनुशंसा करते हुए प्रारूप अंगीकृत करने हेतु सहमति दी गई।
07	श्री संजीव कुमार लवानिया अध्यक्ष, अध्ययन मंडल, समाजशास्त्र पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़	सदस्य	Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करने की अनुशंसा करते हुए प्रारूप अंगीकृत करने हेतु सहमति दी गई।

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08	श्री रेशमलाल प्रधान अध्यक्ष, अध्ययन मंडल कम्प्यूटर साइंस पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़	सदस्य	Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करने की अनुशंसा करते हुए प्रारूप अंगीकृत करने हेतु सहमति दी गई।
09	डॉ. एस. रूपेन्द्र राव अध्यक्ष, अध्ययन मंडल मनोविज्ञान विभाग पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़	सदस्य	Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करने की अनुशंसा करते हुए प्रारूप अंगीकृत करने हेतु सहमति दी गई।
	डॉ. इंदु अनंत कुलसचिव पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़		सचिव
क्र.	सम्माननीय सदस्यगण जिनसे पत्र पत्र/ई-मेल/व्हाट्सएप प्राप्त नहीं हुआ	पद	टिप्पणी
01	प्रो. आर.पी. दास सम कुलपति इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय मैदान गढ़ी, नई दिल्ली (कुलपति इग्नू द्वारा नामांकित)	सदस्य	पत्र अप्राप्त
02	संचालक छत्तीसगढ़ राज्य हिन्दी ग्रंथ अकादमी, रायपुर (छ ग.)	सदस्य	पत्र अप्राप्त

इस प्रकार अध्यक्ष के अतिरिक्त कुल 10 सदस्यों में से 08 सदस्यों ने प्रस्ताव पर मत व्यक्त किये हैं। शेष 02 सदस्यों से कोई लिखित पत्र/ई-मेल/व्हाट्सएप प्राप्त नहीं हुआ है। कोरम पूर्ण है।

प्रस्ताव क्र. 01— इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय, नई दिल्ली के PBAS (Performance Based Appraisal System) प्रारूप को संशोधन सहित अंगीकृत करने संबंधी।

निर्णय — सदस्यों के अभिमतों एवं बहुमतों के अनुसार Performance Based Appraisal System प्रारूप के Section B.2 के बिन्दु (g) के अंतर्गत लिखित नोट "Impact factor to be determined as per Thomson Reuters List" को विलोपित करते हुए प्रारूप :-

1. Proforma for PBAS For Promotion of Teachers (Academic Level 10-12)
2. Annual Performance Appraisal Report Proforma for Promotion of Teachers (Academic Level 12-15)
3. PBAS For Promotion of Librarian

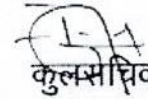
को अनुमोदित किया गया।

(बंश गोपाल सिंह)
कुलपति/अध्यक्ष

(इंदु अनंत)
कुलसचिव/सचिव

प्रतिलिपि -

1. माननीय राज्यपाल एवं कुलाधिपति के सचिव, राजभवन, रायपुर (छ.ग.)
2. सम्मानीय सदस्यगण -
 - 2.1 प्रो. एल.पी.पटेरिया, माननीय कुलपति, शहीद नंदकुमार पटेल विश्वविद्यालय, रायगढ़
 - 2.2 प्रो आर.पी. दास, सम कुलपति, इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय, मैदान गढी, नई दिल्ली।
 - 2.3 आयुक्त, उच्च शिक्षा संचालनालय, इन्द्रावती भवन, खण्ड सी-3, नया रायपुर (छ.ग.)
 - 2.4 संचालक, छ.ग. राज्य हिन्दी ग्रंथ अकादमी, रायपुर (छ.ग.)
 - 2.5 प्रो. मनीष श्रीवास्तव, गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ.ग.)
 - 2.6 प्रो. मीता झा, मनोविज्ञान विभाग, पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर (छ.ग.)
 - 2.7 क्षेत्रीय निदेशक, PSSOU
 - 2.8 डॉ. अनिता सिंह, सहायक प्राध्यापक शिक्षा विभाग, PSSOU
 - 2.9 श्री संजीव लावनिया, सहायक प्राध्यापक एवं विभागाध्यक्ष समाजशास्त्र विभाग, PSSOU
 - 2.10 डॉ. एस.रूपेन्द्र राव, सहायक प्राध्यापक एवं विभागाध्यक्ष मनोविज्ञान विभाग, PSSOU
 - 2.11 श्री रेशमलाल प्रधान, सहायक प्राध्यापक एवं विभागाध्यक्ष कम्प्यूटर साइंस, PSSOU की ओर सूचनार्थ।
3. निज समन्वयक कुलपति एवं निज सहायक कुलसचिव को माननीय कुलपति/कुलसचिव के सूचनार्थ।
4. प्रभारी, अकादमी विभाग। कार्यवाही-विवरण की प्रति संलग्न कर इस निर्देश के साथ प्रेषित कि विद्या परिषद् में लिये गये निर्णयों पर पालन-प्रतिवेदन शीघ्र अधोहस्ताक्षरकर्त्ता को प्रस्तुत करें।
5. नस्ती हेतु।


कुलसचिव —

CAS

APPROVAL FROM EC



पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़
कोनी-बिरकोना मार्ग, बिलासपुर (छ.ग.)
दूरभाष : (07752) 240702, 240712, 240752

क्रं. 183 / का.प. / बैठक / 2022

बिलासपुर, दिनांक 28 / 01 / 2022

// अधिसूचना //

पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर के कार्यपरिषद् की बैठक संख्या 06 / नियमित / 2022, दिनांक 27 / 01 / 2022, दिन गुरुवार को अपरान्ह 12:00 बजे विश्वविद्यालय मुख्यालय, बिलासपुर के सिरपुर प्रशासनिक भवन में प्रत्यक्ष उपस्थिति / विडियो कॉन्फ्रेंसिंग के माध्यम से आयोजित हुई।

बैठक में निम्नानुसार उपस्थिति रही (क्रमांक 2, 3, 4, 7 एवं 8 के सदस्य विडियो कॉन्फ्रेंसिंग के माध्यम से भाग लिए) :-

