

# Dr. Bhimrao Ambedkar University, Agra

Assessment Criteria and Methodology 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 & Level in Pay Matrix:
  5. Date of last Promotion:
  6. Which position and Level 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).....  
.....  
.....
- Telephone No:..... Mobile Ph. No.:.....
- Email:.....

15. Academic Qualifications

<b>Examination</b>	<b>Name of the Board/University</b>	<b>Year of Passing</b>	<b>Percentage of marks obtained</b>	<b>Division / Class/Grade</b>	<b>Subject</b>
High School/Metric					
Intermediate					
B.A./B.Sc./B.Com./B.Tech.					
M.A./M.Sc./M.Com					
Others examination, if any					

16. Research Degree(s)

<b>Degrees</b>	<b>Title</b>	<b>Date of Award</b>	<b>University</b>
M.Phil./M.Tech.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

17. Appointment held prior to joining this institution

<b>Designation</b>	<b>Name of Employer</b>	<b>Date of Joining</b>		<b>Salary with Grade</b>	<b>Reason of leaving</b>
		<b>Joining</b>	<b>Leaving</b>		

18. Posts held after appointment at this Institute:

<b>Designation</b>	<b>Department</b>	<b>Date of actual Joining</b>		<b>Grade/Level</b>
		<b>From</b>	<b>To</b>	

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

20. Research Experience excluding years spent in M.Phil / Ph.D. (In years)

21. Fields of Specialization under the Subject/ Discipline

(a) .....

(b) .....



**1B. Involvement in the University students related activities/research activities:**

S.N.	Activities* (Please mention the activities involved out of the activities listed below) <b>(Evidences to be attached)</b>	Grade (Please refer table 1 of Appendix II)
Academic Year(July-June)		
	Grade#	

\*Involvement in students related activities/research activities:

- (a) Administrative responsibilities such as Head/ Chairperson /Dean/ Director/ Co-ordinator, Warden etc.
- (b) Examination and evaluation duties assigned by the University or attending the examination paper evaluation.
- (c) Student related co-curricular, extension and field based activities such as students clubs, career counseling, study visits, students seminars and other events, cultural, sports, NCC, NSS and community services.
- (d) Organising seminars/conferences/workshops, other universities activities.
- (e) Evidence of actively involved in guiding Ph.D. students.
- (f) Conducting minor or major research project sponsored by national or international agencies.
- (g) At least one single or joint publication in peer reviewed or UGC list of Journals.

**#Grading Criteria:**

Good-Involved in at least 3 activities

Satisfactory- 1 to 2 activities

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

**Note:** Number of activities can be within or across the broad categories of activities.

**1C. Personal Development Related to Teaching and Research Activities:**

S.N.	Activities attended* (Please mention the activities involved out of the activities listed below) <b>(Evidences to be attached)</b>
Academic Year(July-June)	

\*Orientation/Refresher/Research Methodology course, development of e-contents and MOOCs, Workshop, Syllabus up-gradation workshop, Training Teaching-Learning Evaluation, Technology Programmes and Faculty Development Programmes.

**CATEGORY: II. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**

1. Research Papers published in Peer Reviewed or UGC listed Journals:  
(Evidences to be attached)

S.No.	Title with page nos.	Journal & Date of Publication	ISSN/ISBN No.	Whether peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the First/Principal/Co responding author	Score (please refer Table 2 of Appendix II)
						<b>Total Score</b>	

2. Publications (other than Research Papers) :  
(Evidences to be attached)

- (a) Books authored which are published by: International Publishers/national publishers/chapter in Edited Book, Editor of Book by International Publisher/Editor of Book by National Publisher

S.No.	Chapter Title with page nos. & year of Publication	Book Title, editor & publisher	ISSN/ISBN No.	No. of co-authors	Are you main Author	National / International	Score (please refer Table 2 of Appendix II)
						<b>Total Score</b>	

- (b) Translation works in Indian and Foreign Languages by qualified faculties

S.No.	Chapter or Research Paper or Book with title, page nos. & year of Publication	Chapter/ Research paper/Book editor & publisher	ISSN/ISBN No.	National / International	Score (please refer Table 2 of Appendix II)
				<b>Total Score</b>	

