

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)*

**Session/Year: 2019-2020 [01.06.2019 - 31.05.2020]**  
**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	:	SANGEETHA N.R.
2.	Father's Name/ Mother's Name	:	V.RAVEENDRAN
3.	Department	:	EDUCATION (GENERAL)
4.	Current designation & Grade Pay	:	Assistant Professor, , AGP 7000
5.	Date of last promotion	:	07.12.2015
6.	To which Position and Grade pay are you an applicant under CAS	:	Assistant Professor AGP 8000
7.	Date of eligibility for promotion	:	07.12.2020
8.	Date and Place of Birth	:	20.05.1980
9.	Sex	:	Female
10.	Marital Status	:	Married
11.	Nationality	:	Indian
12.	Indicate whether belongs to SC/ST/OBC Category	:	OBC
13.	Address for correspondence (with Pin code)	:	Ajilalayam, M.G.Road, Attingal 695 101
14.	Permanent Address (with Pin code)	:	Ajilalayam, M.G.Road, Attingal 695 101
15.	Telephone No:	:	9895395892
16.	Email	:	dr.sangeetha@sntrainingcollege.edu.in

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
S.L.C	Dept. of General Education, Kerala State	1995	78	I	
B.A Degree	University of Kerala	1997	63	I	Home Science
B.Sc	University of Kerala	2000	90	I	Home Science
M.Sc	Mahatma Gandhi University	2002	73	I	Child Development
B.Ed	University of Kerala	2003	77	I	Home Science
M.Ed	Annamalai University	2006	69	I	Education
NET	UGC	2004			Education
NET	UGC	2006			Home Science

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

Degree	Title	Date of Award	University

19. Appointments held prior to joining this institution

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

20. Posts held after appointment at this institution

Designation	Department	Date of actual Joining		Grade
		From	To	

21. Period of Teaching Experience : 10 years 5 months 25 days  
 22. Research Experience excluding years spend in M.Phil/Ph.D (in years) :

23. Field of specialization under the Subject/Discipline : Educational Psychology

24. Academic Staff College Orientation/Refresher Course attended:

Name of the Course /Summer School	Place	Duration	Sponsoring Agency
Winter School (Multidisciplinary)	University of Kerala Karyavattom, Trivandrum	05.12.2019 to 18.12.2019	UGC

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
 (Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Edu 02- Developmental Perspectives of the Learner	UG	L+P	10	10	100
02.	Edu 02- Perspectives of Learning and Teaching	UG	L+P	10	10	100
03.	Edu 12- Learner in the Educational Perspective	UG	L+P	7	7	100
04	Edu 14- Advanced Studies- Perspectives in Education	UG	L+P	7	7	100
05.						
06.						
07.						
08.						
<b>TOTAL</b>						
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)						<b>Grade</b>

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

**OVER ALL GRADE FOR CRITERIA I : .....Good.....**

- Good : 80% and above performance.
- Satisfactory : 70 % to 80% performance.
- Not satisfactory : less than 70% performance

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Coordinating staff meeting of the academic year	Staff Secretary
02	Uploading materials in college website	Admin of college website
03	Registering students and teachers in N-list	Admin of Inffibnet
Total number of activities		3

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Fourth Semester Practical Internal Examination Duty	Examination in charge
Total number of activities		1

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Coordinating the activities of women's study unit	Staff Coordinator
02	Documentation and publication of activities of the college	Staff coordinator
Total number of activities		2

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	One day Orientation Programme on Effective Transaction of Revised Two Year B.Ed Curriculum 2019 orgnized By Board of Studies in Education (UG) at B.M.M.II Training College Kottarakkara on 12.07.2019	Participant
02	One Day workshop on Minor Research Project of Two-Year B.Ed Curriculum organized at Sree Narayana Training College Nedunganda on 11.06.2019	Resource Person
03	National Commission For Woman sponsored National Level One Day Legal Awareness Programme organized at Sree Narayana Training College Nedunganda on 07.03.2020	Resource Person
Total number of activities		3

Evidence of actively involved in guiding Ph. D./ M.Phil. students

No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
			Total number of students

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

Details of minor/major research project sponsored by national or international agencies.

