

# CENTRAL UNIVERSITY OF PUNJAB, BATHINDA

(Established vide an Act of Parliament in 2009)

## ANNUAL PERFORMANCE ASSESSMENT REPORT (APAR)

(Please refer to UGC Regulations, 2018 for filling the APAR)

**ACADEMIC YEAR: ..... TO .....**

### PART A: GENERAL INFORMATION

1. Name (in Block Letters) :
2. Father's Name/Mother's Name :
3. Department /School :
4. Current Designation :
5. Date of Last Appointment/Promotion :
6. Current Academic Level / Grade Pay :
7. Date of Eligibility for Next promotion :
8. Date 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 No. :
- E-mail :
  
15. Academic Staff College / HRD Centre Orientation/Refresher /Equivalent Course(s) Attended

Name of the Course	Place	Duration	Sponsoring Agency
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I certify that all the details given above are true to the best of my knowledge and belief.

**Signature of the Faculty with Date**

## PART B: CURRICULAR AND CO-CURRICULAR ACTIVITIES

### I. TEACHING

(a) Teaching (Odd Semester): From.....To...../20.....

Sl. No.	Course/Paper	Level (UG/PG/Other)	Mode of Teaching	No. of Classes Taught*	No. of Classes Assigned
1.					
2.					
3.					
4.					
5.					
<b>Sub-Total(1)</b>					

Teaching (Even Semester): From .....To...../20.....

Sl. No.	Course/Paper	Level (UG/PG/Other)	Mode of Teaching	No. of Classes Taught*	No. of Classes Assigned
1.					
2.					
3.					
4.					
5.					
<b>Sub-Total(2)</b>					
<b>Total (1+2)</b>					
<b>(Number of Classes Taught / Total Classes Assigned) x 100%</b>					
<b>GRADING CRITERIA</b>					
80% & above – <b>Good</b>					
Below 80% but 70% & above – <b>Satisfactory</b>					
Less than 70% - <b>Not satisfactory</b>					

\* Classes taught includes sessions on tutorials, lab and other teaching related activities

Signature of the Faculty with Date

**II. INVOLVEMENT IN THE UNIVERSITY STUDENT RELATED ACTIVITIES / RESEARCH ACTIVITIES:** (please give separately for each year)

Sl. No.	Name of Activity	YES/NO
1.	(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/Co-ordinator, Warden etc.	
2.	(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.	
3.	(c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.	
4.	(d) Organising seminars/ conferences/ workshops, other college/university activities.	
5.	(e) Evidence of actively involved in guiding Ph.D. students.	
6.	(f) Conducting minor or major research project sponsored by national or international agencies.	
7.	(g) At least one single or joint publication in peer reviewed or UGC list of Journals.	
<b>Grading</b>		

**GRADING CRITERIA:**

**Good** - Involved in at least 3 activities

**Satisfactory** - 1-2 activities

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

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

**III. OVERALL GRADING IN PART-B**

Grading Criteria	Grading Assigned
<p><b>Good:</b> Good in teaching and satisfactory or good in activity at Sl. No. II.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Satisfactory:</b> Satisfactory in teaching and good or satisfactory in activity at Sl. No. II.</p> <p><b>Not Satisfactory:</b> If neither good nor satisfactory in overall grading</p>	

**Signature of the Faculty with Date**

## PART C: RESEARCH ACTIVITIES

### I. RESEARCH PAPERS PUBLISHED IN:

#### (i) PEER REVIEWED JOURNALS

Sl. No.	Authors in Sequence	Paper Title & Year/Vol. /Issue/Page.	Journal Name	Journal ISSN No.	Impact Factor, if any	Whether you are the First/Principal/Corresponding author	Score
1							
2							
3							
<b>Total Score Claimed</b>							

#### (ii) UGC CARE Listed Journals

Sl. No.	Authors in Sequence	Paper Title & Year/Vol. /Issue/Page.	Journal Name	Journal ISSN No.	Impact Factor, if any	Whether you are the First/Principal /Corresponding author	UGC List No.	Score
1								
2								
<b>Total Score Claimed</b>								