1. डॉ. बंश गोपाल सिंह - अध्यक्ष
कुलपति
पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर
2. प्रो. जितेन्द्र कुमार श्रीवास्तव (विडियो कॉन्फ्रेंस के माध्यम से) - सदस्य
आचार्य, मानविकी अध्ययन विभाग
इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय नई दिल्ली
(कुलपति, इग्नू के द्वारा नामांकित)
3. श्री एम. डी. दीवान (विडियो कॉन्फ्रेंस के माध्यम से) - सदस्य
संयुक्त सचिव, छ.ग. शासन, खेल एवं युवा कल्याण विभाग
अटल नगर, जिला रायपुर (छ.ग.)
4. श्री एस.एल.नायक (विडियो कॉन्फ्रेंस के माध्यम से) - सदस्य
संयुक्त सचिव, छ.ग.शासन,
पंचायत एवं ग्रामीण विकास विभाग, नया रायपुर (छ.ग.)
5. पद्मश्री स्वामी जी.सी.डी. भारती उर्फ भारती बंधु - सदस्य
बूढ़ा तालाब के पास, वीरभद्र नगर, रायपुर (छ.ग.)
6. श्री प्रफुल्ल शर्मा - सदस्य
चौबे कॉलोनी, सरकंडा, बिलासपुर (छ.ग.)
7. श्री उचित सूद (विडियो कॉन्फ्रेंस के माध्यम से) - सदस्य
होटल सेन्ट्रल पॉइन्ट, शिव टॉकिज चौक, बिलासपुर (छ.ग.)
8. श्रीमती राजलक्ष्मी सेलट (विडियो कॉन्फ्रेंस के माध्यम से) - सदस्य
विशेष कर्तव्यस्थ अधिकारी
छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, नया रायपुर (छ.ग.)
(सचिव, छ.ग.शासन, उच्च शिक्षा विभाग के द्वारा नामांकित)

9. डॉ. जयपाल सिंह प्रजापति - सदस्य
 सहायक प्राध्यापक (हिन्दी विभाग)
 पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़
 (कुलपति जी द्वारा विश्वविद्यालय शैक्षणिक संकाय से मनोनीत)
- डॉ. इंदु अनंत - सचिव
 कुलसचिव
 पंडित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर

निम्न सदस्य बैठक में प्रत्यक्ष या विडियो कॉन्फ्रेंसिंग के माध्यम से उपस्थित नहीं हो सके -

1. श्री गुलाब कमरो - सदस्य
 उपाध्यक्ष, सरगुजा एवं उत्तर क्षेत्र आदिवासी विकास प्राधिकरण
 रायपुर
2. श्री संतराम नेताम - सदस्य
 उपाध्यक्ष, बस्तर एवं दक्षिण क्षेत्र आदिवासी विकास प्राधिकरण
 रायपुर
3. श्री आर.के. पटेल - सदस्य
 संभागीय संयुक्त संचालक
 कोष लेखा एवं पेंशन, बिलासपुर
 (सचिव, छ.ग. शासन, वित्त विभाग के द्वारा नामांकित)

अध्यक्ष महोदय के द्वारा सभी उपस्थित सदस्यों के स्वागत के साथ बैठक प्रारंभ हुई। बैठक में प्रस्तुत प्रस्तावों पर निम्नानुसार निर्णय लिये गये -

प्रस्ताव क्र. 01 - विश्वविद्यालय कार्यपरिषद् की बैठक संख्या 05/नियमित/2021 एवं 06/आपात/2021 की कार्यवाही-विवरण की सम्पुष्टि प्रदान करना एवं पालन प्रतिवेदन की सूचना ग्रहण करने पर विचार।

निर्णय - कार्यवाही अनुमोदन के पूर्व विश्वविद्यालय कार्यपरिषद् की बैठक संख्या 05/नियमित/2021 के प्रस्ताव क्रमांक 02 में डॉ. प्रकृति जेम्स से नियमानुसार आवेदन प्राप्त कर लिया जाय। Extra Ordinary Leave की नियमानुसार पात्रता होने पर स्वीकृत किया जाय। प्रस्ताव क्रमांक 21 में विश्वविद्यालय लैब सामग्री हेतु कार्यादेश जारी किया गया है। सामग्री प्राप्त करने के लिए पत्र लिखा जाय। कार्यपरिषद् की बैठक संख्या 06/आपात/2021 के प्रस्ताव क्रमांक 06 में रुपये 02 लाख अतिरिक्त अग्रिम राशि की सूचना ग्रहण करते हुए स्वीकृति प्रदान की गई। इसके साथ दोनो बैठकों के कार्यवाही विवरण एवं पालन प्रतिवेदन का अनुमोदन किया गया।

कार्यवाही - स्थापना/प्रशासन विभाग,
 परीक्षा विभाग,
 भण्डार विभाग

प्रस्ताव क्र. 07 – विद्यापरिषद् की 37 वीं (एजेण्डा बाई सर्कुलेशन) बैठक के कार्यवाही-विवरण के अनुमोदन पर विचार।

निर्णय – विद्यापरिषद् की 37 वीं (एजेण्डा बाई सर्कुलेशन) बैठक के कार्यवाही-विवरण की स्वीकृति प्रदान की गई।

कार्यवाही – अकादमी विभाग

BG 28/1/22

(बंश गोपाल सिंह)
कुलपति/अध्यक्ष

(इंदु अनंत)
कुलसचिव/सचिव

पृ. क्रं. 184 / का.प./ बैठक / 2022,
प्रतिलिपि –

बिलासपुर, दिनांक 28 / 01 / 2022

1. माननीय राज्यपाल एवं कुलाधिपति के सचिव, राजभवन, रायपुर (छ.ग.)।
2. निज सचिव, कुलपति को माननीय कुलपति जी के सूचनार्थ।
3. सम्माननीय सदस्यगण –
 - 3.1 प्रो. जितेन्द्र कुमार श्रीवास्तव, आचार्य, मानविकी अध्ययन विभाग, इंदिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय मैदान गढ़ी, नई दिल्ली।
 - 3.2 श्री संतराम नेताम, उपाध्यक्ष, बस्तर एवं दक्षिण क्षेत्र आदिवासी प्राधिकरण, हर्षा पड़ाव नगर, पंचायत केषकाल, जिला कोण्डागांव।
 - 3.3 श्री गुलाब कमरो, उपाध्यक्ष, सरगुजा एवं उत्तर क्षेत्र आदिवासी प्राधिकरण, आयुक्त कार्यालय परिसर, संभाग सरगुजा, अंबिकापुर।