S.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01			
			Total number of projects

Details of Publication in peer-reviewed or UGC or University listed journals

S.No	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	How To Integrate Inclusive Education in the Teacher Education Programme : A Design ( Page No. 165)	Teacher, Teaching and Teacher Education : Framework, Modalities and Practices	93-90611-39-3	No	No	Main Author
						Total number of publications
						1

OVER ALL GRADE FOR CRITERIA II : .....Good.....

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01 – 02 activities
- Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

**PART C : OTHER RELEVANT INFORMATION**

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

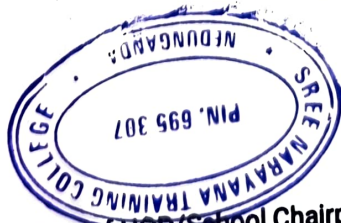
Sl. No.	Details (Mention Year, Value etc. where relevant)

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

01.	Time table
02.	Staff Secretary - copy of the charge memo
03.	Admin of college website- - copy of the charge memo
04.	Admin of Inflibnet- - copy of the charge memo
05.	Examination in charge- - copy of the charge memo
06.	Coordinator- women's study unit – copy of the charge memo
07..	Coordinator - Documentation and publication of activities -- copy of the charge memo
08.	Resource person- One Day workshop on Minor Research Project of Two-Year B.Ed Curriculum organized at Sree narayana Training College Nedunganda – copy of the certificate
09.	Resource Person of National Commission For Woman sponsored National Level One Day Legal Awareness Programme organized at Sree narayana Training College Nedunganda- copy of the certificate
10	One day Orientation Programme on Effective Transaction of Revised Two Year B.Ed Curriculum 2019 orgnized By Board of Studies in Education (UG) at B.M.M.II Training College Kottarakkara on 12.07.2019- copy of the certificate
11	How To Integrate Inclusive Education in the Teacher Education Programme : A Design ( Page No. 165)- copy of the publication

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.

Place & Date



Signature of HOD/School Chairperson/Principal

Signature of the Faculty with Designation

Dr. Sangeetha N.R.  
Ass. Professor

*(Signature)*  
Principal  
Sree Narayana Training College  
Nedunganda

**NB:** 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.

# UNIVERSITY OF KERALA

## Annual Self-Assessment for the Performance Based Appraisal System (PBAS) for Option A

As per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Universities for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)

Session/Year: 2018-2019 [01.06.2018 - 31.05.2019]

(To be completed and submitted at the end of each academic Year/Session)

### PART A: GENERAL INFORMATION

Name (In Block Letters)	: SANGEETHA N.R.
Father's Name/ Mother's Name	: V.RAVEENDRAN
Department	: EDUCATION (GENERAL)
Current designation & Grade Pay	: Assistant Professor, AGP 7000 -
Date of last promotion	: 07.12.2015
In which Position and Grade pay are you an applicant under CAS	: Assistant Professor AGP 8000
Date of eligibility for promotion	: 07.12.2020
Date and Place of Birth	: 20.05.1980
Sex	: Female
Marital Status	: Married
Nationality	: Indian
Indicate whether belongs to SC/ST/OBC Category	: OBC
Address for correspondence (with Pin code)	: Ajilalayam, M.G.Road, Attingal 695 101
Permanent Address (with Pin code)	: Ajilalayam, M.G.Road, Attingal 695 101
Telephone No.	: 9895395892
Email	: dr.sangeetha@sntrainingcollege.edu.in

