

# MANIPUR UNIVERSITY CANCHIPUR : IMPHAL

Annual Self-assessment of the Performance Based Appraisal System (PBAS)

Year .....

Based on UGC Regulations 2018 and Relevant Notifications

<b>1.</b>	Name (in Block Letters)					
<b>2.</b>	Father's Name					
<b>3.</b>	Department / Centre					
<b>4.</b>	Correspondence Address					
<b>5.</b>	Permanent Address					
<b>6.</b>	Cell phone no.					
<b>7.</b>	Email					
<b>8.</b>	Date of birth					
<b>9.</b>	Marital Status					
<b>10.</b>	Nationality					
<b>11.</b>	Category (mark the correct box)	SC	ST	Non-Creamy OBC	Differently-abled	UR-EWS
<b>12.</b>	Gender (mark the correct box)	Male		Female		Other
<b>13.</b>	Date of joining Manipur University					
<b>14.</b>	Current designation					
<b>15.</b>	Basic pay					
<b>16.</b>	Date of last appointment/promotion/ Re-designation, if any (attach Office Order)					
<b>17.</b>	Assessment period					
<b>18.</b>	Academic qualifications					

Degree/Certificate	Board/ University	Year of Passing	% of marks obtained	Division/ Class/ Grade	Subjects	Enclosure No.
Matriculation						
10+2 and equivalent						
B.A./B.Sc./B.Com./LLB/B.Tech./BBA						
M.A./M.Sc./M.Com./LLM/M.Tech./MBA						
M.Phil.						
Ph.D.						
Any other						

19.	Eligibility Test			Enclosure No.
	Year of Passing	Subject		
NET (JRF)				
NET (Lectureship)				
SLET/SET				

20.	Appointments held prior to joining Manipur University					
	Designation	Name of Employer	Date of		Pay Scale	Reason for leaving
			Joining	Leaving		
1						
2						
3						
4						

21.	Post held since joining Manipur University				
Sl No	Designation	Department /Centre	Date of actual joining		Pay Band with AGP / level
			From	To	
1.					
2.					
3.					
4.					

22.	Research experience excluding years spent in M. Phil / Ph. D (in years)

**Table 1**

<b>1.</b>	Details of teaching activities (Classes taught includes sessions on tutorial/lab & other teaching related activities):				
<b>Academic Year</b>	<b>Semester</b>	<b>No. of Classes assigned</b>	<b>No. of Classes taught</b>	<b>% of Classes taught</b>	<b>Grade*</b>
* Good: $\geq 80\%$ ; Satisfactory: $\geq 70\%$ but $< 80\%$ ; Not Satisfactory: $< 70\%$					

<b>2.</b>	Orientation/Refresher/Research Methodology/MOOC Course (s) attended:		
<b>CourseDetails</b>	<b>Place</b>	<b>Duration</b>	<b>Sponsoring Agency</b>

<b>3.</b>	Details of involvement of other activities (Minimum requirement: Any THREE activities out of seven activities; Good: 3 Activities; Satisfactory: 1-2 Activities; Not Satisfactory: No Activity):			
<b>Names of the Activities</b>	<b>Type of Responsibilities</b>	<b>Duration</b>		<b>Enclosure No.</b>
		<b>From</b>	<b>To</b>	
a. Details of administrative responsibilities such as Head/Dean/Director/Coordinator/Warden etc.				
b. Details of examination duties such as Paper Setting/ Moderation/Evaluation of Answer Scripts etc.				
c. Details of student related Activities (Counseling/Study Tour/Student Seminar/Cultural/Sports/ NCC/NSS/ Community Services, etc.				
d. No. of Seminar/Conference/Workshop etc. organized.				
e. No. of Ph.D. Scholars guiding.				
f. No. of publications in peer reviewed/UGC listed journals.				
g. No. of Minor/Major Research Projects sponsored by National/International Agencies				





### Book

Sl No	Title with Page No	Date of Publication	Book Title editor & Publisher	ISSN / ISBN No.	Whether Peer Reviewed	Nos. of co-author	Whether you are the main author	API Score	Encl No

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

Sl. No.	Item	Provide details of pedagogy, Content, etc.	API Score	Encl No.
a	Development of innovative pedagogy (5)			
b	Design of new curricula and courses- 2 per curricula/course			
c	MOOCs:			
	i. Development of complete MOOCs in 4 quadrants in 4 credit course-20			
	ii. Development of complete MOOCs in 4 quadrants in less than 4 credit course -5			
	iii. MOOCs developed in 4 quadrants - 5 per module/lecture			
	iv. Content writer/subject matter expert for each module of MOOCs for at least 1 quadrant- 2			
	v. Course Coordinator for MOOCs 4 credits course-8			
	vi. Course Coordinator for MOOCs less than 4 credits course- 2			
d	E-Contents:			
	i. Development of e-content in 4 quadrants for complete course/e-book-12			
	ii. e-content developed in 4 quadrants - 5 per module			
	iii. Contribution to development of e-content module in complete course/paper/e-book, at least with one quadrant -2			
	iv. Editor of e-content for complete course/paper/e-book - 10			
Total Score of Category-III (a+b+c+d)				

**4. (a) Research Guidance**

Sl No		Title of the Thesis	Degree awarded		API Score	Encl No.
	M.Phil./PG Dissertation					
	Ph. D.		Degree awarded	Thesis Submitted		

**4. (b) Research Projects Completed**

Sl No	Title of the project	Funding Agency	Period	Amount	API Score	Encl No.

