



Jorhat Kendriya Mahavidyalaya

Kenduguri, Jorhat-785010 (Assam)

Affiliated by Dibrugarh University

CRITERION 6. GOVERNANCE, LEADERSHIP, MANAGEMENT

6.3. FACULY EMPOWERMENT STRATEGY

PBAS PROFORMA FOR PROMOTION UNDER CAS

Pranjal Dutta
Coordinator, IQAC



Dr. Dulen Saikia
Principal



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PBAS Proforma for Promotion under CAS

Name of the Institution:
Jorhat Kendriya Mahavidyalaya
Kenduguri, Jorhat-785010

Name:

Date of Joining:-----

Date of Service Regularization: -----

Date of placement in stage-----

Date of eligibility for stage-II-III: -----

Assessment Period for :API-17/03 [REDACTED] to 16/03 [REDACTED]
(One Year)

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PART B: ACADEMIC PERFORMANCE INDICATORS CATEGORY: I-

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(From: [REDACTED])

a) Lecture, Seminars, Tutorials, Practical, Contact Hours (give semester wise details where necessary)

Sl. No	Course	Level	Mode of teaching	Hours per week allotted	% of classes taken as per documented record	API Score Claimed
1	BA 1 st Sem Hon& GE	UG	L/S/T/C	5 hrs	90%	45.00
2	BA 2 nd Sem Hon& GE	UG	L/S/T/C	4 hrs	90%	45.00
3	BA 3 rd Sem Hon& GE	UG	L/S/T/C	5 hrs	90%	45.00
4	BA 4 th Sem Hon& GE	UG	L/S/T/C	4 hrs	90%	45.00
5	BA 5 th Sem Hon& GE	UG	L/S/T/C	5 hrs	90%	45.00
6	BA 6 th Sem. Hon& GE	UG	L/S/T/C	6 hrs	90%	45.00
7	HS 1 st Year	UG	L/T	3 hrs	100%	50.00
8	HS 2 nd Year	UG	L/T	3 hrs	100%	50.00
9	BA (Distance)	UG	L	3 hrs	60%	30.00
(Max -50)		Grand Total				400.00
		Average API (400/9)				44.44

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


S. No	Max Score	API Score
1	Classes Taken (Max Score : 50)	44.44
2	Teaching Load in excess of UGC norms (Max Score : 10)	10.00
Total Score		54.44

b) Reading / Instructional materials consulted and additional knowledge resources provided to students.

Sl No	Course/ paper	Consulted	Prescribed	Additional resources provided	% of target achieved	API Score Claimed
1	BA Hon Course	Consulted text books according to Dibrugarh University	Text Books, Reference Books & Journals,	Class Note, Internet Resources, Printing Materials etc,	90%	18


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		syllabus, previous year question papers, reference books, current topic relevant to the subject.	Magazines etc.	Arrange Seminars, Group Discussion among the Students		
2	BA GE Course	Do	Do	Do	90%	18
API score based on Preparation and Imparting of knowledge/ instruction as per curriculum & syllabus enrichment by providing additional resources to students (Max Score : 20)				Grand Total		36.00
				Average API=(38/2)		18.00

- c) Use of participatory and innovative teaching learning methodologies/ audio-visual teaching aid, updating of subject content, course improvement etc.


Sl. No	Short description	API Score Claimed
1	Departmental (online) seminar for all semesters	5
2	Unit Test, Quiz, Group discussion (online) for all semesters	5
3	Assignments (online) for all semesters	5
4	Power point presentation, digital class room, internet lab etc	5
Total		20
API(Max-20)		20

- c) Examination duties assigned and performed

Sl. No	Type of examination duties	Duties assigned	Extent to which carried out (%)	API Score
1	Centre Observer, appointed by DU, AOC of JKM	Exam Centre inspection	100%	10
2	Question paper setting (Unit test & Internal exam of all Semester and HS classes)	Paper setter	100%	5
3	Evaluation (BA 1 st Sem. to 6 th Sem)	Examiner	100%	5
4	Scrutiny (BA 1 st Sem to 6 th sem)	Scrutinizer	100%	5
Total				25


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API (Max-25) 25

Total API Score of Category: I


S. No	Category	API Score claimed
I	Lecture, seminars ,tutorials , practical, contact hours	54.44
Ii	Reading / Instructional materials consulted and additional knowledge resources provided to students	18.00
Iii	Use of participatory and innovative teaching learning methodologies/ audio-visual teaching aid, updating of subject content, course improvement etc	20.00
Ii	Examination duties assigned and performed	25.00
Sub-Total- I		117.44

This is to certify that ----- Assistant Professor, Jorhat Kendriya Mahavidyalaya attended all the allotted classes. He gives regular instructions as per curriculum with the prescribed material, syllabus enrichment by providing additional resources to the student. He carried out Semester/ Annual Examination work as per duties allotted.

Signature of HoD
Department of -----
Jorhat Kendriya Mahavidyalaya


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CATEGORY: II

CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

i) Extension, Co-curricular & field-based activities

Sl. No	Type of Activity	API Score Claimed
1	Adviser, Students' Union	5
2	Assistant Coordinator, Career Counseling Cell	5
3	Member, Model Village Adoption Committee	5
4	Asstt. Returning officer, Students Union Election	5
5	Presiding officer, Assembly Election, Govt. of India	5
6	Presiding officer, Jorhat MB Election	5
Grand Total		30
API (Max-20)		20

ii) Contribution to corporate life and management of the institution


Sl. No	Type of Activity	Yearly/Semester wise responsibilities	API Score
1	Asstt. Coordinator of IQAC	As assigned and required	10
2	Member, Board of Management, Community College	Do	5
3	Coordinator, College website committee	Do	5
4	Member, Planning Board	Do	5
4	Member of Admission committee	Do	5
5	Coordinator, IIC, HEIs, JKM	Do	5
6		Do	5
Total			40
API (Max-15)			15

iii) Professional Development Activities:

Sl No	Activity	Period Yearly/Semester wise responsibilities	API Score Claimed
i	Executive Member of Assam College Teachers Association (ACTA)	As Executive Member	2
ii	Member of The Institute of Social Research and Applied Anthropology, BIDISA	As Member	3
iii	Supervising officer, HSLC Result Compilation Committee, 2021	Supervising Officer	5
iv	Participated 6 number of National Webinars in different subjects during the COVID-19 Pandemic Period 2021	As Participant	6
v	Participated in the National Seminar and Workshop on Significance of Soft Skills	As participant	2


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	& Life Skills and its Pertinence in Career Development on 24 th & 26 th June, 2021		
vi	Participated in the familiarization workshop on 'Remote Access to Lab: Lab on a Screen' on 27 th July to 1 st August, 2021	As Participant	2
vii	Participated in the IP Awareness Training Programme on 8 th Feb, 2022, organized by Intellectual Property Office under NIPAM	As Participant	2
viii	Participated in the "Friendship Cluster Union-one day workshop on Innovation, incubation & Startup Programme" on 10 th Jan, 2022	As Participant	2
Total			24
API (Max-15)			15

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CATEGORY III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

(A) Published Papers in Journals

Sl. No.	Title with Page Numbers	Journal	ISSN /ISBN No.	Whether Peer Reviewed/ impact factor, if any	No. of Co-author	Whether you are the main author	API Score
1	Prospects of Eco-Tourism in Greater Jhanjimukh Area of Jorhat district of Assam- A Case Study, Pp-1440-1443	Journal of Interdisciplinary Cycle Research- An UGC – CARE Approved Group-II Journal	ISSN-0022 -1945, Vol-XII, May-2021 (http://jicrjournal.com)	Yes (Impact factor-6.2)	1	Yes	15
2.	Role of Women Right Institutions in the Protection and Promotion of Human Rights: a Study based on Two Women Right Institutions of Assam, Pp-599-603	GIS Science Journal- An UGC-Care Approved Group II Journal	ISSN-1869-9391, Vol-8, Issue-6, June, 2021 (www.gisscience.net)	Yes (Impact factor-6.1)	1	No	10
3	Problems and Prospects of Non Government Organizations(NGOs) in Assam- An Analytical Study	ACADEMIA - Peer Reviewed Research Journal	ISSN-2349-3445, Vol-VI, Issue-I, July 2021	Yes	No	yes	10

(B) (i) Articles/Chapters Published in Books: Nil


Sl. No.	Title with Page Numbers	Book Title, Editor & Publisher	ISSN /ISBN No.	Whether Peer Reviewed	No. of Co-author	Whether you are the main author	API Score

(ii) Full Papers in Conference Proceedings: Nil

Sl. No.	Title with Page Numbers	Details of Conference Publication	ISSN/ISBN No.	No. of Co-author	Whether you are the main author	API Score


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(iii) Books Published as Single or as Editor: Nil

Sl. No.	Title with Page Numbers	Type of Book & Authorship	Publisher & ISSN /ISBN No.	Whether Peer Reviewed	No. of Co-author	Whether you are the main author	API Score

(iii) Ongoing and Completed Research Project and Consultancies:

(C) (I&II) Ongoing Project/Consultancies: Nil

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

(C) (iii & iv) Completed Project/Consultancies : Nil

Sl. No	Title	Agency	Period	Grant/Amount Mobilized (Rs. Lakh)	Whether Policy Document/Patent as outcome	API Score
-	-	-	-	-	----	-


(D) Research Guidance: Nil

(E) (i) Training Courses, Teaching- Learning-Evaluation technology programmers, Faculty Development Programmes (Not less than one week duration) : Yes

Sl. No.	Programme	Duration	Organized by	API Score
1	One Week online National Workshop on 'Trends in Teaching Learning, Institution Building and Innovation at Higher Educational Institution'	22-27 June, 2021	IQAC, NN Saikia College, Titabor	10
2	One-week online FDP on 'MIS, Data Analytics & ICT Based Teaching'	24-29 th May 2021	IIC & IQAC, JKM	10
3	One week online workshop on 'Strengthening Rural Community Governance'	5-9 July, 2021	NIRD& PR, Ministry of Rural Development, Govt of India	10
	Total			30
	API(Max-30)			30


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

Sl. No.	Title of the Paper Presented	Title of Conference/Seminar	Organized by	Whether, International/National/State/Regional/College or University	API Score
I	NEP-2020: A Roadmap of Reclaim and Rearticulate Indianness	National Education Policy: 2020 Vis-à-vis Ancient Indian Education System	IQAC, JKM & ACPC, Jorhat Zone	National	7.5

E) (iii) Invited Lectures and Chairpersonship at national or international level conference/seminar etc.: Nil

Sl. No.	Title of the Lecture/Academic Session	Title of Conference/Seminar	Organized by	Whether International/National/	API Score
	-	-	-		-

E. (iv). SUMMARY OF API SCORES


Sl.No.	Criteria	Last Academic Year	Total API Score for assessment period	API Score Claimed
I	Teaching Learning and Evaluation Related Activities	2021-2022	125	117.44
II	Co-curricular Extension Professional Development	2021-2022	50	50.00
	Total (I+II)		175	167.44
III	Research And Academic Contribution	2021-2022	Minimum -10	72.50
	Grand Total			239.44

Signature of the Principal
Jorhat Kendriya Mahavidyalaya

Co-ordinator, IQAC
Jorhat Kendriya Mahavidyalaya


Pranjal Dutta
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PART C: OTHER RELEVANT INFORMATION: N/A

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

1. Ph.D Notification & Certificate (Photocopy)
2. D.H.E of Assam Approval Letter (Photocopy)
3. Joining Letter (Photocopy)
4. Certificate of Examination invigilator (Photocopy)
5. Certificate of Examination evaluator / Paper setter (Photocopy)
6. Certificate of Extension, Co-Curricular & Field based activities (Photocopy)
7. Certificate of Corporate Life and Management of the Institution (Photocopy)
8. Professional Development Activities related certificate (Photocopy)
9. Research, Publication in different books & Journals with ISBN& ISSN (Documents submitted)
10. Paper presented in Conference, Seminar, Workshop, Symposia related certificates (Photocopy)
11. Participated in Conference Seminar, Workshop, Symposia related certificates (Photocopy)

I certify that the information provided is correct as per records available with the college/university and/or documents enclosed along with the duly filled PBAS Proforma.

Signature of the Faculty with Designation

Place: Jorhat Kendriya Mahavidyalaya

Date:

All the documents submitted by -----Assistant Professor, Jorhat Kendriya Mahavidyalaya are verified and found authentic. The API scores mentioned above are correct.

Signature of the Principal

Jorhat Kendriya Mahavidyalaya

Co-ordinator, IQAC

Jorhat Kendriya Mahavidyalaya

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N.B: The individual PBAS Proforma for CAS promotion duly filled along with all enclosures will be duly verified by the DPC and shall be placed before the Screening cum Evaluation Committee or selection Committee for promotion.

PBAS Proforma for Promotion under CAS

Name: ----- Asst. Professor (Stage II/Senior Grade)

Department of -----

Jorhat Kendriya Mahavidyalaya

SUMMARY OF API SCORES FOR THE YEAR

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Principal
J. K Mahavidyalaya


VC's Nominee
Subject Expert

VC's Nominee
Subject Expert

HoD
Dept. of Economics


Pranjal Dutta
Coordinator, IQAC




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