**UTTAR BANGA KRISHI VISWAVIDYALAYA**

**(APPENDIX – II)**

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

**Session/ Year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**PART A: GENERAL INFORMATION**

1. Name (Block letters) :
2. Father’s /Mother’s name/

Husband’s name :

1. Department :
2. Current Designation & Grade Pay :
3. Date of last Promotion :
4. Address for correspondence :

(with pin code)

1. Permanent Address :

(with pin code)

Telephone No.:

E-mail:

1. Whether acquired any degrees or fresh academic qualifications during the year:
2. Academic Staff College Orientation/ Refresher/ Training Course/ Summer/ Winter School/ Faculty Development programme attended during the year:

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

1. Date of Appointment :
2. For which position & AGP you are applying under CAS :
3. Date of eligibility for Promotion :
4. Educational Qualification (Graduation onwards):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Examination** | **Name of the University** | **Year of passing** | **Marks obtained (%)** | **Class/**  **grade** |
| B. Sc. (Ag/Hort.) Hons./ B. Tech. (Ag. Engineering) or equivalent |  |  |  |  |
| M. Sc. (Ag/ Hort.)/ M. Tech. (Ag. Engineering) or equivalent |  |  |  |  |
| Other examination, if any |  |  |  |  |

1. **Research Degree(s):**

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

1. **Details of Teaching/ Research/Academic Experience:**

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

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

**Signature of the Candidate**

**Part B: Academic Performance Indicators (API)**

(Please see detailed instruction of the **PBAS I** proforma before filling out this section)

**CATEGORY 1:** TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

1. **Lectures, seminars, tutorials, practical, contact hours undertaken taken as percentage of lectures allocated or research trials and field demonstration**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Course/**  **Paper or research trials** | **level** | **Mode of**  **Teaching**  **#** | **Class**  **allotted as**  **per schedule/and or allotted research trial** | **No. of**  **Classes**  **Conducted/and or duration of research trial** | **% of classes/ practical taken as per record/or % of trial conducted** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

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

|  |  |  |
| --- | --- | --- |
|  |  | **API** |
| a) | Classes taken or research trials undertaken: **maximum 50** for 100% performance & proportionate score up to 80% performance, below which no score may be given |  |
| b) | Teaching load in excess of UGC norms/ Special Lectures/ Classes taken (**max score 10**) |  |
|  |  |  |

**(ii) Preparation and imparting knowledge- Reading/ Instructional material consulted and additional knowledge resources provided to students**

|  |  |  |
| --- | --- | --- |
| **Sl No** | **Short description** | **API Score** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total score (Max. score:20)** | |  |

**(iii) Use of participatory and innovative teaching learning methodologies; updating of subject content, course improvement etc.**

|  |  |  |
| --- | --- | --- |
| **Sl.**  **No.** | **Short description** | **API Score** |
|  |  |  |
|  |  |  |
| **Total score (Max. score:20)** | |  |

**(iv) Examination duties Assigned and Performed**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Examination duties/ Evaluation & report compilation of project** | **Duties**  **Assigned** | **Extent to which carried out (%)** | **API Score** |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total Score** **(Max. 25)** | | | |  |

**CATEGORY 2: COCURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**.

Please mention your contribution to any of the following:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Type of Activity** | **Extent to which carried out** | **API score** |
|  | i) Extension, Co-curricular  & field based activities |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total (Max:20)** | |  |  |
|  | ii) Contribution to Corporate life  and management of the  Institution | **Activities** | API score |
|  |  |  |  |
| **Total (Max:15)** | |  |  |
|  | iii) Professional Development  activities | **Activities** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Total** (**Max:15**) |  |  |
| **Total score (i+ii+iii) (Max:25)** | |  |  |
|  |  |  |  |

**CATEGORY3: RESEARCH AND ACADEMIC CONTRIBUTIONS**

A) **Published Papers in Journals**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.No** | **Title with**  **page no.** | **Journal** | **ISSN/ ISBN**  **No.** | **Whether peer reviewed. Impact Factor/ equivalent rating** | **No. of**  **Co-author** | **Whether**  **you are the main**  **author** | **API**  **score** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**B)**

**(i) Articles/ Chapters published in Books**

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

**ii) Full papers in Conference Proceedings**

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

**iii) Books published as single author or as editor**

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

**C) Ongoing and Completed Research Projects and Consultancies**

**(i) & (ii) Ongoing Projects/ Consultancies**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl**  **No** | **Title** | **Agency** | **Period** | **Grant/ Amount Mobilized**  **(Rs. lakh)** | **API score** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**C.(iii) & (iv) Completed Projects/ Consultancies**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl**  **No** | **Title** | **Agency** | **Period** | **Grant/ Amount**  **Mobilized (Rs.lakh)** | **Whether policy document. Patent as outcome** | **API**  **score** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**D) Research Guidance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Number enrolled** | **Thesis submitted** | **Degree awarded** | **API score** |
| **M. Phil./ M.Sc.(Ag.)/ M.Sc.(Hort.)/ M. Tech.(Agril. Engineering)** |  |  |  |  |
| **Ph. D.** |  |  |  |  |

**E) (i) Training Courses, Teaching Learning–Evaluation Technology Programmes,**

**Faculty Development Programme**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl**  **No** | **Programme** | **Duration** | **Organized by** | **API Score** |
|  |  |  |  |  |
|  |  |  |  |  |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.**  **No** | **Title of the**  **Paper presented** | **Title of**  **Conference/**  **Seminar** | **Organized**  **by** | **Whether**  **International/National/State/**  **Regional/College or University level** | **API**  **score** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

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

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

**IV. Summary of API scores**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl.**  **No** | **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 and  Professional Development  related Activities |  |  |  |
| **Total (I+II)** | |  |  |  |
| III | Research and Academic  Contributions |  |  |  |

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

**Signature of the Candidate**

**Endorsed by the Unit Head/Department Committee/**

**Controlling Officer**