

Annexure-I

API Proforma for Professor, Associate Professor & Assistant Professor
ACADEMIC PERFORMANCE INDICATORS BASED ON PERFORMANCE BASED
APPRAISAL SYSTEM TO BE SUBMITTED BY EACH APPLICANT FOR APPOINTMENT
OF TEACHERS AND OTHER ACADEMIC STAFF
AS PER UGC REGULATIONS, 2010

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| Advertisement No. | |
| Name of the Applicant | |
| Date of Birth | |
| Post applied for and Subject | |
| Name of the Department | |

SCORES FOR ACADEMIC PERFORMANCE INDICATORS (APIs) IN RECRUITMENTS AND CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / COLLEGE TEACHERS

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee.

| S. No. | Nature of Activity | Maximum Score | Self Assessment Score (to be filled by applicant) | Verified API Score (for official use) |
|--------|---|---------------|---|---------------------------------------|
| 1 | Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated | 50 | | |
| 2 | Lectures or other teaching duties in excess of the UGC norms | 10 | | |
| 3 | Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students | 20 | | |
| 4 | Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc | 20 | | |
| 5 | Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment. | 25 | | |
| | Total Score | 125 | | |
| | Minimum API Score Required | 75 | | |

Supporting documents, wherever required be attached.

(Signature of Applicant)

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

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

| S. No. | Nature of Activity | Maximum Score | Self Assessment Score (to be filled by applicant) | Verified API Score (for official use) |
|---------------|--|----------------------|--|--|
| 1 | Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) | 20 | | |
| 2 | Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. | 15 | | |
| 3 | Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) | 15 | | |
| | Minimum API Score Required | 15 | | |

Supporting documents, wherever required be attached.

(Signature of Applicant)

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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

| S No. | APIs | Engineering/Agriculture/Veterinary Science/Sciences/Medical Sciences | Faculties of Languages Arts/Humanities/Social Sciences/Library/Physical education/Management | Max. points for University and college teacher position | Self Assessment Score (to be filled by applicant) | Verified API Score (for official use) |
|--------------------|--|---|---|--|--|--|
| III A | Research Papers published in: | Refereed Journals * | Refereed Journals* | 15 / publication | | |
| | | Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. | Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers. | 10 / Publication | | |
| | | Conference proceedings as full papers, etc. (Abstracts not to be included) | Conference proceedings as full papers, etc. (Abstracts not to be included) | 10/ publication | | |
| III (B) | Research Publications (books, chapters in books, other than refereed journal articles) | Text or Reference Books Published by International Publishers with an established peer review system | Text or Reference Books Published by International Publishers with an established peer review system | 50 /sole author; 10 /chapter in an edited book | | |
| | | Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. | Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. | 25 /sole author, and 5/ chapter in edited books | | |
| | | Subject Books by Other local publishers with ISBN/ISSN numbers. | Subject Books by Other local publishers with ISBN/ISSN numbers. | 15 / sole author, and 3 / chapter in edited books | | |
| | | Chapters contributed to edited knowledge based volumes published by International Publishers | Chapters contributed to edited knowledge based volumes published by International Publishers | 10 /Chapter | | |
| | | Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories | Chapters in knowledge based volumes in Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories | 5 / Chapter | | |
| III (C) | RESEARCH PROJECTS | | | | | |
| III (C) (i) | Sponsored Projects carried out/ ongoing | (a) Major Projects amount mobilized with grants above 30.0 lakhs | Major Projects amount mobilized with grants above 5.0 lakhs | 20 /each Project | | |
| | | (b) Major Projects amount mobilized with grants above 5.0 lakhs up to 30.00 lakhs | Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakhs | 15 /each Project | | |

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|---------------|---|---|---|--|--|--|
| | | (c) Minor Projects (Amount mobilized with grants above Rs. 50,000 up to Rs. 5 lakh) | Minor Projects (Amount mobilized with grants above Rs. 25,000 up to Rs. 3 lakh) | 10/each Project | | |
| III (C) (ii) | Consultancy Projects carried out / ongoing | Amount mobilized with minimum of Rs.10.00 lakh | Amount mobilized with minimum of Rs. 2.0 lakhs and Rs.10.0 lakhs and | 10 per every Rs.2.0 lakhs, respectively | | |
| III (C) (iii) | Completed projects : Quality Evaluation | Completed project Report(Acceptance from funding agency) | Completed project report (Accepted by funding agency) | 20 /each major project and 10 / each minor project | | |
| III (C) (iv) | Projects Outcome / Outputs | Patent/Technology transfer/ Product/Process | Major Policy document of Govt. Bodies at Central and State level | 30 / each national level output or patent /50 /each for International level, | | |
| III (D) | RESEARCH GUIDANCE | | | | | |
| III (D) (i) | M.Phil. | Degree awarded only | Degree awarded only | 3 /each candidate | | |
| III (D) (ii) | Ph.D | Degree awarded | Degree awarded | 10 /each candidate | | |
| | | Thesis submitted | Thesis submitted | 7 /each candidate | | |
| III(E) | TRAINING COURSES AND CONFERENCE /SEMINAR/WORKSHOP PAPERS | | | | | |
| III(E) (i) | Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points) | (a) Not less than two weeks duration | (a) Not less than two weeks duration | 20/each | | |
| | | (b) One week duration | (b) One week duration | 10/each | | |
| III(E) (ii) | Papers in Conferences/ Seminars/ workshops etc.** | Participation and Presentation of research papers (oral/poster) in | Participation and Presentation of research papers(oral/poster) in | | | |
| | | a) International conference | a) International conference | 10 each | | |
| | | b) National | b) National | 7.5 / each | | |
| | | c) Regional/State level | c) Regional/State level | 5 /each | | |
| | | d) Local – University/College | d) Local – University/College | 3 / each | | |
| III(E) (iv) | Invited lectures or presentations for conferences/ symposia | (a) International | (a) International | 10 /each | | |
| | | (b) National level | (b) National level | 5 | | |

*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – 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 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Note: The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Supporting documents, wherever required be attached.

(Signature of Applicant)