

**Savitribai Phule Pune University**



**Rayat Shikshn Sanstha's  
S.M Joshi College Hadapsar Pune**

**PBAS Proforma for Promotion under CAS**

**[As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, Regulations, 2018)]**

**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 Pin code) :- Email:

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

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School /Matric					
Intermediate					
B.A./B.Sc/B.Com/ B. Mus					
M.A./M.Sc/M.Com/ M. Mus					
Others examination, if any					

16. Research Degree(s)

Degrees	Title	Date of award	University
M. Phil.	-	-	-
Ph.D./D. Phil			
D.Sc/D. Litt			

17. Appointments held prior to joining this institution

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of leaving
		Joining	leaving		

18. Posts held after appointment at this institution:-

Designation	Department	Date of actual Joining		Grade
		From	To	

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**19. Period of teaching experience:**

**P.G. Classes (in years)      years**

**U.G. Classes (in years)      Year**

**20. Research Experience excluding years spent in M. Phil / Ph. D (in years):05**

**21. Fields of Specialization under the Subject / Discipline**

(a)

(b)

**22. Academic Staff College Orientation / Refresher Course attended :**

<b>Name of the Course/ Summer School</b>	<b>Place</b>	<b>Duration</b>	<b>Sponsoring Agency</b>





Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

Not-satisfactory - Not involved / undertaken any of the activities

**Note:** Number of activities can be within or across the broad categories of activities

**APPENDIX “II” Table 2**  
**Methodology for University and College Teachers for calculating**  
**Academic/Research Score**

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students’ Ph.D. award letter, etc.,)

<b>Name of the Candidate</b>	
<b>Post Applied for</b>	
<b>Department</b>	
<b>Whether Awarded Ph.D. Degree (Yes/ No)</b>	
<b>Whether Supervised Doctoral Research Work (Yes/ No)</b>	
<b>Teaching/ Research Experience (in years)</b> Total Number of Experience on regular basis at the level of Assistant Professor or above (Excluding the years spent for M.Phil and Ph.D.)	

**1. Research Papers in Peer- Reviewed or UGC listed Journals**

Sl. No.	Title of the Article/ Paper	Name of the journal	Vol. No. & PP / Month and Year	Whether you are the main Author	No. of Coauthors'	ISSN No.	UGC Journal No.	Impact Factor	Claimed Score
1.									

**Total Score:**

**2. Publications (other than Research papers)**

**(a) Books authored which are published by:**

**(i) International Publishers**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:**

**(ii) National Publishers**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:**

**(iii) Chapter in Edited Book**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:05**

**(iv) Editor of Book by International Publisher**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:**

**(v) Editor of Book by National Publisher**



Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:**

**(b) Translation works in Indian and Foreign Languages by qualified faculties**

**(i) Chapter or Research paper**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN / ISSN No.	Claimed Score

**Total Score:**

**(ii) Book**

Sl. No.	Title of the Book	Author Co-Author(s)	Name of the Publisher	Month, Year	ISBN No.	Claimed Score

**Total Score:**

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

**(a) Development of Innovative pedagogy**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

**Total Score:**

**(b) Design of new curricula and courses**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

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**Total Score:**

**(C) MOOCS**

**Development of complete MOOCs in 4 quadrants.**

Sl. No.	Details	Course Credit	Details of the URL/website where available or if CD/DVD enclose a copy

**Total Score:**

**MOOCs (developed in 4 quadrants) per module/ lecture**

Sl. No.	Details	Course Credit	Details of the URL/website where available or if CD/DVD enclose a copy

**Total Score:**

**Content writer/ subject matter expert for each module of MOOCs (at least one quadrant)**

Sl. No.	Details	Course Credit	Details of the URL/website where available or if CD/DVD enclose a copy

**Total Score:**

**Course Coordinator for MOOCs**

Sl. No.	Details	Course Credit	Details of the URL/website where available or if CD/DVD enclose a copy

**Total Score:**

**(d) E-Content**

**(i) Development of e-Content in 4 quadrants for a complete course/ e-book**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

**Total Score:**

**(ii) e-Content (developed in 4 quadrants)**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

**Total Score:**

(iii) **Contribution to development of e-content module in complete course/ paper/ e-book**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

**Total Score:**

(iv) **Editor of e-content for complete course/ paper /e-book**

Name of the subject/discipline for which e-learning resource is developed (Eg. Science: Physics)	Name of the Subject / course for which e-learning resource is developed (Eg: B.E, M.E, M.Sc., B.Sc., MA, BA, B.Com, M.Com)	Level of Course Material (Eg. UG/PG)	Details of the URL/website where available or if CD/DVD enclose a copy	Number of Modules	Claimed Score