- 3.4 श्री आर.के. पटेल, संभागीय संयुक्त संचालक, कोष लेखा एवं पेंशन, बिलासपुर, सचिव, छ.ग. शासन, वित्त विभाग के द्वारा नामांकित।
- 3.5 श्रीमती राजलक्ष्मी सेलट, विशेष कर्तव्यस्थ अधिकारी, छ.ग. शासन, उच्च शिक्षा विभाग, मंत्रालय, अटल नगर, नवा रायपुर।
- 3.6 संयुक्त सचिव, छ.ग. शासन, पंचायत एवं ग्रामीण विकास, मंत्रालय, नवा रायपुर।
- 3.7 संयुक्त सचिव, छ.ग. शासन, खेल एवं युवा कल्याण विभाग, मंत्रालय, नवा रायपुर।
- 3.8 पद्मश्री स्वामी जी.सी.डी. भारती उर्फ भारती बंधु, बूढ़ा तालाब के पास, वीरभद्र नगर, रायपुर (छ.ग.)।
- 3.9 श्री प्रफुल्ल शर्मा, चौबे कॉलोनी, सरकंडा, बिलासपुर (छ.ग.)।
- 3.10 श्री उचित सूद, होटल सेन्ट्रल पॉइन्ट, शिव टॉकिज चौक, बिलासपुर (छ.ग.)।
- 3.11 डॉ. जयपाल सिंह प्रजापति, सहायक प्राध्यापक (हिन्दी विभाग), पण्डित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर।
की ओर कार्यवाही-विवरण आपके अवलोकन एवं बहुमूल्य सम्मति हेतु प्रेषित है।
4. निज सहायक, कुलसचिव को कुलसचिव के सूचनार्थ।
5. वित्त अधिकारी को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
6. संबंधित विभाग प्रमुखों को इस निर्देश के साथ प्रेषित कि कार्यपरिषद् में लिये गये निर्णयों पर विभागीय कार्यवाही नियमानुसार पूर्ण कर पालन-प्रतिवेदन शीघ्र अधोहस्ताक्षरकर्ता को अनिवार्यतः प्रस्तुत करें।
7. नस्ती हेतु।


कुलसचिव

CAS

**FOR TEACHERS &
OTHER ACADEMICS**

VERIFIED



REGISTRAR
Pt. Sunderlal Sharma (Open)
University Chhattisgarh
BILASPUR (C.G.)

Bawel

Dr. Prakriti James
Incharge NAAC Criteria-VI
PSSOU, CG Bilaspur

A

Performance Based Appraisal system (PBAS)

For

Promotion of Librarian

[Assistant Librarian (Academic level 10) to Assistant Librarian (Senior Scale/Academic level 11); Assistant Librarian (Senior Scale/Academic level 11) to Assistant Librarian (Selection Grade/Academic level 12); Assistant Librarian (Selection Grade/ Academic level 12) to Deputy Librarian (Academic Level 13A); Deputy Librarian (Academic Level 13 A) to Deputy Librarian (Academic Level 14)]

Under

Career Advancement Scheme (CAS) 2018



PANDIT SUNDARLAL SHARMA (OPEN) UNIVERSITY
CHHATTISGARH, BILASPUR

VERIFIED

(विद्यया-परिषद की 37 वी बैठक (एजेन्डा बाय सरकुलेशन) दिनांक-13/01/2022 के प्रस्ताव कमाक- 01 तथा विश्वविद्यालय कार्यपरिषद की बैठक संख्या 06/ नियमित/2022/ दिनांक 27/01/2022 के प्रस्ताव कमाक-07 मे अनुमोदित)

REGISTRAR
Pt. Sunderlal Sharma (Open)
University Chhattisgarh
BILASPUR (C.G.)

Prakriti James
Dr. Prakriti James
Incharge NAAC Criteria-VI
PSSOU, CG Bilaspur

Proforma for performance Based Appraisal system (PBAS)

[Librarian]

As per CAS 2018

(To be submitted at the end of Eligibility Period for promotion to next stage)

PERIOD OF ASSESSMENT FORM _____ TO _____

(INFORMATION PROVIDED SHOULD PERTAIN TO THE PERIOD REFERRED ABOVE)

PROMOTION APPLIED FROM _____ LEVEL TO _____ LEVEL

PART-A: GENERAL INFORMATION AND ACADEMIC BACK GROUND

1. Name (in Block Letter)
2. Father / Husband Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:
(Please enclose copy of appointment/last promotion order) (Annexure No.)
10. Stage/Academic level for which Promotion applied:
11. Date of eligibility:
12. Category (SC/ST/OBC/PWD/General):
13. Address For Correspondence (with Pin code)
Address:
Telephone No:
Mobile No:
14. Permanent Address (with Pin Code), in case different from Sl.No.13:

15. Academic Qualification:

Examination	Name of Exam	University	Year of passing	Percentage of Marks obtained	Division/ Class/ Grade	Main subjects
Graduation						
Post-graduation						
Other Examination, If any						

16. Research Degree(s)

Degrees	Name of the University	Title of dissertation/thesis	Date of submission	Date of award
M. Phil.				
Ph.D./ D. Phil.				
D.Sc./D.Lit.				

17. Field of Specialization under the Subject/Discipline:

18. Academic Activities assigned during the period:

SI. No	Activities assigned

19 Details of Course/Programmes/Workshop/MOOCs attended or completed, as under:

19.1 Details of refresher/orientation course/research methodology/workshop/syllabus up- gradation/teaching-learning-evaluation/technologyprogrammes/Faculty Development programme

S.No.	Details	Place	Period		Sponsoring/Organizing Agency
			Form	To	

19.2 MOOCs completed with e-certification

S.No.	Details of MOOC	Subject	Certification providing Agency	Date of certification	Level (UG/PG/ other)	E-certification no.

19.3 Contribution towards development of e-content/MOOCs in 4-quadrants

S. No.	Details of E-contents/ MOOCs in 4 quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/ Other)

19.4 Contribution towards conduct of MOOCs

S.No.	Details of MOOC	subject	Sponsoring agency	Level (UG/PG/ Other)	E-certification no.

20 Experience as faculty member/ Teacher/ Academic/ Librarian in HEI held prior to joining the Pandit Sundarlal Sharma open University:

S. No.	Designation	Name of the Employer	Ad-hoc/Temporary/Permanent	Date of		Pay Band with Grade pay	Reasons for Leaving
				Joining	Leaving		

21 Period of Academic experience during the Assessment period:

Name of the Institution	Position held with pay scale/pay Band with Grade pay`	Ad- hoc/ Temporary/ permanent	Form	To	Total Experience		
					Year	Month	Day

PART-B: ACADEMIC PERFORMANCE ASSESSMENT

(Please refer to “University Ordinance & UGC Regulations 2018” for completing part B)

SECTION B.1:

ORGANISATION AND MAINTENANCE OF LIBRARY RESOURCES

1. Academic Activities undertaken for Organization and maintenance of Library Resource and books, journals and reports; Provision of Library reader services such as literature retrieval services to researchers and analysis of report; Assistance towards updating institutional website, etc.

1.1 Organization and maintenance of Library Resource and, books, journals and reports.

S.No.	Year	Detail of Activity undertaken	Place (Hqrs/RC/LSC etc.)	Period	
				From	To

1.2 Provision of Library reader services such as literature retrieval services to researchers and analysis of report.

S.No.	Year	Detail of Activity undertaken	Place (Hqrs/RC/LSC etc.)	Period	
				From	To

1.3 Providing assistance towards updating institutional website.

S.No.	Year	Detail of Activity undertaken	Place (Hqrs/RC/LSC etc.)	Period	
				From	To

GRADING FOR B.1 (ORGANISATION AND MAINTENANCE OF LIBRARY RESOURCES) *

S.No.	Year	Details of Regularity of Attendance		Percentage of days Attended	Grading as per Annual Appraisal Report for the assessment period
		No of days Assigned (excluding off days and holidays)	No of days Attended		
Overall Grading* (To be filled by Screening cum Evaluation Committee/Selection Committee)					

*Note: Grading Criteria: Calculated in terms of percentage of days attended to the total number of days he/she is expected to attend

- I. 90% & above- Good
- II. Below 90% but 80% & above – Satisfactory
- III. Less than 80% - Not Satisfactory

Note: ICT technology is to be used to monitor the attendance of the staff and compute the criteria of assessment

SECTION B.2

ACTIVITIES RELATED TO CONDUCT OF SEMINARS/WORKSHOPS RELATED TO LIBRARY ACTIVITY OR NO SPECIFIC BOOKS OR GENRE OF BOOKS.

S. No	Details	Place (Hqrs/RC/LSC etc.	Period	Sponsoring/ Organizing Agency

OVERALL GRADING FOR SECTION B.2 (ACTIVITIES RELATED TO CONDUCT OF SEMINARS/WORKSHOPS RELATED TO LIBRARY ACTIVITY OR ON SPECIFIC BOOKS OR GENRE OF BOOKS)

S.N.	Year	Year wise Grading as per Annual Performance Appraisal Report for the assessment period
Overall Grading* (To be filled by Screening cum Evaluation Committee/ Selection Committee)		

*Note: Grading criteria:

Good-1 National level seminar/ workshop + 1 State/institution level workshop/Seminar Satisfactory – 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar/ workshop Unsatisfactory- Not falling in above two categories

SECTION B.3

COMPUTERIZED LIBRARY DATABASE.

(i) Implementation and management of learner support system /ODL.

S. No.	Details of activities related to library Database Computerization	place (Hqrs/RC/etc.)	Period	
			from	to

OVERALL GRADING FOR SECTION B.3. (COMPUTERIZED LIBRARY DATABASE)

S.No.	Year	Year wise Grading as per Annual Performance Appraisal Report for the assessment period
Overall Grading*		
(To be filled by Screening cum Evaluation Committee/ Selection Committee)		

*Note: Grading criteria:

If library has a computerized database, then

Good- 100% of physical books and journals in computerized database

Satisfactory- At least 99% of physical books and journals in computerized database.

Unsatisfactory- Not falling under good or satisfactory

OR if library does not have a computerized database

Good- 100% catalogue database made up to date

Unsatisfactory- Catalogue database not up to mark.

(To be verified in random by the CAS Promotion Committee)

SECTION B.4

CHECKING INVENTORY AND EXTENT OF MISSING BOOKS

i. Management of Library Inventory.

S.No.	Detail of Activity	Period		Percentage of Books missing
		From	To	

OVERALL GRADING FOR B.4 (CHECKING INVENTORY AND EXTENT OF MISSING BOOKS)

S. No.	Year	Percentage of Books Missing	Year wise Grading as per Annual Performance Appraisal Report for the assessment period
Overall Grading* (To be filled by Screening cum Evaluation Committee/ Selection Committee)			

*Note: Grading criteria:

Good: checked inventory and missing book less than 0.5%

Satisfactory- Checked inventory and missing book less than 1%

Unsatisfactory – Did not check inventory or Checked inventory and missing books 1 % or more

SECTION B.5

INNOVATIVE INITIATIVES/SCHEMES AND UPGRADING SERVICES ETC.

(i) Digitization of books database in institution having no computerized database

S. No	Details of activities related to digitization/maintenance	Role played	Place/Institution (Hqrs/RC etc.)	Period	
				From	To

(ii) Promotion of library network

S.No.	Detail of Activity	Role played	Place/Institution Organization etc.	period	
				From	To

(iii) Details of systems in place for dissemination of information relation to books and other resources.

S. No.	Details of activities related to development for dissemination information relating to books and other resources	Role played	Place/Institution (Hqrs/RC/LSC etc.)	Period	
				From	To

(iv) Assistance in University administration and governance related work including work done during admissions, examinations and extracurricular activities.

S. No	Nature of Activity	Designation	Institution/School Division/Centre/RC/LSCs etc.	Period	
				From	To

(v) Design and offer short- term courses for users.

S.No.	Details of activity including name of course designed	Role Played	Place/Institution (School/Division/Centre/ Unit/RC etc.)	Period	
				From	To

(vi) Publications of at least one research paper in UGC approved journals.

S. No	Title of the paper	Journal Name& ISSN No.	Year	Vol. No.	Authorship (single/joint/no. of authors)	whether peer reviewed	Reference number of UGC-CARE List

Annexure No.

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
- First/Principal/Corresponding Author
- Joint Author

OVERALL GRADING FOR B.5 (INNOVATIVE INITIATIVES/SCHEMES AND UPGRADING SERVICES ETC)

S. No.	Year	No. of Activities covered	Year wise Grading as per Annual Performance Appraisal Report for the assessment period
Overall Grading* (To be filled by Screening cum Evaluation Committee/ Selection Committee)			

*Note: Grading criteria:

Good: Involved in any two activities

Satisfactory: At least one activity

Not Satisfactory: Not involved/undertaken any of the activities.

PART-C: OTHER RELEVANT INFORMATION

(a) Membership/Fellowship of Learned bodies/Societies:

(b) Literary, cultural or other activities (e.g., books/chapters authored/edited/ translated, policy documents/publicity material etc. prepared, academic attainment etc.) undertaken by the applicant:

S. No	Title of books/Chapter authored/edited/ translated; policy document/report prepared	Authorship Editorship etc.	Publisher (with city/country) & Year of Publication	ISBN	Whether Refereed

(c) Please give details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.

(d) Future plans (In approximately 150 words):

SUMMARY OF GRADING FOR THE PERIOD (Complete Assessment Period)

S. No.	Activity	Section	Grade Claimed by the Academic	Grade given/Verified by Librarian/ Head of Division etc.'	Grade given by screening Evaluation Committee/ selection committee
1	Organization and maintenance of Library resources	B.1			
2	Conduct of seminars/ workshop related to Library activity or on specific books or genre of books	B.2			
3	Computerized Library database.	B.3			
4	Checking inventory and extent of missing books	B.4			
5	Innovative initiatives/ schemes and upgrading services etc.	B5			

Overall Grading for the Year for the Section B.1 B.2 B3.B4 and B.5*

*# Overall Grading for the Assessment period is to be defined as per CAS Ordinance read with UGC Regulations 2018

LIST OF ENCLOSURES:(Please attach self-certified copies of certificates. Sanction orders, papers, etc. wherever necessary)

S. No.	Annexure No.	Detail of Annexure	Serial Number of sections referred

PART D- DECLARATION

I have read the applicable guidelines, which are binding I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me In this application is found to be false or misleading my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that has been working asin this Department since.....

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

The gradations have been verified on the basis of the performance of the applicant and the credentials/documents provided and enclosed herewith by the applicant.

Signature of Senior most Librarian in the L&DD

Signature of the Librarian/ Head of the Division etc.

Date:

B

**Proforma
for
Performance Based Appraisal System (PBAS)
For
Promotion of Teachers**

{Assistant Professor (Academic Level 10) to Assistant Professor (Sr Scale/
Academic Level 11); and Assistant Professor (Sr Scale/ Academic Level 11)
to Assistant Professor (Selection Grade/ Academic Level 12)}

**Under
Career Advancement Scheme (CAS) 2018**



**PUNDIT SUNDARLAL SHARMA (OPEN) UNIVERSITY,
CHHATTISGARH BILASPUR**

VERIFIED

(विद्या परिषद् की 37 वी बैठक (एजेन्डा बाय सरकुलेशन) दिनांक-13/01/2022 के प्रस्ताव क्रमांक-
01 तथा विश्वविद्यालय कार्य परिषद् की बैठक संख्या 06/ नियमित/2022/ दिनांक 27/01/2022 के
प्रस्ताव क्रमांक- 07 में अनुमोदित)

REGISTRAR
Pt. Sunderlal Sharma (Open)
University Chhattisgarh
BILASPUR (C.G.)

Dr. Prakriti James
Incharge NAAC Criteria-VI
BSCU, Bilaspur

Proforma for Performance Based Appraisal System (PBAS)

{Assistant Professor Academic level 10 to 11 and 11 to 12}

As per CAS 2018

(To be submitted for complete eligibility period)

ASSESSMENT PERIOD ----- TO -----

(INFORMATION PROVIDED SHOULD PERTAIN TO THE PERIOD REFERRED ABOVE)

STAGE OF PROMOTION: FROM.....TO.....

PART-A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters):

2. Father's Name/ Mother' Name:

3. Date and Place of Birth:

4. Gender:

5. Marital Status:

6. Nationality:

7. Department:

8. Current Designation and Academic Level:

9. Date of Last Appointment/Promotion:

(Please enclose copy of appointment/ last promotion order) (Annexure No.)

10. Date of eligibility:

11. Stage/ Academic level for which promotion applied:

12. Category (CS/ST/OBC/PWD/General):

13. Address for Correspondence (with Pin code):

Address: -----

Telephone No: -----

Mobile No. -----

14. Permanent Address (with Pin code), in case different from SL. No. 13:

15. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/ Class/ Grade/	Main Subjects
Graduation						
Post-Graduation						
Other Examinations. If any						

16. Research Degree (S)

Degrees	Name of the University	Title of Dissertation/thesis	Date of submission	Date of award
M.Phil.				
Ph.D./D.Phil.				
D.Sc./D.Lit.				

17. Field of Specialization under the Subject/Discipline:

18. Courses taught/coordinated at various Levels (Postgraduate/ Undergraduate/ Diploma/ Certificate) during the period (Name the course (s) Giving details) (excluding research degree programme):

S.No.	Year	Name of the Course taught/coordinated	Level (Undergraduate/ Postgraduate)

Annexure No.

19 Details of Course/Programmes/Workshop/MOOCs attended or completed, as under

19.1 Details of refresher/ orientation course/research methodology/ workshop/ syllabus up-gradation/ teaching – learning-evaluation/technology programmes/Faculty Development Programme

S.No.	Details	Place	Period		Sponsoring/Organizing Agency
			From	To	

19.2 MOOCs completed with e-certification

S.NO.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/Other)	E-certification no.

19.3 Contribution towards development of e-content/MOOCs in 4- quadrants

S.NO.	Details of E-contents/MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/Other)

Contribution towards conduct of MOOCs

S.NO.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/Other)	E-certification no.

PART-B: ACADEMIC PERFORMANCE ASSESSMENT

(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

SECTION b. 1:

TEACHING, LEARNING RELATED ACTIVITIES

1. Teaching activity (Preparation of Course material, Planning, Designing, Development, Maintenance and Monitoring of academic programmes and courses in the Open and Distance Learning system including faculty development programmes and teaching of M.Phil./Ph.D. and guidance of research students, etc.)

1.1 Details of Course Planning & Designing activities

S.NO.	Year	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken		

1.2 Details of Course Development activities

S.NO.	Year	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken		

1.3 Details of Activities related to Revision of Programmes/ courses, Development of e resources

S.NO.	Year	Name of Course	Level (PG/UG/Diploma/ Certificate)	Activity undertaken		

1.4 Details of Programme/Course Coordination and Course Maintenance

S.NO.	Year	Name of Course	Level (PG/UG/Diploma/ Certificate)	Activity undertaken		

1.5 Details of Academic Support to Students

S.NO.	Year	Name of Course	Level (PG/UG/Diploma/ Certificate)	Activity undertaken		

OVERALL GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES)

S.NO.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period	Grading by Screening cum Evaluation Committee
Overall Grading (To be filled by Screening cum Evaluation Committee)				

Note: Good (80% and above) – involved in four activities

Satisfactory (Below 80% but 70% and above)- involved in three activities

Not satisfactory (Less than 70%) – involved in less than three activities

SECTION B.2

ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.

2. Student related activities/ Research Activities

- (a) Administrative responsibilities such as Chairperson/ Director/ Head/ Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/ Membership [of Statutory or high-level Committees.

S.NO.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

- (b) Examination related work such as Setting of Question papers; moderation of question papers; invigilation/ observer/ flying squad duties, evaluation of answer scripts, evaluation of proposals/ reports and practical's

S.NO.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

- (c) Student related co-curricular, extension and field-based activities such as student clubs, career counseling study visits, student seminars other events, cultural, NCC, NSS and student support services.

S.NO.	Year	Nature of Activity	Designation	Institution/ School/ Division/ Centre etc.	Period	
					From	To

Note: -

The Authorship is to be filled as follows:

- One of Two Authors:
- For more than two Authors:
- First/Principal/Corresponding Author
- Joint Author

OVERALL GRADING FOR B.2 (ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA- CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES) *

S.NO.	Year	No. of Activities covered	Grading as per Annual Performance Appraisal Report for the assessment period	Grading for Annual Performance Appraisal Report by Screening cum Evaluation Committee
Overall Grading * (To be filled by Screening cum Evaluation committee)				

*Note Grading criteria:

Good- Involved in any three activities

satisfactory- involved in 1-2 activities

Not-satisfactory- Not involved/ undertaken any of the activities

(Please attach supporting documents as per requirement)

PART D- DECLARATION

I have read applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place:

Signature & Designation of the Applicant

Certified that ----- has been working as
----- in this Department since -----

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

The gradations have been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant.

Signature of Senior most Teacher

In the Discipline/ Discipline Coordinator

Signature of the Director of the School

Date:



Annual Performance Appraisal Report Proforma

For

Promotion of Teachers

[Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A); Associate Professor (Academic Level 13A) to Professor (Academic Level 14); and Professor (Academic Level 14) to Senior Professor (Academic Level 15)]

Under

Career Advancement Scheme (CAS) 2018

PANDIT SUNDARLAL SHARMA (OPEN) UNIVERSITY

CHHATTISGARH, BILASPUR

VERIFIED

REGISTRAR

Pt. Sunderlal Sharma (Open)
University Chhattisgarh
BILASPUR (C.G.)

(विद्या परिषद् की 37 वी बैठक (एजेन्डा बाय सरकुलेशन) दिनांक-13/01/2022 के प्रस्ताव कंमाक- 01 तथा विश्वविद्यालय कार्यपरिषद् की बैठक संख्या 06/ नियमित/2022/ दिनांक 27/01/2022 के प्रस्ताव कंमाक- 07 मे अनुमोदित)

Annual Performance Appraisal Report

[Assistant Professor Academic level 12 to Associate Professor and Associate Professor to Professor]

As Per CAS 2018

(To be submitted at the end of every completed Year in the grade)

PERIOD FROM _____ TO _____

(INFORMATION PROVIDED SHOULD PERTAIN TO THE *PERIOD* REFERRED ABOVE)

PART-A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters):
2. Father's Name/Mother's Name:
3. Date and Place of Birth:
4. Gender:
5. Marital Status:
6. Nationality:
7. Department:
8. Current Designation and Academic Level:
9. Date of Last Appointment/Promotion:
(Please enclose copy of appointment/last promotion order) (Annexure No.)
10. Category (SC/ST/OBC/PWD/General):
11. Address for Correspondence (with Pin code):
Address: _____

Telephone No: _____
Mobile No: _____
12. Permanent Address (with Pin Code), in case different from Sl. No. 11:

13. Academic Qualifications:

Examination	Name of Exam	University	Year of Passing	Percentage of Marks obtained	Division/Class/Grade	Main Subjects
Graduation						
Post-Graduation						
Other Examinations, if any						

14. Research Degree (s)

Degrees	Name of the University	Title of dissertation/thesis	Date of submission	Date of award
M.Phil.				
Ph.D./D.Phil.				
D.Sc./D.Lit.				

15. Field of Specialization under the Subjects/Discipline:

16. Courses taught/coordinated at various levels (Postgraduate/Undergraduate/Diploma/Certificate) during the period (Name of course(s) giving details) (excluding research degree programme):

Sl. No.	Name of the Course taught/coordinated	Level (Undergraduate/Postgraduate)

17. Details of Course/Programmes/Workshop/MOOCs attended or completed, as under:

17.1 Details of refresher/orientation course/research methodology/workshop/syllabus up-gradation/teaching-learning-evaluation/technology programmes/Faculty Development Programme

S.No.	Details	Place	Period		Sponsoring/Organizing Agency
			From	To	

17.2 MOOCs completed with e-certification

S.No.	Details of MOOC	Subject	Certification providing agency	Date of certification	Level (UG/PG/Other)	E-certification no.

