

SHILLONG COLLEGE SHILLONG



PBAS Proforma for Promotion under CAS

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in block letters):
2. Father's Name/Mother's Name:
3. Department:
4. Current Designation & Grade Pay:
5. Date of last Promotion:
6. Which position and grade pay are you an applicant under CAS?
7. Date of eligibility for promotion:
8. Date and Place of Birth:
9. Sex:
10. Marital Status:
11. Nationality:
12. Indicate whether belongs to SC/ST/OBC category:
13. Address for correspondence (with pin code):

14. Permanent Address (with pin code):

Tephone No.:

E-mail:

19. Period of teaching experience: P.G. Classes (in Years):
 U.G. Classes (in years):

20. Research Experience excluding years spend in M.Phil/Ph.D. (in years):

21. Fields of Specialisation under the Subject/Discipline

(a)

(b)

22. Academic Staff College Orientation/Refresher Course attended:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

CATEGORY:I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

Sl.No.	Course/Paper	Level	Mode of Teaching*	Hours per week allotted	% of classes taken as per documented record

- Lecture (L), Seminar (S), Tutorials (T), Practical (P), Contact Hours (C)

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

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

Sl. No.	Course/Paper	Consulted	Prescribed	Additional Resource Provided
API score based on Preparation and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max. Score: 20)				API Score

(iii) Use of Participatory and Innovative Training-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.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	Total Score (Max: 25)			

B(i) Articles/Chapters published in Books

Sl. 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

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

iii) Books Published as single author or as editor

Sl. No.	Title with page nos.	Details 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

Sl. No.	Title	Agency	Period	Grant/Amount Mobilised (Rs. Lakh)	API Score

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

Sl. No.	Title	Agency	Period	Grant/Amount Mobilised (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. Or equivalent				
Ph. D. Or equivalent				

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

Sl. No.	Programme	Duration	Organised by	API Score

(E) (ii) Papers presented in Conference, Seminars, Workshops, Symposia

Sl. No.	Title of the Paper presented	Title of Conference/Seminar	Organised by	Whether international/national/state/regional/college or university level	API Score

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

Sl. No.	Title of Lecture/Academic Session	Title of Conference/Seminar etc.	Organised by	Whether international/national	API Score

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IV. SUMMARY OF API SCORES

	Criteria	Last Academic Year	Total – API Score for Assessment Period	Annual Av. API Score for Assessment Period
I	Teaching, Learning and Evaluation related activities			
II	Co-curricular, Extension, Professional development etc.			
	Total I + II			
III	Research and Academic Contribution			

PART C: OTHER RELEVANT INFORMATION

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

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

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

1	6
2	7
3	8
4	9
5	10

I certify that the information provided is correct as per records available with the University/College and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with
Designation, Place & Date

Signature of HOD/School
Chairperson/Principal

N.B.: The individual PBAS proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the university/college as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment/verification.