

**CRITERION-VI GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

ANNUAL SELF APPRAISAL REPORT
2021-22

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Librarian
Academic Year : 2021-22

A. General Information

- a) Name (Surname first) : Smt. Jirage Asha Chandrashok
- b) Designation : Librarian
- c) College / University : Rayat Shikshan Sanstha's Savitribai Phule Mahila Mahavidyalaya, Satara. 415001.
- d) Department : Library
- e) Date of Birth : 09/05/1972
- f) Date of Appointment : 01/09/2010
- g) Total Teaching Experience : 11 Years as a College Librarian
- h) Permanent Address (with Pin code) : Plot.No.5, Chandrasen Hou. Society, Shahunagar, Godoli, Satara 415002.
- Mobile No. : 9922639235
- Email : ashajirage@gmail.com

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Class
1	S. S. C.	Pune Board, Pune.	--	1989	Second
2	H. S. C.	Kolhapur Board, Kolhapur.	--	1993	B+
3	B. A.	Shivaji University, Kolhapur	Sociology	1996	Second
4	B. Lib. & I. Sc.	Y.C.M.O.U., Nashik	Library & Inf.Sc.	1997	First
5	M. A.	Shivaji University, Kolhapur.	Sociology	2000	Pass
6	M. Lib. & I.Sc.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2001	First
7	SET	Pune University, Pune	Library & Inf.Sc.	2009	Pass
8	M.Phil.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2008	First
9	MSCIT	MSBTE	Window/ MS Office/ Internet	2003	First

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	M.Phil.	A Study of Rayat Shikshan Sansthas Senior College Libraries affiliated to Shivaji University, Kolhapur.	Y.C.M.O.U., Nashik.

D. Experience :

Sr. No.	Designation	Name of Employer	Salary with Grade Pay/ Academic Level	Date of		Experience in years
				Joining	leaving	
1	Librarian	Annasaheb Awate College, Manchar, Pune.	01/09/2010	09/03/2011	15600-39100 6000/-	06 Months
2	Librarian	Savitribai Phule Mahila Mahavidyalaya, Satara	10/03/2011	Till date	15600-39100 7000/-	9.9 years
Total Experience in years						10.3Years

E. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Digital Resource Management in Libraries	29/11/2021 to 04/12/2021	AICTE, New Delhi and HRDC, JNTU Hyderabad
2	Faculty Development Programme "Research Methodology".	02/05/2022 to 07/05/2022	Kamala Nehru Mahavidyalaya, Nagpur.

Table 4

Assessment Criteria and Methodology for College Librarian

Sr. No.	Activity	Grading Criteria																		
		Percentage Obtained	Grade Claimed	Grade Verified																
1.	<p>Regularity of attending library</p> $\frac{A}{B} \times 100 = \text{-----} \%$ <p>Where A: Total no. of days attended-258 (288Days-22 Leave in Year (9CL+13MLYear)=266) B: Total no. of days expected to attend-285 (365Days-77 University Holidays, Sundays in Year=288)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> Library Resource and Organization and maintenance of books, journals and reports. Provision of Library reader services such as literature retrieval services to researchers and analysis of report. Assistance towards updating institutional website 	92.36%	Good	Good / Satisfactory / Not satisfactory																
<p>Grading Criteria: Good -90% and above, Satisfactory- Below 90% but 80% and above Not satisfactory- Less than 80% -</p>																				
2.	<table border="1"> <thead> <tr> <th>Conduct of seminars/workshops related to library activity or on specific books or genre of books.</th> <th>No. of Activities</th> <th>Grade Claimed</th> <th>Grade Verified</th> <th>Page No.</th> </tr> </thead> <tbody> <tr> <td>1.National</td> <td align="center">--</td> <td align="center" rowspan="3">Satisfactory</td> <td align="center" rowspan="3">Good / Satisfactory / Not satisfactory</td> <td></td> </tr> <tr> <td>2.State</td> <td align="center">--</td> <td></td> </tr> <tr> <td>3.Institute</td> <td align="center">07</td> <td></td> </tr> </tbody> </table>	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	No. of Activities	Grade Claimed	Grade Verified	Page No.	1.National	--	Satisfactory	Good / Satisfactory / Not satisfactory		2.State	--		3.Institute	07		<p>Grading Criteria: Good – 1 National level seminar / workshop + 1 State / institution level Workshop / Seminar. Satisfactory –(i) 1 National level seminar/ workshop or (ii)1 state level seminar / workshop + 1 institution level seminar/ workshop or (iii) 4 institution seminar /workshop. Unsatisfactory – Not falling in above two categories.</p>		
Conduct of seminars/workshops related to library activity or on specific books or genre of books.	No. of Activities	Grade Claimed	Grade Verified	Page No.																
1.National	--	Satisfactory	Good / Satisfactory / Not satisfactory																	
2.State	--																			
3.Institute	07																			
3.	<table border="1"> <thead> <tr> <th>Computerized database</th> <th>Yes/ No</th> <th>Grade Claimed</th> <th>Grade Verified</th> <th>Page No.</th> </tr> </thead> <tbody> <tr> <td>If library has a computerized database then OR</td> <td align="center">Yes</td> <td align="center" rowspan="2">Good</td> <td align="center" rowspan="2">Good / Satisfactory / Not satisfactory</td> <td></td> </tr> <tr> <td>If library does not have a computerized database</td> <td align="center">----</td> <td></td> </tr> </tbody> </table>	Computerized database	Yes/ No	Grade Claimed	Grade Verified	Page No.	If library has a computerized database then OR	Yes	Good	Good / Satisfactory / Not satisfactory		If library does not have a computerized database	----							
Computerized database	Yes/ No	Grade Claimed	Grade Verified	Page No.																
If library has a computerized database then OR	Yes	Good	Good / Satisfactory / Not satisfactory																	
If library does not have a computerized database	----																			

<p>Grading Criteria: Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. OR Good – 100% Catalogue database made up to date, Satisfactory- 90% catalogue database made up to date, Unsatisfactory - Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p>						
4.	Checking inventory and extent of missing books	Grade Claimed	Grade Verified	Page No.		
		Good	Good / Satisfactory / Not satisfactory			
<p>Grading Criteria: Good : Checked inventory and missing books less than 0.5% Satisfactory - Checked inventory and missing books less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more. Note - Checking inventory and extent of missing books with norms of UGC & Sate Govt. as well as Particular University</p>						
5.	Activity	Yes / No	Grade Claimed	Grade Verified	Page No.	
	(i) Digitization of books database in institution having no computerized database. (Digitization of Thesis / Manuscripts / Question Paper / College Magazine / Paper Cuttings etc.)	Yes	Good	Good / Satisfactory / Not satisfactory		
	(ii) Promotion of library network.	Yes				
	(iii) Systems in place for dissemination of information relating to books and other resources.	Yes				
	(iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.	Yes				
	(v) Design and offer short-term courses for users.	---				
	(vi) Publications of at least one research paper in UGC approved journals.	Yes				
	<p>Grading Criteria: Good : Involved in any two activities, Satisfactory : At least one activity Not Satisfactory: Not involved/ undertaken any of the activities.</p>					

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Item - 1	Good	Good	Good / Satisfactory / Not satisfactory	Good
Item - 2	Satisfactory		Good / Satisfactory / Not satisfactory	
Item - 3	Good		Good / Satisfactory / Not satisfactory	
Item - 4	Good		Good / Satisfactory / Not satisfactory	
Item - 5	Good		Good / Satisfactory / Not satisfactory	

Overall Grading:

Good: Good in Item 1 and satisfactory/good in any two other items including Item 4.

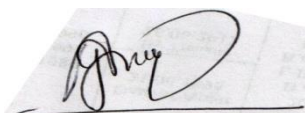
Satisfactory: Satisfactory in Item 1 and satisfactory /good in any other two Items including Item 4.

Not satisfactory: If neither good nor satisfactory in overall grading.

Note:

- (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.
 - **Students Tracking Software** is being used to monitor the attendance of faculty, staff and students.
- (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.
 - **Copy of certificates and paper is attached.**
- (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.
 - Online Feedback Form is made available on the College website-

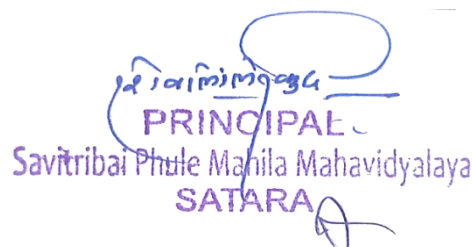
(<http://spmmedu.in/feedback-3>)



Signature of the College Librarian



Signature of IQAC Co-ordinator



Signature of Principal

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and
Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year : 2021 -2022

(Duration : From Jun 2021 To April 2022)

A. General Information

- a) Name (Surname first) : **Dr. Prakash Krishna Tone**
- b) Designation : **Assistant Professor**
- c) College / University : **Savitribai Phule Mahila Mahavidyalaya, Satara**
- d) Department : **Economics**
- e) Date of Birth : **24/02/1976**
- f) Date of Appointment : **04/12/2000**
- g) Total Teaching Experience : **UG: 22 PG: 11**
- h) Permanent Address (with Pin code) : **A/P- Arvi Tal- Koregaon, Dist- Satara**
- Mobile No. : **9850019428**
- Email : **tonepk76@gmail.com**

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	B.A.	SUK	Economics	1996	I
2	M.A.	SUK	Economics	1998	I
3	M.Phil	SUK	Socio Economics Contribution of Maharashtra Rajya Sahakari Sangh Ltd. Pune : A Case Study of Solapur District Cooperative board	2007	B
4	Ph.D	SUK	Sustainable Agricultural Development in Hilly area of Satara District	2021	-

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	M.Phil.	Socio Economics Contribution of Maharashtra Rajya Sahakari Sangh Ltd. Pune : A Case Study of Solapur District Cooperative board	SUK
2	Ph.D.	Sustainable Agricultural Development in Hilly area of Satara District	SUK
3	Research Training Program	-	-

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Orientation	3/3/2009 to 28/3/2009	Pune University
2	Refresher	2/3/2011 to 21/3/2011	Goa University
3	Refresher	05/12/2018 to 28/12/2018	Shivaji University, Kolhapur
4	Refresher	15/02/2021 to 28/02/2021	Pune University

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{A}{B} \times 100 = 95\%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned 1) B.A.I : Indian Economy (2) 2) B.A.II : Money and Banking (02) 3) B.A.III : Research Methodology (04) 4) B.A.III : History of Eco. Thought(04) 5) B.Com II : Money and Financial System (04) 6) B.Com III : Busi. Environment (04) (Classes taught includes sessions on tutorials, lab and other teaching related activities)	Good	Good	Good / Satisfactory/ Not satisfactory

Grading Criteria : 80% & above - Good, Below 80% but 70% & above - Satisfactory
 Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related Activities /research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities : 13 1. NSS - Member 2. IQAC Committee – Member 3. Examination – Member 4. Essay, Debate , Elocution Competitions Competitive -	Good	Good / Satisfactory/ Not satisfactory	

	<p>Member Examinations Guidance,</p> <p>5. Karmaveer vidya Prabodhini Examinations - Member</p> <p>6. Gymkhana- Member</p> <p>7. Grievance Redressal- Member</p> <p>8. Tours and Excursions- Member</p> <p>9. Art Circle (Cultural Programmes) Youth Festival- Co-Chairman</p> <p>10. Canteen -Chairman</p> <p>11. Event Management -Chairman</p> <p>12. Financial Management& Purchase-Member</p> <p>13. UGC Grants/ Funds Utilization-Member</p>			
(b)	<p>Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>Number of activities : 06</p> <ol style="list-style-type: none"> 1. Internal Senior Supervisor 2. Internal Senior Supervisor – University Exam 3. Paper Setter for University Exam 4. Internal Pre Examination Senior Supervisor 5. Paper Evaluation for Shiavji University 6. Paper Evaluation for Autonomous College (D.G.C.C.) 			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities : 30</p> <p>N.S.S. : 20 Activities</p> <ol style="list-style-type: none"> 1) International Youth Day 2) Teacher's Day 3) 'Azadi Ka Amrit Mahotsav' 4) Pre Republic Day Parade Camp 5) <i>Misana Yuva Svastha</i> Covid 19 Immunization Camp 6) Swachh Bharat Abhiyan 7) Constitution Day 8) Tree Plantation and village cleaning 9) Voter Awareness and Registration Campaign 10) World AIDS Day Expert Lecture 11) Celebrate Savitribai Phule's birth anniversary 12) District level Quiz Competition 13) The 6th Annual National Conference on Cyber Psychology 14) Celebrate 12th National Voters' Day 15) Anti Dowry Movement, The All Maharashtra 			

	<p>Senior College Essay Competition</p> <p>16) Mazi Vasundhara Abhiyan</p> <p>17) Tree planting and conservation</p> <p>18) Celebrates International Women's Day</p> <p>19) National Integration Camp (NIC)</p> <p>20) Camp - Chinchani, Tal.Dist- Satara</p> <p>Sport : 5 Activities</p> <ol style="list-style-type: none"> 1. Inter Zone Yoga Competition (Men/Women) 2. Satara Zonal Women Competition 3. Self Defense training for Women Empowerment 4. Conduct Workshop on Test Batteries for Physical Fitness 5. Fitness Awareness Training Programm For Women <p>IQAC : 05</p> <ol style="list-style-type: none"> 1. One Day Workshop on Simple and Smart Way of Accounting (21/03/2022) 2. One Day Workshop on Academic Audit for Principals and Coordinators (25/03/2022) 3. Extension Activity regarding Farm pond Construction for farmers and students(23/03/2022) 4. Extension Activity on Tuberculosis Awareness Progamme(blood, Saliva, Sugar,BP checking Camp and lecture for villagers913/04/2022 5. Health Check-up Camp for Students and Staff 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities : 04</p> <ol style="list-style-type: none"> 1. Economics Department S.P.M.M. : "Contribution of Prof. Dr. N.D. Patil in Social and Economic Development of Maharashtra" 2. Economics : A.S.S.C. Medha- SUYEK Adhiveshan 3. C.S.C. Satara – International Conference 4. One Day Workshop- Sendriy Sheti Kalachi Garaj 			
(e)	<p>Evidence of actively involved in guiding Ph.D students.</p> <p>Number of Students: 00</p>			
(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major:.....</p> <p>Minor:....</p>			

(g)	<p>At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications: 05</p> <ol style="list-style-type: none"> 1. A Study of Land Holding in Satara District (Modern Thamizh Research, Date 24/12/ 2021) 2. A Study of Fertilizers Use in Satara District (AIIRJ), Peer Reviewed & Indexed Journal, (I.F - 7.149) July 2021) 3. नवीन कृषी कायदे २०२० वास्तव आणि अपेक्षा : (Vidyavarta, March 2022) 4. A Study of Online Buying Behavior of Customers (International Journal of Advanced and Applied Research, Peer Reviewed, ISSN - 2347-707, I.F. 7.328, April 2022) 5. A study of Co - Operative Credit Movement in India (AJANTA, Peer Reviewed, ISSN- 2277- 5730 (IF 6.399) Date 22/4/2022) 			
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Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.


Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading


Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned

above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Table–1.2	Good		Good / Satisfactory / Not satisfactory	


Signature of the Faculty
(Dr. T. W. K.)


IOAC
Co-ordinator


Signature of HOD/Director/Co-ordinator
Dr. S. M. Bhosale
Professor & Head
Department of Economics
Savitribai Phule Mahila Mahavidyalaya, Satara




Signature of Principal/ Director/ Vice Chancellor
Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

SHIVAJI UNIVERSITY, KOLHAPUR

Annual Self-Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and Govt. of Maharashtra Resolution 8th March, 2019

For College Assistant / Associate Professor / University Assistant Professor

Academic Year: 2021-2022

A. General Information

- a) Name (Surname first) : Mr. Pawar Dilip Ramchandra
- b) Designation : Assistant Professor
- c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara
- d) Department : Department of Psychology
- e) Date of Birth : 11/08/1981
- f) Date of Appointment : 01/02/2013
- g) Total Teaching Experience : UG: 09 Years PG:
- h) Permanent Address : Plot. No 347/10 Revenu Colony
Market, Shaniwar Peth Karad
Tal- Karad Dist – Satara - 415110
- i) Mobile No. : 9970971231/9623317781
- j) Email : dilip.rayat2013@gmail.com

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	Marathi, Hindi, Psychology	2002	First Class
2	B.A.	Shivaji Uni., Kolhapur	Psychology	2006	First Class
3	M.A.	Shivaji Uni., Kolhapur	Psychology	2008	First Class with Dist.
4	SET	Pune	Psychology	2011	-
5	B.Ed.	Shivaji Uni., Kolhapur	Social Science	2009	First Class
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	Information Technology	2010	First Class with Dist.

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	Nil	Nil
2	M.Phil.	Nil	Nil
3	Ph.D.	Nil	Nil
4	Research Training Program(Bridge Course)	Nil	Nil

D. Orientation / Refresher / Short Term Course Completed

Sr. No.	Name of Course	Place	Organized By	Year	Period	
					From	To
1	Orientati on	Goa	HRDC Center Goa University, Goa	2017	21/03/2017	17/04/2017
2	FDP	Pune	HRDC Center Savitribai Phule Pune University,Pune	2020	14/06/2020	20/06/2020
3	FDP	Delhi	MHRD Ministry, Teaching learning center Ramanujan College, University of Delhi	2020	14/08/2020	28/08/2020
4	Refreshe r	Delhi	MHRD Ministry, Teaching learning center Ramanujan College, University of Delhi	2021	12/03/2021	14/03/2021
5	Online Training Program me	Bihar	School of Education Central University of South Bihar	2021	15/03/2021	22/03/2021
6	Online Training Program me	Bihar	School of Education Central University of South Bihar	2021	18/03/2021	20/03/2021
7	FDP	Rajasthan	Teaching Learning Centre Central University of Rajasthan	2021	15/03/2021	25/03/2021

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{510}{540} \times 10 = 94.44 \%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	94.44%	Good	Good / Satisfactory/ Not satisfactory

Grading Criteria :80% & above - Good, Below 80% but 70% & above - Satisfactory

Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related Activities/research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities:06 1) IQAC Member 2) Criterion No- 5 Chairman 3) BA Part-1 Admission Committee Chairman 4) Facilities for differently disabled students 5) NIRF Committee –Nodal Officer 6) Coordinator and member for various committees	Good	Good / Satisfactory/ Not satisfactory	

(b)	<p>Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>Number of activities: 06</p> <ol style="list-style-type: none"> 1) Internal Senior Supervisor 2) Examination Committee –Member 3) Paper Setter for University Exam 4) Junior Supervision 5) Paper Assessment B.A.I / II.,B,voc in Nursing 6) Internal Evaluation (Seminar, Unit Tests, Home Assignments, Group Discussion, Online Tests, Competitions,) 			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities:12</p> <ol style="list-style-type: none"> 1) Admission process (01/08/2022) 2) Psycho-Socio Counseling (Coordinator) 3) Activity –Preparation of C.V. 4) As a Psycho-Socio Coordinator organized workshops on Life Skills Collaboration with Vivek-Vahini 5) B.A -I Class –Teacher 6) Mentor- B.A. I 7) Personality Development Short Term Courses – Co-ordinator 8) Military and Police Bharati Pre-Recruitment Center-Member 9) Special Sanding Committee – Member 10) Library Committee – Member 11) Earn and Learn Scheme – Member 12) Health Center, Yoga and Ladies Jym –Member 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities:03</p> <ul style="list-style-type: none"> • Extension activity for Tuberculosis (TB) awareness Program (13.04.2022) • Organized One day Workshop on Superstition Awareness Programme (28.04.2022) • Celebration of International Mental Health Day for Staff and Students(10 Oct 2021) 			

(e)	Evidence of actively involved in guiding Ph.D. students. Number of Students: NIL			
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects: Major: 1 minor research is Completed (College funded) “A Study of self-Concept among the School Student of Boys and Girls.”			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications:02 ➤ Sanskruti International Multidisciplinary Research Journal SIMRJ Peer reviewed Journal - ISSN: 2455-1511 Vol. VII Issue-III Impact Factor 7.78 Jan-Feb-Mar 2022 ➤ Journal of research and development Multidisciplinary Peer reviewed Research Journal ISSN 220-9578 Impact Factor - 7.26 May 2022			

Grading Criteria: Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

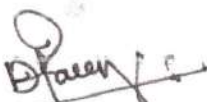
ii) Strike out whichever is not applicable

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading


Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good	Good /
Table–1.2	Good		Good	


Signature of the Faculty


Signature of HOD/Director/Co-ordinator




Principal
Savitribai Phule Mahila Mahavidyalaya
Signature of Principal/Director/ Vice Chancellor

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: 2021-2022

A. General Information

- a) Name (Surname first) : **Dr. Mrs. Aphale Jayashri Ajay**
- b) Designation : **Associate Professor**
- c) College / University : **Savitribai Phule Mahila Mahavidyalaya, Satara**
- d) Department : **Department of English**
- e) Date of Birth : **18/07/1968**
- f) Date of Appointment : **1/0/1991 (Local full Time) 21 /06/1995**
- g) Total Teaching Experience : **UG: 32Years PG: 25 years**
- h) Permanent Address (with Pin code) : **Om Shri Sadguru Gajanan Maharaj Math
At-Patkalmatha, Post-Wadhe(Khed)Tal,
Dist- Satara 415011**
- i) Mobile No. : **9767556405/9172918149**
- Email : **jayashri1english@gmail.com**

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	---	1986	First Class
2	B.A.	ShivajiUni., Kolhapur	English	2003	First Class
3	M.A.	ShivajiUni., Kolhapur	English	2006	B+
4	SET	Pune	--	1996	

5	B.Ed.				
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	--	2006	
7	P G Diploma	UGC and Shivaji University, Kolhapur		2017	First Class with Distinction

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	
2	M.Phil.		
3	Ph.D.	Linguistic Experimentation in Selected Novels by Anita Rau Badami, Arundhati Roy and Kiran Desai	Shivaji University, Kolhapur
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Orientation		
2	Refresher		
3	Refresher		
4	Refresher		
5	Bridge Course		

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{510}{540} \times 100 = 94.44\%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	94.44%	Good	Good / Satisfactory/ Not satisfactory

Grading Criteria: 80% & above - Good, Below 80% but 70% & above - Satisfactory

Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related Activities /research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 03 1) CDC Member 2) IQAC Coordinator 3) Vivek-vahini Coordinator 4) Admission Committee Member 5) Coordinator –Website Committee 6) Coordinator and member for various committees	Good	Good / Satisfactory/ Not satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.			

