

APPENDIX II

**Annual Self-Assessment for the Performance Based Appraisal System
(PBAS) Session/ Year -2016-17(17-08-2016 to 16.08.2017)
(To be completed and submitted at the end of each academic year)**

PART A: GENERAL INFORMATION

1. Name (Block letters) : GOUTAM PATRA
2. Father's/Mother's Name/ Husband's name : Late Bishnupada Patra
3. Department : History
4. Current Designation & Grade Pay : Asst. Prof. 15600-39100 & 7000
5. Date of last Promotion : N. A
6. Address for Correspondence (with pin code) : Goutam patra
C/O Ashok Basu
P.O. – Banipur P.S. Habra .
North 24 Paraganas. Pin-743233
7. Permanent Address (with pin code) : Goutam patra Village –Vetia,
P.O.- Telami
P. S. – Egra , Dist. Purba Medinipur
Pin. 721447

8. Whether acquired any degrees or fresh Academic qualifications during the year : N.A

9. Academic Staff College Orientation/ Refresher Course attended during the year:

Name of the Course/Summer School	Place	Duration	Sponsoring Agency
Refresher course on History	Academic Staff College, JU	06-09-10 to 27-09-10	UGC
Orientation course	Academic Staff College, JU	04-02-13-04-03-13	UGC
Refresher Course	HRDC University of Calcutta	06.03.17to 25.03.17	UGC

10. a. Date of Appointment in WBES : 17-08-2007

b. Date of confirmation : 17-08. 2010

11. Past Service (if any) : N.A

(Please attach specific G.O. for counting of past service for promotion under CAS)

12. For which position and AGP you are Applying under CAS : Asst. Professor stage-3

13. Date of eligibility for Promotion : 17-08-2018

14. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing	Marks obtained(%)	Class/ grade
B.A. (Hons in History)	VidyaSagar University	1989	47.6%	2 nd Class
M.A. (History)	R. B. U.	1994	52.1 %	2 nd Class
B.Ed	Burduwan University	2003	64%	1st Class
M.Ed.	University of Calcutta	2012	68%	1st Class

15. Research Degree(s):

Degree	Name of the University	Date of award	Title
M. Phil./			N.A.
Ph.D./ D. Phil	WBSU, BARASAT Reg. No. 10012408111000006 of 2011	19.07.2017	Gandhian Thought: Implications in Secondary Education of West Bengal
D.Sc./ D. Lit			N.A.

16. Details of Teaching/ Research/Academic Experience:

Research Experiences:

Designation	Employer	Period of service From To	Scale of pay

Teaching Experiences:

Designation	Employer	Period of service From To	Scale of pay
Asst. Teacher	Darapur Sagar Meje High School, Bankura	01.07.1999 (forenoon)- 30.09.2004(afternoon)	
Asst. Teacher	Kharagpur Silver Jubee High School, Paschim Medinipur	01.10.04(forenoon)- 16.08.07(afternoon)	
Asst. Professor	Govt. College of Education, Banipur	17-08-2007 (forenoon) to till the date	15600- 39100

I declare that the particulars given above are correct to the best of my knowledge and belief.

Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Coordinator, IQAC

Date:

Seal:

Signature of the Principal/OC

Date:

Seal:

Part B: Academic Performance Indicators (API)

(Please see detailed instruction of the **PBAS-I** proforma before filling out this section)

CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES: Academic Year: 2013-2014
(17.08.2013 to 16.8.2014)

(ia) Lectures, seminars, tutorials, practical, contact hours undertaken as percentage of lectures allocated.

Sl. No.	Course/Paper	Level	Mode of teaching*	Class allotted as per schedule	% of classes taken as per documented record	API Score
1.	Theory General Papers: a) Foundation of Education & evolutionary Perspective of education b) Theory Special Paper: Ancient, Medieval and British Indian Education Theory Method Paper :Content and Methodology of teaching History & Work Education	UG	L,C	212	208 98.11%	49
2.	Practical Papers: a) Construction of Achievement Test & Pedagogical Analysis of Content matter of History & Work Education (Class VI to XII) b) Practice Teaching: Lesson plan Preparation and execution d) Demo lessons / Simulated teaching(Hist.) e) Work Edn. Practical	UG	L,C, P,S			

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

(ib) Lectures and other teaching duties in excess of UGC norms

	CALCULATION OF API SCORE FOR I(i) ABOVE	API
a)	Classes taken (Maximum 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)	49
b)	Teaching load in excess of UGC norms/ Special Lectures/ Classes taken at the study centre located in the District other than Kolkata (Max score -10)	
	TOTAL SCORE	49

(ii) Reading/ Instructional material consulted and additional knowledge resources provided to students

Sl. No.	Course/ Paper	Consulted	Prescribed	Additional Resource provided	API Score
1.	i)General Papers ii)Method paper Hist iii)Method Paper Work Edn.iv) Spl Paper	List of instructional materials	List of books of Bed syllabus	Study materials on PDF&PPT form stored at gtmpatra21@gmail.com	4x5=20

1. (Annexure -7, 7/1)

(iii) Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc.

- a) Updating of Courses/Curriculum Design: 5 per course-Max 10
- b) Participation/Innovative - Interactive courses: 5
- c) Participn./Innovative - Learning Modules: 5 Max 10
- d) Participn./Innovative - Case Studies prepared: 5
- e) Use of ICT or Computer-aided methods - ppt: 5
- f) Use of ICT - Multi-media/Simulation etc: 5 Max 10
- g) Dev/Teaching Remedial/Bridge Courses: 5 each Max 10
- h) Dev/Teaching Soft skill/Communication/Personality Dev: 5 each Max 10
- i) Special Programs in Phys.Edn/Library: 5 each Max 10
- j) Innovative Composition/Creation in Music, Fine Arts, Perf Arts: 5 each; Max 10
- k) Organizing & cond. of popul. Prog. /Teaching Web-based/E-Library/IT-asst teaching: Workshop/Training -10 points; Popularization program - 5 points

SL. No.	Short Description (in terms of items) as listed above	API Score
	Use of ICT or Computer-aided methods:	5
	Use of ICT - Multi-media/Simulation	5
	Remedial Teaching	5
	(Max API Score : 20) Total Score:	15

(iv)Examination duties assigned and performed

- (a) Invigil.- 10, Evalua.-5, Q. paper setting/ moderation- 5; Max : 20 [100% compliance]
- (b) Internal/Continuous Assessment work as allotted-10 [100% compliance];
- (c) Exam Coordination Cell/Outstation or Flying Squad: 10 [100% compliance]

SL No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
a) 1.	Invigilation Duties		100%	10
2.	Evaluation		100%	5
3.	Paper setting/ Moderation		100%	5
b)	Internal/Continuous Assessment:		100%	10
c)	Duties related to Exam. Coordination Cell			
	(Max API Score : 25)	TOTAL SCORE		25

TOTAL SCORE CATEGORY - 1: TEACHING, LEARNING etc. (49+20+15+25) Minimum API Score required - 75	109
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CATEGORY 2: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES. (Please mention your contribution to any of the following):

Sl.No.	Type of Activity	Average Hrs/week	API Score
(I) Extension, Co-curricular & field based Activities (5 points each)			
	Field Study/Ed. Tours/ Placement: 5 each; Max 10	Conducted a field study on Book binding of work edn. on 28.08.11	5
	b) NSS/NCC/NSO etc: each activity 10 points Max 10		
	c) Student/Staff Sports, Campus Publ. etc: (dept level 2 points, Instn level 5 points) Max 10	Organised Annual Sports on 11/4/2012	5
	d) Community work (Env, Hum. Rights, Scientific temper, Peace/Relief etc): Max 10	One day Field work for community outreach programme on 28/3/2012	
	(Max API Score : 20)	TOTAL SCORE	10

	(II) Contribution to Corporate Life and Management of the Institution	Yearly/Semester wise responsibilities	API Score
	a) Governance Responsibility (PG/IQAC/NAAC coordinator/Bursar / Warden etc.): Max 10	Governance Responsibility of Hostel Superintendent vide G.O. No.122/1(4)A dt.12.2.10	10
	b) Academic/Administrative Committees like Admission /Campus Dev/ Library Comm: 5 each Max 10		10
	c) Student Welfare/Placement / Counseling/ Discipline 5 each Max 10		5
	d) Conf Organization/Chair Secretary/Treasurer (I) International: 10 (II) National/Reg: 5 (III) Member: 1 each		
	(Max API Score : 15)	TOTAL SCORE	15

	(III) Professional Development Activities		API Score
	a) Member in Professional Committees (I) National 3 (II) State 2 ; Max 10	Life Member of Paschim Banga Itihas Samsad	2
	b) Participation in Conf/Seminars Without paper: 2 each Max 10	Attended 4 seminars of WBSU, one of UNESCO and one on Teaching Methodology	10
	c) Short-term Courses/ Training less than a week: 5 each Max 10		
	d) Membership/Participation in State/ Central Bodies/Committees: 5 each; Max 10		
	e) Newspaper/Magazine/ Radio-TV progr (Not covered in Category III): 1 each; Max 10	College Magazine, CTE Publication	1
	(Max API Score : 15)	TOTAL SCORE	13

TOTAL SCORE CATEGORY – 2: (I + II +III) (Max: 50) Minimum API Score required - 15	38
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TOTAL SCORE CATEGORY 1& 2 Minimum API Score required - 100	147
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