### II. PUBLICATIONS (OTHER THAN RESEARCH PAPERS):

#### (i) Books authored which are published by International Publishers

Sl. No.	Authors in Sequence	Book Title & Year/Page.	Publisher Details	ISSN/ISBN Number	Whether you are the main author	Score
1						
2						
<b>Total Score Claimed</b>						

#### (ii) Books authored which are published by National level publishers

Sl. No.	Authors in Sequence	Book Title & Year/Page.	Publisher Details	ISSN/ISBN Number	Whether you are the main author	Score
1						
2						
<b>Total Score Claimed</b>						

#### (iii) Chapters in Edited Books

Sl. No.	Authors in Sequence	Chapter Title with page nos.	Book Title, editor (s) & Year	Publisher Details	ISSN/ISBN No.	Whether you are the main author	Score
1							
2							
<b>Total Score Claimed</b>							

**(iv) Editor of Book by International Publisher**

Sl. No.	Editors in Sequence	Book Title & Year/Page.	Publisher Details	ISSN/ISBN Number	Whether you are the main editor	Score
1						
2						
<b>Total Score Claimed</b>						

**(v) Editor of Book by National Publisher**

Sl. No.	Editors in Sequence	Book Title & Year/Page.	Publisher Details	ISSN/ISBN Number	Whether you are the main editor	Score
1						
2						
<b>Total Score Claimed</b>						

**(vi) Chapter / Research Paper** (Translation works in Indian and Foreign Languages by qualified faculties)

Sl. No.	Authors in Sequence	Chapter /paper Title with page nos.	Book Title, editor (s) & Year	Publisher Details	ISSN/ISBN No.	Whether you are the main author	Score
1							
2							
<b>Total Score Claimed</b>							

**(vii) Book** (Translation works in Indian and Foreign Languages by qualified faculties)

Sl. No.	Authors in Sequence	Book Title & Year/Page.	Publisher Details	ISSN/ISBN Number	Whether you are the main author	Score
1						
2						
<b>Total Score Claimed</b>						

**III. CREATION OF ICT MEDIATED TEACHING-LEARNING PEDAGOGY AND CONTENT & DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA****(i) Development of Innovative Pedagogy**

Sl. No.	Title of the materials	Year	Developed for whom / Sponsorship/Funding, if any	Whether International /national/state /university level	Score
1					
2					
<b>Total Score Claimed</b>					

**(ii) Design of new curricula and courses**

Sl. No.	Title of the Curricula / courses	Year	Developed for whom / Sponsorship/Funding, if any	Whether International /national/state /university level	Score
1					
2					
<b>Total Score Claimed</b>					

**(iii) MOOCs**

Sl. No.	Title of the assignment	Credit/Module Details	Year	Developed for whom /Sponsorship/ Funding, if any	Whether International /national/state /university level	Score
1						
2						
<b>Total Score Claimed</b>						

**(iii) E-Content**

Sl. No.	Title of the e-content	Type of assignment	Year	Developed for whom /Sponsorship/ Funding, if any	Whether International /national/state /university level	Score
1						
2						
<b>Total Score Claimed</b>						

**IV. RESEARCH GUIDANCE****(i) Summary of Research Guidance**

Sl. No.	Level of Guidance	No. of Thesis Submitted	No. of Degree Awarded	Score
1	Ph.D. Thesis			
2	M. Phil. Dissertation			
3	P.G. Dissertation			
<b>Total Score Claimed</b>				

**(ii) Details of P.G. Guidance**

Sl. No.	Name of Scholar	Title of Dissertation	Name of Department & University Guided	Date of Award
1				
2				

**(iii) Details of M.Phil. Guidance**

Sl. No.	Name of Scholar	Title of Dissertation	Name of Department & University Guided	Date of Award
1				
2				

**(iv) Details of Ph.D. Guidance**

Sl. No.	Name of Scholar	Title of Thesis	Name of Department & University Guided	Date of Submission	Date of Award
1					
2					

## V. RESEARCH PROJECTS/CONSULTANCY

### (i) Research Projects

Sl. No.	Title of Project	Funding Agency & Year of Funding	Project Duration	Grant/ Amount Mobilized (Rs. Lakh)	More than or less than 10 lakhs	Whether completed or Ongoing	Score
1							
2							
<b>Total Score Claimed</b>							