	<p>Number of activities: 04</p> <ol style="list-style-type: none"> 1) Paper Setter for University Exam 2) Paper Setter for College Exam 3) Junior Supervision 4) Paper Assessment B.A.I Opt. Eng., B.A.II., B.Com I., B.A.III Spl. Eng.,) 5) Internal Evaluation (Seminar, Projects, Unit Tests, Home Assignments, Group Discussion, Online Tests,Competitions,) 			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities: 15</p> <ol style="list-style-type: none"> 1) Career Counseling 2) Online Creative Writing Competition and Poetry Recitation Competition organization(02) 3) As a Vivekvahini Coordinator organized workshops on Life Skills ,Social Responsibility, Pre-Marriage Counseling, Cyber Security and Eco friendly Ganeshostav (07) 4) Environment Protection and campus Beautification Committee co-coordinator 5) Website Updating Committee 6) Organized 6 National Webinars on different educational and social topics in collaboration with various departments. 7) Mentor- B.Com. I 8) Extension Activities on Farm Pond Construction At –Kidgaon and Tuberculosis Awareness programme at Jihe(2) 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities :</p> <ul style="list-style-type: none"> • Training session for Non-Teaching Staff on Smart and Simple 			

	<p>Accounting(21/03/22)</p> <ul style="list-style-type: none"> • Academic and continuous evaluation calendars are prepared to keep harmony and continuity in departmental activities. • Workshop on AAA in collaboration with Shivaji University Kolhapur for Principals and IQAC Coordinators (25/03/22) • As coordinator of university Committee done Academic Audit of the New Law college , Sangali • National Webinar on” Prof. N.D. Patil’s Contribution in Social and Economic Development of Maharashtra ” in collaboration with Department of Economics on 26th April 2022 • National Webinar on” Climate Change and Sustainable Development” in collaboration with Department of Geography on 30th May 2022. • National Webinar on” The Social Movements in Modern India” in collaboration with Department of History on 2nd June 2022. • National Webinar on” The Social Movements in India” in collaboration with department of History on 2 June 2022 • A Workshop on ”Intellectual Property Rights “ in collaboration with department of Commerce and Management on 3rd June 2022 • A Workshop on ”Research Methodology “ in collaboration with department of Commerce and Management on 6th June 2022 • Alumni Meet • Parents Meet • Green Audit / Environmental Audit • Energy Audit • Gender Audit • Subject Expert on Placement Committee ,Shivaji University, Kolhapur 			
(e)	<p>Evidence of actively involved in guiding Ph.D. students.</p> <p>Number of Students: NIL</p>			

(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major: 1 minor research is in progress (College funded)</p>			
(g)	<p>At least one single or joint publication in peer reviewed or UGC list of Journals.</p> <p>Number of Publications:</p> <ul style="list-style-type: none"> ➤ Research Paper published in Power of Knowledge, A Peer-Reviewed and Indexed international and Multidisciplinary Research Journal on Gender Discrimination 'in Shashi Deshpande' <i>The Dark Holds No Terrors</i> (Pg.no30 to 33) Impact factor 2.7286, Issue: I April to June 21 ISSN No:2320-4494 ➤ Research Paper published in International Journal Of Advance and Applied Research a Peer-Reviewed and Indexed international and Multidisciplinary Research Journal <i>Reading for Academic Purposes</i> Published by IJAAR Impact Factor 7.328, Vol.8 No.6 July-Aug 2021. ISSN No.2347-7075 ➤ Research Paper published in International Journal of Creative Research Thoughts -A Study of Female Voices in Anita Desai's <i>In Custody</i>. Published by IJCRT UGC Approved Journal No.49023(18) <p>Impact Factor 7.97 Google Scholar, Vol-10 Issue:3 March 2020, ISSN No: 2320-2882</p> <ul style="list-style-type: none"> ➤ Research Paper published in International Journal of Advance and Applied Research on Arundhati Roy's Contribution to Indian English with Special Reference to <i>The God Of Small Things</i> Published by Young Researcher Association 			

	Vol.-7 Issue -8,Mar-Apr-2022 Impact Factor:7.328,ISSN No.2347-7075			
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Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified

Table – 1.1	Good	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Table–1.2	Good		Good / Satisfactory / Not satisfactory	

J. Aphale
Signature of the Faculty
(Dr. Mrs. J. A. Aphale)

J. Aphale
Signature of HOD/Director/Co-ordinator
IOAC
Co-ordinator

J. Aphale
Signature of Principal/ Director/ Vice Chancellor
Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Assistant / Associate Professor /
University Assistant Professor

Academic Year: 2021 - 2022

(Duration: From June 2021 To May 2022)

I. General Information

- a) Name (Surname first) : Dr. Pawar Sarjerao Shamrao
- b) Designation : Associate Professor
- c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara.
- d) Department : Commerce
- e) Date of Birth : 01/06/1966
- f) Date of Appointment : A) In sanstha: 10/-01/1992
B) In college: 07/08/2021
- f) Total Teaching Experience : UG: 31 years PG: 06 years
- g) Permanent Address (with Pin code) : At /Post-Vadgaon Haveli. Tal-Karad. Dist.-Satara.
- h) Mobile No. :9421172888
- i) Email :sarjerao.pawar1666@gmail.com

J. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	SSC	Pune Board	General	1982	Pass Class
2	HSC	Pune Board	Marathi, Eng. A/c, O.C, S.P., Econ.	1984	II
3	B.Com.	R.C. Shuha College, Kolhapur.	Advanced Accountancy & Auditing	1984	II
4	M.Com.	S.K.Jain College Mohannagar, Chindwad Pune-19	Adv. Accountancy Adv. Costing	1989	I
5	SET	UGC/ Poona	Commerce	August. 1995	--
6	Ph.D	Shivaji University	Commerce	Dec 2018	-

K. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	---	--
2	M. Phil.	--	--
3	Ph.D.	Service Quality of Housing Finance: An Empirical Study of Banks in Satara District.	Shivaji University
4	Research Training Program		

L. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Orientation	01 st May 1994 – 28 th May 1994	University of Poona
2	Refresher	4 th Dec. 1995 – 23 th Dec. 1995	Saurashtra University, Rajkot
3	Refresher	18 th April 2006- 8 th May 2006	Jamia Millia Islamia, New Delhi
4	Refresher	29 th Sept. 2006 – 20 th Oct. 2006	Goa University

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{520}{540} \times 100 = 96.29\%$ Where A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)		Good / Satisfactory / Not satisfactory	Good / Satisfactory/ Not satisfactory

Grading Criter: 80% & above - Good, Below 80% but 70% & above - Satisfactory Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University / College students related activities / research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 04	Good / Satisfactory / Not satisfactory	Good / Satisfactory/ Not satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities:02			
(c)	Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.			

	Number of activities :04			
(d)	Organizing seminars/ conferences/ workshops, other college/university activities. Number of activities :03			
(e)	Evidence of actively involved in guiding Ph. D students. Number of Students :Nil			
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects : Major : Nil Minor : Nil			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications: 04			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.


Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of

assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Table – 1.2	Good / Satisfactory / Not satisfactory		Good / Satisfactory / Not satisfactory	


Signature of the Faculty


Signature of HOD/Director/Co-ordinator
Head
Department of Commerce & Management
Savitribai Phule Mahila Mahavidyalaya
Satara




Signature of Principal/ Director/ Vice Chancellor
Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: 2021-2022

A. General Information

- a) Name (Surname first) : **Dr. Mrs. Aphale Jayashri Ajay**
- b) Designation : **Associate Professor**
- c) College / University : **Savitribai Phule Mahila Mahavidyalaya, Satara**
- d) Department : **Department of English**
- e) Date of Birth : **18/07/1968**
- f) Date of Appointment : **1/0/1991 (Local full Time) 21 /06/1995**
- g) Total Teaching Experience : **UG: 32Years PG: 25 years**
- h) Permanent Address (with Pin code) : **Om Shri Sadguru Gajanan Maharaj Math
At-Patkhalmatha, Post-Wadhe(Khed)Tal,
Dist- Satara 415011**
- i) Mobile No. : **9767556405/9172918149**
- Email : **jayashri1english@gmail.com**

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	---	1986	First Class
2	B.A.	ShivajiUni., Kolhapur	English	2003	First Class
3	M.A.	ShivajiUni., Kolhapur	English	2006	B+
4	SET	Pune	--	1996	

5	B.Ed.				
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	—	2006	
7	P G Diploma	UGC and Shivaji University, Kolhapur		2017	First Class with Distinction

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	
2	M.Phil.		
3	Ph.D.	Linguistic Experimentation in Selected Novels by Anita Rau Badami, Arundhati Roy and Kiran Desai	Shivaji University, Kolhapur
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Orientation		
2	Refresher		
3	Refresher		
4	Refresher		
5	Bridge Course		

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{510}{540} \times 10 = 94.44\%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	94.44%	Good	Good / Satisfactory/ Not satisfactory

Grading Criteria: 80% & above - Good, Below 80% but 70% & above - Satisfactory
 Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related Activities /research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 03 1) CDC Member 2) IQAC Coordinator 3) Vivek-vahini Coordinator 4) Admission Committee Member 5) Coordinator –Website Committee 6) Coordinator and member for various committees	Good	Good / Satisfactory/ Not satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.			

	<p>Number of activities: 04</p> <ol style="list-style-type: none"> 1) Paper Setter for University Exam 2) Paper Setter for College Exam 3) Junior Supervision 4) Paper Assessment B.A.I Opt. Eng., B.A.II., B.Com I., B.A.III Spl. Eng.,) 5) Internal Evaluation (Seminar, Projects, Unit Tests, Home Assignments, Group Discussion, Online Tests,Competitions,) 			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities: 15</p> <ol style="list-style-type: none"> 1) Career Counseling 2) Online Creative Writing Competition and Poetry Recitation Competition organization(02) 3) As a Vivekvahini Coordinator organized workshops on Life Skills ,Social Responsibility, Pre-Marriage Counseling, Cyber Security and Eco friendly Ganeshostav (07) 4) Environment Protection and campus Beautification Committee co-coordinator 5) Website Updating Committee 6) Organized 6 National Webinars on different educational and social topics in collaboration with various departments. 7) Mentor- B.Com. I 8) Extension Activities on Farm Pond Construction At –Kidgaon and Tuberculosis Awareness programme at Jihe(2) 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities :</p> <ul style="list-style-type: none"> • Training session for Non-Teaching Staff on Smart and Simple 			

	<p>Accounting(21/03/22)</p> <ul style="list-style-type: none"> • Academic and continuous evaluation calendars are prepared to keep harmony and continuity in departmental activities. • Workshop on AAA in collaboration with Shivaji University Kolhapur for Principals and IQAC Coordinators (25/03/22) • As coordinator of university Committee done Academic Audit of the New Law college , Sangali • National Webinar on” Prof. N.D. Patil’s Contribution in Social and Economic Development of Maharashtra ” in collaboration with Department of Economics on 26th April 2022 • National Webinar on” Climate Change and Sustainable Development” in collaboration with Department of Geography on 30th May 2022. • National Webinar on” The Social Movements in Modern India” in collaboration with Department of History on 2nd June 2022. • National Webinar on” The Social Movements in India” in collaboration with department of History on 2 June 2022 • A Workshop on ”Intellectual Property Rights “ in collaboration with department of Commerce and Management on 3rd June 2022 • A Workshop on ”Research Methodology “ in collaboration with department of Commerce and Management on 6th June 2022 • Alumni Meet • Parents Meet • Green Audit / Environmental Audit • Energy Audit • Gender Audit • Subject Expert on Placement Committee ,Shivaji University, Kolhapur 			
(e)	<p>Evidence of actively involved in guiding Ph.D. students.</p> <p>Number of Students: NIL</p>			

(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major: 1 minor research is in progress (College funded)</p>			
(g)	<p>At least one single or joint publication in peer reviewed or UGC list of Journals.</p> <p>Number of Publications:</p> <ul style="list-style-type: none"> ➤ Research Paper published in Power of Knowledge, A Peer-Reviewed and Indexed international and Multidisciplinary Research Journal on Gender Discrimination 'in Shashi Deshpande' <i>The Dark Holds No Terrors</i> (Pg.no30 to 33) Impact factor 2.7286, Issue: I April to June 21 ISSN No:2320-4494 ➤ Research Paper published in International Journal Of Advance and Applied Research a Peer-Reviewed and Indexed international and Multidisciplinary Research Journal <i>Reading for Academic Purposes</i> Published by IJAAR Impact Factor 7.328, Vol.8 No.6 July-Aug 2021. ISSN No.2347-7075 ➤ Research Paper published in International Journal of Creative Research Thoughts -A Study of Female Voices in Anita Desai's <i>In Custody</i>. Published by IJCRT UGC Approved Journal No.49023(18) <p>Impact Factor 7.97 Google Scholar, Vol-10 Issue:3 March 2020, ISSN No: 2320-2882</p> <ul style="list-style-type: none"> ➤ Research Paper published in International Journal of Advance and Applied Research on Arundhati Roy's Contribution to Indian English with Special Reference to <i>The God Of Small Things</i> Published by Young Researcher Association 			

Vol.-7 Issue -8,Mar-Apr-2022 Impact Factor:7.328,ISSN No.2347-7075			
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Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified

Table – 1.1	Good	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Table-1.2	Good		Good / Satisfactory / Not satisfactory	

J. Aphale
Signature of the Faculty
(Dr. Mrs. J. A. Aphale)

J. Aphale
IQAC
Co-ordinator
Signature of HOD/Director/Co-ordinator

J. Aphale
Signature of Principal/Director/ Vice Chancellor
Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

**CRITERION-VI GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

ANNUAL SELF APPRAISAL REPORT
2020-21

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Assistant / Associate Professor /
University Assistant Professor

Academic Year: 2020 - 2021

A. General Information

- a) Name (Surname first) : Ghatage Pratibha Kirshnarao
b) Designation :
c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara
d) Department : History
e) Date of Birth : 10/02/1972
f) Date of Appointment : 23/01/1996
g) Total Teaching Experience : UG:24 PG:03
h) Permanent Address (with Pin code) : Karthikay App. Visavapark Satara, 415001
Mobile No. : 9850915023
Email : ghatagepk10272@gmail.com

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	Ph. D.	Tilak Maharashtra Vidyapith, Pune	History	Ongoing	-
2	M.A.	Shivaji University, Kolhapur	History	1995	B+
3	B.A.	Pune University	History	1993	First Class with Dist.
4	H.S.C.	Pune Board	All	1990	II
5	S.S.C.	Pune Board	All	1988	II

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	-
2	M. Phil.	-	-
3	Ph.D.	Ongoing	Tilak Maharashtra Vidyapith, Pune
4	Research Training Program	10 th May to 18 th May 2021	TLC Ramanujan College University of Delhi
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Refresher	15/02/2021 to 18/02/2021	Pune University
2	Orientation	20/01/2022 to 19/02/2022	TLC Ramanujan College University of Delhi
3	FDP	21/05/2020 to 30/05/2020	Pune University
4			
5			

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{510}{540} \times 10 = 94.44 \%$ Where A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	94.44	Good	Good

Grading Criter: 80% & above - Good, Below 80% but 70% & above - Satisfactory Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University / College students related activities / research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 04	Good	Good	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities:02			
(c)	Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.			

	Number of activities :20 1) Competitive Exam Guidance Center- Chairman 2) Cultural Committee- Chairman 3) Skill Development Committee- Chairman Antiraggin- Chairman		
(d)	Organizing seminars/ conferences/ workshops, other college/university activities. Number of activities : 01		
(e)	Evidence of actively involved in guiding Ph. D students. Number of Students :00		
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects: Major: Minor : 00		
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications: 00		

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such

as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good	Good
Table – 1.2	Good		Good	


Signature of the Faculty


Signature of HOD/Director/Co-ordinator
Sanphale
IGAC
Co-ordinator




Principal
Signature of Principal/Director/Vice Chancellor
SATARA.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Assistant / Associate Professor /
University Assistant Professor

Academic Year: 2020 - 2021

A. General Information

- a) Name (Surname first) : Mrs. Varnekar mandakini Vijay
b) Designation : Assistant Professor
c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara
d) Department : Hindi
e) Date of Birth : 01/06/1969
f) Date of Appointment : 15th September 1994
g) Total Teaching Experience : UG:25 PG:04
h) Permanent Address (with Pin code) : At/Post Limb Tal. Dist.- Satara
Mobile No. : 9403684066
Email : varnekarmanda@gmail.com

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	MA	Shivaji University Kolhapur	Hindi	1992	I
2	BA	Shivaji University Kolhapur	Hindi	1990	B+
3	B.Ed.	Shivaji University Kolhapur	Hindi	1993	I
4	HSC	Pune Board	All	1987	II
5	SSC	Pune Board	ALL	1984	II
6					

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.		
2	M. Phil.		
3	Ph.D.		
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Refresher	2/3/2001 to 23/3/2001	Shivaji University Kolhapur
2	Refresher	9/3/2005 to 29/3/2005	Shivaji University Kolhapur
3	Refresher	4/2/2015 to 24/3/2015	University of North Bengal
4	Orientation	2/8/2015 to 31/8/2015	Savitribai Phule Pune Univeersity
5	Orientation	11/3/1997 to 20/3/1997	Tata Institute Devnar Mumbai
6	Short Term NSS	2/11/2015 to 6/11/2015	Shivaji University Kolhapur

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{520}{540} \times 100 = 96.2\%$ Where A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	96.2%	Good	Good

Grading Criter: 80% & above - Good, Below 80% but 70% & above - Satisfactory Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University / College students related activities / research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 03 1) NSS Program Officer 2) Short Term Courses – Chairman 3) BA II Admission Committee- Chairman	Good	Good	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities:03			

(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities :20</p> <ol style="list-style-type: none"> 1) Co- Editor College Annual magazine Maitrea 2) Chair person - Easy, Elocution, Debat Committee 3) Member- 4) Program Officer -NSS 5) Compere- Guest Lecture, Workshop, Seminar Etc by the College Committee and Department 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities :02</p> <ol style="list-style-type: none"> 1) Webinar- <i>mashini amvad swarup aavshykata aour sambhavana</i> 2) Workshop -<i>Hindi film aour dharavahioka katha lekhan</i> 			
(e)	<p>Evidence of actively involved in guiding Ph. D students.</p> <p>Number of Students :00</p>			
(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major:</p> <p style="padding-left: 100px;">Minor : 00</p>			
(g)	<p>At least one single or joint publication in peer reviewed or UGC list of Journals.</p> <p>Number of Publications: 02</p> <ol style="list-style-type: none"> 1) Peerreviewed-01 2) UGC list of Journals-01 			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table - 1.1	Good	Good	Good	Good
Table - 1.2	Good		Good	


Signature of the Faculty


Signature of HOD/Director/Co-ordinator
Co-ordinator




Signature of Principal/Director/ Vice Chancellor
Savitribai Phule Mahila Mahavidyalaya
SATARA.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Professor /
University Associate Professor /Professor**

Academic Year :1-7-2020- 30-6-21

(Duration : From 01-07-2020 To 30-06-2021)

A. General Information

- a) Name (Surname first) : **Dr. Bhosale Shivaji Murlidhar**
- b) Designation : Associate Professor
- c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara
- d) Department : Economics
- e) Date of Birth : 01-06-1964
- f) Date of Appointment : 01-07-1992
- g) Total Teaching Experience : UG: 33 Years & PG:27

h) Permanent Address (with Pin code) :165/2 Plot.No. 19,Mangali Colony,
Sahunagar, Godoli, Satara-414001,Telephone:9421219745,

Email: bshivajim@gmail.com

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	S.S.C.	Pune Board	Marathi, Hindi, English, Maths, Science, Social Science	1980	51% Second class with Hons
2	H.S.C.	Pune Board	Marathi, English, Economics, Psychology, Sociology	1982	62.33 Frist Class
3	B.A.	Shivaji University, Kolhapur	Economics	1985	62 % First Class with Hons.
4	M.A.	Shivaji University, Kolhapur	Economics	1987	60.40 % First Class
5	M. A.	Shivaji University, Kolhapur	Sociology and Politics	1989	55% Second Class

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.		
2	M.Phil.	"LEVEL AND COMPOSITION OF DEPOSITS AND ADVANCES OF RAJARAMBAPU SAHAKARI BANK LIMITED PETH" date-27-12-1990	Shivaji University, Kolhapur
3	Ph.D.	"A STUDY OF ECONOMICS OF WATER CONSERVATION IN KHANAPUR TALUKA OF SANGLI DISTRICT" Date.-26-2-2008	Shivaji University, Kolhapur
4	Research Training Program	Research Methodology Course 6-12-2005-22-12-2005	Center For Social Studies, Surat.
5	Summer Vacation Course	Quantitative Technique For Social Sciences 16-5-2004-15-6-2004	Shivaji University, Kolhapur

D. Experience :

Designation	Name of Employer	Date of		Pay Scale	Experience in year
		Joining	Leaving		
Lecturer	Arts & Commerce College Shirval	01-07-1992	31-08-1993	2200-4000	01 year
Lecturer	Mahila Mahavidyalaya Satara & Shivaji College, Satara M.A., (Visiting)	01-09-1993	16-07-1996	2200-4000	03 years
Lecturer	D.P. Bhosale College Koregaon	17-07-1996	15-06-1997	12000-18300	01 year
Lecturer & Associate Prof.	Balwant College Vita & S,G,M, College Karad (Visiting)	1-1-2006	30-06-2014	37400-67000	18 years
Associate Prof. & Head	Chh. Shivaji College Satara	01-07-2014	31-12-2019	37400-67000-131400217100	06 Years
Associate Prof. & I/C Principal	Yashwantrao Chavan Mahavidhyalaya, Pachwad	01-01-2020	10-11-2020	131400-217100	01 year Level 13 A
Associate prof. & Head	Savirribai Phule Mahila Mahavidyalaya, Satara.	11-11-2020	Onward	131400-217100	-----

E. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Program	Duration		Organized by
		From	To	
1	Orientation course	11-01-1995	07-02-1995	UGC ASC Goa University, Panjim
2	Refresher Course	24-06-1996	15-07-1996	UGC ASC Shivaji University, Kolhapur
3	Refresher Course	18-10-2001	09-11-2001	UGC ASC Shivaji University, Kolhapur.
4	Refresher Course	03-02-2003	24-02-2003	UGC ASC Shivaji University, Kolhapur.
5	Summer Vacation Course	16-05-2004	16-06-2004	Shivaji University, Kolhapur.
6	Research Methodology Course	06-12-2005	22-12-2005	Centre For Social Studies, Surat.

7	Orientation Course NSS	2-11-2015	6-11-2015	Shivaji university, Kolhapur
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Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{A}{B} \times 100 = \frac{530}{540} \times 100$ Where A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	98.14%	Good	Good

Grading Criteria :80% & above - Good, Below 80% but 70% & above - Satisfactory

Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University / College students related activities / research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-Ordinator, Warden etc. Number of activities :03	Good	Good	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities : 03			
(c)	Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.			

	Number of activities : <u>03</u>	Good	Good	
(d)	Organizing seminars/ conference/ workshops, other college/university activities. Number of activities : --02+1+03			
(e)	Evidence of actively involved in guiding Ph.D students. Number of Students : <u>06</u>			
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects : Major : --00 Minor :--00			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications : <u>01</u>			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
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3	Not Satisfactory	If neither good nor satisfactory in overall grading

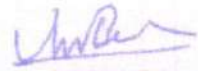
Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her

absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good	Good
Table – 1.2	Good		Good	



Signature of the Faculty



Signature of HOD/Director/Co-Ordinator

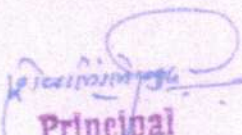
Dr. S. M. Bhosale

Professor & Head

Department of Economics

Savitribai Phule Mahila Mahavidyalaya, Satara

Signature of Principal/ Director/ Vice Chancellor



Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

Table 2**Proforma for College Professor /****University Associate Professor /Professor 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.,)

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

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Score Obtained	Score Verified	Page No. of relevant documents
1	भारतातील वाढत्या शहरीकरणामुळे निर्माण झालेल्या समस्या आणि त्यावरील उपयायोजना	GURUKUL JOURNAL	ISSN-2394-8426	6.222	02	CO-author	08		
Sub Total							08		

Note –

i.) Faculty of Sciences/ Engineering / Agriculture / Medical /Veterinary Sciences - **08 per paper**

ii.) Faculty of Languages / Humanities / Arts /Social Sciences / Library / Education /

Physical Education / Commerce / Management & other related disciplines – **10 per paper**

2. Publications (other than Research papers)**(a) Books authored which are published by**

Sr. No.	Title with page nos.	Type of Book International /National / Chapter in Edited Book / Editor of Book by International / Editor of Book by National Publisher	Publisher & ISBN No.	No. of co-authors	Whether principal author / co-author	Score Obtained	Score Verified	Page No. of relevant documents
01	अंशलक्षी अर्थशास्त्राची तत्वे – Semi.6	International	PhadakePrakashn kolhapur ISBN-978-93-89435-93-1	03	Co-author-	05		
02	अंशलक्षीअर्थशास्त्राची तत्वे semi.5	International	PhadakePrakashn Kolhapur ISBN-978-93-89435-	03	Co-author-	05		
03	आंतरराष्ट्रीय अर्थशास्त्र-semi-5	International	PhadakePrakshan kolhapur ISBN-978-93-89435-99-3	03	Co-author-	05		

04	आंतरराष्ट्रीय अर्थशास्त्र SEMI-6	International	PhadakePrakashn Kolhapur ISBN-978-93-90546-10-7	03	Co-author-	05		
05	व्यवसायिक पर्यावरण - SEMI-5	International	PhadakePrakashn Kolhapur ISBN-978-93-89435-92-4	03	Co-author-	05		
06	व्यवसायिक पर्यावरण- SEMI-6	International	Shivaji University, Kolhapur ISBN-978-93-90546-09-1	03	Co-author-	05		
07	स्थूल अर्थशास्त्र	International	Shivaji University	Unit	Co-author-	05		
Sub Total (a)						35		

Note –

Score for Books published by –

International Publishers – 12, National Publishers- 10, Chapter in Edited Book -05, Editor of Book by International Publisher – 10, Editor of Book by National Publisher – 08

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

Sr. No.	Title with page nos.	Translation works in Indian / Foreign Languages, [Chapter / Research paper/ Book]	Publisher & ISBN No.	No. of co-authors	Whether principal author / co-author	Score Obtained	Score Verified	Page No. of relevant documents
Sub Total (b)								

Note –

Score for Books published by – Chapter or Research paper- 03, Book – 08

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

(a) Development of Innovative pedagogy

Sr. No.	Development of Innovative pedagogy	Score Obtained	Score Verified	Page No. of relevant documents
1.	Google Classroom	00		
2.	Departmental Blog	00		
3.	Google Form	00		
Sub Total (a)		00	00	

Note – Score for each – Development of Innovative pedagogy – 05

(b) Design of new / revised curricula and courses

Sr. No.	Design of new / revised curricula /courses	Score Obtained	Score Verified	Page No. of relevant documents
01	B.A.III-ECONOMICS	04		
	Sub Total (b)	04	04	

Note – Score for each – Design of new / revised curricula / courses – 02

(c) MOOCs

Sr. No.	Development of MOOCs	Title of MOOCs	Credits Assigned	Score Obtained	Score Verified	Page No. of relevant documents
1	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit)					
2	MOOCs (developed in 4 quadrant) per module /lecture					
3	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)					
4	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)					
	Sub Total (c)					

Note - Score for

- i. Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit) – **20**
- ii. MOOCs (developed in 4 quadrant) per module /lecture - **05**
- iii. Content writer/subject matter expert for each module of MOOCs (at least one quadrant) -**02**
- iv. Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit) - **08**

(d) E-Content

Sr. No.	Development of E-Content	Title of E-Content	Credits Assigned	Score Obtained	Score Verified	Page No. of relevant documents
1	Development of e-Content in 4 quadrants for a complete course/e-book					
2	e-Content (developed in 4 quadrants) per module					

3	Contribution to development of e-content module in complete course /paper /e-book (at least one quadrant)					
4	Editor of e-content for complete course/ paper /e-book					
Sub Total (d)						

Note - Score for

- i. Development of e-Content in 4 quadrants for a complete course/e-book -12
- ii. e-Content (developed in 4 quadrants) per module - 05
- iii. Contribution to development of e-content module in complete course /paper /e-book (at least one quadrant) - 02
- iv. Editor of e-content for complete course/ paper /e-book -10

4. (a) Research guidance

No.	Degree	No of Thesis / Dissertation Submitted	No of Degree Awarded	Score Obtained	Score Verified	Page No. of relevant documents
1	Ph. D.			10	10	
2	M. Phil./ P.G. Dissertation					
Sub Total (a)				10	10	

Note - Score 1.Ph. D. - 10 per degree awarded, 05 per thesis submitted

2.M. Phil./ P.G. Dissertation - 02 per degree awarded

(b) Research Projects Completed

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant (Rs. Lakh)	Score Obtained	Score Verified	Page No. of relevant documents
			-----	Nil	-----			
Sub Total (b)								

Note - Score More than 10 lakhs – 10 Less than 10 lakhs- 05

(c) Research Projects Ongoing

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant (Rs. Lakh)	Score Obtained	Score Verified	Page No. of relevant documents
			-----	Nil	-----			
Sub Total (c)								

Note - Score More than 10 lakhs – 05 Less than 10 lakhs- 02

(d) Consultancy

Sr. No.	Title	Agency	Year of completion	Whether PI / Co-PI	Amount Mobilized (Rs. Lakh)	Score Obtained	Score Verified	Page No. of relevant documents
			-----	Nil	-----			

Sub Total (d)

Note - Score Consultancy - 03

5. (a) Patents

Sr. No.	Title	International / National	Year	Score Obtained	Score Verified	Page No. of relevant documents
		-----	Nil	-----		
Sub Total (a)						

Note - Score International – 10, National - 07

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

Sr. No.	Title	International / National/ State	Year	Score Obtained	Score Verified	Page No. of relevant documents
		-----	Nil	-----		
Sub Total (b)						

Note - Score International – 10, National – 07, State - 04

(c) Awards/Fellowship

Sr. No.	Fellowship Award	Year	International /National	Awarding Academic Body/ Association	Score Obtained	Score Verified	Page No. of relevant documents
			-----	Nil	-----		
Sub Total (c)							

Note - Score International – 07, National – 05

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)

Sr. No.	Title of Lecture /Paper presented / Published	Title of Conference /Seminar etc	Organized by	Whether International/ National / State/ University	Score Obtained	Score Verified	Page No. of relevant documents
1	Indian Economy and Covid-19	Invited Lectures	Yashwantrao Chavan Mahavidyalay, Pachawad	University	02		
2	Covid-19: Impact On Service Sector In India	Invited Lecturer	Vasantdada Patil Mahavidyalaya, Tasgaon	National	03		
3	कर्मवीर भाऊराव पाटील यांचे महाराष्ट्राच्या विकासातील योगदान	Invited Lectures	Balwant College, Vita	University	02		
4	Recent Trent In Indian Economy	Invited Lecturer	Sambhajirao Kadam Mahavidyalaya ,Deur.	University	02		
5	Central Budget-20-21	Invited Lecturer	Mahila Mahavidyalay .Nasik	State	02		

6	Central Budget-20-21	Invited Lecturer	Dayanand College, Solapur	University	02		
7	Central Budget-20-21	Invited Lecturer	Arts, Commerce & Science College, Gadhinglaj	University	02		
8	Contemporary significance of Gandhian Thought	Invited Lecturer	Balwant College, Vita	University	02		
9.	Research Methodology in Social Sciences	Invited Lecturer	K.B.P.College, Pandharpur	University	02		
10	Indian Union Budget 2021-22	Invited Lecturer	P.D.V.P.CollegeTasgaon	University	02		
11.	Central Budget	Invited Lecturer	SPMM Satara	University	02		
13	Central Budget2021-22	Invited Lecturer	YCM Pachwd	University	02		
Sub Total					27		

Note - Score International (Abroad) – 07, International (within country) -05, National – 03, State / University – 02

Additional Note -

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 onlyonce.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 markseach.
- *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 teacherconcerned.
- The research score shall be from the minimum of three categories out of sixcategories.

SUMMARY OF Table 2 :Academic/Research Score

Details	Score Obtained	Score Verified	Remark
1	08		
2 (a+b)	35		
3 (a+b+c+d)	04		
4 (a+b+c+d)	10		
5 (a+b+c)	-		
6	27		
Grand Total	84		

Score Verified by

1) Prof./ Dr.

Signature

2) Prof./ Dr.

Signature

3) Prof./ Dr.

Signature

UNDERTAKING


I Dr. Shivaji Murlidhar Bhosale undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled Table 2 (Academic/ Research Score) proforma.

Table 2 (Academic/ Research) based score

84

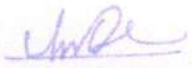
Place : Satara

Date : 30-6-2021


Signature of the faculty with
Designation

Place : Satara

Date : 30-6-2021


Dr. S. M. Bhosale
Professor & Head
Department of Economics
Savitribai Phule Mahila Mahavidyalaya, Satara
Head of the Department

Place : Satara

Date : 30-6-2021

Principal / Director/ Vice-Chancellor


Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

N. B.: The individual Table 2(Academic/ Research Score) proforma duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Librarian
Academic Year : 2020-21

A. General Information

- a) Name (Surname first) : Smt. Jirage Asha Chandrashok
- b) Designation : Librarian
- c) College / University : Rayat Shikshan Sanstha's Savitribai Phule Mahila
Mahavidyalaya, Satara. 415001.
- d) Department : Library
- e) Date of Birth : 09/05/1972
- f) Date of Appointment : 01/09/2010
- g) Total Teaching Experience : 10 Years as a College Librarian
- h) Permanent Address (with Pin code) : Plot.No.5, Chandrasen Hou. Society, Shahunagar, Godoli,
Satara 415002.
- Mobile No. : 9922639235
- Email : ashajirage@gmail.com

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Class
1	S. S. C.	Pune Board, Pune.	--	1989	Second
2	H. S. C.	Kolhapur Board, Kolhapur.	--	1993	B+
3	B. A.	Shivaji University, Kolhapur	Sociology	1996	Second
4	B. Lib. & I. Sc.	Y.C.M.O.U., Nashik	Library & Inf.Sc.	1997	First
5	M. A.	Shivaji University, Kolhapur.	Sociology	2000	Pass
6	M. Lib. & I.Sc.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2001	First
7	SET	Pune University, Pune	Library & Inf.Sc.	2009	Pass
8	M.Phil.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2008	First
9	MSCIT	MSBTE	Window/ MS Office/ Internet	2003	First

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	M.Phil.	A Study of Rayat Shikshan Sansthas Senior College Libraries affiliated to Shivaji University, Kolhapur.	Y.C.M.O.U., Nashik.

D. Experience :

Sr. No.	Designation	Name of Employer	Salary with Grade Pay/ Academic Level	Date of		Experience in years
				Joining	leaving	
1	Librarian	Annasaheb Awate College, Manchar, Pune.	01/09/2010	09/03/2011	15600-39100 6000/-	06 Months
2	Librarian	Savitribai Phule Mahila Mahavidyalaya, Satara	10/03/2011	Till date	15600-39100 7000/-	9.9 years
Total Experience in years						10.3Years

E. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Faculty Development Programme "Managing Online Classes and Co-Creating MOOCS".	20/04/2020 to 06/05/2020	HRD Ministry, Teaching learning center Ramanujan College, University of Delhi.
2	Faculty Development Programme" On Creation, Presentation and Dimension of E-Content(Library Science)"	06/06/2020 to 19/06/2020	UGC HRD ,Savitribai Phule Pune University, Pune and St. Vincent College of Commerce, Pune.

Table 4**Assessment Criteria and Methodology for College Librarian**

Sr. No.	Activity	Grading Criteria			
		Percentage Obtained	Grade Claimed	Grade Verified	
1.	<p>Regularity of attending library</p> $\frac{A}{B} \times 100 = \text{-----} \%$ <p>Where A: Total no. of days attended-257 (285Days-28 Leave in Year(7CL+21ELYear)=259) B: Total no. of days expected to attend-285 (365Days-80 University Holidays, Sundays in Year=285)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> Library Resource and Organization and maintenance of books, journals and reports. Provision of Library reader services such as literature retrieval services to researchers and analysis of report. Assistance towards updating institutional website 	90.17%	Good	Good / Satisfactory / Not satisfactory	
Grading Criteria: Good -90% and above, Satisfactory- Below 90% but 80% and above Not satisfactory- Less than 80% -					
2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	No. of Activities	Grade Claimed	Grade Verified	Page No.
	1.National	01	Good	Good / Satisfactory / Not satisfactory	
	2.State	--			
	3.Institute	06			
Grading Criteria: Good – 1 National level seminar / workshop + 1 State / institution level Workshop / Seminar. Satisfactory –(i) 1 National level seminar/ workshop or (ii)1 state level seminar / workshop + 1 institution level seminar/ workshop or (iii) 4 institution seminar /workshop. Unsatisfactory – Not falling in above two categories.					
3.	Computerized database	Yes/ No	Grade Claimed	Grade Verified	Page No.
	If library has a computerized database then OR	Yes	Good	Good / Satisfactory / Not satisfactory	
	If library does not have a computerized database	----			

<p>Grading Criteria: Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. OR Good – 100% Catalogue database made up to date, Satisfactory- 90% catalogue database made up to date, Unsatisfactory - Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p>						
4.	Checking inventory and extent of missing books	Grade Claimed	Grade Verified	Page No.		
		Good	Good / Satisfactory / Not satisfactory			
<p>Grading Criteria: Good : Checked inventory and missing books less than 0.5% Satisfactory - Checked inventory and missing books less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more. Note - Checking inventory and extent of missing books with norms of UGC & Sate Govt. as well as Particular University</p>						
5.	Activity	Yes / No	Grade Claimed	Grade Verified	Page No.	
	(i) Digitization of books database in institution having no computerized database. (Digitization of Thesis / Manuscripts / Question Paper / College Magazine / Paper Cuttings etc.)	Yes	Good	Good / Satisfactory / Not satisfactory		
	(ii) Promotion of library network.	Yes				
	(iii) Systems in place for dissemination of information relating to books and other resources.	Yes				
	(iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.	Yes				
	(v) Design and offer short-term courses for users.	---				
	(vi) Publications of at least one research paper in UGC approved journals.	Yes				
	<p>Grading Criteria: Good : Involved in any two activities, Satisfactory : At least one activity Not Satisfactory: Not involved/ undertaken any of the activities.</p>					

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Item - 1	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Item - 2	Good		Good / Satisfactory / Not satisfactory	
Item - 3	Good		Good / Satisfactory / Not satisfactory	
Item - 4	Good		Good / Satisfactory / Not satisfactory	
Item - 5	Good		Good / Satisfactory / Not satisfactory	

Overall Grading:

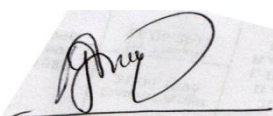
Good: Good in Item 1 and satisfactory/good in any two other items including Item 4.

Satisfactory: Satisfactory in Item 1 and satisfactory /good in any other two Items including Item 4.

Not satisfactory: If neither good nor satisfactory in overall grading.

Note:

- (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.
 - **Students Tracking Software** is being used to monitor the attendance of faculty, staff and students.
- (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.
 - **Copy of certificates and paper is attached.**
- (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.
 - Online Feedback Form is made available on the College website- (<http://spmmsatara.com/feedstudent.jsp>)



Signature of the College Librarian



Co-ordinator



Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA

Signature of Principal

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: 2020-2021

A. General Information

- a) Name (Surname first) : **Dr. Mrs. Aphale Jayashri Ajay**
- b) Designation : **Assistant Professor**
- c) College / University : **Savitribai Phule Mahila Mahavidyalaya, Satara**
- d) Department : **Department of English**
- e) Date of Birth : **18/07/1968**
- f) Date of Appointment : **21 /06/1995**
- g) Total Teaching Experience : **UG: 30 Years PG: 24 years**
- h) Permanent Address (with Pin code) : **Om Shri Sadguru Gajanan Maharaj Math
At-Patkhalmatha, Post-Wadhe(Khed)Tal,
Dist- Satara 415011**
- i) Mobile No. : **9767556405/9172918149**
- Email : **jayashrienglish@gmail.com**

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	----	1986	First Class
2	B.A.	Shivaji Uni., Kolhapur	English	2003	First Class
3	M.A.	Shivaji Uni., Kolhapur	English	2006	B+
4	SET	Pune	--	1996	

5	B.Ed.				
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	--	2006	

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	
2	M.Phil.		
3	Ph.D.	Linguistic Experimentation in Selected Novels by Anita Rau Badami, Arundhati Roy and Kiran Desai	Shivaji University, Kolhapur
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1			
2			
3			
4			
5			

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{510}{540} \times 10 = 94.44\%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	94.44%	Good	Good / Satisfactory/ Not satisfactory

Grading Criteria :80% & above - Good, Below 80% but 70% & above - Satisfactory
 Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related Activities /research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities: 03 1) CDC Member 2) IQAC Coordinator 3) Vivek-vahini Coordinator 4) Admission Committee 5) Coordinator and member for various committees	Good	Good / Satisfactory/ Not satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities: 04			

	<ol style="list-style-type: none"> 1) 2) Paper Setter for University Exam 3) Junior Supervision 4) Paper Assessment B.A.I Opt.Eng., B.A.II., B.Com I., B.A.III Spl. Eng.,) 5) Internal Evaluation (Seminar, Projects, Unit Tests, Home Assignments, Group Discussion, Online Tests,Competitions,) 			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities: 14</p> <ol style="list-style-type: none"> 1) Career Counseling (Coordinator-) 2) Activity –Preparation of C.V. 3) Online Creative Writing Competition and Poetry Recitation Competition organization 4) As a Vivekvahini Coordinator organized workshops on Life Skills ,Social Responsibility, Pre-Marriage Counseling 5) Cultural Program Committee co-coordinator 6) Organized 6 National Webinars on different social topics in collaboration with various departments. 7) Mentor- B.Com. I <ul style="list-style-type: none"> • Admission and Online Examination process (14/08/2021) 8) 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities : 17</p> <ul style="list-style-type: none"> • Training session for Teaching and Non-Teaching Staff on Online Academic and continuous evaluation calendars are prepared to keep harmony and continuity in departmental activities. • B.Voc. in Nursing’s Government and University permission proposal is 			

	<p>sanctioned and syllabus formation is completed in May- June 2020</p> <ul style="list-style-type: none"> • Website training session for Teaching and Non-teaching staff was held on 2nd July 2020 • Workshop on Online Admission Process(ETH Software)for Teaching and Non-teaching staff was held on 23rd July 2020 • Workshop on” How to operate Zoom app for Teaching and Learning” for staff members on 1st August 2020 • National Webinar on Problems of Agricultural Pricing & The Three Recent Agricultural Legislation in collaboration with Department of Economics 12th January 2021. • National Webinar on Intellectual Property Rights in collaboration with Department of Commerce and Management on 6th January 2021. • National Webinar on New Education Policy:2020in collaboration with Department of Economics on 29th January 2020. • National Webinar on Sociological Psychological Challenges and Management in COVID-19 in collaboration with Department of Sociology and Psychology on 30th January 2021. • Mahila Shikshak Din celebration 3 January 2021in collaboration with Cultural Department • Mentoring for NAAC of Arts and Commerce College Pusegaon • Green Audit • National Webinar on “Honorable Sharadji Pawar’s contribution in improving quality of Education” in collaboration with Department of Marathi on 21st December 2020. • Workshops planned for E-Content Development .Revised Syllabus, and Research Methodology and implemented successfully. • Celebration of International Yoga Day for Staff and Students(21 June) • A Guidance Session on Rural Women and Environment 			
--	--	--	--	--

	<p>organized in collaboration with Sociology Department and ICC on 25/06/2021</p> <ul style="list-style-type: none"> • A Guidance Session on CORONA Pandemic Situation and Women's Health organized in collaboration with Sociology Department. 			
(e)	<p>Evidence of actively involved in guiding Ph.D. students.</p> <p>Number of Students: NIL</p>			
(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major: 1 minor research is in progress (College funded)</p>			
(g)	<p>At least one single or joint publication in peer reviewed or UGC list of Journals.</p> <p>Number of Publications:</p> <ul style="list-style-type: none"> ➤ Research Paper published in Research Chronicler ,A Peer-Reviewed and Indexed international and Multidisciplinary Research Journal on <i>Linguistic Chutnification in ManjuKapoor's Difficult Daughters</i> in Vol.No.IX, Issue II: February 2021,ISSN-2347-503X ➤ Research Paper published in Power of Knowledge a Peer-Reviewed and Indexed international and Multidisciplinary Research Journal in Issue No.1 April to June 2021 Govt. Approved, ISSN No.2320-4494 ,Impact Factor -3.8752 			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Table–1.2	Good		Good / Satisfactory / Not satisfactory	

Forphale
Signature of the Faculty

Forphale
Signature of HOD/Director **Co-ordinator**
IQAC

Forphale
Signature of Principal/Director/Vice Chancellor
Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.



**CRITERION-VI GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

ANNUAL SELF APPRAISAL REPORT
2019-20

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self-Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: 2019-20

(Duration: From June 2019- April 2020)

A. General Information

- a) Name (Surname first) : Wadate Rajaram Pandurang
- b) Designation : Assistant Professor
- c) College / University : Chhatrapati Shivaji college, Satara
- d) Department : Department of Sociology
- e) Date of Birth : 1st June 1963
- f) Date of Appointment : 21 January 1993
- g) Total Teaching Experience : UG: 29 Years PG: 11 Years

1. Permanent Address (with Pin code) :- Heramb Pushp G-4, Vilaspur Godoli Satara Pin-415001
- Mobile No. : 9822875052
- Email : wadaterp@gmail.com

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Div. Bord	Eng, Mar, etc.	1986	2 nd Class
2	Bachelor of Arts	Shivaji University Kolhapur	Sociology	1989	2 nd Class
3	Master of Arts	Shivaji University Kolhapur	Sociology	1991	B+ Class

C. Orientation / Refresher / Short Term Course Completed :

Sr. No	Course			
1	FDP (Faculty Interaction Programme)			2 nd April
2	Orientation Course			
1	Orientation Course	30/1/1996 To 27/2/1996	Pune University Pune	
2	Refresher Course	3/8/200 to 30/8/200	Dr.Babasaheb Ambedkar Marathwada University Augarangaba	
3	Refresher Course	2/1/2002 to 22/1/2002	Swami Ramanand Teerth Marathwada University Nanded	
4	Refresher Course	26/11/200 3 to 17/12/200 3	Shivaji University Kolhapur	

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified

Teaching-

$$\frac{A}{B} \times 100 = 100$$

Where

A: Number of classes(Lectures) taught

B: Total classes (Lectures) assigned

(Classes taught includes sessions on tutorials, lab and other teaching related activities)

100

Good

Good

Sr. No.	Course/ Paper	Level	Mod Teac	No. of periods / Hours allotted		No. of Hours per annum
				Per Week	Per annum	
1	B.A.I (Introduction to Sociology)	UG	LST	04	78	62
2	B.A.II (Social Issues in India & Gender and Violence)	UG	LST	04	155	124
3	B.A.III (Methodology Of Social Research)	UG	LST	04	155	124
4	B.A.III (Western Sociological Thinkers)	UG	LST	04	78	62
5	B.A.III (Social Onthropology) Anthronology	UG	LST	04	78	62
6	B.A.III (Urban Sociology)	UG	LST	04	78	62

Sr. No.	Course / Paper	Tutorials/ Practical/ Field work/ Project supervision	Hours/ Periods academic year engag
1	B.A.III (Methodology of Social Research)	Project Work and Seminar	42
2	B.A.III (Western Sociological Thinkers)	Seminar	42
3	B.A.III (Rural Sociology)	Project Work	42

Grading Criteria : 80% & above - Good, Below 80% but 70% & above - Satisfactory
Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related activities/research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	<p>Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.</p> <p>Number of activities :</p> <ul style="list-style-type: none"> • Community work such as-National integration, human Right, peace, Scientific temper flood/ drought relief - Celebration of Birth / Death Anniversary of national leaders or Local Dignitaries, Mahatma Gandhi, DR.BabasahebAmbedkar ,Shahu Maharaja, Mahatma Phule etc. One day salary Birth Anniversary of Great Educationalist KarmveerBhauraoPatil • Election Duty as a Presiding Officer • Public lectures delivered (Related to subject) • General awareness activities • Organizing subject related event like lecturer on special topics- • Dean, Principal, management council member- • Director of school/institute • IQAC coordinator,-Member • Refresher/orientation coordinator • Chairperson/Convener- • Role played in College Academic and Administration committees Member 	Good	Good	

1. General Administrative Committee -member
2. Admission Committee - chairperson
3. University/UGC Correspondence Committee
4. Time Table Committee
5. Purchase & Account Committee
6. Short Term Courses Committee
7. Campus Beautification Committee - Chairman
8. Social Science Association - Chairman
9. Tour Committee
10. College NAAC Committee and IQAC
11. Fund Raising Drive Committee
12. Building Maintenance Development Committee - Chairman
13. College Examination Committee
14. Grievance Redressal Committee
15. Standing Committee
16. Anti-Raging Committee
17. Monthly Review Committee
18. Varandha Supervision Committee

(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.

Number of activities

1. Senior Supervisor
2. Junior Supervision
3. Internal assessment
4. External assessment
5. Online quiz - Google Classroom
6. Paper Setter

(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <ul style="list-style-type: none"> • Number of activities : Learning Methodologies <p>Internet & CDs Paper Cutting</p> <ul style="list-style-type: none"> • Use of innovative methodologies for Poster Display <p>Group Discussion</p> <ul style="list-style-type: none"> • Teaching Group Discussion Question-Answer Session Student Seminar Case Studies for B.A.III • Use of ICT Power Point Presentation Use of Laptop, Google Classroom , Use You Tube • Updating of subject content <p style="text-align: center;">Paper Cutting</p> <ul style="list-style-type: none"> • Course improvement • Preparation of study material Reference Books • Mentoring • Participative teaching Debating • Field work, field studies study tour- • Student seminar- B.A. III • Remedial classes -- • Career counseling - B.A. students • Quiz, debate, elocution, (on subject) • Seminar Group Discussion • Exhibition-Wallpapers • Subject / faculty day celebration-Teachers Day Celebration • Survey conduction –B.A.III Research Project <p>. Help of Organized Trade Fair 2020</p>				
(d)	Organizing seminars/ conferences/ workshops, other college/university activities.				
(e)	<p>Evidence of actively involved in guiding Ph.D students.</p> <p>Number of Students :.....</p>				
(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects : Major :</p> <p>Minor :</p>				

(g) At least one single or joint publication in peer reviewed or UGC list of Journals.

Number of Publications:

Sr. No.	Title	Journal	ISSN	Impact Factor
1	The Problem of urban and rural	I Research Journal	ISSN-2278-5914	
2	The problems of marginal communities in India	Research Journal	ISSN-2278-9308	Impact Factor 7.675 (SJIF)
				-

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following

all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good	Good
Table–1.2	Good		Good	



Signature of the Faculty



Signature of HOD/Director/Co-ordinator


IQAC
Co-ordinator




Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA.

Signature of Principal/ Director/ Vice Chancellor

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: December 2019 – December 2020

(Duration: From 22/12/2019 To 21/12/2020)

A. General Information

- a) Name (Surname first) : SMT. PATIL LATIKA SUBHASH
- b) Designation : Assistant Professor
- c) College / University : Savitribai Phule Mahila Mahavidyalaya, Satara
- d) Department : Department of English
- e) Date of Birth : 11/06/1983
- f) Date of Appointment : 20/10/2008
- g) Total Teaching Experience : UG: 12 Years PG: --
- h) Permanent Address (with Pin code) : 'Shivratna', Plot No. 6,
Maharudra Housing Society,
Godoli, Satara, Pin-415002
- i) Mobile No. : 8698608862
- Email : latikapatil35@gmail.com

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	----	2000	First Class with Dist.
2	B.A.	Shivaji Uni., Kolhapur	English	2003	First Class with Dist.
3	M.A.	Shivaji Uni., Kolhapur	English	2006	First Class

4	SET	Pune	--	2007	-
5	B.Ed.	ShivajiUni., Kolhapur	English	2004	First Class
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	--	2013	First Class with Dist.

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	
2	M.Phil.	A Thematic Study of Nadine Gordimer's Short Stories	Shivaji Uni., Kolhapur
3	Ph.D.		
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Online Faculty Development Programme on 'Managing Online Classes and Co-creating MOOCs:2.0'	Two Weeks (16 Days) 18 May 2020- 03 June 2020	Teaching-Learning Centre Ramanujan College, University of Delhi Sponsored by MHRD, PanditMadan Mohan Malviya National Mission on Teachers and Teaching
2	Online FDP 'English Language for Competitive Examinations'	January-April 2020 12 Weeks	SWAYAM-NPTEL ARPIT COURSES
3	Online FDP 'E-Content Development for Teaching and Learning'	One Week 20/07/2020 - 25/07/2020	S.G.M. College, Karad

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{520}{540} \times 100 = 96.2\%$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	96.2%	Good	Good / Satisfactory/ Not-satisfactory ✓ Good / Satisfactory/ Not-satisfactory

Grading Criteria :80% & above - Good, Below 80% but 70% & above - Satisfactory

Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related activities/research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities : ...03.. 1) Co-ordinator-B.Voc. in Nursing 2) Admission B.Voc. in Nursing Part I 3) Prospectus Preparation	Good	Good / Satisfactory/ Not-satisfactory ✓ Good / Satisfactory/ Not-satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities :05. 1) Junior Supervision 2) Senior External Supervision 3) Paper Assessment (B.A.I)			

	<p>4) Paper Setting-B.A.II Eng. Comp. Sem.III, B.A.III Sem.V Paper IX, B.A. III Eng Comp Paper E, B.A.II English optional Paper IV Sem.III</p> <p>5) Internal Evaluation (Seminar, Project, Unit Test, Home Assignments, Preliminary exam)</p>			
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities :10...</p> <ol style="list-style-type: none"> 1) Career Counselling (Coordinator-COC Diploma in Journalism) 2) Literary News Clipping Activity 3) Co-editor of English section of College Annual Magazine 'Maitreyi' 4) Elocution Competition organization 5) Study tour Bhilar- Village of Books 6) Cultural Programmes-Committee Member 7) Extention Activity of the Department-Teaching English in the Primary School of Sambarwadi, Tal-Dist-Satara 8) Examiner of Rangoli Competition on Environment topics organized by department of Geography 9) Short term Course Journalism Project Exhibition/Trade Fair 10) Mentor- B.A.I Roll No: 1 to 30 			
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities :...02....</p> <ol style="list-style-type: none"> 1) One Day Workshop on 'Career Opportunities for Arts Graduates' 2) National Webinar on 'Indian English Diaspora Literature: Pre and Post Covid-19' 			
(e)	<p>Evidence of actively involved in guiding Ph.D students.</p> <p>Number of Students:...NIL..</p>			

(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects: Major:...NIL.. Minor:NIL			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications:...			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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


ii) Strike out whichever is not applicable.

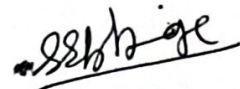
Overall Grading:

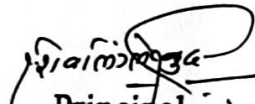
Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table - 1.1	Good	Good	✓ Good / Satisfactory / Not satisfactory	✓ Good / Satisfactory / Not satisfactory
Table-1.2	Good		Good / Satisfactory / Not satisfactory	


 Signature of the Faculty
 (Patil L.S.)


 Signature of HOD/Director/Co-ordinator
 Department of English
 Savitribai Phule Mahila Mahavidyalaya
 Satara


 Principal
 Signature of Principal/Director/Vice Chancellor
 Savitribai Phule Mahila Mahavidyalaya
 SATARA.


 IQAC Co-ordinator
 Savitribai Phule Mahila Mahavidyalaya, Satara

A.

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Librarian

(CAS Period Duration: From 01/09/2019 To 31/08/2020)

B. General Information

- a) Name (Surname first) : Smt. Jirage Asha Chandrashok
- b) Designation : Librarian
- c) College / University : Rayat Shikshan Sanstha's Savitribai Phule Mahila
Mahavidyalaya, Satara. 415001.
- d) Department : Library
- e) Date of Birth : 09/05/1972
- f) Date of Appointment : 01/09/2010
- g) Total Teaching Experience : 10 Years as a College Librarian
- h) Permanent Address (with Pin code) : Plot.No.5, Chandrasen Hou. Society, Shahunagar, Godoli,
Satara 415002.
- Mobile No. : 9922639235
- Email : ashajirage@gmail.com

C. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Class
1	S. S. C.	Pune Board, Pune.	--	1989	Second
2	H. S. C.	Kolhapur Board, Kolhapur.	--	1993	B+
3	B. A.	Shivaji University, Kolhapur	Sociology	1996	Second
4	B. Lib. & I. Sc.	Y.C.M.O.U., Nashik	Library & Inf.Sc.	1997	First
5	M. A.	Shivaji University, Kolhapur.	Sociology	2000	Pass
6	M. Lib. & I.Sc.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2001	First
7	SET	Pune University, Pune	Library & Inf.Sc.	2009	Pass
8	M.Phil.	Y.C.M.O.U., Nashik.	Library & Inf.Sc.	2008	First
9	MSCIT	MSBTE	Window/ MS Office/ Internet	2003	First

D. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	M.Phil.	A Study of Rayat Shikshan Sansthas Senior College Libraries affiliated to Shivaji University, Kolhapur.	Y.C.M.O.U., Nashik.

E. Experience :

Sr. No.	Designation	Name of Employer	Salary with Grade Pay/ Academic Level	Date of		Experience in years
				Joining	leaving	
1	Librarian	AnnasahebAwate College, Manchar, Pune.	01/09/2010	09/03/2011	15600-39100 6000/-	06 Months
2	Librarian	SavitribaiPhuleMahilaMahavidyalaya, Satara	10/03/2011	Till date	15600-39100 7000/-	9.9 years
Total Experience in years						10.3 Years

F. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	Refresher course in Library and Information Science	17/09/2019 to 07/10/2019	Goa University, Goa.
2	Faculty Development Programme"Managing Online Classes and Co-Creating MOOCS".	20/04/2020 to 06/05/2020	HRD Ministry, Teaching learning center Ramanujan College, University of Delhi.
3	Faculty Development Programme" On Creation, Presentation and Dimension of E-Content(Library Science)"	06/06/2020 to 19/06/2020	UGC HRD ,SavitribaiPhule Pune University, Pune and St. Vincent College of Commerce, Pune.

Table 4**Assessment Criteria and Methodology for College Librarian**

Sr. No.	Activity	Grading Criteria			
		Percentage Obtained	Grade Claimed	Grade Verified	
1.	<p>Regularity of attending library</p> $\frac{A}{B} \times 100 = \text{-----} \%$ <p>Where A: Total no. of days attended-259 (285Days-26 Leave in Year(7CL+19ELYear)=259) B: Total no. of days expected to attend-285 (365Days-80 University Holidays, Sundays in Year=285)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	90.87%	Good	Good / Satisfactory / Not satisfactory	
Grading Criteria: Good -90% and above, Satisfactory- Below 90% but 80% and above Not satisfactory- Less than 80% -					
2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	No. of Activities	Grade Claimed	Grade Verified	Page No.
	1.National	01	Good	Good / Satisfactory / Not satisfactory	
	2.State	--			
	3.Institute	01			
Grading Criteria: Good – 1 National level seminar / workshop + 1 State / institution level Workshop / Seminar. Satisfactory –(i) 1 National level seminar/ workshop or (ii)1 state level seminar / workshop + 1 institution level seminar/ workshop or (iii) 4 institution seminar /workshop. Unsatisfactory – Not falling in above two categories.					
3.	Computerized database	Yes/ No	Grade Claimed	Grade Verified	Page No.
	If library has a computerized database then OR	Yes	Good	Good / Satisfactory / Not satisfactory	
	If library does not have a computerized database	----			

<p>Grading Criteria: Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. OR Good – 100% Catalogue database made up to date, Satisfactory- 90% catalogue database made up to date, Unsatisfactory - Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)</p>						
4.	Checking inventory and extent of missing books	Grade Claimed	Grade Verified	Page No.		
		Good	Good / Satisfactory / Not satisfactory			
<p>Grading Criteria: Good : Checked inventory and missing books less than 0.5% Satisfactory - Checked inventory and missing books less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more. Note - Checking inventory and extent of missing books with norms of UGC & Sate Govt. as well as Particular University</p>						
5.	Activity	Yes / No	Grade Claimed	Grade Verified	Page No.	
	(i) Digitization of books database in institution having no computerized database. (Digitization of Thesis / Manuscripts / Question Paper / College Magazine / Paper Cuttings etc.)	Yes	Good	Good / Satisfactory / Not satisfactory		
	(ii) Promotion of library network.	Yes				
	(iii) Systems in place for dissemination of information relating to books and other resources.	Yes				
	(iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.	Yes				
	(v) Design and offer short-term courses for users.	---				
	(vi) Publications of at least one research paper in UGC approved journals.	Yes				
	<p>Grading Criteria: Good : Involved in any two activities, Satisfactory : At least one activity Not Satisfactory: Not involved/ undertaken any of the activities.</p>					

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Item - 1	Good	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory	Good / Satisfactory / Not satisfactory
Item - 2	Good		Good / Satisfactory / Not satisfactory	
Item - 3	Good		Good / Satisfactory / Not satisfactory	
Item - 4	Good		Good / Satisfactory / Not satisfactory	
Item - 5	Good		Good / Satisfactory / Not satisfactory	

Overall Grading:

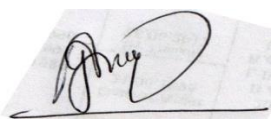
Good: Good in Item 1 and satisfactory/good in any two other items including Item 4.

Satisfactory: Satisfactory in Item 1 and satisfactory /good in any other two Items including Item 4.

Not satisfactory: If neither good nor satisfactory in overall grading.

Note:

- (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.
 - **Students Tracking Software** is being used to monitor the attendance of faculty, staff and students.
- (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.
 - **Copy of certificates and paper is attached.**
- (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.
 - Online Feedback Form is made available on the College website- (<http://spmmSATARA.com/feedstudent.jsp>)



Signature of the College Librarian

Sonphale
IQAC
Co-ordinator

Savitribai Phule
PRINCIPAL
Savitribai Phule Mahila Mahavidyalaya
SATARA
Signature of Principal

**CRITERION-VI GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

ANNUAL SELF APPRAISAL REPORT
2018-19

SHIVAJI UNIVERSITY, KOLHAPUR
Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

**For College Assistant / Associate Professor /
University Assistant Professor**

Academic Year: **December 2018 – December 2019**

(Duration: From 22/12/2018 To 21/12/2019)

A. General Information

- a) Name (Surname first) : **SMT. PATIL LATIKA SUBHASH**
- b) Designation : **Assistant Professor**
- c) College / University : **Savitribai Phule Mahila Mahavidyalaya, Satara**
- d) Department : **Department of English**
- e) Date of Birth : **11/06/1983**
- f) Date of Appointment : **20/10/2008**
- g) Total Teaching Experience : **UG: 11 Years PG: --**
- h) Permanent Address (with Pin code) : **'Shivratna', Plot No. 6,
Maharudra Housing Society,
Godoli, Satara, Pin-415002**
- i) Mobile No. : **8698608862**
- Email : **latikapatil35@gmail.com**

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	H.S.C.	Kolhapur Divisional Board	----	2000	First Class with Dist.
2	B.A.	Shivaji Uni., Kolhapur	English	2003	First Class with Dist.
3	M.A.	Shivaji Uni., Kolhapur	English	2006	First Class

4	SET	Pune	--	2007	-
5	B.Ed.	ShivajiUni., Kolhapur	English	2004	First Class
6	MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	--	2013	First Class with Dist.

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute
1	JRF/ SRF etc.	-	
2	M.Phil.	A Thematic Study of Nadine Gordimer's Short Stories	Shivaji Uni., Kolhapur
3	Ph.D.		
4	Research Training Program		
5			

D. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1			
2			
3			
4			
5			

Appendix II

Table 1
Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{520}{540} \times 100 = 96.2\% \text{ %}$ Where A: Number of classes(Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	96.2%	Good	✓ Good / Satisfactory/ Not satisfactory

Grading Criteria :80% & above - Good, Below 80% but 70% & above - Satisfactory
Less than 70% - Not satisfactory.

Note : Strike out whichever is not applicable.

Table 1.2: Involvement in the University/College students related activities/research activities:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. Number of activities : ...03.. 1) Admission B.A.I 2) Prospectus Preparation 3) Preparation of Students' Handbook with Code of Conduct	Good	✓ Good / Satisfactory/ Not satisfactory	
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities :04.. 1) Junior Supervision 2) Senior Supervision			

	<p>3) Paper Assessment (B.A.I)</p> <p>4) Internal Evaluation (Seminar, Project, Unit Test, Home Assignments)</p>		
(c)	<p>Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services.</p> <p>Number of activities :14...</p> <ol style="list-style-type: none"> 1) Career Counselling (Coordinator-COC Diploma in Journalism) 2) Activity –Preparation of C.V. 3) Guidance on 'Effective Communication' in the workshop Personality Development for B.A./B.Com/BCA I students 4) Poster- Partition Literature 5) Literary News Clippings Activity 6) Elocution & Poetry Recitation Competition organization 7) Study Visits (Daily Aikya) 8) Visit to Book Exhibition 9) Cultural Programmes-Committee Member 10) Extention Activity of the Department-Teaching English in the Primary School of Sambarwadi, Tal-Dist-Satara 11) Essay Competition organization 12) Guidance on Success Story of Kirloskar Group of Industries 13) Short term Course Journalism Project Exhibition/Trade Fair 14) Mentor- B.A.I Roll No: 101 to 130 		
(d)	<p>Organizing seminars/ conferences/ workshops, other college/university activities.</p> <p>Number of activities :...01....</p> <ol style="list-style-type: none"> 1) One Day Workshop on 'Use of ICT in Teaching and Learning' 		
(e)	<p>Evidence of actively involved in guiding Ph.D students.</p> <p>Number of Students:...NIL..</p>		
(f)	<p>Conducting minor or major research project sponsored by national or international agencies.</p> <p>Number of Projects: Major:...NIL..</p>		

	Minor:NIL			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications:...01.. A research article 'A Study of the Language Used in the Slogans of the Advertisements' published in Peer Reviewed Journal Aushi International Interdisciplinary Research Journal (AIIRJ) , Special Issue-49 ISSN 2349-638x Page no.390-393, Impact Factor- 5.707,			

Grading Criteria : Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

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

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

ii) Strike out whichever is not applicable.


Overall Grading:


Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

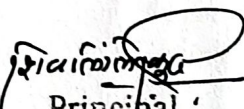
Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her

absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading				
Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table - 1.1	Good	Good	✓ Good / Satisfactory / Not satisfactory	✓ Good / Satisfactory / Not satisfactory
Table - 1.2	Good		✓ Good / Satisfactory / Not satisfactory	


Signature of the Faculty
(Patil L.S.)


Signature of HOD/Department of English
Head,
Department of English
Savitribai Phule Mahila Mahavidyalaya
Satara


Principal
Signature of Principal/Director/Vice-Chancellor
Savitribai Phule Mahila Mahavidyalaya
SATARA.


IQAC Co-ordinator
Savitribai Phule Mahila Mahavidyalaya, Satara

SHIVAJI UNIVERSITY, KOLHAPUR

**Revised API - PBAS Pro forma for Recruitments and Promotion under CAS
as per UGC's 4th Amendment Dated 11th July, 2016**

(YEAR FEBRUARY 2018-FEBRUARY 2019)

(YEAR 02 /02/2018-01/02/ 2019)

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

- Name of College** :- **SAVITRIBAI PHULE MAHILA
MAHAVIDYALAYA, SATARA**
1. Name (in Block Letters) :- **MR.PAWAR DILIP RAMCHANDRA**
2. Father's Name / Mother's Name :- **MR.PAWAR RAMCHANDRA KRISHNA**
3. Department :- **Department Of Psychology**
4. Current Designation & Grade Pay :- **Assistant Professor – 6000 /-**
5. Date of last Promotion :- **Nil**
6. Position and Grade Pay applied under CAS :- **Assistant Professor- 7000/-**
7. Date of eligibility for promotion :- **01.02.2019**
8. Date and Place of Birth :- **11/08/1981**
A/p – Karad,Tal – Karad,Dist-Satara
9. Sex :- **Male**
10. Marital status :- **Unmarried**
11. Nationality :- **Indian**
12. Indicate category and sub category (if reserved):-**Hindu – Mati Vadar VJ (A)**

13. Address for correspondence (with Pin code) :- **Plot.No- 347/10 Revenu Colony, Market Yard Shaniwar Peth,karad,Tal- Karad Dist- Satara-415110**

14. Permanent Address (with Pin code) :- **Same as above**

Telephone No :- **9970971231**

Email :- **dilip.rayat2013@gmail.com**

[2]

15. Academic Qualifications (S.S.C. till post graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
S.S.C.	Kolhapur Divisional Board	2000	37.50	Second Class	-
H.S.C.	Kolhapur Divisional Board	2002	66.50	First Class	-
B.A.	ShivajiUni.,Kolhapur	2006	66.72	First Class	Psychology
M.A.	ShivajiUni.,Kolhapur	2008	71.38	First Class with Dist.	Psychology
SET	Pune	2011	Qualified	-	Psychology
B.Ed.	ShivajiUni.,Kolhapur	2009	60.00	First Class	Social Science
MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	2010	73	First Class with Dist.	--

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		Salary with Grade Pay	Reason of leaving
		Joining	leaving		
--	--	--	--	--	--
	--	--	--	--	--

18. Posts held after appointment at this institution:-

Designation	Department	Date of actual		Grade
		From	To	
---	--	--	--	---
--	--	--	--	--
--	--	--	---	--
--	--	--	--	--
--	--	--	--	--

19. Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) **08 Years**

[3]

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

21. Fields of Specialization under the Subject / Discipline

(a) General Psychology

(b) Child Psychology

(c) Social Psychology

(d) Developmental Psychology

(e) Applied Psychology

22. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency
Orientation program	HRDC Center	21/03/2017	University Grant

[4]

PART B : ACADEMIC PERFORMANCE INDICATORS

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

a. Direct teaching Maximum Score 70, for Assistant Professor, Maximum Score 60 for Associate Professor & Professor.

48

a. i. Classroom teaching lectures, seminar(As per allocation)

Sr. No	Course/ Paper	Level	Mode of Teaching	No. of periods / Hours allotted		No.of periods /Hoursengaged per annum	Actual Score (Actual hours spent per academic year%7.5/7.75/7.75)
				Per Week	Per annum		
1	Introduction to Psychology	B.A. -I	Lecture	04	60	60	08
2	General Psychology	B.A. -I	Lecture	04	60	60	08
3	Child Psychology	B.A. - II	Lecture	04	60	60	08
4	Social Psychology	B.A. - II	Lecture	04	60	60	08
5	Developmental Psychology	B.A. - II	Lecture	04	60	60	08
6	Applied Psychology	B.A. - II	Lecture	04	60	60	08

* Lecture (L), Seminar (S)

a. ii. Classroom teaching(including lectures, seminar) in excess of UGC norms (as per allocated

3.2

Sr. No.	Course / Paper	Level	Mode of Teaching*	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year %7.5/7.75/7.75)
1	Remedial	B.A.I/II	Lectures	12	1.6
2	MPSC	B.A/B.com	Lectures	12	1.6

* Lecture (L), Seminar (S)

a. iii. Tutorials and Practicals, Field work, Project Supervision (Actual as per student attendance register)

0.8

Sr. No.	Course / Paper	Tutorials/Practical/ Field work/ Project supervision	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year %7.5/7.75/7.75)
1	B.A.I,II	Tutorials	6	0.8

Sub Total a. Direct Teaching Max. Score 70/60 Actual Score – a i+ii+iii =**52**

[5]

b.Examination duties - Maximum Score 20, for Assistant Professor & Associate Professor, Maximum Score 10 for Professor.

Sr. No.	Type of Duties	Dates from – to	Actual Hours spent	Actual Score (Actual hours spent per academic year %10)
	Question paper setting,	25/07/2018	05	0.5
	Invigilation/supervision	23/03/2017 to 7/04/2018	34	3.4
		27/10/2018 to 03/11/2018	12	1.2
		25/11/2018 to 07/12/2018	12	1.2
		12/11/2018 to 24/12/2018	84	8.4
	Flying squad			
	Custodian			
	CAP Assist director	26/03/2018 to 26/05/2018	480	5.3
	Unfair menace committee			
	Lapses committee			
	internal assessment			
	external assessment			
	re evaluation			
	Total Actual Score			20

c. Innovative Teaching - Maximum Score 10 for Assistant Professor, Maximum Score 15 for Associate Professor, Maximum Score 20 for Professor.

Sr. No.	Nature of Activity	Max Score	Actual hours spent per academic year	Actual Score (Actual hours spent per academic year% 10)
	<ul style="list-style-type: none"> • Learning Methodologies • Use of innovative methodologies for teaching • Use of ICT • Updating of subject content • Course improvement • Preparation of study material • Interaction with entrepreneur / social worker • Mentoring • Participative teaching • Role playing 	02 02 02 02 02 02	60 10 10 10 10 10	06 01 01 01 01
	Sub total (max score 10)	10/15/20		10
	Total of Category 1 Max score	100/95/90		82
	Minimum API score required for Category I *	80/75/70		

Note :* Assistant Professor Stage 1 to 2 = 80, Stage 2 to 3 = 80,
Assistant Professor to Associate Professor Stage 3 to 4 = 75,
Associate Professor to Professor Stage 4 to 5 = 70
Professor Stage 5 to 6 = 70

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.
4. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

CATEGORY II**PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES**

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)(iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year % 10
b	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year % 10
c	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year % 10

**CATEGORY II - CO- CURRICULAR, EXTENSION, PROFESSIONAL
DEVELOPMENT RELATED ACTIVITIES (Year wise)**

Category II	Nature of Activity	Maximum API Score	Actual score	Verified API Score	Page No.
a	<p>Student related co-curricular, extension and field based activities. i. Discipline related co- curricular activities organized</p> <ul style="list-style-type: none"> • Field work, field studies study tour • <u>Student seminar</u> • <u>Remedial classes</u> • <u>Career counseling</u> • NET/SET/GETT/Workshop (1 week) • Quiz, debate, elocution, (on subject) • <u>Essay competition on subject</u> • <u>Exhibition</u> • Subject / faculty day celebration • Survey conduction • <u>Subject association activity</u> (Evidence to be provided.) 	15	<p>Actual hours spent per academic year % 10</p> <p>100/10=</p> <p>10</p>		
	<p>ii. Other co-curricular activities</p> <ul style="list-style-type: none"> • Cultural prog. coordinator • NSS, NCC officer/ Assit officer • Eradication of superstitions • <u>Tree plantation</u> • AIDS / Awareness • Blood donation camp • <u>Student welfare officer</u> • Placement officer • Sports Committee (Evidence to be provided.) 		<p>Actual hours spent per academic year % 10</p> <p>30/10=</p> <p>03</p>		
	<p>iii. Extension and dissemination activities Positions held / Leadership role played in organization linked with Extension work</p> <ul style="list-style-type: none"> • , <u>Community work such as—National integration, human Right</u>peace, Scientific temper flood/ drought relief • Public lectures delivered (Related to subject) • Talks delivered in a programme as chief guest • Seminars in public interest • General awareness activities • Organizing subject related event like lecturer on special topics • Popular writings not covered under(III) (Evidence to be provided.) 		<p>Actual hours spent per academic year % 10</p> <p>20/10=</p> <p>03</p>		

B	<p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.</p> <p>i. Administrative responsibility</p> <ul style="list-style-type: none"> • Dean, Principal, management council member • Director of school/institute • IQAC coordinator, • Refresher/orientation coordinator • Head of Department • Chairperson/ Convener <p>Teacher-in-charge or similar duties that require regular office hours for its discharge) per duty</p>	15	Actual hours spent per academic year % 10		
	<p>ii. Participation in</p> <ul style="list-style-type: none"> • BOS/ Faculty / Academic Council / • Senate/ any other University Committee • Chairman for subject related event like. Ph.D. Open Defense Session. • Various Scrutiny meeting • Resource Person/ Speaker for subject related event • Referee/ Judge for subject related event etc. • Administrative Committees • Editorial Board • Local management committee • Admission committee • Campus development • Library committee • Standing Committee • Sexual Harassment &Prevention Committee etc. • Membership / participation in State / Central bodies/committees on education research • Exam reforms 		Actual hours spent per academic year %10 150/10 = 15		

C	Professional Development activities <ul style="list-style-type: none"> • participation in seminars, conferences, • short term training courses, • industrial experience, • talks, • lectures in refresher / faculty development courses, • dissemination and general articles and any other contribution 	15	Actual hours spent per academic year % 10 70 /10 07		
	Total of Category II Max score	45	37		
	Minimum API score required for Category II (for Assessment period)	*50/50/5 0/50/100			

- * Stage 1 to 2 = 50,
 Stage 2 to 3 = 50,
 Stage 3 to 4 = 50,
 Stage 4 to 5 = 50,
 Stage 5 to 6 = 100

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

VERIFIABLE CRITERIA:1) Academic Dairy, 2) Bio Metric Generated Slips. 3) Attendance sheets, 4) Certification by HOD / Principal, 5) Supporting Documents

CATEGORY: III**RESEARCH AND ACADEMIC CONTRIBUTIONS**

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

III A) (i) Published Papers in Refereed Journals as notified by the UGC* (25 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(i)									

Published Papers in Other Reputed Journals as notified by the UGC* (10 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(i)									

III B) Publications other than journal articles (books, chapters in books)

- (i) Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (30 Points per Book for Single Author)**

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B i)									

- (ii) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. (20 Points per Book for Single Author)**

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B ii)									

- (iii) Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (15 Points per Book for Single Author)**

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iii)									

- (iv) **Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (International -10 points per Chapter National – 5 Points per Chapter)**

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iv)									

Total B(i+ii+iii+iv)	
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* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - 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 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III C) Research Projects:

III C (i) Sponsored Projects

- A) Major projects: grants above Rs.30 lakhs for Engineering/ sciences & above Rs.5 lakhs for others, 20 points per project,
- B) Major project: grants above Rs. 5 lakhs up to Rs. 30 lakhs for Engineering/ science and Rs.3 lakhs minimum to Rs. 5 lakhs for others, 15 points per project,
- C) Minor project: grants above Rs.1 lakhs up to Rs. 5 lakhs for Engineering/ sciences & above Rs.1 lakhs up to Rs. 3 lakhs for others, 10 points per project,

Type of project	Title	Agency	Year of completion	Whether Co-PI	Grant (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents

Sub Total C (i)			
------------------------	--	--	--

III C (ii) Consultancy Projects (Amount mobilized with minimum Rs.10 lakhs for Engineering/ sciences & minimum of Rs.2 lakhs for others, 10 points for every Rs 10 lakhs & Rs. 2 lakhs. respectively)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

III C (iii) Projects Outcome/Output:

Patent / Technology transfer / Product process

Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies (30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C (iii)							

Total C(i+ii+iii)	
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III D Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate, Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil orequivalent						
Ph. D. orequivalent						
Sub Total D						

III E Fellowships, Awards and Invited lectures delivered in conferences / seminars**III E (i) Fellowships/ Awards**

- A. International Award /Fellowship from academic bodies/associations -15 per Award / 15 per Fellowship.
- B. National Award/Fellowship from academic bodies/associations -10 per Award / 10 per Fellowship.
- C. State/University level Award from academic bodies/associations -5 per Award

Sr. No.	Fellowship / Award	Year	Level International /National / State / University	Awardee Academic Body/ Association	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Sub Total E (i)							

III E (ii) Invited lectures / papers International level 7 per lecture, National level 5 per lecture, State / University level 3 per lecture

a. Invited lectures

Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether international/ National	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total E (ii)							

(ii) Invited lectures / papers International level 5 per paper, National level 3 per paper, State / University level 2 per paper

a. Papers presented

Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether international/ National/ State or University level	API score claimed	API Score Verified	Page No. of relevant documents
1	Visavyashtakatilstriyancheshamajikanishaikshanikyogdan	Transformational Phases Of The Development Of Indian Women	SPM College Satara	National seminar	03		
2	Life Skills	Student Welfare	ShrinathM adhyamik Vidyalay, Pusesavali	-	02		
Sub Total E (ii)							

Total E (i+ii)	05
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The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

III(F) Development of e-learning delivery process/material

10 per module

IV SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)			
Total B)			
Total C)			
Total D)			
Total E)	05		
Total F)			
Grand Total			

V SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Procurement, Organization, and Delivery of Knowledge and Information Through Library Services	82		
II	Professional Development, Co-Curricular and Extension Activities	37		
III	Research and Academic Contribution	05		
	TOTAL API(I + II + III) (Minimum Score required 90/120/150/180)	124		

List of Enclosures:

(Please attach, copies of certificates, and / or letters sanction orders, papers etc. wherever. Necessary)

1. Exam Duties Order	6.
2. Certificate of conference attends	7
3. Letters	8
4. Certificate	9
5. Committee List	10

UNDERTAKING

I **MR.PAWAR DILIP RAMCHANDRA** undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS performa.

My PBAS based APIs score carries

124

Place :**Satara**



Date :03/07/2020

Signature of the faculty with
Designation –**Assistant Professor**

Place :**Satara**



IQAC
Co-ordinator
Signature

Date :**03/07/2020**

Head of the Department

Place :Satara



Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA

Date :3/07/2020

Principal / Director/ Vice- Chancellor

N. B.: The individual PBAS performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

SHIVAJI UNIVERSITY, KOLHAPUR

Revised API - PBAS Pro forma for Recruitments and Promotion under CAS

as per UGC's 4th Amendment Dated 11th July, 2016

ANNUAL SELF- ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM

(CAS Period from 01/09/2018to 31/08/2019)

FOR COLLEGE LIBRARIANS

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :-JIRAGE ASHA CHANDRASHOK
 2. Father's Name / Mother's Name :-Jirage Chandrashok Pandurang
 3. Department :- Library
 4. Current Designation & Grade Pay :-Librarian 7000/-
 5. Date of Appointment :-01/09/2010
 6. Date of last Promotion :-01/09/2015
 7. Position and Grade Pay applied under PBAS/CAS? :-Librarian 8000
 8. Date of eligibility for promotion :-01/09/2020
 9. Date and Place of Birth :- 9thMay 1972Madha, Dist. Solapur.
 10. Sex :- Female
 11. Marital Status :- Married
 12. Nationality :- Indian
 13. Indicate category and /Sub Category (If reserve) :- SBC
 14. Address for correspondence (with pin code) :-SavitribaiPhuleMahilaMahavidyalaya, Satara. 415001
 15. Permanent Address (with pin code) :-Plot.No.5, ChandrasenHou. Society, Shahunagar, Godoli, Satara 415002.
- Mobile No :-9922639235
- Email :-ashajirage@gmail.com

16. **Academic Qualifications** (from S.S.C. till post graduation) :

Sr.No.	Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
1	S. S. C.	Pune Board, Pune.	1989	52.72%	Second	--
2	H. S. C.	Kolhapur Board, Kolhapur.	1993	55%	B+	--
3	B. A.	Shivaji University, Kolhapur	1996	53%	Second	Sociology
4	B. Lib. & I. Sc.	Y.C.M.O.U., Nashik	1997	63%	First	Library & Inf. Sc.
5	M. A.	Shivaji University, Kolhapur.	2000	44%	Pass	Sociology
6	M. Lib. & I. Sc.	Y.C.M.O.U., Nashik.	2001	65%	First	Library & Inf. Sc.
7	SET	Pune University, Pune	2009	Pass	Pass	Library & Inf. Sc.
8	M.Phil.	Y.C.M.O.U., Nashik.	2008	61.57%	First	Library & Inf. Sc.
9	MSCIT	MSBTE	2003	74	First	Window/ MS Office/ Internet

17. Research Degree(s):affilitied

Degrees	Title	Date of award	University
M. Phil.	A Study of RayatShikshanSansthas Senior College Libraries affiliated to ShivajiUniversty, Kolhapur.	27/11/2008	Y.C.M.O.U., Nashik.
Ph.D./M. Phil	--	--	--
D.Sc. / D. Litt.	--	--	--

18. Appointments held prior to joining this institution:

Designation	Name of Employer	Date of		Salary with Grade Pay	Reason of Leaving
		Joining	leaving		
Librarian	AnnasahebAwate College, Manchar, Pune.	01/09/2010	09/03/2011	15600-39100 6000/-	Transfer
Librarian	SavitribaiPhuleMahilaMahavidyalaya, Satara	10/03/2011	Till date	15600-39100 7000/-	

19. Posts held after appointment at this institution:

Designation	Department	Date of actual Holding		Grade
		From	To	
Librarian	Library	10/03/2011	Till Today	7000/-

20. Period of teaching experience: **10 Years as a College Librarian**

21. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended so far:

Name of the Course/Summer School	Place	Duration	Sponsoring Agency

APPENDIX-III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS) AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN AND LIBRARIAN IN UNIVERSITIES.

Direct workload and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian/College Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organizations and maintenance of books, journals, reports, development, organization and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different from different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation/ selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY – I – PROCUREMENT, ORGANIZATION, AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
I (a)	1.1	Library resources organization and maintenance of books, journals, reports	70 [40 out of 70 for 1.1 to 1.4]	Actual hours spent per academic year ÷ 20=___		
	-	All types of print books collected / acquired (Collection Development)		1.1- 456 hours 1.2- 117 hours 1.3- 18 hours 1.4- 36 hours Total Hours Per Year 627÷20 =31.35	31.35	
	-	Print Journals, Periodicals				
	-	E - resources: E-Journals, E-Books,E-databases, A/V etc.				
	-	Reports, Theses and Dissertations				
	-	Procurement of Teaching and Learning Aids- maps,charts,globes etc.				
	-	Manuscripts and rare books				
	-	Back volumes of Periodicals collected / Bound				
	-	Procuring donation of reading materials				
		Maintenance of collection				
		Technical Processing				
	-	Accessioning				
	-	Classification				
	-	Cataloguing				
	-	Book Binding				
	-	Training to library staff to maintain collection				
		Arrangement of Collection / Stack Arrangement				
	-	Subject-wise / Classified shelving				
	-	Alphabetical shelving				
	-	Periodic Stock verification				
	-	Collection Evaluation, Write off/weeding out of books, reading materials,etc.				
	-	Preservation and Conservation of Materials (Paste Control, Fumigation Etc.)				
		Book Selection and Purchase Policy				
	-	Recommended by Teachers /Students/Staff				

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Recommended by Check list, Publisher Catalogue, Books Review, exhibition etc.					
	- Library Budget Management: Allocation, Utilisation, Budgetary Control etc.					
1.2	Provision of Library reader- services, literature retrieval service to researchers and analysis of reports					
	<u>Library Reader Services</u>					
	- Reference Service					
	- Current Awareness Service					
	- Selective Dissemination of Information					
	- Bibliographic/Catalogues/ Index Services					
	- Inter Library Services/ Network Based Services					
	- On-line Public Access Catalogue (OPAC)					
	- Home lending Services					
	- Reprographic, Scanning Services					
	- Internet Information Services					
	- Information Extension Services					
	- E-Journals Services					
	- E-Journals Services					
	- Information Analysis for catalogue / Index					
	- Document Delivery Services					
	- Audio-Visuals information Services					
	- Indexing / Abstracting Services					
	- Book Bank					
	- TPLS (Teachers Personal Library Scheme)					
	- Services to outside users					
	- Newspaper Clipping Services					
	- Services to differently abled students, etc.					
1.3	Provision of assistance to the Departments of University / College with required inputs for preparing reports, manuals and related					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	documents					
	- Assistance by providing number of books, reports to Departments					
	- Assistance by providing documents under documents delivery facilities to Departments					
	- Assistance by providing Technical guidance to develop Departmental Library					
	- Assistance by providing books to faculties of Department					
	- Assistance by providing Indexing / Abstracting /Periodical Contents to faculties of departments /Sections					
	- Procurement of Information from other Libraries					
	- Documentation for NAAC Report, Annual Report, Library Committee Report, UGC Report, RUSA Report, etc.					
	- Assistance for Searching of Information to faculty/outside members, etc.					
	1.4 Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters etc.					
	- Information Provided about Library, services and Facilities					
	- Information Provided about Services rendered					
	- Information Provided about Link of e-Resources					
	- Information Provided about new additions					
	- Information Provided about Transactions					
	- Information Provided about Library members					
	- Information Provided for University / College publication					
	- Information provided about OPAC/Web-OPAC					
	- Information provided about library news, notifications and events, etc.					
I (a)	2.1 Development, organization and management of e-resources including their accessibility over Intranet/ Internet	70 [15 out of 70 for 2.1 to 2.2]				

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Web Resources facilities provided to readers Expl.:- Database subscribed, Consortia, Open access journals, DOAJ, J-Gate, JCCC,LISA, Scopus,e-PG pathshala, EBSCO, NPTEL, IEEE, ProQuest etc.		2.1 - 48 hours 2.2 -187 hours Total Hours Per Year 235 ÷20=11.75	11.75		
	- Access to Inffibnet Resources (Shodhganga, e-Shodhsindhu, N-List, Shodhgangotri) , NDL, INFED and Other library networks and other Similar projects, etc.					
2.2	Digitization of Library Resources and e-delivery of information					
	- Design and development of Institutional Repository,Digital Library ,CMS					
	- Information collected and delivered through electronic devices to Institutional Departments / Sections and readers					
	- Digitization of Library materials and Creation of Metadata					
	- Preservation and digital archiving of CDs Hard Disks,HDD etc.					
I (a)	3.1 User Awareness and Instruction programmes	70 [15 out of 70 for 3.1 to 3.2]				
	- Orientation Lectures,User's training in the use of Library Services as e-resources ,OPAC		3.1- 112 hours 3.2- 138 hours Total hours per year 250÷20 = 12.05	12.05		
	- Library talks / Lectures, Library Tours arranged for users					
	- Instructions/training program for use of Technologies for users/ library staff, etc.					
3.2	Knowledge resources user promotion programmes:					
	- Book exhibitions					
	- Journal display					
	- Book reviews and book talks					
	- Display of New Added books/Faculty Publications					
	- Conducting Information literacy programmes					
	- Display of information about popular / significant days					
	- Other Interactive Latest Learning Resources: Poster Design,presentation.					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- User Alerting Services (through e-mail, SMS, Social Networking Etc.)					
I (b)	4.1 ICT and other new technologies application for upgradation of Library Services	15 (for 4.1 to 4.2)	Actual hours spent per academic year ÷ 10			
	Involvements in activities of ICT					
	- Procurement of ICT pre-requisites (e.g Hardware, Software etc)					
	- Automation of Catalogue / Provision of OPAC, web OPAC					
	- Learning resources procurement functions:					
	- computerized acquisition of Materials					
	- Barcode generation and maintenance/pasting					
	- Circulation operations including membership records.					
	- Serial Subscription System					
	- Data Capturing					
	- Reference and Information Services			4.1- 165 hours		
	- Computerized periodic Reports Generation			4.2- 18 hours		
	- computerized Serial Control/Management of Back volumes.			Total hours per year	18.3	
	- Computerization of Administrative Work			183 ÷ 10 = 18.3		
	- QR Code technology application in Library Services					
	- Provision of Kiosk					
	- Provision of ICT infrastructure and its upgradation					
	- M-Library-Development and Issue					
	- Library Blogs					
	- Library Wi-Fi, etc.					
I (b)	4.2 Library Security (Technology Based Methods)					
	- RFID Technology					
	- CCTV Technology					
	- 3M Technology					
	- Data Storage, Backup and Security Technology					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Visitors Attendance System through biometric, bar-code, turnstile Gate system etc.					
I (c)	5.1 Additional Services such as extending Library facilities on holidays	15 (for 5.1 to 5.2)	Actual hours spent per academic year ÷ 10			
	- Textbook Section services provided		5.1- 48 hours 5.2- 75 hours Total hours per year 123 ÷ 10= 12.3	12.3		
	- Reading Room and periodical section facilities provided					
	- If required, Reading Room hours extended					
	- Sanitary and Drinking Water services provided including on holidays					
	- Shelf order maintenance: Shelfrectification, Shelf Indicators / Bay Guides boards to guide the readers					
	- Library users manual, etc.					
	- Library users manual, etc.					
I (c)	5.2 Building and Extending Institutional Library facilities to outsiders through external membership norms					
	External users /readers are provided with Library services such as					
	- Reference Service/Consultancy service					
	- Reprographic Service					
	- Temporary memberships for library access					
	- Library Membership to senior Citizens/ outsiders					
	- Plagiarism Checking Services to researchers					
	- Referral service					
	- Internet based services					
	- Assistance for NAAC Guidance /Other professional Guidance					
	- Competitive Exam Support Services					
	External Institutes are provided with Library services like					
	- Memberships open to institutes, organizations					
	- Inter Library Loan Services provided to institutes, etc.					
	Minium Required 75 Per year	100	1418	86.2		

**** Mention total hours spent for each activity during the academic year.**

Instruction for Consideration of working hours:

- 1. Actual working hours are considered.**
- 2. Meeting, visits, conference, talk, guest lecture etc. activities' period will be considered for five (5) hours.**
- 3. Travelling period will not be considered for attending any meeting, visit, lecture etc.**
- 4. Actual hours spent/ consumed should be certified by HOD / concern authority.**

CATEGORY – II – PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre’s self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion to Assistant Librarian/ College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

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 score required under this category.

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
II (a)	1.1	Student related co-curricular, Extension and field based activities	15	Actual hours spent per academic year ÷ 10			
	-	Cultural Exchange and Library service programmes:e.g.Extension programmes arranged for awareness among students / public e.g.GranthMahotasav, GranthDindi and WachanKatta Divas	28	Actual Hours Per Year 112÷10=11.2	11.2		
	-	Infrastructural development of building, furniture and equipment	12				
	-	Library publicity program for internal and external students	14				
	-	Library literacy program for extensive use of library	10				
	-	Lectures delivered for local students/at College/ Lead College Programme.	12				
	-	Lectures delivered for university students.	----				
	-	Library Hours arranged for internal/ external students.	10				
	-	Library Tour	14				
	-	Public Talks, Radio/TV Channel or Other media talks	----				
	-	Students Feedback: Suggestion Box, online feedback, User Survey, etc.	12				

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
II (b)	2.1	Contribution to corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities	15	Actual hours spent per academic year ÷ 10			
	-	Formation of Library committee /KRC Committee	10	Actual hours per year 150 ÷ 10 =15	15		
	-	Periodic Arrangement of Library committee meetings (KRC Committee)	20				
	-	Policy decision made	05				
		Administrative Responsibilities	---				
	-	Working as I/c Principal, Director KRC, Dy. Librarian	---				
	-	NAAC Coordinator	---				
		Member of any other committee (Appointed/nominated by Hon'ble V. C. /Principal) / Elected					
	-	Senate / Management Council / Academic Council	---				
	-	Board of Studies	---				
	-	Admission Committee	---				
	-	RUSA Committee	10				
	-	NSS Committee	12				
	-	Editorial Committee	---				
	-	Discipline Committee	30				
	-	Syllabus Committee	---				
	-	Local Enquiry Committee	---				
	-	College Development Committee	---				
	-	Selection and Placement Committee	---				
	-	API Verification Committee for Placements/recruitments	---				
	-	IQAC Committee	28				
	-	Career and Counselling Committee	---				
	-	Sexual Harassment & Prevention committee	05				

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
	-	Anti-ragging committee	05				
	-	Grievance Redressal Committee	05				
	-	Website Development Committee	20				
II (c)	3.1	Professional Development Activities	15	Actual hours spent per academic year ÷ 10=			
	-	Participation in Seminars / Conferences / Workshops, Symposium Orientation course, Refresher Course, short term Training Course, etc.	12				
	-	Delivered lectures for professionals in Seminars, Conferences, Workshops, Training, Orientation/ Refresher Courses.	---				
	-	Membership of Professional Associations including position acquired in it.	---				
	-	Creation of information, regarding new methodology, new techniques to manage library / profession	---				
	-	Author/ Editor / Sub-editor / Associate editor/ Compiler .etc for publications in profession	---	Actual hours per year 147 ÷ 10 = 14.7	14.7		
	-	Advisor / Organizer / Convener/ Co-ordinator/ co-convener/Organizing Secretary , Session Chairmanship/Rapporteur etc for professional activities like Seminars / Conferences / Workshops, Symposium	---				
	-	Awards, Prize received etc	---				
		Additional responsibilities assigned by the authorities like -	---				
	-	Examination work	115				
	-	Evaluation of M. Phil./ Ph. D. Thesis of other university	---				
	-	Teaching assignments, Counseling, Research Guidance	---				
	-	Extension facilities for arrangement of Programs	---				
	-	Attending the meetings	20				
	-	Publication of articles in newspapers / Magazines	---				
	-	Participation in E-library training Course	---				
		Total		409	40.9		

INDEX

Category III

Point No.		Page No.		Total Pages	Remarks: Page No. of relevant documents
		From	To		
A	(i)				
	(ii)				
B	(i)				
	(ii)				
	(iii)				
	(iv)				
C	(i)				
	(ii)				
	(iii)				
D	(i)				
	(ii)				
E	(i)				
	(ii)				
	(iii)				

CATEGORY – III – RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category III (A) (i) Research Publications in: Refereed Journals as notified by The UGC# Maximum score* 25 Per publication

Sr. No.	Title with Page Nos.	Journal	ISSN No.	Sr. No. of Refereed Journals as notified by The UGC	No. of co-authors (30 % weightage)	Whether principal author / corresponding author / Guide (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
1	Information Needs of Farmer and Role of Libraries (1069-1072)	AARHAT Multidisciplinary International Education Research Journal	2278-5655 (I.F.- 6.236)	48178, 48818			25		
2	Development of Woman Education in India (399-403)	International Journal of Multifaceted & Multilingual Studies	2350-0476 (Online) (I.F. 4.205)				25		
3	Information Literacy and Libraries (110-114)	Research Directions	2321-5488 (Online) (I.F. 5.7)	45489			25		
Sub Total Category III (A) (i)							75		

Category III (A) (ii) Research Publications in: Other reputed journals as notified by The UGC# Maximum score* 10 Per publication

Sr. No.	Title with Page Nos.	Journal	ISSN No.	Sr. No. of Refereed Journals as notified by The UGC	No. of co-authors (30 % weightage)	Whether principal author / corresponding author / Guide (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total Category III (A) (ii)									
Total of Category III (A) (i) + (ii)									

Category III (B) Publications other than journal articles(books, chapters in books)

(i) Text or Reference Books, Published by International Publishers, with ISBN/ISSN number as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 30per book for Single Author

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total Category III (B) (i)								

Category III (B) Publications other than journal articles(books, chapters in books)

(ii) Subjects Books Published by National level publishers with ISBN/ISSN number or State /Central Govt. Publications as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 20 per book for SingleAuthor

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total Category III (B) (ii)								

Category III (B) Publications other than journal articles (books, chapters in books)

(iii) Subject Books by Other local publishers with ISBN/ISSN Number as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 15 per book for Single Author

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total Category III (B) (iii)								

Category III (B) Publications other than journal articles (books, chapters in books)

(iv) Chapters in books Published by National and International level publishers, with ISBN/ISSN number as approved by the university and posted on its website.The list will be intimated to UGC. Maximum score* International- 10 per chapter/ National -05 per chapter

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total Category III (B) (iv)								
Total Category III (B) (i+ii+iii+iv)								

Category III (C) RESEARCH PROJECTS

i) Sponsored Projects- Individual Completed Research Projects only (In case of Co-PI points are to be shared in 70:30 ratio) (Major Projects with grant above Rs.5 Lakh, 20 points per project, Major Projects with grant above Rs.3 lakhs uptoRs. 5.0 lakhs, 15 points per project, Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakh, 10 points per project,)

(Note : The points for completed research project should be claimed in the year of completion only)

Sr. No.	Title	Funding Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs.Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (i)								

ii) Consultancy Projects (In case of Co-PI points are to be shared in 70:30 ratio) (Amount mobilized with a minimum of Rs.2 lakhs. Maximum score 10 points for every Rs.2 Lakhs)(Note : The score should be divided by number of years of the project)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs.Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

iii) Project outcome/outputs- Major Policy document prepared for International bodies like WHO / UNO / UNESCO / UNICEF ETC. Central/State Govt./Local bodies prepared.(Major Policy document prepared for- International bodies-30 points, Central Government-20 points, State Government-10 points, Local Bodies-5 points. In case of joint ventures points are to be shared 70:30 ratio)

(Note: The points for Project outcome/outputs should be claimed in the year of completion only)

Sr. No.	Title	Agency	Period	Whether Co-PI	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C (iii)							
Total C (i + ii + iii)							

Category III (D) RESEARCH GUIDANCE

III (D) (i) Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate)

Sr. No.	Name of Candidate	Title of M. Phil.Thesis	Date of Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil or equivalent						
Sub Total III (D) (i)						

III (D) (ii) Research Guidance (In the case of joint supervision points are to be equally shared)

(Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Name of Candidate	Title of Ph. D. Thesis	Date of Degree Awarded/ Thesis Submitted	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Ph. D. or equivalent						
Sub Total III (D) (ii)						
Total III (D) (i + ii)						

III (E) AWARDS/FELLOWSHIPS/INVITED LECTURES DELIVERED/PAPERS PRESENTED IN CONFERENCE/SEMINARS**III (E) (i) Awards/Fellowship-** (International Award / Fellowship from academic bodies/ associations: 15 points per award/15 points per fellowship; National Award / Fellowship from academic bodies/ associations: 10 points per award/10 points per fellowship; State/University Award/Fellowship from academic bodies/associations :5 points per award)

Sr. No.	Name of Awards/Fellowship	Type/ Level (International/National/State or University)	Date of Award/ Fellowship	Awarded By (Name of academic bodies/ associations)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total III (E) (i)							

III (E) (ii) Invited Lectures/Papers presented

Invited subject lectures (e.g. key note address, Resource person etc.) (International level 7 points per lecture, National level 5 points per lecture, State / University Level 3 points per lecture)

Papers presented in Conferences, Seminars, Workshops, Symposia etc. (International level 5 points per paper, National level 3 points per paper, State / University Level 2 points per paper) (In case of joint output points are to be shared in 70:30 ratios)

Sr. No.	Title of the paper presented/ Lecture Delivered	Title of Conference / Seminar,/ Symposium/ Workshop/ Programme	Organized by	Whether international /National/State or University level	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Invited subject lectures (e.g. key note address, Resource person etc.)							
Papers presented in Conferences, Seminars, Workshops, Symposia etc.							
Sub Total E(ii)							

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period III (E) (iii) Development of e-delivery process/ material (10 points per module)

III (E) (iii) Development of e-delivery process/ material (10 per module)

(e.g.- Development of Institutional Repository (IR) using digital library software, Development of e-content module, Use of e-learning software for students/ teachers (Moodle, MOOCs etc.), Use of Content Management System(CMS) software (Hosting on web for e-delivery of content), uploading of Ph. D. Theses to LIS professional network/ portal/ library networks etc.)

Sr. No.	Details of e-delivery process/ material	WWW/URL Address	Whether IR/e-content module/e-	Hosting Date	API Score Claimed by the	API Score Verified	Page No. of relevant documents
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			learning/ CMS		candidate		
Sub-Total III (E) (iii)							
Total III (E) (i + ii + iii)							

*Wherever relevant, the API score for paper in refereed journal would be augmented as follow: (i) paper with impact factor less than 1-by 5 points;(ii) paper 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 20 points;(v) papers with impact factor above 10 by 25 points. The API for joint publications/book shall be calculated in the following manner; Of the total score for the relevant category of publication by the concerned teacher, the First and Principal/ corresponding author /supervisor /mentor of the teacher would share equally 70% of the total points and the remaining 30 % would be shared equally by all other authors.

#The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendation within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suomotu, recommend journals for inclusion in the “list of Journals” The clause 6.0.5 (i)will be strictly followed by the University.

- VERIFIABLE CRITERIA:**
- 1) Academic Dairy,
 - 2) Bio Metric Generated Slips.
 - 3) Attendance sheets,
 - 4) Certification by HOD / Principal,
 - 5) Supporting Documents

IV. SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)	75		
Total B)	-----	-----	
Total C)	-----	-----	
Total D)	-----	-----	
Total E)	-----	-----	
Total	75		

V. SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Procurement, Organization, and Delivery of Knowledge and Information Through Library Services	86.2		
II	Professional Development, Co-Curricular and Extension Activities	40.09		
III	Research and Academic Contribution	75		
	TOTAL API (I+II + III)	202.1		

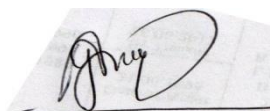
UNDERTAKING

I **Jirage Asha Chandrashok** undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS performa.

My PBAS based APIs score carries

202.1

Place : Satara



Date : 31/05/2019

Signature of the faculty with

Designation: Librarian

Place : Satara



Handwritten signature in blue ink above a blue stamp that reads "IQAC Co-ordinator".

Date : 29/12/2020

Place : Satara



Handwritten signature in blue ink above a blue stamp that reads "Principal Savitribai Phule Mahila Mahavidyalaya SATARA".

Date : 29/12/2020

Principal / Vice- Chancellor

N. B.: The individual PBAS performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

**CRITERION-VI GOVERNANCE, LEADERSHIP AND
MANAGEMENT**

ANNUAL SELF APPRAISAL REPORT
2017-18

Revised API - PBAS Pro forma for Recruitments and Promotion under CAS

as per UGC's 4th Amendment Dated 11th July, 2016

ANNUAL SELF- ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM

(Period from 01/09/2017 to 31/08/2018)

FOR COLLEGE LIBRARIANS

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :-JIRAGE ASHA CHANDRASHOK
 2. Father's Name / Mother's Name :-Jirage Chandrashok Pandurang
 3. Department :- Library
 4. Current Designation & Grade Pay :-Librarian 7000/-
 5. Date of Appointment :-01/09/2010
 6. Date of last Promotion :-01/09/2015
 7. Position and Grade Pay applied under PBAS/CAS? :-Librarian 8000/-
 8. Date of eligibility for promotion :-01/09/2020
 9. Date and Place of Birth :- 9thMay 1972Madha, Dist. Solapur.
 10. Sex :- Female
 11. Marital Status :- Married
 12. Nationality :- Indian
 13. Indicate category and /Sub Category (If reserve) :- SBC
 14. Address for correspondence (with pin code) :-SavitribaiPhuleMahilaMahavidyalaya, Satara. 415001
 15. Permanent Address (with pin code) :-Plot.No.5, ChandrasenHou. Society, Shahunagar, Godoli, Satara 415002.
- Mobile No :-9922639235
- Email :-ashajirage@gmail.com

16. **Academic Qualifications** (from S.S.C. till post graduation) :

Sr.No.	Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
1	S. S. C.	Pune Board, Pune.	1989	52.72%	Second	--
2	H. S. C.	Kolhapur Board, Kolhapur.	1993	55%	B+	--
3	B. A.	Shivaji University, Kolhapur	1996	53%	Second	Sociology
4	B. Lib. & I. Sc.	Y.C.M.O.U., Nashik	1997	63%	First	Library & Inf. Sc.
5	M. A.	Shivaji University, Kolhapur.	2000	44%	Pass	Sociology
6	M. Lib. & I. Sc.	Y.C.M.O.U., Nashik.	2001	65%	First	Library & Inf. Sc.
7	SET	Pune University, Pune	2009	Pass	Pass	Library & Inf. Sc.
8	M.Phil.	Y.C.M.O.U., Nashik.	2008	61.57%	First	Library & Inf. Sc.
9	MSCIT	MSBTE	2003	74	First	Window/ MS Office/ Internet

17. Research Degree(s):affilitied

Degrees	Title	Date of award	University
M. Phil.	A Study of RayatShikshanSansthas Senior College Libraries affiliated to ShivajiUniversty, Kolhapur.	27/11/2008	Y.C.M.O.U., Nashik.
Ph.D./M. Phil	--	--	--
D.Sc. / D. Litt.	--	--	--

18. Appointments held prior to joining this institution:

Designation	Name of Employer	Date of		Salary with Grade Pay	Reason of Leaving
		Joining	leaving		
Librarian	AnnasahebAwate College, Manchar, Pune.	01/09/2010	09/03/2011	15600-39100 6000/-	Transfer
Librarian	SavitribaiPhuleMahilaMahavidyalaya, Satara	10/03/2011	Till date	15600-39100 7000/-	

19. Posts held after appointment at this institution:

Designation	Department	Date of actual Holding		Grade
		From	To	
Librarian	Library	10/03/2011	Till Today	7000/-

20. Period of teaching experience: **10 years as College Librarian**

21. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended so far:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

APPENDIX-III TABLE VII

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN IN UNIVERSITIES / FOR COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS) AND FOR DIRECT RECRUITMENT OF DEPUTY LIBRARIAN AND LIBRARIAN IN UNIVERSITIES.

Direct workload and weightage to be given to different levels of Librarians

	Direct working hours per week	Weightage
Assistant Librarian/College Librarian	40	100
Deputy Librarian	36+4*	90
Librarian	32+8*	80

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organizations and maintenance of books, journals, reports, development, organization and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and (c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different from different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation/ selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY – I – PROCUREMENT, ORGANIZATION, AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
I (a)	1.1	Library resources organization and maintenance of books, journals, reports	70 [40 out of 70 for 1.1 to 1.4]	Actual hours spent per academic year ÷ 20=___		
	-	All types of print books collected / acquired (Collection Development)		1.1- 444 hours 1.2- 114 hours 1.3- 25 hours 1.4- 38 hours Total Hours Per Year 621÷20 =31.05	31.05	
	-	Print Journals, Periodicals				
	-	E - resources: E-Journals, E-Books,E-databases, A/V etc.				
	-	Reports, Theses and Dissertations				
	-	Procurement of Teaching and Learning Aids- maps,charts,globes etc.				
	-	Manuscripts and rare books				
	-	Back volumes of Periodicals collected / Bound				
	-	Procuring donation of reading materials				
		Maintenance of collection				
		Technical Processing				
	-	Accessioning				
	-	Classification				
	-	Cataloguing				
	-	Book Binding				
	-	Training to library staff to maintain collection				
		Arrangement of Collection / Stack Arrangement				
	-	Subject-wise / Classified shelving				
	-	Alphabetical shelving				
	-	Periodic Stock verification				
	-	Collection Evaluation, Write off/weeding out of books, reading materials,etc.				
	-	Preservation and Conservation of Materials (Paste Control, Fumigation Etc.)				
		Book Selection and Purchase Policy				
	-	Recommended by Teachers /Students/Staff				

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Recommended by Check list, Publisher Catalogue, Books Review, exhibition etc.					
	- Library Budget Management: Allocation, Utilisation, Budgetary Control etc.					
1.2	Provision of Library reader- services, literature retrieval service to researchers and analysis of reports					
	<u>Library Reader Services</u>					
	- Reference Service					
	- Current Awareness Service					
	- Selective Dissemination of Information					
	- Bibliographic/Catalogues/ Index Services					
	- Inter Library Services/ Network Based Services					
	- On-line Public Access Catalogue (OPAC)					
	- Home lending Services					
	- Reprographic, Scanning Services					
	- Internet Information Services					
	- Information Extension Services					
	- E-Journals Services					
	- E-Journals Services					
	- Information Analysis for catalogue / Index					
	- Document Delivery Services					
	- Audio-Visuals information Services					
	- Indexing / Abstracting Services					
	- Book Bank					
	- TPLS (Teachers Personal Library Scheme)					
	- Services to outside users					
	- Newspaper Clipping Services					
	- Services to differently abled students, etc.					
1.3	Provision of assistance to the Departments of University / College with required inputs for preparing reports, manuals and related					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	documents					
	- Assistance by providing number of books, reports to Departments					
	- Assistance by providing documents under documents delivery facilities to Departments					
	- Assistance by providing Technical guidance to develop Departmental Library					
	- Assistance by providing books to faculties of Department					
	- Assistance by providing Indexing / Abstracting /Periodical Contents to faculties of departments /Sections					
	- Procurement of Information from other Libraries					
	- Documentation for NAAC Report, Annual Report, Library Committee Report, UGC Report, RUSA Report, etc.					
	- Assistance for Searching of Information to faculty/outside members, etc.					
	1.4 Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters etc.					
	- Information Provided about Library, services and Facilities					
	- Information Provided about Services rendered					
	- Information Provided about Link of e-Resources					
	- Information Provided about new additions					
	- Information Provided about Transactions					
	- Information Provided about Library members					
	- Information Provided for University / College publication					
	- Information provided about OPAC/Web-OPAC					
	- Information provided about library news, notifications and events, etc.					
I (a)	2.1 Development, organization and management of e-resources including their accessibility over Intranet/ Internet	70 [15 out of 70 for 2.1 to 2.2]				

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Web Resources facilities provided to readers Expl.:- Database subscribed, Consortia, Open access journals, DOAJ, J-Gate, JCCC,LISA, Scopus,e-PG pathshala, EBSCO, NPTEL, IEEE, ProQuest etc.		2.1 - 54 hours 2.2 -234 hours Total Hours Per Year 288 ÷20=14.4	14.4		
	- Access to Inflibnet Resources (Shodhganga, e-Shodhsindhu, N-List, Shodhgangotri) , NDL, INFED and Other library networks and other Similar projects, etc.					
2.2	Digitization of Library Resources and e-delivery of information					
	- Design and development of Institutional Repository,Digital Library ,CMS					
	- Information collected and delivered through electronic devices to Institutional Departments / Sections and readers					
	- Digitization of Library materials and Creation of Metadata					
	- Preservation and digital archiving of CDs Hard Disks,HDD etc.					
I (a)	3.1 User Awareness and Instruction programmes	70 [15 out of 70 for 3.1 to 3.2]				
	- Orientation Lectures,User's training in the use of Library Services as e-resources ,OPAC		3.1- 121 hours 3.2- 132 hours Total hours per year 253÷20 = 12.65	12.65		
	- Library talks / Lectures, Library Tours arranged for users					
	- Instructions/training program for use of Technologies for users/ library staff, etc.					
3.2	Knowledge resources user promotion programmes:					
	- Book exhibitions					
	- Journal display					
	- Book reviews and book talks					
	- Display of New Added books/Faculty Publications					
	- Conducting Information literacy programmes					
	- Display of information about popular / significant days					
	- Other Interactive Latest Learning Resources: Poster Design,presentation.					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- User Alerting Services (through e-mail, SMS, Social Networking Etc.)					
I (b)	4.1 ICT and other new technologies application for upgradation of Library Services	15 (for 4.1 to 4.2)	Actual hours spent per academic year ÷ 10			
	Involvements in activities of ICT					
	- Procurement of ICT pre-requisites (e.g Hardware, Software etc)					
	- Automation of Catalogue / Provision of OPAC, web OPAC					
	- Learning resources procurement functions:					
	- computerized acquisition of Materials					
	- Barcode generation and maintenance/pasting					
	- Circulation operations including membership records.					
	- Serial Subscription System					
	- Data Capturing					
	- Reference and Information Services					
	- Computerized periodic Reports Generation			4.1- 163 hours		
	- computerized Serial Control/Management of Back volumes.			4.2- 18 hours		
	- Computerization of Administrative Work			Total hours per year	18.1	
	- QR Code technology application in Library Services			181 ÷ 10 = 18.8		
	- Provision of Kiosk					
	- Provision of ICT infrastructure and its upgradation					
	- M-Library-Development and Issue					
	- Library Blogs					
	- Library Wi-Fi, etc.					
I (b)	4.2 Library Security (Technology Based Methods)					
	- RFID Technology					
	- CCTV Technology					
	- 3M Technology					
	- Data Storage, Backup and Security Technology					

Sr. No.	Nature of Activity	College Librarian		API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
		Max. Score **	Actual Score			
	- Visitors Attendance System through biometric, bar-code, turnstile Gate system etc.					
I (c)	5.1 Additional Services such as extending Library facilities on holidays	15 (for 5.1 to 5.2)	Actual hours spent per academic year ÷ 10			
	- Textbook Section services provided		5.1- 45 hours 5.2- 77 hours Total hours per year 122 ÷ 10= 12.2	12.2		
	- Reading Room and periodical section facilities provided					
	- If required, Reading Room hours extended					
	- Sanitary and Drinking Water services provided including on holidays					
	- Shelf order maintenance: Shelfrectification, Shelf Indicators / Bay Guides boards to guide the readers					
	- Library users manual, etc.					
	-					
I (c)	5.2 Building and Extending Institutional Library facilities to outsiders through external membership norms					
	External users /readers are provided with Library services such as					
	- Reference Service/Consultancy service					
	- Reprographic Service					
	- Temporary memberships for library access					
	- Library Membership to senior Citizens/ outsiders					
	- Plagiarism Checking Services to researchers					
	- Referral service					
	- Internet based services					
	- Assistance for NAAC Guidance /Other professional Guidance					
	- Competitive Exam Support Services					
	External Institutes are provided with Library services like					
	- Memberships open to institutes, organizations					
	- Inter Library Loan Services provided to institutes, etc.					
	Minium Required 75 Per year	100	1465	88.85		

**** Mention total hours spent for each activity during the academic year.**

Instruction for Consideration of working hours:

- 1. Actual working hours are considered.**
- 2. Meeting, visits, conference, talk, guest lecture etc. activities' period will be considered for five (5) hours.**
- 3. Travelling period will not be considered for attending any meeting, visit, lecture etc.**
- 4. Actual hours spent/ consumed should be certified by HOD / concern authority.**

CATEGORY – II – PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre’s self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion to Assistant Librarian/ College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

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 score required under this category.

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
II (a)	1.1	Student related co-curricular, Extension and field based activities	15	Actual hours spent per academic year ÷ 10			
	-	Cultural Exchange and Library service programmes:e.g.Extension programmes arranged for awareness among students / public e.g.GranthMahotasav, GranthDindi and WachanKatta Divas	30	Actual Hours Per Year 114÷10=11.4	11.4		
	-	Infrastructural development of building, furniture and equipment	22				
	-	Library publicity program for internal and external students	12				
	-	Library literacy program for extensive use of library	10				
	-	Lectures delivered for local students/at College/ Lead College Programme.	08				
	-	Lectures delivered for university students.	----				
	-	Library Hours arranged for internal/ external students.	12				
	-	Library Tour	10				
	-	Public Talks, Radio/TV Channel or Other media talks	---				
	-	Students Feedback: Suggestion Box, online feedback, User Survey, etc.	10				

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
II (b)	2.1	Contribution to corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities	15	Actual hours spent per academic year ÷ 10			
	-	Formation of Library committee /KRC Committee	10	Actual hours per year 118 ÷ 10 =11.8	11.8		
	-	Periodic Arrangement of Library committee meetings (KRC Committee)	20				
	-	Policy decision made	05				
		Administrative Responsibilities	----				
	-	Working as I/c Principal, Director KRC, Dy. Librarian	----				
	-	NAAC Coordinator	----				
		Member of any other committee (Appointed/nominated by Hon'ble V. C. /Principal) / Elected					
	-	Senate / Management Council / Academic Council	----				
	-	Board of Studies	----				
	-	Admission Committee	----				
	-	RUSA Committee	07				
	-	NSS Committee	12				
	-	Editorial Committee	----				
	-	Discipline Committee	17				
	-	Syllabus Committee	----				
	-	Local Enquiry Committee	----				
	-	College Development Committee	----				
	-	Selection and Placement Committee	----				
	-	API Verification Committee for Placements/recruitments					
	-	IQAC Committee	32				
	-	Career and Counselling Committee	----				

		Nature of Activity	Maximum API Score	Actual Score	API Score Claimed by Candidate after calculating Actual Hours	API Score Verified	Page No. of relevant document
	-	Sexual Harassment & Prevention committee	05				
	-	Anti-ragging committee	05				
	-	Grievance Redressal Committee	05				
	-	Website Development Committee	10				
II (c)	3.1	Professional Development Activities	15	Actual hours spent per academic year ÷ 10=			
	-	Participation in Seminars / Conferences / Workshops, Symposium Orientation course, Refresher Course, short term Training Course, etc.	12	Actual hours per year 81 ÷ 10 = 8.1	8.1		
	-	Delivered lectures for professionals in Seminars, Conferences, Workshops, Training, Orientation/ Refresher Courses.	----				
	-	Membership of Professional Associations including position acquired in it.	----				
	-	Creation of information, regarding new methodology, new techniques to manage library / profession	----				
	-	Author/ Editor / Sub-editor / Associate editor/ Compiler .etc for publications in profession	----				
	-	Advisor / Organizer / Convener/ Co-ordinator/ co-convener/Organizing Secretary , Session Chairmanship/Rapporteur etc for professional activities like Seminars / Conferences / Workshops, Symposium	----				
	-	Awards, Prize received etc	----				
		Additional responsibilities assigned by the authorities like -	----				
	-	Examination work	18				
	-	Evaluation of M. Phil./ Ph. D. Thesis of other university	----				
	-	Teaching assignments, Counseling, Research Guidance	---				
	-	Extension facilities for arrangement of Programs	-----				
	-	Attending the meetings	51				
	-	Publication of articles in newspapers / Magazines	-----				
	-	Participation in E-library training Course	-----				
Total				313	31.3		

INDEX

Category III

Point No.		Page No.		Total Pages	Remarks: Page No. of relevant documents
		From	To		
A	(i)				
	(ii)				
B	(i)				
	(ii)				
	(iii)				
	(iv)				
C	(i)				
	(ii)				
	(iii)				
D	(i)				
	(ii)				
E	(i)				
	(ii)				
	(iii)				

CATEGORY – III – RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category III (A) (i) Research Publications in: Refereed Journals as notified by The UGC# Maximum score* 25 Per publication

Sr. No.	Title with Page Nos.	Journal	ISSN No.	Sr. No. of Refereed Journals as notified by The UGC	No. of co-authors (30 % weightage)	Whether principal author / corresponding author / Guide (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
1	Reading Culture and Information Technology	International Journal of Multifaceted & Multilingual Studies	2394-207X (Print) Impact Factor-4.205	47674		----	25		
2	Library and Information Science Education in India	Aayushi International Interdisciplinary Research Journal (AIIRJ)	ISSN 2349-638x Impact Factor 4.574	64259		----	25		
Sub Total Category III (A) (i)							50		

Category III (A) (ii) Research Publications in: Other reputed journals as notified by The UGC# Maximum score* 10 Per publication

Sr. No.	Title with Page Nos.	Journal	ISSN No.	Sr. No. of Refereed Journals as notified by The UGC	No. of co-authors (30 % weightage)	Whether principal author / corresponding author / Guide (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents

	Sub Total Category III (A) (ii)			
	Total of Category III (A) (i) + (ii)			

Category III (B) Publications other than journal articles(books, chapters in books)

(i) Text or Reference Books, Published by International Publishers, with ISBN/ISSN number as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 30 per book for Single Author

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents
	Sub Total Category III (B) (i)							

Category III (B) Publications other than journal articles(books, chapters in books)

(ii) Subjects Books Published by National level publishers with ISBN/ISSN number or State /Central Govt. Publications as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 20 per book for Single Author

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents

Sub Total Category III (B) (ii)									
--	--	--	--	--	--	--	--	--	--

Category III (B) Publications other than journal articles (books, chapters in books)

(iii) Subject Books by Other local publishers with ISBN/ISSN Number as approved by the university and posted on its website. The list will be intimated to UGC. Maximum score* 15 per book for Single Author

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents	
Sub Total Category III (B) (iii)									

Category III (B) Publications other than journal articles (books, chapters in books)

(iv) Chapters in books Published by National and International level publishers, with ISBN/ISSN number as approved by the university and posted on its website.The list will be intimated to UGC. Maximum score* International- 10 per chapter/ National -05 per chapter

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISBN/ ISSN No.	No. of co-authors (30 % weightage)	Whether First & Principal / corresponding author /Supervisor / Mentor of the Teacher (70 % weightage)	Self appraisal score	API score Verified	Page No. of relevant documents	
Sub Total Category III (B) (iv)									

	Total Category III (B) (i+ii+iii+iv)			
--	---	--	--	--

Category III (C) RESEARCH PROJECTS

i) Sponsored Projects- Individual Completed Research Projects only (In case of Co-PI points are to be shared in 70:30 ratio) (Major Projects with grant above Rs.5 Lakh, 20 points per project, Major Projects with grant above Rs.3 lakhs uptoRs. 5.0 lakhs, 15 points per project, Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakh, 10 points per project,)

(Note : The points for completed research project should be claimed in the year of completion only)

Sr. No.	Title	Funding Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs.Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (i)								

ii) Consultancy Projects (In case of Co-PI points are to be shared in 70:30 ratio) (Amount mobilized with a minimum of Rs.2 lakhs. Maximum score 10 points for every Rs.2 Lakhs)(**Note : The score should be divided by number of years of the project**)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Grant /Amount Mobilized (Rs.Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

iii) Project outcome/outputs- Major Policy document prepared for International bodies like WHO / UNO / UNESCO / UNICEF ETC. Central/State Govt./Local bodies prepared.(Major Policy document prepared for- International bodies-30 points, Central Government-20 points, State Government-10 points, Local Bodies-5 points. In case of joint ventures points are to be shared 70:30 ratio)

(Note: The points for Project outcome/outputs should be claimed in the year of completion only)

Sr. No.	Title	Agency	Period	Whether Co-PI	Self appraisal score	API score Verified	Page No. of relevant documents

Sub Total C (iii)		
Total C (i + ii + iii)		

Category III (D) RESEARCH GUIDANCE

III (D) (i) Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate)

Sr. No.	Name of Candidate	Title of M. Phil.Thesis	Date of Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil or equivalent						
Sub Total III (D) (i)						

III (D) (ii) Research Guidance (In the case of joint supervision points are to be equally shared)

(Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Name of Candidate	Title of Ph. D. Thesis	Date of Degree Awarded/ Thesis Submitted	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Ph. D. or equivalent						
Sub Total III (D) (ii)						
Total III (D) (i + ii)						

III (E) AWARDS/FELLOWSHIPS/INVITED LECTURES DELIVERED/PAPERS PRESENTED IN CONFERENCE/SEMINARS

III (E) (i) Awards/Fellowship- (International Award / Fellowship from academic bodies/ associations: 15 points per award/15 points per fellowship; National Award / Fellowship from academic bodies/ associations: 10 points per award/10 points per fellowship; State/University Award/Fellowship from academic bodies/associations :5 points per award)

Sr. No.	Name of Awards/Fellowship	Type/ Level (International/National/State or University)	Date of Award/ Fellowship	Awarded By (Name of academic bodies/ associations)	Self appraisal Score	API score Verified	Page No. of relevant documents

Sub Total III (E) (i)							

III (E) (ii) Invited Lectures/Papers presented

Invited subject lectures (e.g. key note address, Resource person etc.) (International level 7 points per lecture, National level 5 points per lecture, State / University Level 3 points per lecture)

Papers presented in Conferences, Seminars, Workshops, Symposia etc. (International level 5 points per paper, National level 3 points per paper, State / University Level 2 points per paper) (In case of joint output points are to be shared in 70:30 ratios)

Sr. No.	Title of the paper presented/ Lecture Delivered	Title of Conference / Seminar./ Symposium/ Workshop/ Programme	Organized by	Whether international /National/State or University level	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Invited subject lectures (e.g. key note address, Resource person etc.)							
Papers presented in Conferences, Seminars, Workshops, Symposia etc.							
Sub Total E(ii)							

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period III (E) (iii) Development of e-delivery process/ material (10 points per module)

III (E) (iii) Development of e-delivery process/ material (10 per module)

(e.g.- Development of Institutional Repository (IR) using digital library software, Development of e-content module, Use of e-learning software for students/ teachers (Moodle, MOOCs etc.), Use of Content Management System(CMS) software (Hosting on web for e-delivery of content), uploading of Ph. D. Theses to LIS professional network/ portal/ library networks etc.)

Sr. No.	Details of e-delivery process/ material	WWW/URL Address	Whether IR/e-content module/e-learning/ CMS	Hosting Date	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Sub-Total III (E) (iii)							
Total III (E) (i + ii + iii)							

*Wherever relevant, the API score for paper in refereed journal would be augmented as follow: (i) paper with impact factor less than 1-by 5 points;(ii) paper 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 20 points;(v) papers with impact factor above 10 by 25 points. The API for joint publications/book shall be calculated in the following manner; Of the total score for the relevant category of publication by the concerned teacher, the First and Principal/ corresponding author /supervisor /mentor of the teacher would share equally 70% of the total points and the remaining 30 % would be shared equally by all other authors.

#The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the “List of Journals” notified by the UGC. The UGC Standing Committee shall give its recommendation within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suomotu, recommend journals for inclusion in the “list of Journals” The clause 6.0.5 (i)will be strictly followed by the University.

- VERIFIABLE CRITERIA:**
- 1) Academic Dairy,
 - 2) Bio Metric Generated Slips.
 - 3) Attendance sheets,
 - 4) Certification by HOD / Principal,
 - 5) Supporting Documents

IV. SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)	50		
Total B)	-----	-----	
Total C)	-----	-----	
Total D)	-----	-----	
Total E)	-----	-----	
Total	50		

V. SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Procurement, Organization, and Delivery of Knowledge and Information Through Library Services	88.85		
II	Professional Development, Co-Curricular and Extension Activities	31.3		
III	Research and Academic Contribution	50		
	TOTAL API (I+II + III)	170.15		

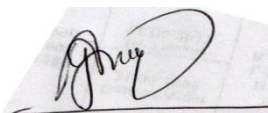
UNDERTAKING

IMrs.JirageAshaChandrashok undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filledPBASperforma.

My PBAS based APIs score carries

170.15

Place : Satara



Date :30/04/2018

Signature of the faculty with

Designation: Librarian

Place : Satara



IQAC
Co-ordinator

Date : 29/12/2020

Place : Satara



Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA

Date :29/12/2020

Principal / Vice- Chancellor

N. B.: The individual PBAS performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.

*Revised API - PBAS Pro forma for Recruitments and Promotion under CAS
as per UGC's 4th Amendment Dated 11th July, 2016*

(YEAR DECEMBER 2017- DECEMBER 2018)
(22/12/2017 – 21/12/2018)

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

- Name of College :- SAVITRIBAI PHULE MAHILA
MAHAVIDYALAYA, SATARA
1. Name (in Block Letters) :-MRS. PATIL LATIKA SUBHASH
2. Father's Name / Mother's Name :-MR. PATIL SUBHASH RAMRAO
3. Department :-Department Of English
4. Current Designation & Grade Pay :-Assistant Professor -7000/-
5. Date of last Promotion :-22/12/2015
6. Position and Grade Pay applied under CAS :- Assistant Professor- 8000/-
7. Date of eligibility for promotion :-22/12/2020
8. Date and Place of Birth :-11/06/1983
A/P-Jinti, Tal-Karad, Dist-Satara
9. Sex :-Female
10. Marital status :-Married
11. Nationality :-Indian
12. Indicate category and sub category (if reserved):-Hindu-Maratha

13. Address for correspondence (with Pin code) :- 'Shivratna', Plot No. 6,
Maharudra Housing Society,
Godoli, Satara, Pin-415002

14. Permanent Address (with Pin code) :- Same as above

Telephone No :- 8698608862

Email :- latikapatil35@gmail.com

[2]

15. Academic Qualifications (S.S.C. till post graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
S.S.C	Kolhapur Divisional Board	1998	81.60	First Class with Distinction	---
H.S.C.	Kolhapur Divisional Board	2000	84.17	First Class with Dist.	----
B.A.	ShivajiUni.,Kolhapur	2003	72.17	First Class with Dist.	English
M.A.	ShivajiUni.,Kolhapur	2006	63.88	First Class	English
SET	Pune	2007	Quilified	-	--
B.Ed.	ShivajiUni.,Kolhapur	2004	64.71	First Class	English
MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	2013	76	First Class with Dist.	--

16. Research Degree(s)

Degrees	Title	Date of award	University
M. Phil.	A Thematic Study of Nadine Gordimer's Short Stories	30 Jun 2009	Shivaji Uni., Kolhapur
Ph.D./D. Phil	--	--	--
D.Sc/D. Litt.	--	--	--

17. Appointments held prior to joining this institution

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

--	--	--	--	--	--
--	--	--	--	--	--

18. Posts held after appointment at this institution:-

Designation	Department	Date of actual		Grade
		From	To	
--	--	--	--	--
--	--	--	--	--

19. Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) **10 years**

[3]

20. Research Experience excluding years spent in M. Phil / Ph. D (in years)-**02 years**

21. Fields of Specialization under the Subject / Discipline

(a) _____

(b) _____

22. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

PART B : ACADEMIC PERFORMANCE INDICATORS

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

a. Direct teaching Maximum Score 70, for Assistant Professor, Maximum Score 60 for Associate Professor & Professor.

a. i. Classroom teaching lectures, seminar (As per allocation)

70

Sr. No.	Course/ Paper	Level	Mode of Teaching*	No. of periods / Hours allotted		No. of periods / Hours engaged per annum	Actual Score (Actual hours spent per academic year \div 7.5/ 7.75/7.75)
				Per Week	Per annum		
1	English (Compulsory) Paper A & B	B.A.I	L	2	60	60	8
2	English (optional) Paper I & II	B.A.I	L	2	60	60	8
3	English (compulsory) Paper C & D	B.A.I	L	2	60	60	8
4	English (optional) P.IV & VI	B.A.II	L	4	120	120	16
5	English (Special) Paper	B.A.III	L	4	120	120	16
6	English (Compulsory) Paper E & F	B.A.III	L	2	60	60	8
7	Business Communication	B.Com.I	L	2	60	60	8

* Lecture (L), Seminar (S)

a. ii. Classroom teaching(including lectures,seminar) in excess of UGC norms.(as per allocation)

Sr. No.	Course Paper	Level	Mode of Teaching*	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year + 7.5/7.75/7.75)

* Lecture (L), Seminar (S)

a. iii. Tutorials and Practicals, Field work, Project Supervision (Actual as per student attendance register)

5

Sr. No.	Course Paper	Tutorials/ Practical/ Field work/ Project supervision	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year + 7.5/7.75/7.75)
1	Paper No. P.X & XIV Unerstanding Novel P.No E & F English Compulsory	Project Supervision (17 +90 Students)	30	4
2	Avishkar Project	Project Supervision Challenges of News Channels Before The News Papers	8	1
3	Avishkar Project	Project Supervision: Use of Language in the Slogans of Advertisements	8	1

Sub Total a. Direct Teaching Max. Score 70/60 Actual Score – a i+ii+iii =

b. Examination duties - Maximum Score 20, for Assistant Professor & Associate Professor, Maximum Score 10 for Professor.

07

Sr. No.	Type of Duties	Dates from to	Actual Hours spent	Actual Score (Actual hours spent per academic year ÷ 10)
	Question paper setting,			
	Invigilation/supervision	March 2018- May 2018 Oct.2018-Dec- 2018	20	2
	Flying squad		--	--
	Custodian		--	--
	CAP Director/Assitt director		--	--
	Unfair menace committee		--	--
	Lapses committee		--	--
	internal assessment	B.A.I Comp English Paper assessment- Oct. 2018 & March 2018 B.A.III Seminars and Project March 2018 and Oct. 2018	40	4
	external assessment	13/12/2018- 14/12/2018	10	1
	re evaluation		--	--
	Total Actual Score			07

c. Innovative Teaching - Maximum Score 10 for Assistant Professor, Maximum Score 15 for Associate Professor, Maximum Score 20 for Professor.

10

Sr. No.	Nature of Activity	Max Score	Actual hours spent per academic year	Actual Score (Actual hours spent per academic year ÷ 10)
	<ul style="list-style-type: none"> • Learning Methodologies • Use of innovative methodologies for teaching • Use of ICT • Updating of subject content 		100/10	10

	<ul style="list-style-type: none"> • Course improvement • Preparation of study material • Interaction with entrepreneur / social worker • Mentoring • Participative teaching • Role playing 			
	Sub total (max score 10)	10/15/20		10
	Total of Category 1 Max score	100/95/90		92
	Minimum API score required for Category I *	80/75/70		

Note : * Assistant Professor Stage 1 to 2 = 80, Stage 2 to 3 = 80,
Assistant Professor to Associate Professor Stage 3 to 4 = 75,
Associate Professor to Professor Stage 4 to 5 = 70
Professor Stage 5 to 6 = 70

[6]

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.
4. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

[7]

CATEGORY II

PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	<p>Student related co-curricular, extension and field based activities.</p> <p>(i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.)</p> <p>(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)</p> <p>(iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)</p>	15	Actual hours spent per academic year + 10
B	<p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.</p> <p>i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)</p> <p>(ii). Participation in Board of Studies, Academic and Administrative Committees</p>	15	Actual hours spent per academic year + 10
C	<p>Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)</p>	15	Actual hours spent per academic year ÷ 10

**CATEGORY II - CO- CURRICULAR, EXTENSION, PROFESSIONAL
DEVELOPMENT RELATED ACTIVITIES (Year wise)**

Category II	Nature of Activity	Maximum API Score	Actual score	Verified API Score	Page No.
A	Student related co-curricular, extension and field based activities. i. Discipline related co- curricular activities organized <ul style="list-style-type: none"> • <u>Field work, field studies study tour</u> • <u>Student seminar</u> • Remedial classes • <u>Career counseling</u> • NET/SET/GETT/Workshop (1 week) • Quiz, debate, elocution, (on subject) • Essay competition on subject • <u>Exhibition</u> • Subject / faculty day celebration • Survey conduction • Subject association activity (Evidence to be provided.) 	15	Actual hours spent per academic year ÷ 10		
	ii. Other co-curricular activities <ul style="list-style-type: none"> • <u>Cultural</u>prog. coordinator • NSS, NCC officer/ Assit officer • Eradication of superstitions • Tree plantation • AIDS / Awareness • Blood donation camp • Student welfare officer • Placement officer • Sports Committee (Evidence to be provided.) 		Actual hours spent per academic year ÷ 10		
	iii. Extension and dissemination activities Positions held / Leadership role played in organization linked with Extension work <ul style="list-style-type: none"> • <u>Community work such as—National integration, human Right, peace,Scientific temper flood/ drought relief</u> • Public lectures delivered (Related to subject) • Talks delivered in a programme as chief guest • Seminars in public interest 		Actual hours spent per academic year ÷ 10		

	<ul style="list-style-type: none"> • General awareness activities • Organizing subject related event like lecturer on special topics • Popular writings not covered under(III) (Evidence to be provided.) 				
--	--	--	--	--	--

B	<p>Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.</p> <p>i. Administrative responsibility</p> <ul style="list-style-type: none"> • Dean, Principal, management council member • Director of school/institute • IQAC coordinator, • Refresher/orientation coordinator • Head of Department • Chairperson/ Convener <p>Teacher-in-charge or similar duties that require regular office hours for its discharge) per duty</p>	15	Actual hours spent per academic year + 10		
	<p>ii. Participation in</p> <ul style="list-style-type: none"> • BOS/ Faculty / Academic Council / • Senate/ any other University Committee • Chairman for subject related event like. Ph.D. Open Defense Session. • Various Scrutiny meeting • Resource Person/ Speaker for subject related event • Referee/ Judge for subject related event etc. • Administrative Committees • Editorial Board • Local management committee • Admission committee • Campus development • Library committee • Standing Committee • Sexual Harassment & Prevention Committee etc. • Membership / participation in State / Central bodies/committees on education research • Exam reforms 		<p>Actual hours spent per academic year ÷ 10</p> <p>150/10=</p> <p>15</p>		

C	Professional Development activities <ul style="list-style-type: none"> • participation in seminars, conferences, • short term training courses, • industrial experience, • talks, • lectures in refresher / faculty development courses, • dissemination and general articles and any other contribution 	15	Actual hours spent per academic year + 10		
	Total of Category II Max score	45	30/10=		
	Minimum API score required for Category II (for Assessment period)	*50/50/5 0/50/100	03		

- * Stage 1 to 2 = 50,
 Stage 2 to 3 = 50,
 Stage 3 to 4 = 50,
 Stage 4 to 5 = 50,
 Stage 5 to 6 = 100

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

VERIFIABLE CRITERIA: 1) Academic Dairy, 2) Bio Metric Generated Slips. 3) Attendance sheets, 4) Certification by HOD / Principal, 5) Supporting Documents

CATEGORY: III**RESEARCH AND ACADEMIC CONTRIBUTIONS**

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

III A) (i) Published Papers in Refereed Journals as notified by the UGC* (25 points per publication)

25

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author / corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
1	Cross Migration of Daksha to Hardika in Mahesh Dattani's Play <i>Final Solutions</i> Page no 14-17	Journal of Current Science and Humanities	2347-7784	2.05	--	Principal author	25		
Sub Total A (i)									

Published Papers in Other Reputed Journals as notified by the UGC* .(10 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor , if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A (i)									

III B) Publications other than journal articles (books, chapters in books)

- (i) Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.

(30 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B i)									

- (ii) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. (20 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B ii)									

- (iii) Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (15 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iii)									

(iv) Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (International -10 points per Chapter National -- 5 Points per Chapter)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No: of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iv)									

Total B(i+ii+iii+iv)	
------------------------------	--

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - 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 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III C) Research Projects:

III C (i) Sponsored Projects

A) Major projects: grants above Rs.30 lakhs for Engineering/ sciences & above Rs.5 lakhs for others, 20 points per project,

B) Major project: grants above Rs. 5 lakhs up to Rs. 30 lakhs for Engineering/ science and Rs.3 lakhs minimum to Rs. 5 lakhs for others, 15 points per project,

C) Minor project: grants above Rs.1 lakhs up to Rs. 5 lakhs for Engineering/ sciences & above Rs.1 lakhs up to Rs. 3 lakhs for others, 10 points per project,

Type of project	Title	Agency	Year of completion	Whether Co-PI	Grant (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (i)								

III C (ii) Consultancy Projects (Amount mobilized with minimum Rs.10 lakhs for Engineering/sciences & minimum of Rs.2 lakhs for others, 10 points for every Rs 10 lakhs & Rs. 2 lakhs respectively)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

III C (iii) Projects Outcome/Output:

Patent / Technology transfer / Product process

Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies(30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C (iii)							

Total C (i+ii+iii)	
----------------------------	--

III D Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate, Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil orequivalent						
Ph. D. orequivalent						
Sub Total D						

III E Fellowships, Awards and Invited lectures delivered in conferences / seminars**III E (i) Fellowships/ Awards**

- A. International Award /Fellowship from academic bodies/associations -15 per Award / 15 per Fellowship.
- B. National Award/Fellowship from academic bodies/associations -10 per Award / 10 per Fellowship.
- C. State/University level Award from academic bodies/associations -5 per Award

Sr. No.	Fellowship / Award	Year	Level International /National / State / University	Awardee Academic Body/ Association	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
Sub Total E (i)							

III E (ii) Invited lectures / papers International level 7 per lecture, National level 5 per lecture, State / University level 3 per lecture

a. Invited lectures

Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether international / National	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total E (ii)							

(ii) Invited lectures / papers International level 5 per paper, National level 3 per paper, State / University level 2 per paper

a. Papers presented

Sr. No.	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Organized by	Whether international / National / State or University level	API score claimed	API Score Verified	Page No. of relevant documents
Sub Total E (ii)							

Total E (i+ii)	
-----------------------	--

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

III(F) Development of e-learning delivery process/material

10 per module

IV SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)	25	--	
Total B)	--	--	
Total C)	--	--	
Total D)	--	--	
Total E)	--	--	
Total F)	--	--	
Grand Total	--	--	

V SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Procurement, Organization, and Delivery of Knowledge and Information Through Library Services	92	92	
II	Professional Development, Co-Curricular and Extension Activities	33	33	
III	Research and Academic Contribution	25	25	
	TOTAL API(I + II + III) (Minimum Score required 90/120/150/180)	150	150	

List of Enclosures:

(Please attach, copies of certificates, and / or letters sanction orders, papers etc. wherever. Necessary)

1 Academic Diary	6
2 Participation Certificate Xerox	7
3 Research paper	8
4	9
5	10

UNDERTAKING

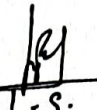
IMRS PATIL LATIKA SUBHASH undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS performa.

My PBAS based APIs score carries

150


Place : Satara

Date : 28/12/2020


Patil L.S. Assistant Professor
Signature of the faculty with
Designation

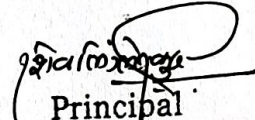
Place : Satara

Date : 28/12/2020


Head
Department of English
Head of the Department
Savitri Phule Mahila Mahavidyalaya
Satara

Place : Satara.

Date : 28/12/2020


Principal
Savitri Phule Mahila Mahavidyalaya
SARARA.
Savitri Phule Mahila Mahavidyalaya
SARARA.

N. B.: The individual PBAS performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.


IQAC Co-ordinator
Savitri Phule Mahila Mahavidyalaya, Satara

SHIVAJI UNIVERSITY, KOLHAPUR

**Revised API - PBAS Pro forma for Recruitments and Promotion under CAS
as per UGC's 4th Amendment Dated 11th July, 2016****(YEAR FEBRUARY 2017-FEBRUARY 2018)****(YEAR 02 /02/2017-01/02/ 2018)****PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND**

- Name of College** :- **SAVITRIBAI PHULE MAHILA
MAHAVIDYALAYA, SATARA**
1. Name (in Block Letters) :- **MR.PAWAR DILIP RAMCHANDRA**
2. Father's Name / Mother's Name :- **MR.PAWAR RAMCHANDRA KRISHNA**
3. Department :- **Department Of Psychology**
4. Current Designation & Grade Pay :- **Assistant Professor – 6000 /-**
5. Date of last Promotion :- **Nil**
6. Position and Grade Pay applied under CAS :- **Assistant Professor- 7000/-**
7. Date of eligibility for promotion :- **01.02.2019**
8. Date and Place of Birth :- **11/08/1981**
A/p – Karad, Tal – Karad, Dist-Satara
9. Sex :- **Male**
10. Marital status :- **Unmarried**
11. Nationality :- **Indian**
12. Indicate category and sub category (if reserved):-**Hindu – Mati Vadar VJ (A)**

13. Address for correspondence (with Pin code) :- **Plot.No- 347/10 Revenu Colony Market
YardShaniwarPethkarad,Tal- Karad
Dist- Satara-415110**

14. Permanent Address (with Pin code) :- **Same as above**
Telephone No :- **9970971231**
Email :- **dilip.rayat2013@gmail.com**

[2]

15. Academic Qualifications (S.S.C. till post graduation) :-

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
High School /S.S.C.	Kolhapur Divisional Board	2000	37.50	Second Class	-
H.S.C.	Kolhapur Divisional Board	2002	66.50	First Class	-
B.A.	ShivajiUni.,Kolhapur	2006	66.72	First Class	Psychology
M.A.	ShivajiUni.,Kolhapur	2008	71.38	First Class with Dist.	Psychology
SET	Pune	2011	Qualified	-	Psychology
B.Ed.	ShivajiUni.,Kolhapur	2009	60.00	First Class	Social Science
MS-CIT	Maharashtra State Board of Technical Edu. Mumbai	2010	73	First Class with Dist.	--

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		Salary with Grade Pay	Reason of leaving
		Joining	leaving		
--	--	--	--	--	--
	--	--	--	--	--

18. Posts held after appointment at this institution:-

Designation	Department	Date of actual		Grade
		From	To	
---	--	--	--	---
--	--	--	--	--
--	--	--	---	--
--	--	--	--	--
--	--	--	--	--

19. Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) **07 Years**

[3]

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

21. Fields of Specialization under the Subject / Discipline

(a) General Psychology

(b) Child Psychology

(c) Social Psychology

(d) Developmental Psychology

(e) Applied Psychology

22. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended during the year.

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency
Orientation program	HRDC Center Goa University, Goa	21/03/2017 To 17/04/2017	University Grant Commission (UGC)

[4]

PART B : ACADEMIC PERFORMANCE INDICATORS

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

a. Direct teaching Maximum Score 70, for Assistant Professor, Maximum Score 60 for Associate Professor & Professor.

48

a. i. Classroom teaching lectures, seminar(As per allocation)

Sr. No.	Course/ Paper	Level	Mode of Teaching*	No. of periods Hours allotted		No. of periods Hours engaged per annum	Actual Score (Actual Hoursspent per academic year ÷ 7.5/ 7.75/7.75)
				Per Week	Per annum		
1	Introduction to Psychology	B.A. -I	Lecture	04	60	60	08
2	General Psychology	B.A. -I	Lecture	04	60	60	08
3	Child Psychology	B.A. - II	Lecture	04	60	60	08
4	Social Psychology	B.A. - II	Lecture	04	60	60	08
5	Developmental Psychology	B.A. - II	Lecture	04	60	60	08
6	Applied Psychology	B.A. - II	Lecture	04	60	60	08

* Lecture (L), Seminar (S)

a. ii. Classroom teaching(includinglectures,seminar) in excess of UGC norms (as per allocation)

Sr. No.	Course / Paper	Level	Mode of Teaching*	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year.5/7.75/7.75)
1	Remedial	B.A.I/II	Lectures	8	1.06
2	MPSC	B.A	Lectures	8	1.06

* Lecture (L), Seminar (S)

a. iii. Tutorials and Practicals, Field work, Project Supervision (Actual as per student attendance register)

Sr. No.	Course / Paper	Tutorials/ Practical/ Field work/ Project supervision	Hours/ Periods per academic year engaged	Actual Score (Actual hours spent per academic year □□7.5/7.75/7.75)
1	B.A.I,II	Tutorials	6	0.8

Sub Total a. Direct Teaching Max. Score 70/60 Actual Score – a i+ii+iii = **50.92**

[5]

b.Examination duties - Maximum Score 20, for Assistant Professor& Associate Professor, Maximum Score 10 for Professor.

Sr. No.	Type of Duties	Dates from – to	Actual Hours spent	Actual Score (Actual hours spent per academic year % 10)
	Question paper setting,	15/10/2017 to 18/10/2017	12	1.2
	Invigilation/supervision	19/04/2017 to 29/04/2017	54	5.4
		11/10/2017 to 14/10/2017	18	1.8
		23/10/2017 to 26/10/2017		
		07/11/2017 to 17/11/2017		
		22/11/2017 to 26/11/2017	30	03
		04/12/2017 to 09/12/2017	56	5.6
	Flying squad			
	Custodian			
	CAPDirector/Assist director			
	Unfair menace committee	-		
	Lapses committee	-		
	internal assessment	12.04.2017	10	01

	external assessment	-		
	re evaluation	-		
	Total Actual Score			18

c. Innovative Teaching - Maximum Score 10 for Assistant Professor, Maximum Score 15 for Associate Professor, Maximum Score 20 for Professor.

Sr. No.	Nature of Activity	Max Score	Actual hours spent per academic year	Actual Score (Actual hours spent per academic year% 10)
	• Learning Methodologies	02	60	06
	• Use of innovative methodologies for teaching	02	05	0.2
	• Use of ICT			
	• Updating of subject content	02	10	01
	• Course improvement			
	• Preparation of study material	02	10	01
	• Interaction with entrepreneur / social worker			
	• Mentoring	02	10	01
	• Participative teaching	02	10	01
	• Role playing			
	Sub total (max score 10)	10/15/20	100	10.2
	Total of Category 1 Max score	100/95/90		79.02
	Minimum API score required for Category I *	80/75/70		

Note :* Assistant Professor Stage 1 to 2 = 80, Stage 2 to 3 = 80,
Assistant Professor to Associate Professor Stage 3 to 4 = 75,
Associate Professor to Professor Stage 4 to 5 = 70
Professor Stage 5 to 6 = 70

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.
4. Student Feedback is an integral part of the institutional and academic development of higher educational institutions and in fostering quality. Student feedback and teacher response plays a catalytic role towards improvement in teaching-learning and institutional development. Feedback from students on teaching, delivery, methodology and pedagogy is pivotal with a view to enhancing clarity of concepts, subject understanding and developing and deepening an interest in the academic discipline. Universities and Colleges should encourage teachers to assist students in providing constructive feedback on teaching-learning in order to enhance quality education and in responding to the feedback.

CATEGORY II**PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION
ACTIVITIES**

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

Category II	Nature of Activity	Maximum API Score	Actual score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	Actual hours spent per academic year % 10
b	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year &10
c	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year % 10

**CATEGORY II - CO- CURRICULAR,EXTENSION,PROFESSIONAL
DEVELOPMENT RELATED ACTIVITIES (Year wise)**

Category II	Nature of Activity	Maximum API Score	Actual score	Verified API Score	Page No.
a	<p>Student related co-curricular, extension and field based activities.</p> <p>i. Discipline related co-curricular activities organized</p> <ul style="list-style-type: none"> • Field work, field studies study tour • <u>Student seminar</u> • <u>Remedial classes</u> • <u>Career counseling</u> • NET/SET/GETT/Workshop (1 week) • <u>Quiz, debate, elocution</u>, (on subject) • Essay competition on subject • Exhibition • <u>Subject / faculty day celebration</u> • Survey conduction • Subject association activity (Evidence to be provided.) 	15	<p>Actual hours spent per academic year % 10</p> <p>50/10=</p> <p>05</p>		
	<p>ii. Other co-curricular activities</p> <ul style="list-style-type: none"> • Cultural prog. coordinator • NSS, NCC officer/ Assit officer • <u>Eradication of superstitions</u> • <u>Tree plantation</u> • <u>AIDS / Awareness</u> • <u>Blood donation camp</u> • Student welfare officer • Placement officer • Sports Committee (Evidence to be provided.) 		<p>Actual hours spent per academic year % 10</p> <p>80/10 =</p> <p>08</p>		
	<p>iii. Extension and dissemination activities</p> <p>Positions held / Leadership role played in organization linked with Extension work</p> <ul style="list-style-type: none"> • <u>Community work such as—National integration, human Right,</u> peace,Scientific temper flood/ drought relief • Public lectures delivered (Related to subject) • Talks delivered in a programme as 		<p>Actual hours spent per academic year % 10</p> <p>20/10</p> <p>02</p>		

	chief guest • Seminars in public interest • <u>General awareness activities</u> • <u>Organizing subject related event</u> like lecturer on special topics • Popular writings not covered under(III) (Evidence to be provided.)				
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[9]

B	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i. Administrative responsibility <ul style="list-style-type: none"> • Dean, Principal, management council member • Director of school/institute • IQAC coordinator, • Refresher/orientation coordinator • <u>Head of Department</u> • Chairperson/ Convener Teacher-in-charge or similar duties that require regular office hours for its discharge) per duty	15	Actual hours spent per academic year % 10		
	ii. Participation in <ul style="list-style-type: none"> • BOS/ Faculty / Academic Council / • Senate/ any other University Committee • Chairman for subject related event like. Ph.D. Open Defense Session. • Various Scrutiny meeting • Resource Person/ Speaker for subject related event • Referee/ Judge for subject related event etc. • Administrative Committees • Editorial Board • Local management committee • <u>Admission committee</u> • Campus development • Library committee • <u>Standing Committee</u> • Sexual Harassment &Prevention Committee etc. • Membership / participation in State / Central bodies/committees on 		Actual hours spent per academic year % 10 150/10 15		

	education research				
	• Exam reforms				

[10]

C	Professional Development activities <ul style="list-style-type: none"> • participation in seminars, conferences, • short term training courses, • industrial experience, • talks, • lectures in refresher / faculty development courses, • dissemination and general articles and any other contribution 	15	Actual hours spent per academic year %10 30/10= 03		
	Total of Category II Max score	45			
	Minimum API score required for Category II (for Assessment period)	*50/50/50 /50/100	33		

- Stage 2 to 3 = 50,
- Stage 3 to 4 = 50,
- Stage 4 to 5 = 50,
- Stage 5 to 6 = 100

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

VERIFIABLE CRITERIA:1) Academic Dairy, 2) Bio Metric Generated Slips. 3) Attendance sheets, 4) Certification by HOD / Principal, 5) Supporting Documents

CATEGORY: III**RESEARCH AND ACADEMIC CONTRIBUTIONS**

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor and Associate Professor to Professor and for direct recruitment of Associate Professor and Professor.

III A) (i) Published Papers in Refereed Journals as notified by the UGC* (25 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(i)									

Published Papers in Other Reputed Journals as notified by the UGC* (10 points per publication)

Sr. No.	Title with page Nos.	Journal	ISSN / ISBN No.	Impact Factor, if any	No. of co-authors	Whether principal author/ corresponding author / Guide	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total A(i)									

III B) Publications other than journal articles (books, chapters in books)

(i) Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.

(30 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B i)									

(ii) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. (20 Points per Book for Single Author)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B ii)									

(iii) Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (15 Points per Book for Single Authour)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iii)									

(iv) Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (International -10 points per Chapter National – 5 Points per Chapter)

Sr. No.	Title with page nos.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether peer reviewed	No. of co-authors	Whether principal author /corresponding author /Guide	Self Appraisal score	API score Verified	Page No. of relevant documents
Sub Total B iv)									

Total B(i+ii+iii+iv)	
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* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - 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 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III C) Research Projects:

III C (i) Sponsored Projects

A) Major projects: grants above Rs.30 lakhs for Engineering/ sciences & above Rs.5 lakhs for others, 20 points per project,

B) Major project: grants above Rs. 5 lakhs up to Rs. 30 lakhs for Engineering/ science and Rs.3 lakhs minimum to Rs. 5 lakhs for others, 15 points per project,

C) Minor project: grants above Rs.1 lakhs up to Rs. 5 lakhs for Engineering/ sciences & above Rs.1 lakhs up to Rs. 3 lakhs for others, 10 points per project,

Type of project	Title	Agency	Year of completion	Whether Co-PI	Grant (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents

Sub Total C (i)			
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[14]

III C (ii) Consultancy Projects (Amount mobilized with minimum Rs.10 lakhs for Engineering/ sciences & minimum of Rs.2 lakhs for others, 10 points for every Rs 10 lakhs & Rs. 2 lakhs. respectively)

Sr. No.	Title	Agency	Year of completion	Whether Co-PI	Amount Mobilized (Rs. Lakh)	Self appraisal Score	API score Verified	Page No. of relevant documents
Sub Total C (ii)								

III C (iii) Projects Outcome/Output:

Patent / Technology transfer / Product process

Major Policy document prepared for international bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./Local Bodies(30 for each International / 20 for each national level output or patent. Major policy document of International bodies - 30 Central Government – 20, State Govt.-10 Local bodies – 5)

Sr. No.	Name of the Project	Funding Agency	Whether Co-PI	Amount Mobilized (Rs.)	Self appraisal score	API score Verified	Page No. of relevant documents
Sub Total C (iii)							

Total C(i+ii+iii)	
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III D Research Guidance (In the case of joint supervision points are to be equally shared)

(For M.Phil. degree awarded 5 points per candidate, Ph.D. degree awarded 15 points per candidate. Ph.D. thesis submitted 10 points per candidate)

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
M. Phil orequivalent						
Ph. D. orequivalent						
Sub Total D						

III E Fellowships, Awards and Invited lectures delivered in conferences / seminars**III E (i) Fellowships/ Awards**

- A. International Award /Fellowship from academic bodies/associations -15 per Award / 15 per Fellowship.
- B. National Award/Fellowship from academic bodies/associations -10 per Award / 10 per Fellowship.
- C. State/University level Award from academic bodies/associations -5 per Award

Sr. No.	Fellowship / Award	Year	Level International /National / State / University	Awardee Academic Body/ Association	API Score Claimed by the candidate	API Score Verified	Page No. of relevant documents
1							
Sub Total E (i)							

III E (ii) Invited lectures / papers International level 7 per lecture, National level 5 per lecture, State / University level 3 per lecture

a. Invited lectures

Sr. No.	Title of Lecture /Academic Session	Title of Conference /Seminar etc	Organized by	Whether international/National/uni	API score claimed	API Score Verified	Page No. of relevant documents
1							
2							
Sub Total E (ii)							

(ii) Invited lectures / papers International level 5 per paper, National level 3 per paper, State / University level 2 per paper

a. Papers presented

Sr. No.	Title of Lecture /Academic Session	Title of Conference /Seminar etc	Organized by	Whether international/ National/ State or University level	API score claimed	API Score Verified	Page No. of relevant documents
01.	Stress Management Date- 17/10/2018	Mpsc/UpSC Coaching	Dhaygude Academy, Satara	State	02		
02	Time Management	MPSC/UPSC Coaching	SPM College, Satara	University	02		
2	Personality Development	NSS Camp	SPM college, Satara	University	02		
Sub Total E (ii)					04		

Total E (i+ii)	06
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The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

III(F) Development of e-learning delivery process/material

10 per module

IV SUMMARY OF CATEGORY III

Details	By Candidate	By Committee	Remark
Total A)			
Total B)			
Total C)			
Total D)			
Total E)	06		
Total F)			
Grand Total			

V SUMMARY OF API SCORES

	Criteria	API score claimed	API score verified	Page No.
I	Procurement, Organization, and Delivery of Knowledge and Information Through Library Services	79.12		
II	Professional Development, Co-Curricular and Extension Activities	33		
III	Research and Academic Contribution	06		
	TOTAL API(I + II + III) (Minimum Score required 90/120/150/180)	118.12		

List of Enclosures:

(Please attach, copies of certificates, and / or letters sanction orders, papers etc. wherever. Necessary)

1. Exam Duties Order	6. Committee List
2. Certificate of conference attends	7
3. Published Paper in referred Journals	8
4. Certificate	9
5. Letters	10

UNDERTAKING

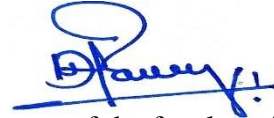
I **MR. PAWAR DILIP RAMCHANDRA** undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS Performa.

My PBAS based APIs score carries

118.12

Place : **Satara**

Date : 02/07/2020



Signature of the faculty with
Designation- **Assistant Professor**

Place :: **Satara**

Date : 2/7/2020



IQAC
Co-ordinator

Head of the Department

Place :: **Satara**

Date : 2/7/2020



Principal
Savitribai Phule Mahila Mahavidyalaya
SATARA

Principal / Director/ Vice- Chancellor

N. B.: The individual PBAS performa duly filled along with all enclosures, submitted for CAS promotions will be duly verified by the college/Institute/university as necessary and placed before the Screening cum Evaluation Committee or Selection Committee for assessment / verification.