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

S.No.	Activity (Evidence to be attached)	Publication details	No. of course(s)	Score (please refer Table 2 of Appendix II)
(a)	<b>Development of Innovative pedagogy</b>			
(b)	<b>Design of new curricula and courses</b>			
<b>MOOCs</b>				
(i)	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)			
(ii)	MOOCs (developed in 4 quadrants) per module/lecture			
(iii)	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)			
(iv)	Course Coordinator for MOOCs (4			

	credit course) (In case of MOOCs of lesser credits 02 marks/credit)			
<b>E-Contents</b>				
(i)	Development of e-Content in 4 quadrants for a complete course/ e-book			
(ii)	e-Content (developed in 4 quadrants) per module			
(iii)	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)			
(iv)	Editor of e-content for complete course/ paper /e-book			
			Total Score	

4.a. RESEARCH GUIDANCE: **(Evidences to be attached)**

S.No.	Number Enrolled	Thesis Submitted	Degree awarded with year of award	Score (please refer Table 2 of Appendix II)
M.Phil/PG dissertation				
Ph.D. or equivalent				
			Total Score	

b. Research Projects Completed : **(Evidences to be attached)**  
More than 10 Lakh (10 score), Less than 10 Lakh (5 score)

S.No.	Title	Agency	Period	Grant/Amount (Rs..in Lakh)	Score (please refer Table 2 of Appendix II)
				Total Score	

c. Research Projects Ongoing: **(Evidences to be attached)**  
More than 10 Lakh (5 score), Less than 10 Lakh (2 score)

S.No.	Title	Agency	Period	Grant/Amount (Rs..in Lakh)	Score (please refer Table 2 of Appendix II)
				Total Score	

d. Consultancy **(Evidences to be attached)**

S.No.	Title	Agency	Period	Grant/Amount (Rs. in Lakh)	Score (please refer Table 2 of Appendix II)
				Total Score	



5.a. Patents : **(Evidences to be attached)**

S.No.	Title	Agency	Period	National or International	Grant/Amount (Rs. in Lakh)	Score (please refer Table 2 of Appendix II)
					Total Score	

5.b. \*Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)

**(Evidences to be attached)**

S.No.	Title	Agency	Date of submission	State or National or International	Grant/Amount (Rs. in Lakh)	Score (please refer Table 2 of Appendix II)
					Total Score	

5.c Awards/Fellowships : (Evidence to be attached)

S.No.	Award/Fellowship	International / National	Score (please refer Table 2 of Appendix II)
		Total Score	

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

S.No.	Activity <b>(Evidences to be attached)</b>	International (abroad)/International (within country)/ National / State /University	Score (please refer Table 2 of Appendix II)
		Total Score	

**GRAND TOTAL of CATEGORY II ) \_\_\_\_\_**

**(minimum 110 for Academic level 13A to level 14 and 70 for**

academic level 12 to 13A)

(Sum of 1 to 6)

### SUMMARY OF GRADING & SCORE

Category	Criteria	Overall Grading* (for category I-1A and 1B)	Name of activity attended as per clause 6.4 of Regulations (for category I-1C)	Total Score of category II
I	<b>Teaching, Learning and Evaluation related activities :</b>			
1A	Teaching		---	---
1B	Examination, Evaluation and Administrative Support & Participation in Students' Co-curricular & Extra-curricular Activities		---	---
1 C	Personal Development Related to Teaching and Research Activities:	---	1. 2. 3.	---
II	<b>Research, Publication and Academic Contribution.</b>	---	---	

\* **Overall Grading:**

**Good:** Good in teaching (1A of category I) and satisfactory or good in activity in 1B of category I or

**Satisfactory:** Satisfactory in teaching (1A of category I) and good or satisfactory in activity in 1B of category I.

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

### **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 and/or documents enclosed along with the duly filled Assessment Criteria and Methodology Performa.

Signature of the faculty member with  
Designation, Place and Date

Certified that the information submitted by Prof. / Dr. \_\_\_\_\_  
is verified and I recommend his / her promotion to next level as he / she has completed all  
necessary requirements stipulated and being enforced as on today, by UGC.

Signatures of HOD

Verified and recommended for promotion to next level.

Signatures of Dean /Principal

N.B.: The Dean and Head will assure that the information submitted by the faculty member is correct on the basis of evidences submitted and by signing above; they are verifying information and recommending the faculty member for promotion.