### (ii) Consultancy

Sl. No.	Project Title	Funding Agency & Year of Funding	Project Duration	Grant/Amount Mobilized (Rs. Lakh)	Whether completed or Ongoing	Score
1						
2						
<b>Total Score Claimed</b>						

## VI. PATENTS

Sl. No.	Title of Patent	Specialized Area	National/International	Date of Patent	Score
1					
2					
<b>Total Score Claimed</b>					

## VII. POLICY DOCUMENT (SUBMITTED TO AN INTERNATIONAL BODY/ORGANISATION LIKE UNO/UNESCO/WORLD BANK/INTERNATIONAL MONETARY FUND etc. OR CENTRAL GOVERNMENT OR STATE GOVERNMENT)\*

Sl. No.	Document Title	State/National /International	Submitted to /Organization Type	Date of Submission	Score
1					
2					
<b>Total Score Claimed</b>					

## VIII. AWARDS / FELLOWSHIPS

### (i) Awards/ Fellowships

Sl. No.	Title of Award/ Fellowship	Year	Conferred by Organization	International/National	Score
1					
2					
<b>Total Score Claimed</b>					

**IX. INVITED LECTURES / RESOURCE PERSON/ PAPER PRESENTATION IN SEMINARS/ CONFERENCES /FULL PAPER IN CONFERENCE PROCEEDINGS (PAPER PRESENTED IN SEMINARS/ CONFERENCES AND ALSO PUBLISHED AS FULL PAPER IN CONFERENCE PROCEEDINGS WILL BE COUNTED ONLY ONCE)\***

Sl. No.	Topic/Title of Lecture/Paper	Title of Conference/Seminar	Organized by & Date	International (Abroad or within country) / national /State /University level	Score
1					
2					
<b>Total Score Claimed</b>					

\*The combined research score under these categories shall have an upper capping of 30% of the total research score of the teacher concerned.

**PART D: SUMMARY OF APAR GRADINGS & RESEARCH SCORE**

Category	Activities	Grading (Good/Satisfactory/Not-Satisfactory)
		Year:
I	Teaching	
II	Involvement in the University/College students related activities/research activities	
III	Overall Grading	
<b>RESEARCH SCORE (For Full Assessment Period)*</b>		
Category	Research Activities	Score
I	Research Paper Publication	
II	Publications (Other than Research papers	
III	Creation of ICT Mediated Teaching-Learning Pedagogy etc.	
IV	Research Guidance, Research Projects & Consultancy	
V	Patents /Policy Documents & Awards/Fellowships	
VI	Invited Lectures/Resource Person/Paper Presentation/Full Paper in Conference Proceedings	
<b>Total Research Score</b>		

**Signature of the Faculty with Date**



## PART E: OTHER RELEVANT INFORMATION

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

Sl. No.	Year	Details of Credentials/Contributions
1		
2		
3		

### DECLARATION

I \_\_\_\_\_, hereby declare that the particulars are true to my knowledge and belief.

**Signature of the Faculty with Date**

**LIST OF ENCLOSURES: (Please attach copies of certificates, sanction orders, papers, relevant documents & testimonials, wherever necessary)**

- 1.
- 2.
- 3.
- 4.
- 5.

I certify that the information provided/documents enclosed along with the APAR are authentic.

**Signature of the faculty with date**

**Signature of HOD with date**

**Signature of the DEAN of the School with date**

### **N.B.:**

1. All faculty members of a Department should submit the APAR to HOD/HOD(O) on or before 17<sup>th</sup> August, 2020.
2. All HOD/HOD(O) should submit the verified APAR to Dean of the School on or before 25<sup>th</sup> August, 2020.
3. All Deans should submit the endorsed APAR to competent authority on or before 10<sup>th</sup> September, 2020.
4. All Deans have to submit their own APAR to their reporting authority (Vice-Chancellor) directly.
5. All Professors who are senior to HOD and/or Dean of School on Chair, should submit their APAR directly to Vice-Chancellor.
6. All Professors who are senior to HOD but not senior to Dean, should submit their APAR directly to Dean of the School.
7. All HODs senior to Dean/Associate Dean of School should submit their APAR directly to Vice-Chancellor.