**Total Score:**

**4. (a) Research guidance**

(i) **Ph.D.**

Name of the Scholar	Title of the Thesis	Submitted/ Awarded (Pls. Specify)	Name of the University	Month and Year	Claimed Score

**Total Score:**

(ii) **M.Phil./P.G dissertation**

Name of the Scholar	Title of the Thesis	Awarded (Yes/No)	Name of the University	Month and Year	Claimed Score

**Total Score:**

**(b) Research Projects Completed**

**(i) More than 10 lakhs**

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Research/ Consultancy/ Action Research Policy Document	Claimed Score
			From	To			

**Total Score:00**

**(ii) Less than 10 lakhs**

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Research/ Consultancy/ Action Research Policy Document	Claimed Score
			From	To			

**Total Score:**

**(c) Research Projects Ongoing**

**(i) More than 10 lakhs**

Title of the Project	Funding Agency	Grant sanctioned	Duration	Project Status	Project Type: Research/ Consultancy/	Claimed Score

					completed / on-going	Action Research Policy Document	
			From	To			

**Total Score:**

**(ii) Less than 10 Lakhs**

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Research/ Consultancy/ Action Research Policy Document	Claimed Score
			From	To			

**Total Score:**

**(d) Consultancy**

Title of the Project	Funding Agency	Grant sanctioned	Duration		Project Status completed / on-going	Project Type: Consultancy/ Action Research	Policy Document	Claimed Score
			From	To				

**Total Score:**

**5. (a) Patent**

**(i) International**

Title of the Patent	Funding Agency	Details of Patent	Claimed Score

**Total Score:**

**(ii) National**

Title of the Patent	Funding Agency	Details of Patent	Claimed Score

**Total Score:**

**(b) \*Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)**

**(i) International**

Title of the Project	Funding Agency	Project Outcome/Outputs		Claimed Score
		Details of Patents / Technology Transfer / Product / Process (Science &Engineering)*	Major Policy Documents of Central / State Govt./ WHO/ UNO/ UNESCO / UNICEF etc. Bodies prepared (Humanities & Management)**	

**Total Score:**

**(ii) National**

Title of the Project	Funding Agency	Project Outcome/Outputs		Claimed Score
		Details of Patents / Technology Transfer / Product / Process (Science &Engineering)*	Major Policy Documents of Central / State Govt./ WHO/ UNO/ UNESCO / UNICEF etc. Bodies prepared (Humanities & Management)**	

**Total Score:**

**(iii) State**

Title of the Project	Funding Agency	Project Outcome/Outputs		Claimed Score
		Details of Patents / Technology Transfer / Product / Process (Science & Engineering)*	Major Policy Documents of Central / State Govt./ WHO/ UNO/ UNESCO / UNICEF etc. Bodies prepared (Humanities & Management)**	

**Total Score:**

\*Faculties of Science /Engineering / Agriculture / Medical / Veterinary Sciences

\*\* Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical Education/Management

**(c) Awards/Fellowship**

**(i) National**

Name of the Award / Fellowship	Sponsoring Agency	Date	Claimed Score

**Total Score:**

**(ii) International**

Name of the Award / Fellowship	Sponsoring Agency	Date	Claimed Score

**Total Score:**

**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)**

Name of the Programme	Name of Organizing Agency	International (Abroad)/International (within Country)/ National/ State/University level	Title of the Paper / Talk	Duration (Dates of Event)	Claimed Score

**Total Score:**

The Research score for research papers would be augmented as follows : Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

**Note:**

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Cosupervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- #For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.



## SUMMARY SHEET OF ACADEMIC AND RESEARCH SCORE

Sl. No.	Academic/ Research Activity	Claimed Score	Verified Score
1	Research Papers in Peer-Reviewed or UGC listed Journals		
2	Publications (other than Research papers)		
3	Creation of ICT mediated Teaching-Learning pedagogy and content development of new and innovative courses and curricula		
4 (a)	Research Guidance		
(b)	Research Projects		
5	(a) Patents		
	(b) Policy Document		
	(c) Awards (Scholarship)/ Fellowship		
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)		
	<b>Total Score</b>		
	<b>Total Score after Capping from the Categories 5 (b) and 6</b>		

**DECLARATION**

*I certify that the information provided in the duly filled proforma is correct as per records enclosed.*

**Date:**

**Place:**

**Signature of the applicant**

**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)*

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 HOD**

**Signature of the faculty with  
Designation, Place & Date**

**Co-ordinator, IQAC**  
Stamp

College Seal

**Signature of Principal**  
Stamp

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.

