

Matsyodari Shikshan Sanstha's
Arts, Science and Commerce College, Ambad Dist. Jalna-431204
(Affiliated to: Dr Babasaheb Ambedkar Marathwada University Aurangabad)

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

Session / Year 2018-19

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

PART A: GENERAL INFORMATION

1. **Name (in Block Letters): KHARAT MILIND BANSI**
2. **Father's Name/ Mother's Name: KHARAT NATHAJI BANSI**
3. **Department: MICROBIOLOGY**
4. **Current Designation & Grade Pay: ASSISTANT PROFESSOR**
5. **Date of Last Promotion:**
6. **Address for correspondence (with PIN code): AT POST GHUNGARDE
HADGAON AMBAD TQ. AMBAD DIST. JALNA PIN-431204**
7. **Permanent Address (with PIN code) : AT POST GHUNGARDE HADGAON
AMBAD TQ. AMBAD DIST. JALNA PIN-431204**
8. **MOBILE No: 9158538421**
Email: mbkharat2013@gmail.com
9. **Whether acquired any degrees or fresh academic qualifications during the year:**
10. **Academic Staff College Orientation / Refresher Course attended during the
year:**

Name of the course/ Agency Summer School	Place	Duration	Sponsoring

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS Pro-forma before filling out this section)

CATEGORY: I. TEACHING, LEARNING, AND EVALUATION-RELATED ACTIVITIES

- (i) Lectures, Seminars, Tutorials, Practical's, Contact Hours (given semester – wise details necessary)

Sr. No.	Course /Paper	Level	Mode of teaching*	No. of classes per week allotted	No. of classes conducted	% of classes taken as per documented record
1	B.Sc. F.Y. MICROBIOLOGY SEMESTER- I & II	UG	LSTP	06	100 OUT OF 100	100
2	B.Sc. S.Y. MICROBIOLOGY SEMESTER - III & IV	UG	LSTP	06	98 OUT OF 100	98
3	B.Sc. T.Y. MICROBIOLOGY SEMESTER - V&VI	UG	LSTP	06	98 OUT OF 100	98

Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours ©

		API Score
(a)	Classes Taken (Max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)	10
(b)	Teaching Load in excess of UGC norm (Max score: 10)	10

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

Sr. No.	Course / Paper	Consulted	Prescribed	Additional Resource provided
1.	B.Sc. F.Y. MICROBIOLOGY PAPER I,II,,V,VI	INTRODUCTORY	As per the syllabus	Use of Audio-Visual Aids, International Webinar, Seminars
2.	B.Sc. S.Y. MICROBIOLOGY PAPER VII,VIII,,XI,XII,	INTRODUCTORY	As per the syllabus	Use of Audio-Visual Aids, International Webinar, Seminars
3.	B.Sc. T.Y. MICROBIOLOGY PAPER XV,XVI,,XIX,XX,	INTRODUCTORY	As per the syllabus	Use of Audio-Visual Aids, International Webinar, Seminars
API Score based on Preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by				API Score

providing additional resources to students (Max. score: 20)	
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- (iii) Use of participatory and innovative Teaching – Learning Methodologies, Updating of subject Content, Course Improvement, etc.

Sr. No	Short Description	API Score
1.	Use of Audio-Visual Aids, Literary Movies	10
2.	Seminars, Tests, tutorials etc.	10
	Total Score (Max Score : 20)	20

- (iv) Examination Duties Assigned and Performed

Sr. No	Type of Examination Duties	Duties Assigned	Extent to which carries out (%)	API Score
1.	INVIGILATION IN OCT./NOV.2018 & 2019 DR. BAMU EXAM	-	100	25
2	Paper Assesment		100	25
	Total Score (Max: 25)			25

CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT-RELATED ACTIVITIES

Please mention your contribution to any of the following:

Sr. No.	Type of Activity	Average Hrs / week	API Score
	(i) Extension, Co-curricular & field based Activities		
1.	Participation in Rallies, Social Awareness Campaigns		10
2.	Participating in various conferences, seminars, and workshops.		10
3.			
4.			
	Total (Max: 20)		20
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly / Semester wise responsibilities	API Score
1.	Literary Association [English]	Member	
2.	Translation Committee	Member	
3.			
4.			
	Total (Max: 15)		
	(iii) Professional Development Activities		
1.	Membership		
2.	Attending various conferences, seminars and workshops.		5
3.	Membership		5
	Total (Max: 15)		
	Total Score (i + ii + iii) Max: 25)		22

CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

A) Published papers in journals

Sr. No	Title with page nos.	Journal	ISSN / ISBN No	Whether peer reviewed . Impact Factor, if any	No. of co-authors	Whether you are the main author	API Score
1.							
2.							
3.							

B) (i) Articles / Chapters published in Books

Sr. No	Title with page nos.	Book Title, editor & publisher	ISSN / ISBN No	Whether peer reviewed	No. of Co-authors	Whether you are the main author	API Score

ii) Full Papers in Conference Proceedings

Sr. No.	Title with page nos.	Details of Conference Publication	ISSN / ISBN No	No. of co-authors	Whether you are the main author	API Score
1.						
2.						
3.						
4.						

iii) Books Published as single author or as editor

Sr. No	Title with page nos.	Type of Book & Authorship	Publisher & ISSN / ISBN No	Whether peer reviewed	No. of Co-authors	Whether you are the main author	API Score

III C) Ongoing and Completed Research Projects and Consultancies

(c) (I &II) Ongoing Projects / Consultancies

Sr.No	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakh)	API Score

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

Sr. No	Title	Agency	Period	Grant / Amount Mobilized (Rs. Lakh)	Whether policy document / patent as outcome	API Score

(D) Research Guidance

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent				
Ph.D. or equivalent				

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

Sr. No.	Programme	Duration	Organised by	API Score

(E) (ii) Papers presented in Conferences, Seminars, Workshop, Symposia

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organised by	Whether International / National/ State / Regional/ College or University level	API Score
1.		“State level Seminar On My Health , My Responsibilities Complementary to Medicine And Health Care”	The BGE Society’s Shri R.L.T. College Of Science , Akola NAAC Re-Accredited by “A” Grade (CGPA-3.12	State Level	10
2.		“Trends In Genetic Modification “	MICROBIOLOGY SOCIETY , INDIA (Reg. No. MAH/4814/SAT) &Mayhco Research Foundation Trust’s Badrinarayan Barwale College Mahavidyalaya. Jalna	One Day International Webinar	10
3.					
4.					

(E) (iii) Invited Lectures and Chairmanships at national or international conference/seminar etc.

Sr. No.	Title of	Title of	Organised by	Whether	API Score
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	Lecture / Academic Session	Conference / Seminar, etc.		International / national	

IV. SUMMARY OF API SCORES

Sr. No.	Criteria	Last Academic. Year	Total – API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities	2018-19	75	75
II	Co-curricular, Extension, Professional development etc	2018-19	23	23
	Total I + II		98	98
III	Research and Academic Contribution		97	97

PART C: OTHER RELEVANT INFORMATION

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

Sr. No	Details (Mention Year, value etc. where relevant)

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

1. PHOTOCOPY OF ALL MARKSHEETS
2. PHOTOCOPY OF ALL DEGREE CERTIFICATES
3. PHOTOCOPY OF ALL ATTENDED CONFERENCES, SEMINARS AND WORKSHOPS CERTIFICATES.

I certify that the information provided is correct as per records available with the university and / or documents enclosed along with the duly filled PBAS pro-forma.

**Signature of the faculty with
Designation, Place & Date**

**Signature of HOD / School
Chairperson / Principal**

N: B: The Annual Self- Assessment pro-forma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university /college and information filed with the IQAC

Instructions for Filling up part B of the PBAS Pro-forma

Part B of the Pro-forma is based on Appendix III, Table 1 of the UGC Regulations 2010. It is to be filled out for the recently completed academic year.

