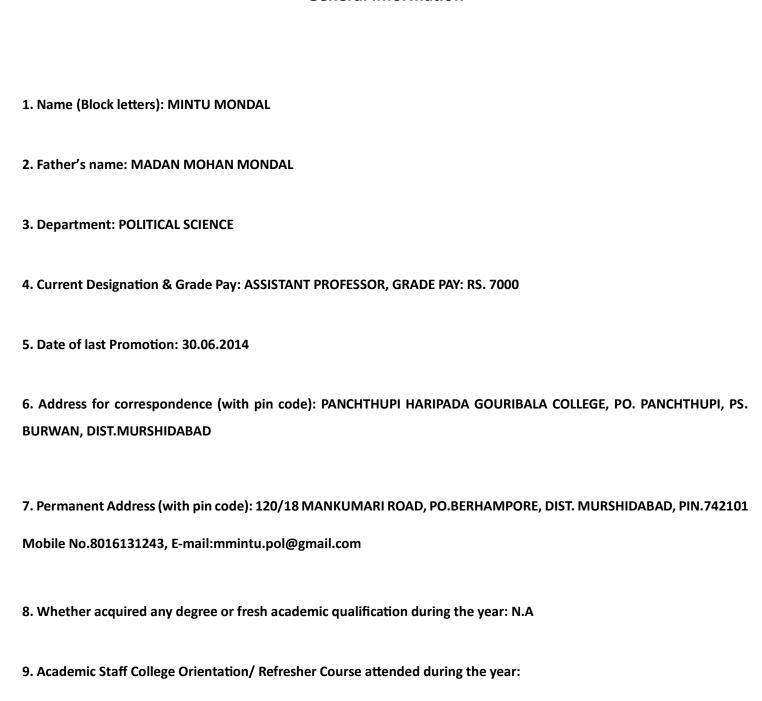# ANNUAL SELF-ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) IN THE ACADEMIC SESSION OF 2017-2018.

## Part A:

## General Information

1. Name (Block letters): MINTU MONDAL

2. Father's name: MADAN MOHAN MONDAL

3. Department: POLITICAL SCIENCE

4. Current Designation & Grade Pay: ASSISTANT PROFESSOR, GRADE PAY: RS. 7000

5. Date of last Promotion: 30.06.2014

6. Address for correspondence (with pin code): PANCHTHUPI HARIPADA GOURIBALA COLLEGE, PO. PANCHTHUPI, PS. BURWAN, DIST.MURSHIDABAD

7. Permanent Address (with pin code): 120/18 MANKUMARI ROAD, PO.BERHAMPORE, DIST. MURSHIDABAD, PIN.742101

Mobile No.8016131243, E-mail:mmintu.pol@gmail.com

8. Whether acquired any degree or fresh academic qualification 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 |
|---|---|---|---|
|  |  |  |  |

**10. a. Date of Appointment: 30.06.2008. Page no:**

**b. Date of Confirmation: Governing Body of the college meeting on 05.11.2009 (resolution no-02) with effect from the date of joining (30.06.2008). Page no:**

**11. Past Service, if any: (Please attach specific G.O. for Counting of past service for Promotion under CAS): N.A.**

**12. For which position & AGP you are applying under CAS: Stage-II to Stage-III, AGP Rs.8000.**

**13. Date of eligibility for Promotion: 30.06.2019 (to Assistant Professor Stage-III, AGP-rs.8000)**

**14. Educational Qualification (Graduation onwards):**

| Examination | Name of the University | Year of Passing | Marks Obtained (%) | Class/Grade |
|---|---|---|---|---|
| B.A | CU | 1995 | 51.75% | II |
| M.A | RBU | 1998 | 56.50% | II |

| Other examination if any | B.Ed. | RBU | 2000 | 56.90% | II |
|---|---|---|---|---|---|
| | SLET | WBCSC | 2001 | N.A | N.A |

**15. Research Degree(s):**

| Degree | Name of the University | Date of award | Title |
|---|---|---|---|
| M.Phil. | N.A | N.A | N.A |
| Ph.D. | RBU | 08.05.2018 | *Adivasider Rajnoitik Acharan: Pashchimbange Murshidabad Jelay Oraon-der Upar Ekti Samiksha.* |
| D.Sc./D.Lit. | N.A | N.A | N.A |

**16. Details of Teaching/ Research/Academic Experience:**

| Designation | Employer | Period of service from to | Scale of pay |
|---|---|---|---|
| Assistant Professor | Principal/T.I.C, Panchthupi Haripada Gouribala College, Panchthupi, Murshidabad. | 30.06.2008 to till date | Rs.15600-39100, AGP Rs.7000 |

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

**Annual Self-Assessment for the Performance Based Appraisal System (PBAS) Session/ Year: 2017-2018 (01.07.2017-06.12.2017)**

## Part B: Academic Performance Indicators (API)

# Category-1:
## Teaching, Learning and Evaluation related Activities

1. a) Lectures, seminars, tutorials, practical, contact hours undertaken taken as percentage of lectures allocated.

| Sl. No. | Course/Paper | Level | Mode of Teaching | Class allotted as per schedule | Classes taken as per documented record | %of classes taken as per documented record |
|---------|--------------|-------|------------------|-------------------------------|----------------------------------------|--------------------------------------------|
| 1. | B.A, Part-I(G) Paper-I | Gen. | L | 12 | 11 | 91.66% |
| 2. | B.A, Part-II(G) Paper-II,III | Gen. | L | 21 | 20 | 95.23% |
| 3. | B.A, Part-III(G) Paper-IV | Gen. | L | 13 | 12 | 92.30% |
| 4. | B.A, Part-I(H) Paper-I,II | Hons | L | 30 | 29 | 96.66% |
| 5. | B.A, Part-II(H) Paper-III,IV | Hons | L | 28 | 27 | 96.42% |
| 6. | B.A, Part-III(H) Paper-V, VI,VII,VIII | Hons | L | 38 | 37 | 97.36% |
| | Average score | | | 142 | 138 | 95.77% |

**Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact hours (C).**


**1. b) Lectures and other teaching duties in excess of UGC norms**

| | API |
|----|-----|
| NA | NA |

| | CALCULATION OF API SCORE FOR 1(a, b) ABOVE |
|-------|---------------------------------------------|
| 1 a) | Classes taken (Maximum 50 for 100% performance &proportionate score up to 80% performance, below which no score may be given |

| 1 b) | Teaching load in excess of UGC norms/ Special Lectures/ Classes taken at the study center located in the District other than Kolkata(max score 10) |
|-------|------|

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

| Sl. No. | Course/Paper | Additional Resource provided |
|---|---|---|
| 1 | B.A, Part-I(G) Paper-I | Internet |
| 2 | B.A, Part-II(G) Paper-II and Paper-III | Internet |
| 3 | B.A, Part-III(G) Paper-IV | Internet |
| 4. | B.A, Part-I(H) Papers-I,II | Internet |
| 5. | B.A, Part-II(H) Papers-III,IV | Internet |
| 6. | B.A, Part-III(H) Papers-V,VI,VI,VIII | Internet |

 (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) Participation/Innovative – Learning Modules: 5 Max 10
(d) Participation/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 Physical Education./Library: 5 each Max 10
(j) Innovative Composition/Creation in Music, Fine Arts, Perf Arts: 5 each; Max 10
(k) Organizing & cond. of popular Programme /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 |
|---|---|
| 1 | Innovative Learning module: |
| 2 | Use of ICT or Computer Aided Methods: |
| 4. | Curriculum Design |
|  | (Max API Score : 20)                    Total Score |

**(iv) Examination duties assigned and performed**
**(a) Invigilation- 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 (%) |
|---|---|---|---|
| 1 | Invigilation. | 03 | 100 |
| 2 | evaluation | 04 | 100 |
| 3 | Paper setting/ moderation | N.A | |
| 4 | Internal/ continuous Assessment work | Class test, Test examination | 100 |
| 5 | Exam. Coordination cell/ Outstation or Flying squad | | |
| | (max API Score: 25) | | |
| Total score category-1(teaching, learning, etc) | | | |

# CATEGORY 2:
## COCURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

**Please mention your contribution to any of the following:**

| Sl. No. | Type of Activity | Average Hrs./week | |
|---|---|---|---|
| I) | | | |
| a) | Field study/Ed. tours/ Placement:5 each Max 10 | Ed. tours | Organizer of Youth Parliament Competition |
| b) | NSS/NCC/NSO etc.: each activity 10 points Max 10 | | NSS |
| c) | Student/Staff Sports | | College Sports |

| | | |
|---|---|---|
| | **Campus Publications etc: (dept level 2 points, Institutional level 5 points) Max 10** | |
| d) | **Community work (Env, Hum. Rights, Scientific temper, Peace/Relief etc.): Max10** | |
| | **(Max. API Score: 20)** | |

| **Sl. No** | | |
|---|---|---|
| **II)** | **Contribution to Corporate Life and Management of the Institution** | **Yearly/ Semester wise responsibilities** |
| a) | **Governance responsibility(PG/IQAC/NACC coordination/ Bursar/Warden etc.): Max score:10** | |
| b) | **Academic/Administrative Committees like Admission/Campus Development /Library Committee etc. : 5 each Max 10** | **Admission, Campus Development, Library Committee** |
| c) | **Student Welfare/Placement / Counselling/ Discipline 5 each Max 10** | **Student Welfare, Counselling** |
| d) | **Conference Organization / Chair Secretary/ Treasurer**<br>**(I) International: 10**<br>**(II) National/Regional: 5**<br>**(III) Member: 1 each** | |
| | **(Max API Score : 15)** | |

| **III** | **Professional Development Activities** | **Activities** |
|---|---|---|

| | | |
|---|---|---|
| a) | a) Member in Professional Committees (I)National 3 (II) State 2 ; Max 10 | N.A |
| b) | b) Participation in Conferences /Seminars Without paper: 2 each ; Max 10 | N.A |
| c) | c) Short-term Courses/ Training less than a week: 5 each Max 10 | |
| d) | d) Membership/Participation in State/ Central Bodies/Committees: 5 each Max 10 | N.A |
| e) | e) Newspaper/Magazine/ Radio-TV programme (Not covered in Category III): 1 each ; Max 10 | N.A |
| | Max API score:15 | |
| | Total score(I+II+III) (Max:50)Minimum API Score required:15 | |

# Part B: Academic Performance Indicators (API)
## (From 07.12.2017-30.06.2018)

## CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

### a) Direct teaching (16/14) hours per week as applicable) including Lectures, Tutorials, Practical, Project Supervision and Field work

| Sl. No. | Course/Paper | Level | Mode of Teaching[*] | Actual hours allotted per week | %of actual hours spent per week |
|---|---|---|---|---|---|
| 1. | B.A, Part-I(G) Paper-I | Gen. | L | 1.50 hours | 99.16% |
| 2. | B.A, Part-II(G) Papers-II,III | Gen. | L | 2.25 hours | 98.12% |
| 3. | B.A, Part-III(G) Paper-IV | Gen. | L | 1.50 hours | 97.23% |
| 4. | B.A, Part-I(H)Papers-I,II | Hons | L | 3.00 hours | 100% |
| 5. | B.A, Part-II(H) Papers-III,IV | Hons | L | 3.00 hours | 96.56% |

| 6. | B.A, Part-III(H)Hons Papers-V,VI,VI,VIII | L | 6.00 hours | 95.78% |
|---|---|---|---|---|
| | **Total** | | 17.25 hours / per week | 97.81% |
| | **Maximum API Score :70** | | | |

* **Lectures, Tutorials, Practical, Project Supervision and Field Work**

b) **Examination duties (question paper setting, evaluation of answer scripts) as per allotment**

| Sl. No. | Type of Examination Duties | Actual hours spent per Academic Year | Actual Score(Actual hours spent per Academic Year ÷ 10 for all Teachers) |
|---|---|---|---|
| 1. | N.A | N.A | N.A |
| | | | |

**c) Innovative teaching• learning methodologies; updating of subject content/ course, mentoring etc.**

    a. Updating of Courses/Curriculum Design:

    b) Participation/Innovative – Interactive courses:

    c) Participn. /Innovative – Learning Modules

    d) Participn. /Innovative – Case Studies prepared:

    e) Use of ICT or Computer-aided methods – ppt:

    f) Use of ICT – Multi-media/Simulation etc:

    g) Dev/Teaching Remedial/Bridge Courses:

    h) Dev/Teaching Soft skill/Communication/Personality Dev:

    i) Special Programs in Phys. Edn. /Library:

    j) Innovative Composition/Creation in Music, Fine Arts, Perf Arts:

    k) Organizing & cond. of popular Prog./Teaching Web-based/E- Library/IT-asst teaching:

| Sl. No. | Short Description (in terms of items) as listed above | Actual hours spent per Academic Year | Actual Score (Actual hour spent per academic Year/10) |
|---|---|---|---|
| 1. | Curriculum Design | 100 | 10 |
| | Maximum API Score :10 | | |

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 counselling 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.

**Minimum API Score required for promotion under CAS for CATEGORY I (to be assessed yearly):**

| i) | Stage I to II | 80/ Year |
|---|---|---|
| ii) | Stage II to III | 80/Year(A+B+C= 40.49) |
| iii) | Stage III to IV | 75/Year |

## CATEGORY 2:

## COCURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITY

| Sl. No. | Type of Activity | Actual hours spent per Academic Year | Actual Score (Actual hours spent per Academic Year ÷10)* |
|---|---|---|---|
| (a) | | | |
| | i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) | NA | NA |
| | ii) Other co-curricular activates (Cultural, Sports, NSS, NCC etc.) | NSS | 150/10=15 |
| | iii) Extension and dissemination activities (public /popular lectures/talks/seminars | NA | NA |
| | (Max API Score : 15) | NA | NA |
| (b) | | | |
| | i) ) Administrative Responsibility ( including Dean/Principal/Chairperson/Convenor/Teacher- in-charge/ similar other duties that require regular Office hours for its discharge) | Convenor | 150/10=15 |

| | | | | | | |
|---|---|---|---|---|---|---|
| | iii) Participation in Board of Studies, Academic and Administrative committees | NA | NA | NA | NA | |
| | (Max API Score : 15) | NA | NA | NA | NA | |
| (c) | Professional Development activities (such as participation in seminars activities (such as participation in seminars talks, lectures in refresher / faculty development courses membership of associations, dissemination and general articles and any other contribution) | | | | | |
| | (Max API Score : 15) | NA | NA | NA | |
| | *For all categories of Teachers (Assistant/Associate) Total Score (a + b +c) (Max : 45) | NA | NA | NA | |

**Minimum API Score for CATEGORY III,**

**Required to be assessed cumulatively –**

| i) | Stage I to II | 20/Assessment Period |
|---|---|---|
| ii) | Stage II to III | 50/Assessment Period |
| iii) | Stage III to IV | 75/Assessment Period |

**RESEARCH AND ACADEMIC CONTRIBUTIONS**

**CATEGORY III (A): RESEARCH PAPERS IN JOURNALS**

| Category III(A) | Name of the Refereed Journals | ISSN/ISBN No. | Title with Page No. | Name of the Author | Year |
|---|---|---|---|---|---|
| 1. | International Journal of Science and Research | 2319-7064 | Food, Society and Politics: A Figure of Intersections in a Democratic Polity | Mintu Mondal | 2018 |

| 2. | Voice of Research | 2277-7733 | Research Methodology in Social Sciences: Qualitative Research Approach | Mintu Mondal | 2018 |
|---|---|---|---|---|---|
| Category III(A) | Name of the Other Reputed Journals | ISSN/ISBN No. | Title with Page No. | Name of the Author | Year |
| Total | | | | | |

## CATEGORY III (B): PUBLICATIONS OTHER THAN JOURNAL ARTICLES

| Category III(B) | Publication other than Journal Articles (Books and chapters in Books) | Publisher with ISSN/ISBN No. | Title of the Chapter in a Book and Page No. | Name of the Author | Year |
|---|---|---|---|---|---|
| 3. | Voting Behaviour | Shilponagori,978-93-84383-83-1 | N.A | Mintu Mondal | 2018 |
| 6. | *Grameen Murshidaba der Itihas* | *Shilponagari,978-93-84383-70-1* | *Chintar Rajneeti pp.95-98* | Mintu Mondal | 2017 |
| Total | | | | | |
| Category III(C) | Sponsored Projects | Sponsored Agency | Amount | Title of the Project | Name of the Investigator |
| NA | NA | NA | NA | NA | NA |

| Category III(C-iii) | Projects Outcome/Output | Major Policy Document prepared for Central Government | NA | NA | NA |
|---|---|---|---|---|---|
| | See the Research Project | Certificate from IQAC Mentor | NA | NA | NA |
| Total | | | | | |

| | CATEGORY III(E): AWARDS AND INVITED LECTURES AND PAPERS | | |
|---|---|---|---|
| Awards/Degree | University | | |
| Ph.D. | Rabindra Bharati University | | |
| Invited Lectures | International/National/State/University Level | Lectures | Name of the University |
| 1. | NA | NA | NA |
| Total CATEGORY III(E ii): PAPERS | | | |
| Presented papers | Level | No. of Papers | Name of the Author |
| | NA | NA | NA |
| | NA | NA | NA |
| | NA | NA | NA |
| Total | | | |

| Category(F) | Development of E-learning Delivery Process/Materials | No. of Modules | Academic Session |
|---|---|---|---|
| 1. | NA | NA | NA |
| Total | | | |

Mrityu Mondal

23.05.2023