

**JAMIA HAMDARD
NEW DELHI 110062**

PART B: ACADEMIC PERFORMANCE INDICATORS
(Please see detailed instructions 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)

SI No.	Course/ Paper	Level and strength		Mode of Teaching*	Hours per week allotted	Percentage of classes taken as per documented record		
		UG/ PG	Strength			Scheduled Classes	Classes held	%

*Lecture (L), Seminars (S), Tutorials (T), Practical (P), Contact classes (C)

		API : Self-Appraisal Score (n x =)	Verified 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 (max score: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 resource to Students (max. score: 20)				API : Self-Appraisal Score (n x =)	Verified API Score

- (iii). Use of participatory and innovative teaching-learning methodologies, updating of subject content, course improvement etc.

Sl. No.	Short Description	API : Self-Appraisal Score (n x =)	Verified API Score
	Total Score (Max. Score: 20)		

- (iv). Examination duties assigned and performed

Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API : Self-Appraisal Score (n x =)	Verified API Score
	Total Score (Max. 25)				

Note: IQAC will incorporate score of students' feedback (Performance Appraisal of Teacher by Students) in overall score under this category with intimation to teacher concerned.

Remarks, if any by IQAC/Screening Committee:

Instructions:

1. Table of scoring system may be consulted before filling out the above table. (please consult Annexure-III).
2. Column on verified API score is to be filled by the IQAC/Screening Committee.
3. Copy of Time Table issued by the Head of the Department (HOD)/Dean may be enclosed for ascertaining the teaching load.
4. Examination duty chart issued by the Examination/Admission section/HOD/Dean may be enclosed.
5. Supporting documents with respect to additional teaching resources/innovative teaching methodology may be enclosed.

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

Sl. No.	Type of Activity	Average Hrs/week	API : Self-Appraisal Score (n x =)	Verified 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 responsibility	API : Self-Appraisal Score (n x =)	Verified API Score
	Total (Max: 15)			
	(iii). Professional development activities			
	Total (Max: 15)			
	Total Score (i + ii + iii) (Max: 25)			

Remarks, if any by IQAC/Screening Committee:

Instructions:

1. Table of scoring system may be consulted before filling out the above table. (please consult Annexure-III).
2. Column on verified API score is to be filled by the IQAC/Screening Committee.
3. Copy of office order with respect to Contribution to Corporate Life and management of the Institution
4. Supporting documents with respect to above activities may be enclosed.

CATEGORY-III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A & B. PUBLICATIONS

III A (i). Papers published in the Journals

Sl. No.	Title of paper	Name of the Journal, volume, page no., year	ISSN/ ISBN No.	Whether peer - reviewed? Impact Factor, if any	List of authors; No. of co-author (s)	Whether you are the main Author (first/ corresponding)	API : Self-Appraisal Score (n x =)	Verified API Score

III A (ii). Full papers presented in Conference/Seminar/Symposium published as proceedings in a Journal

Sl. No.	Title of i) conference and ii) paper	Name of the Journal, volume, page no., year	ISSN/ ISBN No.	Whether peer - reviewed? Impact Factor, if any	List of authors; No. of co-author (s)	Whether you are the main Author (first/ corresponding)	API : Self-Appraisal Score (n x =)	Verified API Score

III B (i). Text/Reference Books authored or edited/Journal edited/Proceedings of Conference/Symposium/Seminar etc. edited

Sl. No.	Title with page nos. and year	Type of Book/ Journal Proceeding & Author/ Editor	Publishers & ISSN/ISBN No	Whether peer-reviewed	Co-authors/ Co-editors, if any	Whether you are the main author	API : Self-Appraisal Score (n x =)	Verified API Score

III B (ii). Articles/Chapters published in Books/Full papers published in conference proceedings other than Journals

Sl. No.	Title with page nos. and year. In case of proceedings, name of conference/ Seminar/ symposium etc. may also be given	Book Title, editor & publishers	ISSN/ ISBN No.	Whether peer reviewed	List of authors; No. of co-author	Whether you are the main author	API : Self-Appraisal Score (n x =)	Verified API Score

III C. RESEARCH PROJECTS

III C (i) & (ii). On-going projects/Consultancy projects

Sl. No.	Project or consultancy	Title	Funding Agency	Period (tenure) with dates	Grant/Amount Mobilized (Rs. Lakh)	API : Self-Appraisal Score (n x =)	Verified API Score

III C (iii). Completed projects/Consultancy projects

Sl. No.	Project or consultancy	Title	Funding Agency	Period (tenure) with dates	Grant/Amount Mobilized (Rs. Lakh)	API : Self-Appraisal Score (n x =)	Verified API Score

III C (iv). Project outcome/output/patents of completed projects/Consultancy projects

Sl. No.	Project or consultancy	Title	Funding Agency	Period (tenure) with dates	Whether lead to patent/process/technology transfer/Policy Document	API : Self-Appraisal Score (n x =)	Verified API Score

III D (i) to (iii). RESEARCH GUIDANCE

Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	Supervisor/co-Supervisor	API : Self-Appraisal Score (n x =)	Verified API Score
M.Phil or equivalent						
Ph.D or equivalent						
PG Courses						

III E. POST DOCTORAL DEGREE OBTAINED

Sl. No.	Title	Year	University	Supervisor	API : Self-Appraisal Score (n x =)	Verified API Score
D.Sc./D.Litt.						

III F. TRAINING COURSES AND CONFERENCE/SEMINAR/WORKSHOP ATTENDED

III F.(i) Refresher course/Orientation Programme/Training Course, Teaching-Learning – Evaluation Technology Programmes, Faculty Development Programmes Attended (not less than one week duration)

Sl. No.	Programme	Duration	Organised by	API : Self-Appraisal Score (n x =)	Verified API Score

III F. (ii). Conferences,/Seminar/Workshops/Symposia attended

Sl. No.	Title of the Paper presented	Title of Conference/ Seminar etc. with dates	Organised by	Whether international/ national /state/regional/ college or university level	API : Self-Appraisal Score (n x =)	Verified API Score

III F (iii). Invited Lectures delivered and Chairmanships at International/ National/Regional/ Local conference/seminar etc.

Sl. No.	Title of Lecture/ Academic Session	Title of Conference/ Seminar etc. with dates	Organised by	Whether international/ national regional/ local	API : Self-Appraisal Score (n x =)	Verified API Score

III G. TRAINING COURSES / CONFERENCE/SEMINAR/WORKSHOP ORGANISED

III G (i). Organization of Refresher Courses, Oreintation Programme Methodology Workshops, Training Courses, Summer/Winter School/ Teaching-Learning- Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes

Sl. No.	Programme	Role in Organizing Committee	Duration with dates	Sponsoring Agency	API : Self-Appraisal Score (n x =)	Verified API Score

III G (ii). Organization of Seminar/Symposia/Conference/Workshop

Sl. No.	Programme title	Role in Organizing Committee	Duration with dates	Sponsoring Society/ Association/ Agency	Whether international/ national /state/regional/ college or university level	API : Self-Appraisal Score (n x =)	Verified API Score

III H. CITATION OF PUBLICATIONS

Sl. No	Detail of cited publication (full title, authors' name, journal, volume, page no., year)	No. of citations (excluding self-citation and citation by co-authors)	Date of citation record collection	Whether you are main/corresponding author?	API : Self-Appraisal Score (n x =)	Verified API Score

III I. PEER REVIEWING OF PAPERS/PROJECT PROPOSALS/EVALUATION OF PROJECT COMPLETION REPORT/M.PHIL/PH.D. THESIS

Sl. No	Activity	Detail of activity	ISSN/ISBN Number, in case of journal	Impact factor, if any, in case of journal	API : Self-Appraisal Score (n x =)	Verified API Score

III J. AWARDS/HONOURS/RECOGNITIONS

Sl. No	Name of the Award	Awarding Agency	Whether international/ national/ regional/state level	API : Self-Appraisal Score (n x =)	Verified API Score

IV. SUMMARY OF THE API SCORES

Sl. No.	Criteria	Last Academic Year	Total – API Score for Assessment Period	Annual Average API Score for Assessment Period	Verified API Score
I	Teaching, learning and Evaluation related activities (category I)				
II	Co-curricular, Extension, Professional Development related activities (category II)				
	Total I+II*				
III	Research and Academic Contributions (category III)				

* A teacher may score additional 10 points from either Category I or II to achieve minimum score required under Category I + II.

PART C: OTHER RELEVANT INFORMATION

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

Sl. No	Details (Mention year, value etc. wherever relevant)

LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)

Sl. No.	Detail
1	
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I hereby declare that I have carefully read and understood the instructions and regulations referred herein and that all the statements made in this application are true and complete to the best of my knowledge and belief.

Signature of applicant

Name in full :

Date:

Designation.....Department:

Forwarding note of the concerned Head of the Department :

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Signature of the HOD

Office Seal

Date :

Receipt and dispatch details of the Establishment Section:

Date of receipt:.....

Date of dispatch to Director, IQAC :

.....

Signature of the AR (Establishment).....

Office Seal

Date :

Remark of the Director IQAC of the University:

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Signature of the Director, IQAC

Office Seal

Date :

Date of receipt by Establishment Section from the Director, IQAC:

Verified and found correct :

Signature of Vice Chancellor

Signature of Chairman Screening / Selection Committee

Date:

Instructions:

1. Table of scoring system may be consulted before filling out the above table. (please consult Annexure-III).
2. Column on verified API score is to be filled by the IQAC/Screening Committee.
3. Candidates are required to provide complete list of publications (in refereed journals, recognized and reputed journals and periodicals mentioning names of all authors, ISSN/ISBN numbers of journals and year of publications), list of seminar/symposia/conference/workshop/refresher course/ faculty/skill development programmes etc organized and attended, list of completed/on-going research and consultancy projects with amount and funding agency, list of Patent/Technology transfer/ Product/Process/Major Policy document of Govt. Bodies at Central/State level, list of M. Phil and PhD supervised, list of honours/awards/recognitions. Information given in the form need not be repeated.
4. Candidates are required to enclose documentary evidence in favour of items mentioned at Note 3 above. In case a document is not attached reason may be given with an alternative supporting paper (e.g, participation/invitation in conferences may be supported by e-mail from the organizers).
5. Journal impact factor to be current (as on the date of application).

Remarks, if any by IQAC/Screening Committee:
