

# University of Pune

## 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 Pincode) :-**
  14. **Permanent Address (with Pincode) :-**
- Telephone No :-**
- Email :-**

**15. Academic Qualifications (Matric till post graduation) :-**

<b>Examinations</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>
<b>High School /Matric</b>					
<b>Intermediate</b>					
<b>B.A./B.Sc/B.Com/ B. Mus</b>					
<b>M.A./M.Sc/M.Com/ M. Mus</b>					
<b>Others examination, if any</b>					

**16. Research Degree(s)**

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

**17. Appointments 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 institution :-**

Designation	Department	Date of actual Joining		Grade
		From	To	

**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) \_\_\_\_\_

**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)**

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

\* Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

		API Score
(a)	Classes Taken (max 50 for 100% performance & proportionate 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**

Sr. 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 Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S. No.	Short Description	API Score
	<b>Total Score (Max : 20)</b>	

- (iv) Examination Duties Assigned and Performed

Sr. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
	<b>Total Score (Max :25)</b>			

**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		
	<b>Total (Max : 20)</b>		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly / Semester wise responsibilities	API Score
	<b>Total (Max : 15)</b>		
	(iii) Professional Development Activities		
	<b>Total (Max : 15)</b>		
	<b>Total Score (i + ii + iii) (Max : 25)</b>		

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

**A) Published Papers in Journals**

<b>Sr. No.</b>	<b>Title with page Nos.</b>	<b>Journal</b>	<b>ISSN/ISBN No.</b>	<b>Whether peer reviewed. Impact Factor, if any</b>	<b>No. of co-authors</b>	<b>Whether you are the main author</b>	<b>API Score</b>

**B (i) Articles / Chapters published in Books**

<b>Sr. No.</b>	<b>Title with page Nos.</b>	<b>Book Title, editor &amp; publisher</b>	<b>ISSN/ISBN No.</b>	<b>Whether peer reviewed</b>	<b>No of co-authors</b>	<b>Whether you are the main author</b>	<b>API Score</b>

**ii) Full Papers in Conference Proceedings**

<b>Sr. No.</b>	<b>Title with page Nos.</b>	<b>Details of Conference Publication</b>	<b>ISSN/ISBN No.</b>	<b>No. of co-authors</b>	<b>Whether you are the main author</b>	<b>API Score</b>

**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	Organized by	API Score

**(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia**

Sr. No.	Title of the paper presented	Title of Conference / Seminar	Organized 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.**

Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether international /National	API Score

**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.

Sr. 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 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.