17.3 Contribution towards developments of e-content/MOOCs in 4-quadrants

S. No.	Details of E-contents/MOOCs in 4-quadrants	Quadrants developed	No. of Modules	Course	Sponsoring agency	Year	Level (UG/PG/Other)

17.4 Contribution towards conduct of MOOCs

S. No.	Details of MOOC	Subject	Sponsoring agency	Level (UG/PG/Other)	E-Certification no.

PART – B : ACADEMIC PERFORMANCE ASSESSMENT

(Please refer to “University Ordinance & UGC Regulations 2018” for completing Part B)

SECTION B. 1:**TEACHING, LEARNING RELATED ACTIVITIES**

1. Teaching Activity (preparation of Course material, Planning, Designing, Development, Maintenance and Monitoring of academic programmes and courses in the Open and Distance Learning system including faculty development programmes and teaching of M.Phil./Ph.D. and guidance of research students, etc.)

Grading Criteria:

- (i) 80% & above – Good (*involved in four activities*)
(ii) Below 80% but 70% & above – Satisfactory (*involved in three activities*)
(iii) Less than 70% - Not Satisfactory (*involved in less than three activities*)

1.1 Details of Course Planning & Designing activities

S. No.	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken

Annexure No.

1.2 Details of Course Development activities

S. No.	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken

Annexure No.

1.3 Details of Activities related to Revision of Programmes/courses, Development of e-sources

S. No.	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken

Annexure No.

1.4 Details of Programme/Course Coordination and Course Maintenance

S. No.	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken

Annexure No.

1.5 Details of Academic Support to Students

S. No.	Name of Course	Level (PG/UG/Diploma/Certificate)	Activity undertaken

Annexure No.

GRADING FOR B.1 (TEACHING, LEARNING RELATED ACTIVITIES) *

No. of Activities covered	
Grading	

* Note: Good (80% and above) – involved in four activities

Satisfactory (Below 80% but 70% and above) – involved in three activities

Not satisfactory (Less than 70%) – involved in less than three activities

SECTION B.2**ADMINISTRATIVE SUPPORT, PARTICIPATION IN STUDENT'S CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES, PERSONAL DEVELOPMENT RELATED TO TEACHING AND RESEARCH ACTIVITIES.**

2. Student related activities/Research Activities

Grading criteria:

Good – Involved in any three activities

Satisfactory – involved in 1-2 activities

Not-satisfactory – Not involved/undertaken any of the activities

- (a) Administrative responsibilities such as Chairperson/Director/Head/Programme Coordinator, Course Coordinator, Discipline/School Council Coordinator, Research Programme Coordinator/Membership of Statutory of high-level Committees.

S. No.	Nature of Activity	Designation	Institution/School/Division/Centre etc.	Period	
				From	To

Annexure No.

- (b) Examination related work such as Setting of Question Papers; moderation of question papers; invigilation/observer/flying squad duties, evaluation of answer scripts, evaluation of project proposals/reports and practical's.

S. No.	Nature of Activity	Designation	Institution/School/Division /Centre etc.	Period	
				From	To

Annexure No.

- (c) Student related co-curricular, extension and field-based activities such as student's clubs, career counselling, study visits, student's seminars and other events, cultural, sports, NCC, NSS and students support services.

S. No.	Nature of Activity	Level (PG/UG/ Diploma/ Certificate)	Institution/School/Division/Centre etc.	Period	
				From	To

Annexure No.

- (d) Organizing seminars/conferences/workshops, other University activities.

S. No.	Details	Place	Period		Sponsoring/ Organizing Agency
			From	To	

Annexure No.

- (e) Evidence of actively involved in guiding Ph.D. students.

Details	Status of Ph.D. students (during the period)		
	Registered	Thesis/Dissertation submitted	Degree Awarded
Name of student			

Annexure No.

- (f) Conducting minor or major research projects sponsored by national or international agencies.

S. No.	Title of Research Project	Period		Major/Minor	Sponsoring/ Organizing Agency
		From	To		

Annexure No.

(g) At least one single or joint publication in peer-reviewed or UGC list of Journals.

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (Single/joint/no. of authors)	Whether peer reviewed	Reference number of UGC-CARE List

Annexure No.

Note:

The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
- First/Principal/Corresponding Author
- Joint Author

OVERALL GRADING FOR B.2

No. of Activities covered	
Overall Grading*	

* Note: Grading criteria:

*Good – Involved in any three activities**Satisfactory – involved in 1-2 activities**Not-satisfactory – Not involved/undertaken any of the activities*

(Please attach supporting documents as per requirement)

SUMMARY OF GRADING FOR THE PERIOD (Complete One Year)

S.No.	Activity	Section	Grade claimed by the Teacher	Grade given/verified by Director/Head
1.	Teaching Activity	B.1		
2.	Administrative/Student Related Activity	B.2		

Overall Grading for the Year for the Section B.1 and B.2 * _____

*Note: Overall Grading for the Year is to be defined as follows:

Good: Good in teaching, learning (Section B.1) and Satisfactory or good in activities in Section B.2

Satisfactory: Satisfactory in teaching, learning activities (Section B.1) and satisfactory or good in activities Section B.2.

Not satisfactory: If neither good nor satisfactory in overall grading.

