



Gujarat University, Ahmedabad - 380 009, Gujarat, INDIA

Annual Self Appraisal Report

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

- 1) Name (in Block Letters) :**
- 2) Father's Name / Mother's Name :**
- 3) Department :**
- 4) Current Designation & Grade Pay :**
- 5) Permanent Address (with PIN code) :**

Telephone No. :

Mobile No. :

Email ID :

Signature of the Teacher :

Forwarded through:

(Signature of Director of the School & seal) (Signature of Head of the Department & seal)

Encl.: List of Supporting Documents

- 1)
- 2)
- 3)

- **Orientation / Refresher Course / Quality Improvement Programme attended: (Attach evidence/s)**

No.	Name of the Course	Place	Dates		Duration in Weeks	Sponsoring Agency	Evidence is attached on page
			From	To			
1							
2							
3							
4							
5							

PART - B : PROFORMA FOR CALCULATING ACADEMIC SCORE

(Form is as per the UGC Regulation 2018, July 18, 2018.)

TABLE - 1

Assessment Criteria and Methodology for University Teachers

To be filled year wise: (from the starting date of assessment period)

Sr. No.	Activity	Self-Assessment	Grading	Evidence On Page No.
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities) Grading Criteria: 80% & above - Good Below 80% but 70% & above- Satisfactory Less than 70% - Not satisfactory			
2.	Involvement in the University/College students related activities/research activities: 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			
	Details of Activities:			
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.			
(b)	Examination and evaluation duties assigned by the college / 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 actively involved in guiding Ph.D. students.		
(f)	Conducting minor or major research project sponsored by national or international agencies.		

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

Overall Grading: _____

Good: Good in teaching and satisfactory or good in activity at Sl.No.2.

Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.

Not Satisfactory: If neither good nor satisfactory in overall grading

(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.,)

Page 6 of 13

2. Publications (other than Research papers) (Give Full Detail including ISSN/ISBN)	Is the publisher listed on University website? Yes / No		
(a) Books authored which are published by;			
International publishers			
I			
II			
III			
IV			
V			
National Publishers			
I			
II			
III			
IV			
V			
Chapter in Edited Book			
I			
II			
III			
IV			
V			
Editor of Book by International Publisher			
I			
II			
III			
IV			
V			
Editor of Book by National Publisher			
I			
II			
III			
IV			
V			
(b) Translation works in Indian and Foreign Languages by qualified faculties (Give Full Detail)			
Chapter or Research paper			
I			
II			
III			
IV			
V			
Book			
I			

II				
III				
IV				
V				
3	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula	Specify the platform on which it is uploaded		
(a)	Development of Innovative pedagogy			
I				
II				
III				
IV				
V				
(b)	Design of new curricula and courses			
I				
II				
III				
IV				
V				
(c)	MOOCs			
I				
II				
III				
IV				
V				
(d)	E-Content			
I				
II				
III				
IV				
V				
4	Research			
(a)	Research guidance			
	Ph.D. Awarded Title of the Thesis, Name of the Students	Notification No. & Date		
I				
II				
III				
IV				
V				
	Ph.D. Submitted Title of the Thesis, Name of the Students	Date of Submission		
I				
II				

III				
IV				
V				
	M. Phil./P.G. Dissertation Completed Title of the Dissertation, Name of the Students	Notification No. & Date		
I				
II				
III				
IV				
V				
(b)	Research Projects Completed Title of the project Duration of the project Amount Funding Agency	Sanctioned Letter No. & Date		
I				
II				
III				
IV				
V				
(C)	Research Projects Ongoing Title of the project Duration of the project Amount Funding Agency			
I				
II				
III				
IV				
V				
(d)	Consultancy Name of Agency Amount Duration	Letter No. & Date		
I				
II				
III				
IV				
V				
5				
(a)	Patents Give full detail	Patent No & Date		
I				
II				
III				
IV				
V				
(b)	Policy Document (Submitted to an	Name of the		

	International body / organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)	Agency & Date		
I				
II				
III				
IV				
V				
(c)	Awards/Fellowship	Name of the Agency & Date		
I				
II				
III				
IV				
V				
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)	Date / Duration		
I				
II				
III				
IV				
V				

PART – C : FINAL SUMMARY OF GRADING AND RESEARCH SCORE

Sr. No.	Criteria	Grading/ Research Score Claimed by the applicant	Grading/ Research Score verified
Table 1			
1	Teaching		
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.		
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.		
(c)	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.		
(d)	Organizing seminars/ conferences/ workshops, other college/university activities.		
(e)	Evidence of actively involved in guiding Ph.D students.		
(f)	Conducting minor or major research project sponsored by national or international agencies.		
(g)	At least one single or joint publication in peer-reviewed or UGC list of Journals.		
	Overall Grading		
Table 2			
1	Research Papers in Peer-Reviewed or UGC listed Journals		
2	Publications (other than Research papers)		
3	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
4	Research		
5	Patent/ Policy documents / Awards/Fellowships		
6	Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings		
	Total Research Score		

Place:

Signature of the Teacher _____

Date:

Designation _____

Declaration for Grading and Research Score

I, _____ hereby solemnly certify that

- (1) Detail provided in Table 1 and Table 2 is correct.
- (2) Falls information is not provided.
- (3) Grading and Research Score claimed is as per the UGC Regulation 2018.
- (4) My all the publications submitted for promotion are original research work.
- (5) Out of Total _____ publications, _____ publications are in the paid journals/publications.
- (6) All the publications considered for research score are published through standard peered process.
- (7) I am not owner/editor/ asst. editor or in the board of the journal whose papers I have claimed in research score.
- (8) I also certify that the papers published by me do not fall under the category of plagiarism.

I hereby solemnly certify that the above grading and research score provided in this form is true and correct to the best of my knowledge and belief.

Place :

Signature of the Teacher : _____

Date :

Designation : _____

LIST OF ENCLOSURES : *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

Place :

Signature of the Teacher : _____

Date :

Designation : _____