Deccan Education Society's

Kirti M.Doongursee College of ASC, Dadar(w), Mumbai-28

Self Appraisal Report

Part-A: General Information and Academic Background		
1.	**Name (in Block Letters)**	
2.	**Name of the Department**	
3.	**Name of the College**	
4.	**Nationality**	
5.	**Marital Status**	
6.	**Category (SC/ST/OBC/GEN)**	
7.	**Address for Communication**	
8.	**Permanent Address**	
9.	**Telephone No., Mobile No., E-mail Address**	
10.	**Academic Qualifications**	
11.	**Research Degree(s)**	

Degree(s)	Title of Dissertation/Thesis	Year of Award	University
M.Phil.			
Ph.D.			
Any Other	---	---	---

12.	**Field (s) of Specialization**	
13.	**Appointments held prior to joining Kirti College**	

Designation	Name of Employer	Nature of Appointment	Date of Joining	Date of Leaving	Salary with Grade Pay/Level	Reason for Leaving

14. Period of teaching/Research Experience:

UG Level	PG Level	Research

15. Post Doctoral Research Experience in years
(as Research Scientist, Research Associate etc.)

16. Details of Orientation and Refresher/Research Methodology Course attended:

Name of the Course	Place	Duration	Name of ASC/HRDC	Sponsoring Agency

PART-B

Table-1 (Assessment Criteria and Methodology)

Activity 1: Teaching

Year	Course/Paper	Level (UG/PG)	Mode of Teaching *	Total Classes Assigned	

* Lecture (L), Seminar (S), Tutorial (T), Practical (P)   # Contact Hours (C)

80% & above – Good   Below 80% but 70% & above-Satisfactory   Less than 70% - Not satisfactory

Activity 2: Involvement in Students-Related Activities/ Research Activities

(a) Administrative responsibilities such as; Head/Chairperson/ Dean/ Director/ Coordinator, Warden etc. (b) Examination and evaluation duties assigned by the University or attending the examination paper evaluation. (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. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of being actively involved in guiding Ph.D. students. (f) Conducting minor or major research

project (s) sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed or UGC list of Journals.

Year	Detail of Activities	Category	Number of Activities during Assessment Period	Grading	ANNEXURE NO.

Good - Involved in at least 3 activities   Satisfactory - 1-2 activities   Not-satisfactory - Not involved / undertaken any of the activities
Note: Number of activities can be within or across the broad categories of activities

Table-2 (Academic/Research Score)

(Assessment must be based on evidence produced by the teacher such as; copy(ies) 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.)

SR. NO.	ACADEMIC / RESEARCH ACTIVITY	Score as Per UGC Regulations: Faculty of Sciences, Engineering, Agriculture, Medical, Veterinary Sciences / Faculty of Languages, Humanities, Arts, Social Sciences, Library, Education, Physical Education, Commerce, Management & other related disciplines	ENTER QUANTITY/ PARAMETER	OBTAINED SCORE	ANNEXURE N
	Research Papers in Peer-Reviewed or UGC-listed (But Not Refereed) Journals without Impact Factor				
	Single Author	08/10			
	Two Authors	5.6/7			
	First/Principal/Corresponding Author (More than 2 Authors)	5.6/7			
	Joint Author (More than 2 Authors)	2.4/3			
	Research Papers in Peer-Reviewed or UGC-listed (Refereed) Journals without Impact Factor				
	Single Author	13/15			
	Two Authors	9.1/10.5			
	First/Principal/Corresponding Author (More than 2 Authors)	9.1/10.5			
	Joint Author (More than 2 Authors)	3.9/4.5			
	Research Papers in Peer-Reviewed or UGC-listed with Impact Factor less than 1				
	Single Author	18/20			
	Two Authors	12.6/14			
	First/Principal/Corresponding Author (More than 2 Authors)	12.6/14			
	Joint Author (More than 2 Authors)	5.4/6			

	Research Papers in Peer-Reviewed or UGC-listed with Impact Factor between 1 and 2 (Include 1 not 2)				
	Single Author	23/25			
	Two Authors	16.1/17.5			
	First/Principal/Corresponding Author (More than 2 Authors)	16.1/17.5			
	Joint Author (More than 2 Authors)	6.9/7.5			
	Research Papers in Peer-Reviewed or UGC listed with Impact Factor between 2 and 5 (Include 2 not 5)				
	Single Author	28/30			
	Two Authors	19.6/21			
	First/Principal/Corresponding Author (More than 2 Authors)	19.6/21			
	Joint Author (More than 2 Authors)	8.4/9			
	Research Papers in Peer-Reviewed or UGC listed with Impact Factor between 5 and 10 (Include 5 not 10)				
	Single Author	33/35			
	Two Authors	23.1/24.5			
	First/Principal/Corresponding Author (More than 2 Authors)	23.1/24.5			
	Joint Author (More than 2 Authors)	9.9/10.5			
	Research Papers in Peer-Reviewed or UGC listed with Impact Factor > 10 (Include 10)				
	Single Author	38/40			
	Two Authors	26.6/28			
	First/Principal/Corresponding Author (More than 2 Authors)	26.6/28			
	Joint Author (More than 2 Authors)	11.4/12			
			Sub Total (Part 1)		
2 (a)	**Books Authored**				
	Published by International Publishers	12/12			
	Published by National Publishers	10/10			
	Publication of Chapter in Edited Books	5/5			
	Editor of Book by International Publishers				
	Editor of Book by International Publishers	10/10			

	Editor of Book by National Publishers	8/8			
2 (b)	**Translation Works in Indian and Foreign languages**				
	Chapter or Research Paper	3/3			
	Translation Work of Book	8/8			
	Sub Total (Part 2)				
3	**Creation of ICT-mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula**				
3 (a)	Development of Innovative pedagogy; Contributor / Contributors	5/5			
3 (b)	**Design of New Curricula and Courses (ICT Based)**				
	Contributor / Contributors	2/2			
3 (c)	**Development of Complete MOOC's in 4 Quadrant (4 Credit Course)**				
	4 Credit Course	20/20			
	3 Credit Course	15/15			
	2 Credit Course	10/10			
	1 Credit Course	5/5			
	MOOCs (developed in 4 quadrant) per module / lecture				
	Module / Lecture Creator (Per Module)	5/5			
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)				
	Content Writer / Subject Matter Expert (Per Module)	2/2			
	Course Coordinator for MOOCs				
	4 Credit Course	8/8			
	3 Credit Course	6/6			
	2 Credit Course	4/4			
	1 Credit Course	2/2			
3 (d)	**Development of E-Content in 4 quadrants for a Complete Course / E-Book**				
	E-Content in 4 quadrants for a Complete Course / E-Book	12/12			
	E-Content (developed in 4 quadrants) per module				

	Module(s)	5/5			
	Contribution to development of E-Content module in Complete Course / Paper / E-Book (at least one quadrant)				
	Contributor	2/2			
	Editor of E-Content for Complete Course / Paper / E-Book				
	Editor	10/10			
	Sub Total (Part 3)				
4 (a)	**Research Guidance**				
	Ph.D. Guidance (Degree Awarded)				
	Ph.D. Guidance (Awarded) (Single Supervisor)	10/10			
	Ph.D. Guidance (Awarded) (Supervisor in Joint Guidance)	7/7			
	Ph.D. Guidance (Awarded) (Co-Supervisor in Joint Guidance)	7/7			
	Ph.D. Guidance (Thesis Submitted)				
	Ph.D. Guidance (Submitted) (Single Supervisor)	5/5			
	Ph.D. Guidance (Submitted) (Supervisor in Joint Guidance)	3.5/3.5			
	Ph.D. Guidance (Submitted) (Co-Supervisor in Joint Guidance)	3.5/3.5			
	M.Phil./P.G Dissertation Guidance				
	M.Phil./P.G Dissertation (Single Supervisor)	2/2			
	M.Phil./P.G Dissertation (Supervisor in Joint Guidance)	1.4/1.4			
	M.Phil./P.G Dissertation (Co-Supervisor in Joint Guidance)	1.4/1.4			
4 (b)	**Research Project Completed (More than 10 Lakhs)**				
	Sole Investigator	10/10			
	Principal Investigator in Joint Project	5/5			
	Co-investigator in Joint Project	5/5			
	Research Project Completed (Less than 10 Lakhs)				
	Sole Investigator	5/5			
	Principal Investigator in Joint Project	2.5/2.5			
	Co-investigator in Joint Project	2.5/2.5			

4 (c)	Research Project Ongoing (More than 10 Lakhs)				
	Sole Investigator	5/5			
	Principal Investigator in Joint Project	2.5/2.5			
	Co-investigator in Joint Project	2.5/2.5			
	Research Project Ongoing (Less than 10 Lakhs)				
	Sole Investigator	2/2			
	Principal Investigator in Joint Project	1/1			
	Co-investigator in Joint Project	1/1			
4 (d)	Consultancy				
	Consultancy	3/3			
			Sub Total (Part 4)		
5 (a)	Patent				
	International	10/10			
	National	7/7			
5 (b)	Policy Document (International Body/Organization/Central Govt. or State Govt.)				
	International	10/10			
	National	7/7			
	State	4/4			
5 (c)	Awards / Fellowship				
	International	7/7			
	National	5/5			
			Sub Total (Part 5)		
6	Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference				
	International (Abroad)	7/7			
	International (Within Country)	5/5			
	National	3/3			
	State University	2/2			

	Sub Total (Part 6)	
	Total Score without Capping	
	Total Score of 5(b) + 6	
	Capped Score of 5(b) + 6 (30 % of Total Score of 5(b) + 6)	
	Total Score with Capping, wherever applicable	
	FINAL OBTAINED SCORE (API)	

Summary of Grading Criteria and Academic and Research Scores:

Categories	Year-1	Year-2	Year-3	Year-4	Year-5	Year-6
Activity 1: Teaching						
Activity 2: Involvement in the students related activities/research activities						
Total of Activity 1 and Activity 2						
Table 2: Academic and Research Score (after applying cap, wherever applicable)						

Part-C: Other Relevant Information:

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier:

Sr. No.	Details (Mention Year, Value etc. where relevant)

(Attach documentary proof in support of the information provided by you in this proforma)

List of Enclosures: (Please attach copies of certificates, sanction orders, papers, notifications etc., wherever necessary)

1.
2.
3.
4.
5.

I hereby declare that the information/documents provided by me are correct and verifiable, and I have carefully read the relevant provisions relating to promotion under Career Advancement Scheme (CAS) contained in UGC Regulations, 2018 as amended from time to time.
Date………………………….
Place………………………

Signature & Designation of the Applicant

Certified that Mr./Ms./Dr……………………………has been working as …………………………………..in the department since…………………………. The particulars given in this application have been checked and verified from the office records and are found to be correct.

Head of the Department

Endorsed by the Principal

Observations/Recommendations of Director, IQAC:

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