SECTION B.3:**RESEARCH AND ACADEMIC CONTRIBUTIONS**

1. Published Research Papers in Refereed/Peer-Reviewed or UGC listed Journals

S. No.	Title of the Paper	Journal Name & ISSN No.	Year	Vol. No.	Page No.	Impact Factor	Authorship (single/joint/no. of authors)	Whether peer reviewed	Reference number of UGC-CARE List

Note:

Impact factors to be determined as per Thomson Reuters list

The Authorship is to be filled as follows:

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

2. Publications (Other than Research papers)

a. (i) Books authored as one of two authors/First/Principal/Corresponding Author/Joint Author

S. No.	Title of the Book	Authorship*	Level of Publisher (National/ International)	Publisher (with city/country) & Year of Publication	ISBN	Whether Refereed

* The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
- First/Principal/Corresponding Author
- Joint Author

a. (ii) Chapter in Edited Books

S. No.	Title of Edited Book	Title of Chapter	Authorship*	Publisher (with city/country) & Year of Publication	ISBN	Whether Refereed

* The Authorship is to be filled as follows:

- One of Two Authors
- For more than two Authors:
 - First/Principal/Corresponding Author
 - Joint Author

a. (iii) Books edited as one of two Editor/First/Principal/Corresponding Editor/Joint Editor

S. No.	Title of the Book	Editorship*	Level of Publisher (National/ International)	Publisher (with city/country) & Year of Publication	ISBN	Whether Refereed

* The Editorship is to be filled as follows:

- *One of Two Editors*
- *For more than two Editors:*
 - *First/Principal/Corresponding Editors*
 - *Joint Author*

b. Translation works in Indian and Foreign Languages by qualified faculties.

b. (i) Chapter or Research Paper

S. No.	Title of the Research Paper/Chapter	Journal/Book Name with ISSN/ISBN No.	Year	Vol. No.	Page No.	Authorship*	Whether peer reviewed	Reference number of UGC-CARE List

* *The Authorship is to be filled as follows:*

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

b. (ii) Books Translated

S. No.	Title of the Book	Authorship	Publisher (with city/country) & Year of Publication	ISBN	Whether Refereed

* *The Authorship is to be filled as follows:*

- *One of Two Authors*
- *For more than two Authors:*
- *First/Principal/Corresponding Author*
- *Joint Author*

3. Creation of ICT mediated Teaching Learning pedagogy and content and development of new innovative courses and curricula

(a) Development of Innovative Pedagogy

S. No.	Name of the Module	Subject	Stream	Organization for which it was developed	Year	Level (UG/PG/Other)	Weblink

(b) Design of new Curricula and Courses

S. No.	Name of the Curricula/Course	Subject	Organization for which it was developed	Year	Level (UG/PG/Other)	Weblink

(c) Development of MOOCs

c.1 Development of complete MOOCs in 4 quadrants for a course with credits

S. No.	Details of MOOC (with no. of quadrant)	Credits	Course	Subject	Organization for which it was developed	Level (UG/PG/ Other)	Weblink

c.2 MOOCs (development in 4 quadrant) per module/Lecture

S. No.	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/ Other)	Weblink

c.3 Content writer/subjects matter expert for each module of MOOCs (at least one quadrant)

S. No.	Details of MOOC (with no. of quadrant)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/ Other)	Weblink

c.4 Course Coordinator for MOOCs (4 credit score)

S. No.	Details of MOOC (with no. of quadrant)	Credits	Course	Subject	Organization for which it was developed	Level (UG/PG/ Other)	Weblink

(d) Development of E-Content

d.1 Development of e-Content in 4 quadrants for a complete course/e-book

S. No.	Details of E-Content (with no. of quadrants)	Course/ E-book	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

d.2 E-Content (development in 4 quadrants) per module

S. No.	Details of E-Content (with no. of quadrants)	Module	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

d.3 Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)

S. No.	Details of E-Content (with no. of quadrants)	Details of Module	Course	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

d.4 Editor of e-content for complete course/paper/e-book

S. No.	Details of E-Content (with no. of quadrants)	Course/Paper/ E-book	Subject	Organization for which it was developed	Level (UG/PG/Other)	Weblink

3. (a) Research Guidance

Level of Guidance	Registered	Thesis/Dissertation Submitted	Degree Awarded
Ph.D.			
MPhil. /P.G. Dissertation			

(b) Research Projects Completed

S. No.	Title	Status of PI*	Duration (in months)	Period (From to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

* Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

(c) Research Projects ongoing

S. No.	Title	Status of PI*	Duration (in months)	Period (From to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Outcome of the Project

* Kindly indicate, whether you are Sole PI/PI/Co-PI in the project

(d) Consultancy

S. No.	Title	Duration (in months)	Period (From to) Dates to be given	Total Grant/Funding received (Rs.)	Name of Sponsoring/ Funding Agency	Whether routed through Parent University/College

5. (a) Patents

S. No.	Title*	Area/Subject	Date of Award	Level (International/ National)	Reference Number	Sponsoring Agency

* Only patents awarded are to be mentioned.

(b) Policy Documents (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)

S. No.	Title*	Area/ Subject	Date of publication/ Submission	Level (International/ National)	Reference Number	Sponsoring Agency

* Only Policy document published/submitted to bodies/organization detailed above shall be considered.

(c) Award/Fellowship

S. No.	Name of Award/Honor*	Area/ Subject	Name of Awarding Body	Level (International/ National)	Date

* In respect of fellowship entries in this section should be from post-graduation (PDF etc.) onwards only. Junior/Senior research fellowship and non-net fellowship should not be included.

6. Invited lectures/Resource Person/paper presentation in Seminars/Conferences/full paper in Conference Proceeding (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceeding will be counted only once)

S. No.	Title of Lecture/ Paper	Invited Lecture/ Resource Person/ Paper/presented	Nature of Program me*	Details	Level **	Date of presentation	Duration (in minutes)	Sponsoring Agency

* Seminar/FDP/Conference

** Level: International (Abroad)/ International (within country)/National/State/University.

(Please attach supporting documents whatever required)

PART-C: OTHER RELEVANT INFORMATION

- (a) Membership/Fellowship of Learned bodies/Societies:
- (b) Literary, cultural or other activities (e.g., attainment in sports etc.) in which the applicant is interested and distinctions obtained:
- (c) Please given details of any other credential, significant contributions, awards received, responsibilities, etc. not mentioned earlier.
- (d) Future Plans (In approximately 150 words):

LIST OF ENCLOSURES: *(Please attach self-certified copies of certificates, sanction orders, papers, etc. wherever necessary)*

S. No.	Annexure No.	Details of Annexure	Serial Number of Section referred

PART D- DECLARATION

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to disciplinary proceedings.

Date:

Place :

Signature & Designation of the Applicant

Certified that has been Working as
In this Department since.....

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

The gradation has been verified on the basis of the performance of the applicant and the credentials/ documents provided and enclosed herewith by the applicant

Signature of Discipline Coordinator

Date:

Signature of the Director of the
School/Academic Head/ Division/ Centers