The pro-forma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/ activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

NB. The self-assessment scores are subject to verification by the university/ college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

I. Teaching and Evaluation Related Performance

(i) a

Lectures/ Practical's/Tutorials/ Contact – classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80% assigned classes. University may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score of there is 100% achievement.	Max Score: 50
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b.

If teacher has taken classes exceeding UGC norm, then two point to be assigned for each extra hour of classes	Max Score: 10
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(ii)

Imparting of knowledge/ instruction vis a vis with the prescribed material (Text book / Manual etc) and methodology of the curriculum (100% compliance = 20 points)	Max Score: 20
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(iii) Use of Participatory and innovative Teaching-Learning Methodologies, Updating of subject Content, Course improvement etc.

Indicators / Activities	Maximum Score
Updating of courses, design of curriculum, (5- single course)	10
Preparation of resource material, fresh reading materials, Laboratory manuals etc.	10
Use of innovative teaching- learning methodologies; use of ICT; updated subject content and course improvement. a. ICT Based Teaching material: 10points/ each b. Interactive Courses: 5 points / each c. Participatory Learning modules: 5 points / each	10
Developing and imparting Remedial / Bridge Courses and Counseling modules (Each activity: 5 points)	10
Developing and imparting soft skills/ communication skills/ personality development courses / modules (Each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity :5 points)	10
Organizing and conduction of popularization programmes / training courses in computer assisted teaching / web-based learning and e-library skills to students (a) Workshop / Training courses : 10 points each (b) Popularization program : 5 points each	10
Maximum Aggregate Limit	20

(iv)Examinations-Related Work

Indicators	Max Score
College /University end semester / Annual Examination work as per duties allotted. (Invigilation – 10 points; Evaluation of answer scripts – 5 points; Question paper setting -5 points). (100% compliance = 20 points)	20
College/University examination/Evaluation responsibilities for internal / continuous assessment work as allotted (100% compliance = 10 points)	10
Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
Maximum Aggregate Limit B (iv)	25

II: Co-curricular, Extension and Profession Related Activities and Participation in the Corporate Life of the Institution

(i) Extension and Co-Curricular Related Activities

Institutional Co-curricular activities for students such as field studies / educational tours, industry-implant training and placement activity (5 point each)	10
Positions held/Leadership role played in organization linked with Extension Work and National Service Scheme (NSS), NCC or any other similar activity (each activity 10 points)	10

Students and Staff-related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, international level 5 points).	10
Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc. (5 points each)	10
Maximum Aggregate limit	20

(ii) Contribution to Corporate Life and Management of the Institution

Contribution to Corporate life in University/colleges through meetings, popular lectures, subject related event, articles in college magazine and University volumes (2 point each).	10
Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each)	10
Responsibilities for, or participation in committees for students welfare, counseling and discipline (5 points each)	10
Organisation of Conference / Training: International (10 points); national / regional (5 points each)	10
Maximum Aggregate Limit	15

(iii) Professional Development Related Activities

Indicators / Activities	Maximum Score
Membership in profession related committees at State and National level a. At National level: 3 points each b. At state level: 2 Points each	10
Participation in subject associations, conferences, seminars without paper presentation (each activity : 2 points)	10
Participation in Short-Term training courses less than one week duration in educational technology, curriculum development, professional development, examination reforms, institutional governance (Each activity : 5 points)	10
Membership / participation in Bodies/ Committees on Education and National Development (5 points each)	10
Publication of articles in newspapers, magazines or other publication (not covered in category 3); radio talks, television programmes etc. (1 point each)	10
Maximum Aggregate Limit	15

CATEGORY: III. Research and Publications and Academic Contributions

This is to be filled as per Appendix III Table 1, Category III of the UGC Regulations 2010.

Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

III. Summary of API Scores

The summary must take into account the maximum score limits for each set of indicators as given in Appendix III, Table 1

IV. Similar PBAS pro-forma could be developed by the universities for the Cadres of Librarian / Deputy Librarian /Assistant Librarian and Director of Physical education & sports /Deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports Based on the API Scoring pattern outlined in Appendix III: Tables – IV to IX of the UGC-Regulations, 2010