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| **logo copy - kala** | **TAMIL NADU VETERINARY AND ANIMAL SCIENCES UNIVERSITY**  **CAREER ADVANCEMENT SCHEME (CAS)-2022** |

**PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)**

**CATEGORY** I **- TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

**Year 1** (From DD/MM/YY to DD/MM/YY)

1. **Teaching / Administration / Duties**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Lectures / Practicals (UG, PG, PhD & other courses) |  |
| 2 | Seminars Presented for the benefit of students |  |
| 3 | Administration of Colleges / Directorates / Units / Stations / Schemes / Externally Aided Projects |  |
| 4 | Duties in Colleges / Directorates / Units / Research stations / Schemes/EAPs/ Offices of college and university/ Distance Education cell/ UPD / Labs/ Educational Cell / Educational Technology Cell |  |
| 5 | Internship Supervision |  |
| 6 | Specific departmental activities like analysis, clinical materials processing/ examination, water analysis, preparation of specimens, feed / mineral mixture preparation, technical advices to farmers, collection of materials/ samples for practical classes, post mortem, etc. |  |
| 7 | Other similar/ special additional duties |  |
|  | **Total** |  |
|  | **Maximum admissible: 75 points** |  |

**B. Teaching in Excess of UGC norms**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Lectures or teaching in other Universities/ Institutes |  |
| 2 | Developing /assisting experiential learning programmes |  |
| 3 | Consultancies for academic activities in other Universities/Colleges |  |
| 4 | Academic advice |  |
| 5 | Non credit courses and other academic duties |  |
|  | **Total** |  |
|  | **Maximum admissible: 15 points** |  |

**C. Instructions & Syllabus Enrichment**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Preparation and imparting knowledge /instruction as per curriculum |  |
| 2 | Syllabus enrichment by providing additional resources to students (course outline, practical manual etc) |  |
|  | **Total** |  |
|  | **Maximum admissible: 20 points** |  |

**D. Innovative / Interactive teaching**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Use of participatory and innovative teaching –learning methodologies |  |
| 2 | Updating of subject content |  |
| 3 | Course improvement |  |
| 4 | Assistance and developing of new degree/ diploma courses/programmes |  |
| 5 | Interactive sessions like video conferencing |  |
| 6 | E-courses |  |
|  | **Total** |  |
|  | **Maximum admissible: 20 points** |  |

**E. Examination Duties**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Type of work** | **Scores** |
| 1 | Question paper setting (Midterm/ Internal) |  |
| 2 | Invigilation (Midterm/ Internal) |  |
| 3 | Evaluation (Midterm/ Internal) |  |
| 4 | Invigilation (Board/Comprehensive Exam) |  |
| 5 | Practical/viva-voce (Chairman Board) |  |
| 6 | Practical/viva-voce (Member Board) |  |
| 7 | Practical/viva-voce (Skilled Assistant Board) |  |
| 8 | Question paper setting (Other Universities) |  |
| 9 | Comprehensive qualifying Examination (Major advisor) |  |
| 10 | Comprehensive qualifying Examination (Minor advisor) |  |
| 11 | Research credit Evaluation (Major advisor) |  |
| 12 | Research credit Evaluation (Minor advisor) |  |
| 13 | Conduct of Exam/paper correction/Comprehensive Exam / Thesis Evaluation / Viva-voce in Other Universities |  |
| 14 | Internship Evaluation |  |
| 15 | Question paper setting for ARS/ICAR/PSC etc |  |
| 16 | Invigilation & related duties of CEE |  |
|  | **Total** |  |
|  | **Maximum admissible: 50 points** |  |

**F. Academic / Research / Extension Management Duties (For UOs only)**

| **No.** | **Activities** | **Scores** |
| --- | --- | --- |
|  | Developmental Activities - The developmental activities should be towards institution building only like – No. of projects obtained for the University, Increase in farm outputs, trainings organized, reforms initiated, patents encouraged, innovative teaching and evaluation methods introduced, guest lectures delivered to PG students, infrastructure improvement etc. These should be explained in quantifiable terms in comparison to previous year. |  |
|  | Budget outlay increase (Excluding External Source) |  |
|  | New Facilities Created Academic, Co-Curricular and Extra-curricular activities (Quote the facilities initiated and created) |  |
|  | Reforms introduced to existing procedures with outputs and outcomes |  |
|  | External funding generated by faculty through competitive mode |  |
|  | Villages adopted – Repetition not allowed |  |
|  | Social welfare programmes conducted in adopted villages |  |
|  | Seminars / Symposia organized |  |
|  | New Academic Courses initiated and started |  |
|  | Any other  Any other activity worth mentioning by the UO may be provided here. However, it should not be subjective but should be objective and in quantifiable terms. The staff may contact IQAC to substantiate their activities in quantifiable terms. The screening committee shall decide points with the approval of university |  |
|  | **Total** |  |
|  | **Maximum admissible: 75 points** |  |

|  |  |
| --- | --- |
| **Total score for category I (A+B+C+D+E+F)** |  |

*#The formats (A, B, C, D, E & F) should be replicated for each year of the Assessment period*

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

**Year 1** (From DD/MM/YY to DD/MM/YY)

1. **Co-Curricular activities**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Student related co curricular extension and field based activities |  |
| 2 | NSS |  |
| 3 | NCC |  |
| 4 | Sports Secretary / Cafeteria incharge / Cooperative stores incharge |  |
| 5 | Cultural activities/clubs and associations of staff and students |  |
| 6 | Subject related events (POP, consultative workshops etc) |  |
| 7 | Warden / Deputy warden |  |
| 8 | Associate Patron |  |
| 9 | Staff Editor |  |
| 10 | Reviewer/ referee of journals |  |
| 11 | Editor of seminar proceedings/jubilee proceedings |  |
| 12 | Placement and Counseling centre |  |
| 13 | EDP / Study circle / tracking programme |  |
| 14 | Student Advisorship and Counseling |  |
| 15 | Conducting study tours of very short duration |  |
| 16 | Conducting study tours of short duration |  |
| 17 | Conducting study tours of long duration |  |
| 18 | Alumni / Welfare Association |  |
| 19 | Functionaries of professional organizations/associations |  |
| 20 | Articles in college and University publications |  |
| 21 | Selection/Recruitment committees within and other universities for all purposes |  |
| 22 | Other similar/special additional duties. |  |
|  | **Total** |  |
|  | **Maximum admissible: 30 points** |  |

1. **Extension activities**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Contribution to Corporate life / Institution life |  |
| 2 | Farmer/ field extension activities |  |
| 3 | Conduct of exhibitions |  |
| 4 | Conduct of farmers seminars |  |
| 5 | Preparation of exhibits |  |
| 6 | Village adoption / formation of farmers club, etc., |  |
| 7 | Documentation of success stories, etc., |  |
| 8 | Other similar assigned works by University Officers |  |
|  | **Total** |  |
|  | **Maximum admissible: 20 points** |  |

1. **Professional developmental activities**

|  |  |  |
| --- | --- | --- |
| **Sl No:** | **Activities** | **Scores** |
| 1 | Participation in Seminars / Conferences/ Symposium/ Workshops etc |  |
| 2 | Participation in talks / lectures |  |
| 3 | Membership in professional associations (National and State level) |  |
| 4 | Membership/participation in State, Central and student advisory  committees on education & research and National development |  |
| 5 | Radio / TV programmes |  |
| 6 | Field / Clinical camps |  |
| 7 | Field investigation |  |
| 8 | Campus development activities |  |
| 9 | Editor/ Assistant Editor of Journal |  |
| 10 | Editorial Board members |  |
| 11 | Project co-ordination (chairman & members) |  |
|  | **Total** |  |
|  | **Maximum admissible: 20 points** |  |

|  |  |
| --- | --- |
| **Total score for category II (A+B+C)** |  |

*#The formats (A, B & C) should be replicated for each year of the Assessment period*

**Format for Category II\***

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.No.** | **Activity** | **Reference** | **Score** |
| 1 |  |  |  |

*\*the Format can be modified, where ever required***CATEGORY III - RESEARCH & ACADEMIC CONTRIBUTIONS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **APIs** | **Animal / Veterinary / Food Sciences** | | **Library / Physical education** | | | **Scores** |
| IIIA | Research Papers published in  **journals and conference proceedings** | Refereed journals | | Refereed journals | | |  |
| Non refereed but recognized and reputable journals and periodicals having ISBN/ISSN numbers | | Non refereed but recognized and reputable journals and periodicals having ISBN/ISSN numbers | | |  |
| Conference proceedings as full papers (Abstracts not to be included) | | Conference proceedings as full papers (Abstracts not to be included) | | |  |
| III B1 | Research publications (books, chapters in books , other than refereed journal articles) | Text or Reference books published by International Publishers with an established peer review system | | Text or Reference books published by International Publishers with an established peer review system | | |  |
| Subject books by National Level publishers / State and Central Govt. Publications with ISBN/ISSN numbers and University publications | | Subject books by National Level publishers / State and Central Govt. Publications with ISBN/ISSN numbers | | |  |
| Subject books by other local publishers with ISBN/ISSN numbers | | Subject books by other local publishers with ISBN/ISSN numbers | | |  |
| Chapters contributed to edited knowledge based volumes published by international publishers | | Chapters contributed to edited knowledge based volumes published by international publishers | | |  |
| Chapters in knowledge based volumes by Indian /National level publishers with ISBN/ISSN nos. and with numbers of national and international directories | | Chapters in knowledge based volumes by Indian /National level publishers with ISBN/ISSN nos. and with numbers of national and international directories | | |  |
| III B 2 | **Popular articles**  **(max.=30 points)** | Published in a Newspaper / professional magazines | | Published in a Newspaper / professional magazines | | |  |
| III B 3 | **Pamphlets**  **(max.=30 points)** | Published for farmers. Indicate the number published | | Published for farmers. Indicate the number published | | |  |
| III B 4 | **Assets created for the University** | Indicate the land purchased, buildings constructed and such other activity. Mention the value of the asset | | Indicate the land purchased, buildings constructed and such other activity. Mention the value of the asset | | |  |
| III B 5 | **Seminar / Workshop / Training / Exhibition organized** | Indicate whether it is international, national, state or university level. Also mention your role in the conduct as Organizing Secretary, Chairman of a committee etc. | | Indicate whether it is international, national, state or university level. Also mention your role in the conduct as Organizing Secretary, Chairman of a committee etc. | | |  |
| III B 6 | **Extension achievement** | List the number of on farm trials conducted, farmer interaction groups organized inter institutional HRD programmes conducted, On campus and off campus trainings | | List the number of on farm trials conducted, farmer interaction groups organized inter institutional HRD programmes conducted, On campus and off campus trainings | | |  |
| **IIIC** | **Research Projects** | | | | | | |
| III C (i) | Sponsored projects ongoing | **(**a)Major projects amount mobilized with grants above Rs.30.0 lakhs | | Major projects amount mobilized with grants above Rs.5.0 lakhs | | |  |
|  |  | (b)Major projects amount mobilized with grants above Rs.5.0 lakhs to 30.0 lakhs | | Major projects amount mobilized with grants above Rs.3.0 lakhs to 5.0 lakhs | | |  |
|  |  | (c) Minor projects (amount mobilized with grants above Rs. 50,000 to 5.0 lakhs | | Minor projects (amount mobilized with grants above Rs. 25,000 to 3.0 lakhs | | |  |
|  |  | (d) Corpus fund / student projects below 50,000 | | Corpus fund / student projects below 50,000 | | |  |
| III C (ii) | Consultancy projects ongoing | Amount mobilized with minimum of Rs. 1.00 lakh | | Amount mobilized with minimum of Rs. 1.00 lakh | | |  |
| III C (iii) | Completed projects | Completed project report | | Completed project report | | |  |
| III C (iv) | Acceptance for the completed projects | Acceptance from funding agency | | Acceptance from funding agency | | |  |
| IIIC (v) | Project outcomes / outputs | Patent technology/product/process | | Major policy document of Govt. bodies at Central and State level | | |  |
| **III(D)** | **Research guidance** | | | | | | |
| III D (i) | MVSc / MTech / Any other Masters degree approved by TANUVAS from time to time | Degree awarded | | Degree awarded | | |  |
| III D (ii) | Ph.D | Degree awarded | | Degree awarded | | |  |
| Thesis submitted only | | Thesis submitted only | | |  |
|  | M.Phil / PG Diploma programmes | Degree awarded | | Degree awarded | | |  |
| **III E** | **Participation in Training courses, refresher courses, orientation courses, etc.** | | | | | | |
| III E (i) | Refresher courses, Orientation courses, Training, Summer / Winter schools, Faculty development programmes | Minimum of two weeks duration | Minimum of two weeks duration | | |  | |
| Less than two weeks and more than one week | Less than two weeks and more than one week | | |  | |
| Less than one week | Less than one week | | |  | |
| III E (ii) | Papers in conferences / seminars /  Workshops / Symposia  **(max.=50 points)** | Presentation of research papers(oral /posters) | Presentation of research papers(oral /posters) | | |  | |
| (a)International | (a)International | | |  | |
| (b) National | (b) National | | |  | |
| (c) Regional/state level | (c) Regional/state level | | |  | |
| (d)University/college level | (d)University/college level | | |  | |
| III E  ( iii) | Invited lectures / Lead talks / presentations for conferences /symposia | (a) International | (a) International | | |  | |
| (b) National level | (b) National level | | |  | |
| (c) Regional/state level | (c)Regional/state level | | |  | |
| (d)Local-University/college level | (d)Local-University/college level | | |  | |
| III E (iv) | Participation as members of Judging panel, conduct of scientific sessions as Chairman, Co-Chairman, Rapporteur | (a) International | (a) International | | |  | |
| (b) National level | (b) National level | | |  | |
| (c) Regional/state level | (c) Regional/state level | | |  | |
| (d)University/college level | (d)University/college level | | |  | |
| III F | **Awards, Honours, Fellowships and Appreciations** | | | | | | |
|  |  | (a) International | | | (a) International | |  |
|  |  | (b) National level | | | (b) National level | |  |
|  |  | (c) Regional / State / University / College level | | | (c) Regional / State / University / College level | |  |

**Format for Category III**

**III A Format for research publications:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the paper** | **Authors** | **NAAS Rating** | **Your position**  **FA/CA/OT2** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

**III B1 Format for books**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the book /**  **Chapter in the book** | **Nature of book3** | **Authors** | **Publishers4** | **ISBN / ISSN No.** | **Your position**  **FA/OT** |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |

**III B2 Format for popular articles**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the paper** | **Authors** | **Source of publication** | **Your position**  **FA/OT** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

**Format for papers in Seminar / Conference / Workshop**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No** | **Title of the paper** | **Authors** | **International National / State / University** | **Your position**  **FA/OT** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

*1Follow NAAS Ratings in the respective year of publication. For non-NAAS rated journals provide impact factor as provided in the website of the Journal*

*2FA – First author; CA – Corresponding author; OT – Other author*

*3Text Book or Knowledge based book*

*4Also mention whether the publishers are International or National*

**CERTIFICATE**

I certify that the information provided is correct as per records available with the University / documents enclosed with the proforma.

Place: Signature of the faculty

Date:

**ACADEMIC PERFORMANCE INDICATORS**

**Category I Teaching, Learning, Evaluation & Administration *(Delete years* / *Add more years, if required*)**

1. **Teaching / Administration / Duties (Maximum score-75/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Teaching in Excess of UGC norms (Maximum score-15/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Instructions & Syllabus Enrichment (Maximum score-20/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Innovative / Interactive teaching (Maximum score-20/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Examination Duties (Maximum score-50/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

**F. Academic / Research / Extension Management Duties (Maximum score-75/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

**Total scores obtained in Category I (A+B+C+D+E+F)**

**(Maximum score-180/year, Minimum score required-100/year)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** | **Total** |
|  |  |  |  |  |  |  |  |  |  |  |

**Category II Co-Curricular, Extension, and Professional development (*Delete years* / *Add more years, if required*)**

1. **Co-Curricular activities (Maximum score-30/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Extension activities (Maximum score-20/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

1. **Professional developmental activities (Maximum score-20/year)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** |
|  |  |  |  |  |  |  |  |  |  |

**Total scores obtained in Category II (A+B+C) (Minimum score required-20/year)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** | **Total** |
|  |  |  |  |  |  |  |  |  |  |  |

**Total scores obtained in Category I & II (I + II) (Minimum score required-150/year)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Score** | | | | | | | | | | |
| **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Year 7** | **Year 8** | **Year 9** | **Year 10** | **Total** |
|  |  |  |  |  |  |  |  |  |  |  |

**Category III Research & Academic contributions**

|  |  |  |
| --- | --- | --- |
|  | **Particulars** | **Score** |
| **A** | **Research papers published in journals and conference proceedings** |  |
| **B** | **Research publications (books, chapters in books, other than refereed journal articles), Popular articles; Pamphlets; Assets created for the University; Seminar / Workshop / Training / Exhibition organized and Extension achievements** |  |
| **C** | **Research projects** |  |
| **D** | **Research guidance** |  |
| **E** | **Participation in Training courses, refresher courses, orientation courses, etc** |  |
| **F** | **Awards, Honours, Fellowships and Appreciations** |  |
|  | **Total Score in the Assessment Period** |  |

**Minimum total score required in the category III varies with the Stage of promotion (See Table: 2)**

**CERTIFICATE**

I certify that the scores provided are correct as per records available with the University/ documents enclosed with the annual PBAS proforma.

Place: Signature of the faculty

Date:

I certify that the scores provided are verified and found correct as per the documents enclosed with the annual PBAS proforma submitted to the University.

Place: Signature of the Head of the Department

Date: