

ACHARYA NAGARJUNA UNIVERSITY: NAGARJUNA NAGAR**INTERNAL QUALITY ASSURANCE****Proforma for submitting information on Academic Performance Indicators (APIs) for University****Teachers for the academic year 200 - (to)**(For Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management)
(to be submitted through proper channel)

1. **Name of the Teacher** :
2. **Designation** :
3. **Department** :
4. **College** :

CATEGORY I:: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is 75. The self assessment score should be based on objectively verifiable criteria wherever possible and will be finalized by the screening/selection committee. Universities will be required to detail the activities and in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S.No.	Name of the Activity	Maximum Score	Self Evaluation Score by the teacher [§]
1.	Lectures, seminars, tutorials, practicals, contact hours undertaken taken as percentage of lectures allocated ^a	50	
2.	Lectures or other teaching duties in excess of the UGC norms	10	
3.	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students	20	
4.	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.	20	
5.	Examination duties (Invigilation; question paper setting, evaluation/assessment of answer scripts) as per allotment.	25	
	Total Score	125	
	Minimum API Score Required	75	

Note: ^a: Lectures and tutorials allocation to add up to the UGC norm for particular category of teacher. University may prescribe minimum cut-off (net of due leave), say 80 %, for 1 and 5 above, below which no scores may be assigned in these sub-categories.

[§]The teacher is required to submit a brief write up in support on the self evaluation score.

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

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. A list of items and proposed scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (15) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages, without changing the minimum total API scores required under this category.

S.No.	Name of the Activity	Maximum Score	Self Evaluation Score by the teacher*
1.	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling)	20	
2.	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15	
3.	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	
	Total Score	50	
	Minimum API Score Required	15	

*The teacher is required to submit a brief in support on the self evaluation score.

CATEGORY iii:: RESEARCH AND ACADEMIC CONTRIBUTIONS

(For Faculties of Languages Arts/Humanities/Social Sciences/Library/ Physical education/Management)

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S.No.	APIs (Documentary evidence to be enclosed item wise)	Number	Weight	Score = Weight x Number
III (A)	Research paper Published in			
	(a) Refereed Journals*		15/ Publication	
	(b) Non-refereed but recognized and reputable journals and periodicals having ISSN/ISSN numbers		10/ Publication	
	(c) Conference proceedings as full papers, etc (Abstracts not to be included)		10/ Publication	

Source: UGC Regulations No.F.3-1/2009, dated 30 June 2010 (Downloaded from internet)

S.No.	APIs (Documentary evidence to be enclosed item wise)	Number	Weight	Score = Weight x Number
III(B)	Research Publications (books, chapters in books, other than refereed journal articles)			
	(a) Text or Reference Books Published by International Publishers with an established peer review system		50 /sole author; 10 /chapter in an edited book	
	(b) Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers.		25 /sole author, and 5/ chapter in edited books	
	(c) Subject Books by Other local publishers with ISBN/ISSN numbers.		15 / sole author, and 3 / chapter inedited books	
	(d) Chapters contributed to edited knowledge based volumes published by International Publishers		10 /Chapter	
	(e) Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories		5 /Chapter	
III(C)	RESEARCH PROJECTS			
III(C) (i)	Sponsored Projects carried out / ongoing			
	(a) Major Projects amount mobilized with grants above 5.0 lakhs		20 / each Project	
	(b) Major Projects amount mobilized with a minimum of Rs. 3.00 lakhs upto 5.00 lakhs)		15 / each Project	
	(c) Major Projects amount mobilized with grants above Rs.25,000 upto 3.00 lakhs)		10/ each Project	
III (C) (iii)	Consultancy Projects carried out / ongoing			
	Amount mobilized with minimum of Rs.2.00 lakh		10 / every Rs.2.00 lakhs	
III(C) (iii)	Completed projects: Quality Evaluation			
	Completed project report (Acceptance from funding agency)		20 / each major project and 10 / each minor project	
III(C) (iv)	Projects Outcome / Outputs			
	Major policy document of Govt. bodies at Central and State level		30 / each national level output or patent / 50 for each International level	
III (D)	RESEARCH GUIDANCE			
III(D) (i)	M.Phil. Degree awarded only		3 / each candidate	
III(D) (ii)	Ph.D. Degree		10 / each candidate	
	(a) Awarded			
	(b) Thesis submitted		7 / each candidate	
III (E)	TRAINING COURSES AND CONFERENCE / SEMINAR / WORKSHOP PAPERS			
III (E) (i)	Refresher courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes			

Source: UGC Regulations No.F.3-1/2009, dated 30 June 2010 (Downloaded from internet)

S.No.	APIs (Documentary evidence to be enclosed item wise)	Number	Weight	Score = Weight x Number
	(Max: 30 points)			
	(a) Not less than two weeks duration		20 / each	
	(b) One week duration		10 / each	
III(E) (ii)	Papers in conferences / Seminars / Workshops etc **			
	Participation and presentation of research papers (Oral/Poster) in			
	(a) International Conferences		10 /each	
	(b) National Conferences		7.5 /each	
	(c) Regional / State level Conferences		5 / each	
	(d) Local-University / College level		3 / each	
III(E) (iv)	Invited lectures or presentations for conferences / symposia			
	(a) International level		10 /each	
	(b) National level		5 /each	

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.

** If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e)(ii)).

Notes.

1. It is incumbent on the Coordination Committee proposed in these Regulations and the University to prepare and publicize within six months subject-wise lists of journals, periodicals and publishers under categories IIIA and B. Till such time, screening/selection committees will assess and verify the categorization and scores of publications. 2. The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author /supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Date:

Signature of the Teacher

Principal

Head of the Department