### Academic Qualifications (Matric till post-graduation):

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
	Dept. of General Education, Kerala State	1995	78	I	
	University of Kerala	1997	63	I	Home Science
	University of Kerala	2000	90	I	Home Science
	University of Kerala	2000	90	I	Child Development
	Mahatma Gandhi University	2002	73	I	Home Science
	University of Kerala	2003	77	I	Home Science
	Assamalai University	2006	69	I	Education
	U.K.	2004			Education
	U.K.	2006			Home Science

### Research Degree(s):

Degree	Title	Date of Award	University
Ph.D	Development of Intervention Strategies for Minimizing Problem Behaviour Tendencies of Secondary School Students	30.07.2018	University of Kerala

10. Appointments held prior to joining this institution

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

11. Posts held after appointment at this institution

Designation	Department	Date of actual Joining		Grade
		From	To	

12. Period of Teaching Experience : 9 years 5 months 25 days  
 Research Experience excluding years spend in M.Phil/Ph.D (in years) :

13. Field of specialization under the Subject/Discipline : Educational Psychology

14. Academic Staff College Orientation/Refresher Course attended:

Name of the Course /Summer School	Place	Duration	Sponsoring Agency



**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

1. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Edu 02- Developmental Perspectives of the Learner	UG	L+P	10	10	100
02.	Edu 02- Perspectives of Learning and Teaching	UG	L+P	10	10	100
03.	Edu 12- Learner in the Educational Perspective	UG	L+P	7	7	100
04	Edu 14- Advanced Studies- Perspectives in Education	UG	L+P	7	7	100
05.						
06.						
07.						
08.						
<b>TOTAL</b>						
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)						<b>Grade</b>

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

**OVER ALL GRADE FOR CRITERIA I : .....Good.....**

- Good : 80% and above performance.
- Satisfactory : 70 % to 80% performance.
- Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Uploading materials in college website	Admin of college website
02	Registering students and teachers in n-list	Admin of Infilbnet
Total number of activities		2

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Pre-Valuation Board Meeting of Second Semester B.Ed Degree Examination	Chief Examiner
02	B.Ed Degree Practical Examination 2019	Examiner in General Education
Total number of activities		2

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01		
Total number of activities		

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Three Day National Seminar on E Learning and Computational Techniques sponsored by Directorate of Collegiate Education organized at Government Arts and Science Kanjiramkulam on 28,29 and 30 November 2018	Participant
02	Minor Research Project of Two Year B.Ed Curriculum organized by KUCTE Kayamkulam	Resource Person
03	National Seminar on Research in Undergraduate Courses : Trends and Practices organized by Department of Education University of Kerala 2018	Resource Person
04	Workshop on Action Research and Case Study organized by Govt. Brennen College of Teacher Education, Thalassery.2018	Resource Person
Total number of activities		4

**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01			

Total number of students

**\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.**

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01			

Total number of projects

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Intervention Strategies in Education- For Adolescent Behaviour Problems	LAMBERT Academic Publishing, International Book Market Services	978-613-9-98460-2	No	No	Main author
Total number of publications						1

**OVERALL GRADE FOR CRITERIA II : .....Good.....**

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01 – 02 activities
- Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

**PART C : OTHER RELEVANT INFORMATION**

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

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

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

01.	Copy of Time Table
02.	Admin of college website- charge memo
03.	Admin of Inflibnet - charge memo
04.	Pre-Valuation Board Meeting of Second Semester B.Ed Degree Examination- Duty Certificate
05.	B.Ed Degree Practical Examination 2019- Duty Certificate
06.	Three Day National Seminar on E Learning and Computational Techniques sponsored by Directorate of Collegiate Education organized at Government Arts and Science Kanjiramkulam on 28,29 and 30 November 2018- copy of the certificate
07.	Minor Research Project of Two Year B.Ed Curriculum organized by KUCTE Kayamkulam - copy of certificate
08.	National Seminar on Research in Undergraduate Courses : Trends and Practices organized by Department of Education University of Kerala 2018- copy of certificate
09.	Workshop on Action Research and Case Study organized by Govt. Brennen College of Teacher Education, Thalassery.2018- copy of certificate
10.	Intervention Strategies in Education- For Adolescent Behaviour Problems - LAMBERT Academic Publishing, International Book Market Services.

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.

Place & Date

Signature of the Faculty with Designation  
*Dr. Sangeetha N.R.*  
 Asst. Professor

Signature of HOD/School Chairperson/Principal

*[Signature]*  
 Principal

**Sree Narayana Training College  
 Nedunganda**



**NB: 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.**

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)*

**Session/Year : 2017-2018 [01.06.2017 - 31.05.2018]**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: SANGEETHA N.R.
2.	Father's Name/ Mother's Name	: V.RAVEENDRAN
3.	Department	: EDUCATION (GENERAL)
4.	Current designation & Grade Pay	: Assistant Professor, AGP 7000.
5.	Date of last promotion	: 07.12.2015
6.	To which Position and Grade pay are you an applicant under CAS	: Assistant Professor AGP 8000.
7.	Date of eligibility for promotion	: 07.12.2020
8.	Date and Place of Birth	: 20.05.1980
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: Ajilalayam, M.G.Road, Attingal 695 101
14.	Permanent Address (with Pin code)	: Ajilalayam, M.G.Road, Attingal 695 101
15.	Telephone No:	9895395892
16.	Email	dr.sangeetha@snttrainingcollege.edu.in

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
S.S.L.C	Dept. of General Education, Kerala State	1995	78	I	
Pre Degree	University of Kerala	1997	63	I	Home Science
B.Sc	University of Kerala	2000	90	I	Home Science
M.Sc	Mahatma Gandhi University	2002	73	I	Child Development
B.Ed	University of Kerala	2003	77	I	Home Science
M.Ed	Annamalai University	2006	69	I	Education
NET	UGC	2004			Education
NET	UGC	2006			Home Science

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

Degree	Title	Date of Award	University

19. Appointments held prior to joining this institution

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

20. Posts held after appointment at this institution

Designation	Department	Date of actual Joining		Grade
		From	To	

21. Period of Teaching Experience : 8 years 5 months 25 days  
 22. Research Experience excluding years spend in M.Phil/Ph.D (in years) :

23. Field of specialization under the Subject/Discipline : Educational Psychology

24. Academic Staff College Orientation/Refresher Course attended:

Name of the Course /Summer School	Place	Duration	Sponsoring Agency

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
 (Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**Ia. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

SL.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Edu 02- Developmental Perspectives of the Learner	UG	L+P	10	10	100
02.	Edu 02- Perspectives of Learning and Teaching	UG	L+P	10	10	100
03.	Edu 12- Learner in the Educational Perspective	UG	L+P	7	7	100
04	Edu 14- Advanced Studies- Perspectives in Education	UG	L+P	7	7	100
05.						
06.						
07.						
08.						
<b>TOTAL</b>						
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	

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

**OVER ALL GRADE FOR CRITERIA I : ...Good.....**

- Good : 80% and above performance.
- Satisfactory : 70 % to 80% performance.
- Not satisfactory : less than 70% performance

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	In charge of College Library	Admin N-List Inlibnet
02	Uploading materials in the website	Admin of college Website
Total number of activities		2

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Question Paper setting for Calicut University- IV semester Two Year Programme	Question Paper Setter
02	Examiner of Semester Two B.Ed Degree examination of Kerala University	Additional Examiner
03	B.Ed Degree Practical Examination Phase II- Kerala University	Examiner of General Education
Total number of activities		3

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	In charge of research and Extension Activities	In Charge
02	Practice Teaching Phase	In Charge
Total number of activities		2

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	One day Workshop on Minor Research Project Of Two-Year B.Ed Curriculum	Convener
Total number of activities		1



