



RAVENSHAW UNIVERSITY: CUTTACK

**PBAS PROFORMA FOR PROMOTION UNDER CAS**

**PART- A – GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name of the Department :
2. Position and Grade Pay applied (under CAS) :
3. Name ( In Block Letter) :
4. Father's / Mother's Name :
5. Present Designation with Grade Pay :
6. Date of last Promotion :
7. Date of Eligibility for Promotion :
8. Date of Birth :
9. Sex :
10. Marital Status :
11. Nationality :
12. Indicate Whether Belongs to SC/ST/OBC Category :
13. Correspondence Address :
14. Permanent Address :

Contact No:

Email:

15. Academic Qualifications ( HSC till Post Graduate)

Name of the Examinations	Name of the Board/University	Year of Passing	Percentage of Marks	Division/ Class/Grade	Subject
HSC					
Intermediate					
Bachelors					
Masters					
Others(If any)					

16. Research Degree (s)

Degrees	Title	Date of Award	Name of the University
M. Phil			
Ph. D / D. Phil.			
D. Sc/ D. Litt			

17. Appointment held prior to Joining this Institution

Name of the Employer	Designation	Date of Joining	Date of Leaving	Salary & Grade Pay	Reason of Leaving

18. Post held after Appointment in the Institution

Name of the Department	Designation	Date of Actual Joining		Grade Pay
		From	To	

19. Teaching Experience (in years) P.G. Classes  , U.G. Classes

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

21. Fields of Specialization under the Subject/ Discipline

(i)

(ii)

22. 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, Practical, 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(I),Seminar(S),Tutorial(T),Practical(P),Contact Hours(C)

		API Score
(a)	Classes Taken(max 50 for 100% performance & proportionate score upto 80% performance, below which no score may be given)	
(b)	Teaching Load in excess of UGC norm (maxscore: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 Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

Sl. No.	Short Description	API Score
	Total Score(MaxScore: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)			

CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Please mention your contribution to any of the following:

Sl. No.	Type of Activity	Average Hrs/week	API Score
	(i) Extension, Co-curricular & field based Activities		
	Total(Max:20)		
	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/ Semester wise responsibilities	API Score
	Total(Max:15)		
	(iii) Professional Development Activities		
	Total(Max:15)		
	Total Score(I+ii+iii)(Max:25)		



iii) Books Published as single author or as editor

Sl. 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

IIIC). Ongoing and Completed Research Projects and Consultancies

(c)(I&ii) Ongoing Projects/Consultancies

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (Rs.lakh)	API Score

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

Sl. No.	Title	Agency	Period	Grant/Amount Mobilized (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	Organized by	API Score

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

Sl. 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 Chairmanship sat national or international conference/seminar etc.

Sl. 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

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 and/or documents enclosed along with the duly filled PBAS Proforma.

Signature of the faculty with  
Designation, Place & Date

Signature of HOD/Dean of  
the School/CCD

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.