**4. (c) Research Projects Ongoing**

Sl No	Title of the project	Funding Agency	Period	Amount	API Score	Encl No.

**4. (d) Consultancy**

Sl No	Title of the project	Agency	Period	Amount	API Score	Encl No.

**5. Patents/Policy Document/Award/Fellowship:**

Type	Details of Patent/Policy Document/Award/Fellowship	API Score	Encl No.
(a) International Patent (10)			
(b) National Patent (7)			
(c) International Policy Document (10)			
(d) National Policy Document (7)			
(e) State Policy Document (4)			
(f) International Award or Fellowship (7)			
(g) National Award or Fellowship (5)			
Total Score of Category-V (a+b+c+d+e+f+g)			

**6. 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 of the Invited Lecture delivered/ Paper presented	Details of Conference / Seminar/ FDP/ Academic Session	Organized by	Category: International (Abroad)/ International (within country)/ National/ State/ University	Please select whether Invited Talk/ Paper Presented	API Score	Encl No.

**Note: Enclose all relevant documents for API Verification.**

Certified that the above information furnished by me is true to the best of my knowledge and belief and if at any point of time there is any evidence of incorrect information/suppression of facts, I shall solely be liable for the same.

Signature of Applicant

Recommendation by the Head of Department/Centre:

Head of Department/Centre

Recommendation by the Dean of the School:

Dean of the School

Place:

Date:



# MANIPUR UNIVERSITY CANCHIPUR : IMPHAL

Application Form for CAS Promotion of Teachers under  
UGC Regulations 2018 and Relevant Notifications

**Promotion Applied for .....**  
**From Academic Level 10 / 11 / 12 / 13A to Academic Level 11 / 12 / 13 / 14**

<b>1.</b>	Name (in Block Letters)						
<b>2.</b>	Father's Name						
<b>3.</b>	Department / Centre						
<b>4.</b>	Correspondence Address						
<b>5.</b>	Permanent Address						
<b>6.</b>	Cell phone no.						
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<b>11.</b>	Category (mark the correct box)	SC	ST	Non-Creamy OBC	Differently-abled	UR-EWS	
<b>12.</b>	Gender (mark the correct box)	Male		Female		Other	
<b>13.</b>	Date of eligibility of promotion						
<b>14.</b>	Current designation						
<b>15.</b>	Basic pay						
<b>16.</b>	Date of last appointment/promotion/ Re-designation, if any (attach Office Order)						
<b>17.</b>	Assessment period						
<b>18.</b>	Academic qualifications						
	Degree/Certificate	Board/ University	Year of Passing	% of marks obtained	Division/ Class/ Grade	Subjects	Enclosure No.
	Matriculation						

10+2 and equivalent						
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M.A./M.Sc./M.Com./LLM/M.Tech./MBA						
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Ph.D.						
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	Year of Passing	Subject		Enclosure No.
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<b>20.</b>	Appointments held prior to joining Manipur University					
	Designation	Name of Employer	Date of		Pay Scale	Reason for leaving
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<b>21.</b>	Post held since joining Manipur University				
Sl No	Designation	Department /Centre	Date of actual joining		Pay Band with AGP / level
			From	To	
1.	Appointment of Assistant Professor				
2.	Date of Promotion at Stage-2/Level-11				
3.	Date of Promotion at Stage-3/Level-12				
4.	Date of Promotion at Stage-4/Level-13-A				
5.	Date of Promotion at Stage-5/Level-14				

<b>22.</b>	Research experience excluding years spent in M. Phil / Ph. D (in years)	
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Names of the Activities	Type of Responsibilities	Duration		Enclosure No.
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a. Details of administrative responsibilities such as Head/Dean/Director/Coordinator/Warden etc.				
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	i. Development of e-content in 4 quadrants for complete course/e-book-12			
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	iii. Contribution to development of e-content module in complete course/paper/e-book, at least with one quadrant -2			
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(c) International Policy Document (10)			
(d) National Policy Document (7)			
(e) State Policy Document (4)			
(f) International Award or Fellowship (7)			
(g) National Award or Fellowship (5)			
Total Score of Category-V (a+b+c+d+e+f+g)			

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Recommendation by the Head of Department/Centre:

Head of Department/Centre

Recommendation by the Dean of the School:

Dean of the School

Place:

Date: