



**College of Dental Sciences & Research Centre**  
*Maa Kamla Charitable Trust*

**Ref. No. :**

**Date :**

**WEBSITE NOTIFICATION**

It is hereby notified that a copy each of the templates Annual Self- Assessment for the Performance Based Appraisal System (PBAS) and PBAS Proforma for Promotion under CAS as indicated in Clause 6.0.2 under schedule of "UGC" Regulations on Minimum Qualification for appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010." may be read along with the above regulations.

Financial Advisor  
UGC

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### **PERFORMANCE APPRAISAL SYSTEM FOR TEACHING AND NON-TEACHING STAFF**

A good performance management system strives to improve overall organisational performance of teams and individuals in order to ensure that the organization's goal and vision are met. An efficient performance management system is critical to the efficient operation of the organisation. As a result, the Institute has following appraisal scheme.

The performances include following:

- (i) Teaching, Learning and Evaluation related activities
- (ii) Co-Curricular, Extension and Professional Development related activities
- (iii) Research Publications and Academic Contributions

The data for the aforementioned categories is collected from each faculty member at the conclusion of each academic year in the proforma, and the scores are produced based on the data obtained.

In collaboration with senior professors, the principal establishes minimum scores for faculty members. These scores are used to determine whether or not faculty members are eligible for career progress and promotion to the next higher post. Furthermore, at the end of each year, students are given feedback forms for each of the courses they have taken. The feedback forms, which are in the form of questionnaires, collect data about the teacher and other aspects of the teaching process.

A team comprised of the Department Head and a Senior Professor in the Department reviews the student feedback forms and makes recommendations for ways to improve the teaching-learning process. As a result, there is no performance appraisal mechanism in place at the institute for non-teaching staff.

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**University of Annual Self-Assessment for the Performance-Based Appraisal  
System (PBAS)**

**PART A: GENERAL INFORMATION**

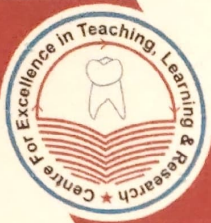
1. Name (in Block Letters): Dr. ANUP KUMAR PANDA
2. Father's Name/Mother's name ~~HUSBAND'S NAME~~ = KALANDI CHARAN PANDA
3. Department : PEDIATRIC AND PREVENTIVE DENTISTRY
4. Current Designation & Grade Pay:
5. Date of last Promotion : 14/07/2015
6. Address for correspondence (with Pincode) : C-124, ORCHID WHITEFIELD, MAKARBA,  
AHMEDABAD- 380051
7. Permanent Address (with Pincode)  
B-1003/1004, SAI SANSKAR,  
PUNJABWADI, DEONAR,  
MUMBAI, MAHARASHTRA-  
4000088
8. Telephone No: 972780006  
Email: [dranup@pedagogy.in](mailto:dranup@pedagogy.in)
9. Whether acquired any degrees or fresh academic qualifications during the year:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency

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### PART B: ACADEMIC PERFORMANCE INDICATORS

(Please see detailed instructions of this PBAS proforma before filling out this section)

#### CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact hours (give semester-wise details, where necessary)

S. No.	Course/ paper	Level	Mode of teaching	No. of classes / month allotted	No. of classes / practicals conducted
1.	Third year		ppt	1 per month	5 per year
2.	Final year		ppt	1 per month	7 per year
3.	Pg		Guidance, Demonstration	10-12 per month	90-95 per year
4	PhD		Guidance	1 per month	5 per year

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

		API Score
(a)	Classes Taken (max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)	25
(b)	Teaching Load in excess of UGC norm (max score:10)	

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

S. No.	Course/ paper	Consulted	Prescribed	Additional resource provided
1	Rethinking Conversational Hypnosis  Clinical Denistry & Oral Health USA   Jun2023			Speaker
2	Hypnosis in Children  International conference of Dentistry & Oral Health Orlando USA   April 2023			Speaker
3	Encoding Nenes Linguistic Programming in Paediatric Dentistry REPDC Moscow Sept 2022			Speaker
4	Demystifying Hypnosis in Paediatric Dentistry   VII Russian European Congress (Pediatic Dastistry) Sep 2019			Speaker
5	Conventional Hypnosis in Produmic Dental Practice) VII Russian European congress			Workshop
API score based on Preparation and Imparting of knowledge / instructions as per curriculum & syllabus enrichment by providing additional resources to Students(max. score: 20)				API Score 10



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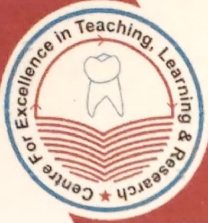
(ii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

S. No.	Short Description	API Score
	1	20
	Hands on stainless steel crown	
	Hyopnosis in child dental patient	
	Total Score (Max Score : 20)	

(iii) Examination Duties Assigned and Performed

S No	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
1	Post graduate university examination	External /internal examiner	100%	25
2	Post graduate paper checking of university exam		100%	25
3	PhD interview		100%	25
4	Undergraduate examiner	External examiner	100%	25
	Total Score (Max: 25)			

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**CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED**

**ACTIVITIES**

Please mention your contribution to any of the following:

S. No	Type of Activity	Per year	API Score
	(I) Extension, Co-curricular & field based Activities		
1	CDE program on stainless steel crown CDE program on conscious sedation CDE program on Laction and oral health CDE program on IPR	2	10
	Total Score (I + ii + iii) (Max: 25)		



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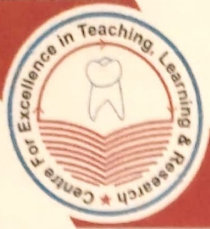
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## CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

### A) Published Papers in Journal's

S. No.	Title with page nos.	Journal	ISSN/ISBN NO.	Whether peer reviewed. Impact factor, if any	No. of co-authors	Whether you are the main author	API score
1.	Evaluation of microcrack formation during root canal preparation using hand, rotary files and self-adjusting file in primary teeth: an in vitro study	Journal of Dental research dental clinic and Dental prospect			5	Yes	
2.	Relationship of dental anxiety with different coping styles in children	European journal of molecular and clinical medicine		8.11-IF	5	No	
3.	Attitude of parents towards pediatric dental staff attire	European journal of molecular and clinical medicine		8.11-IF	5	No	
4.	Frontal sinus – Anew horizon towards growth estimation	European journal of molecular and clinical medicine		8.11-IF	5	No	
5.	Relationship between pocket money trend and dental caries	European journal of molecular and clinical medicine		8.11-IF	5	No	
6.	Effect of Pediatric drugs on colour stability of	International journal of			5	No	



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various aesthetic restorations in Pediatric dentistry	preventive and clinical dental research					
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III C). Ongoing and Completed Research Projects and Consultancies

(c) (I & ii) Ongoing Projects / Consultancies

S. No	Title	Period	API Score
1	Comparative Evaluation of antibacterial effects of different irrigating solution against E.faecalis	2021-2024	
2	Different methods of assessment of dental anxiety in pediatric patients	2021-2024	
3	Evaluating various etiological factors of alveolar bone loss in children	2021-2024	
4	Evaluation of disinfecting efficacy of different herbal medicine oils with standard autoclaving technique on endodontic files tested against Enterococcus faecalis: An in Vitro study	2022-2025	
5	Comparative assessment of anxiolytic effects of Homeopathy medicines and Nitrous oxide oxygen inhalation sedation in children during dental procedures	2022-2025	
6	A novel, radiographic method for dental age estimation in Gujarati population	2022-2025	

(c)(iii & iv) Completed Projects / Consultancies

S. No.	Title	Period	API Score
1.	Assessment of Pharyngeal airway space in Pediatricity	2020-2023	
2.	Comparing accuracy of two dental age estimation methods in Gujarati population	2020-2023	
3.	Dental caries status by correlating genetics taste sensitivity and dermatoglyphics in children	2020-2023	

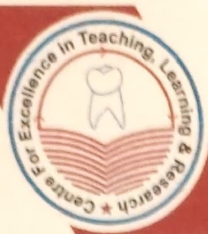
(D) Research Guidance

SNo	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or Equivalent				

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Ph. D. or Equivalent	7			

(E) (i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (not less than one week duration)

S. No.	Programme	Duration	Organised by	API Score
1.	Tranceformations- The magic of conversational hyonosis	2022	MGM dental college	

(E) (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

S no.	The title of the paper presented	Organized by	Whether international/national / state /regional/ college or university level	API score
1.	The more you give, the more you get.	VII Russian European Congress on Pediatric Dentistry	International	
2.	Demystifying Hypnosis in Pediatric Dentistry	VII Russian European Congress on Pediatric Dentistry	International	
3.	Crossword- The Behavior puzzle	ISPPD convention	National	

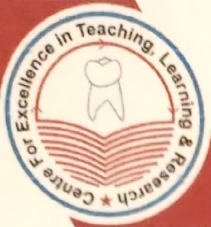
E (iii) Invited Lectures and Chairmanships at national or international conferences/seminars etc.

S. No	Title of Lecture/Academic Session	Organized by	whether international / National	API Score
1.	Conversational hypnosis in Pediatric Dentistry	OHI-S seminar in Europe		
2.	NLP in pediatric Dentistry	OHI-S seminar in Europe	International	

#### IV. SUMMARY OF API SCORES

	Criteria	Last Academic. Year	Total - API Score for Assessment Period	Annual Av. API Score for Assessment Period
1	Teaching, Learning and Evaluation related activities			

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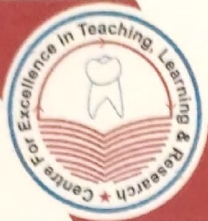
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II	Co-curricular, Extension, Professional development etc			
	Total I + II			
III	Research and Academic Contribution			

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### PART C: OTHER RELEVANT INFORMATION

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

S. No.	Details (Mention Year, value etc. where relevant)

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

1	6
2	7
3	8
4	9
5	10

I certify that the information provided is correct as per records available with the university and/or documents enclosed along with the duly filled PBAS proforma.

Signature of the faculty with  
Designation, Place & Date

Signature of HOD / School  
Chairperson/Principal

N:B: The Annual Self-Assessment proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filed with the IQAC.

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### Instructions for Filling up Part B of the PBAS Proforma

Part B of the Proforma is based on Appendix III, Table 1 of the UGC Regulations 2010. It is to be filled out for the recently completed academic year.

The proforma is to be filled as per these tables and self-assessment scores given. For each category, maximum scores that can be given or carried forward is indicated in the Table.

The self-assessment scores are further to be based on the indicators/activities given below. Universities may modify the detailed indicators and related scores based on their experience and requirement without changing the score requirements assigned to categories and sub-categories in Appendix III, Table 1.

**NB.** The self-assessment scores are subject to verification by the university / college, and by the Screening cum Verification Committee or Selection Committee as the case may be.

#### I. Teaching and Evaluation Related Performance

(i) a

Lectures/Practicals/Tutorials/Contact classes taken should be based on verifiable records. No score should be assigned if a teacher has taken less than (say) 80 % assigned classes. Universities may give allowance for periods of leave where alternative teaching arrangements would ordinarily be made. Maximum score if there is 100 % achievement.	Max Score: 50
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b.

If teacher has taken classes exceeding UGC norm, then two point to be assigned for each extra hour of classes	Max. Score : 10
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(ii)

Imparting of knowledge / instruction <i>vis a vis</i> with the prescribed material (Text book & Manual etc) and methodology of the curriculum (100% compliance - 20 points)	Max Score: 20
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(iii) Use of Participatory and Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc.

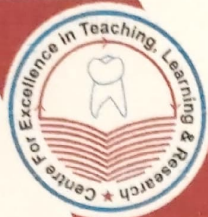
Indicators/ Activities	Maximum Score
Updating of courses, design of curriculum, ( 5—single course)	10
Preparation of resource material, fresh reading materials, Laboratory manuals etc.	10
Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement.	10
a. ICT Based Teaching material: 10points/each	
b. Interactive Courses : 5 points/each	
c. Participatory Learning modules: 5 points/each	

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Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity : 5 point) ———	10
Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)	10
Developing and imparting specialized teaching-learning programmes in physical education, library ; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity : 5 points)	10
Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students (a) Workshop / Training course : 10 points each (b) Popularization program : 5 points each	10
<b>Maximum Aggregate Limit</b>	20

(iv) Examination Related Work

Indicators	Max. Score
College/University end semester / Annual Examination work as per duties allotted. (Invigilation — 10 points; Evaluation of answer scripts — 5 points; Question paper setting - 5 points). (100% compliance = 20 points)	20
College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted (100% compliance = 10 points)	10
Examination work such as coordination, or flying squad duties etc. (maximum of 5 or 10 depending upon intensity of duty) (100% compliance = 10 points)	10
<b>Maximum Aggregate Limit B (iv)</b>	25

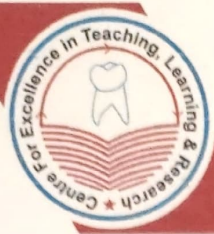
II: Co-curricular, Extension and Profession Related Activities and Participation in the Corporate Life of the institution

(i) Extension and Co-curricular Related Activities

Institutional Co-curricular activities for students such as field studies/educational tours, industry-implant training and placement activity (5 point each).	10
Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity (Each activity 10 points)	10
Students and Staff Related Socio Cultural and Sports Programmes, campus publications (departmental level 2 points, institutional level 5 points).	10
Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc. ( 5 points each)	10
<b>Maximum Aggregate Limit</b>	20

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**(ii) Contribution to Corporate Life and Management of the Institution**

Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes (2 point each).	10
Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator (10 points each)	10
Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee (5 point each).	10
Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline (5 each)	10
Organisation of Conference /Training: International (10 points); national/regional (5 points).	10
Maximum Aggregate Limit	15

**(iii) Professional Development Related Activities**

Indicators / Activities	Maximum Score
Membership in profession related committees at state and national level a. At national level : 3 points each b. At site level : 2 points each	10
Participation in subject associations, conferences, seminars without paper presentation (Each activity : 2 point)	10
Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity: 5 points)	10
Membership/participation in Bodies/Committees on Education and National Development (5 each).	10
Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks etc. ( 1 point each).	10
Maximum Aggregate Limit	15



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**CATEGORY: III. Research and Publications and Academic Contributions**

This is to be filled as per Appendix III Table 1, Category III of the UGC Regulations 2010.  
Wherever the research contribution is jointly made, the API scores should be shared between the contributors as per the formula provided in the Table 1.

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III. Summary of API Scores

The summary must take into account the maximum score limits for each set of indicators as given in Appendix III, Table 1

- IV. Similar PBAS proforma could be developed by the universities for the Cadres of Librarian / Deputy Librarian / Assistant Librarian and Director of Physical Education & Sports / deputy Director of Physical Education & Sports / Assistant Director of Physical Education & Sports based on the API Scoring pattern outlined in Appendix III: Tables — IV to IX of the UGC-Regulations, 2010.