**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01			
Total number of students			

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
Total number of projects			

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Case Study Research- The Indepth exploration of a Bounded System (Page No. 20)	Research Trends in Undergraduate Courses	ISBN-978-93- 5346-705-0	No	Nil	Main Author
Total number of publications						1

**OVER ALL GRADE FOR CRITERIA II : .....Good.....**

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01 – 02 activities
- Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

**PART C : OTHER RELEVANT INFORMATION**

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

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

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

01.	Time table - copy
02.	Admin of college website- Charge memo
03.	Question Paper setting for Calicut University- IV semester Two Year Programme- Scrutiny Board meeting Memo
04.	Examiner of Semester Two B.Ed Degree examination of Kerala University – Duty Certificate
05.	B.Ed Degree Practical Examination Phase II- Kerala University- Duty Certificate
06.	In charge of College Library- charge memo
07..	In charge of research and Extension Activities- - charge memo
08.	Practice Teaching Phase - charge memo
09.	Convener of One day Workshop on Minor Research Project Of Two-Year B.Ed Curriculum at Sree Narayana Training College- copy of certificate
10.	Case Study Research- The In-depth Exploration of a Bounded System (Page No. 20)- copy of the publication

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.

Place & Date

Signature of the Faculty with Designation

*S.R.*  
Dr. Sangeetha N.R.  
Asst. Professor



Signature of HOD/School Chairperson/Principal

*[Signature]*  
Principal  
Sree Narayana Training College  
Nedunganda

NB: 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.

2017-18

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018: Option A)*

**Session/Year: 2017-'18 (12/03/2018 to 31/05/2018)**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: Dr. SMITHA S.
2.	Father's Name/ Mother's Name	: Sri. A. Damodaran (Father)
3.	Department	: Education (General)
4.	Current designation & Grade Pay	: Assistant Professor – Level 12
5.	Date of last promotion	: 12/03/2018
6.	To which Position and Grade pay are you an applicant under CAS	: Associate Professor-Level 13 A
7.	Date of eligibility for promotion	: 12/03/2021
8.	Date and Place of Birth	: 30/05/1972, Paravur
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
14.	Permanent Address (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
15.	Telephone No:	9995283505
16.	Email	smithakailas2@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
Secondary School Certificate (SSC)	Board of Public Examination, Govt. of Kerala.	1987	I Class	73	All Subjects
Pre-Degree	University of Kerala	1989	I Class	75	I Group
B.Sc.	University of Kerala	1992	I Class	86.3	Mathematics
M. Sc. Mathematics	University of Kerala	1994	I Class	74(4 <sup>th</sup> Rank)	Mathematics
B.Ed.	University of Kerala	1995	I Class	71	Education
M.Ed.	Mahatma Gandhi University	2001	I Class	72 (2 <sup>nd</sup> Rank)	Education
NET -Education	UGC	2003			
Ph.D. in Education	University of Kerala	2013			Education
PGDEPMA	University of Kerala	2014	I Class	74(4 <sup>th</sup> Position)	Educational Planning
M. A. Philosophy	University of Kerala	2015	I Class	78( 1 <sup>st</sup> Position)	Philosophy
M.A. Psychology	IGNOU	2019	I Class	76 (Distinction)	Psychology

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

Degree	Title	Date of Award	University
Ph.D.	Preparation of a Learning Package of Vedic Mathematics and testing its effectiveness on Secondary School Students' Computational Ability and their Affective Domain.	12/03/2013	University of Kerala

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
		NA			

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor AGP 6,000	Education (General)	12/03/2007	11/03/2013	AGP 6,000
Assistant Professor AGP 7,000	Education (General)	12/03/2013	11/03/2018	AGP 7,000
Assistant Professor –Academic Level 12	Education (General)	12/03/2018	31/05/2018	Academic Level 12

**21. Period of teaching experience** : 12-03-2007 to 31/05/2018  
11 years 2 Months 20 Days

**22. Research Experience excluding** : Approved Research Guide, University of Kerala  
No.AcE1.A1/46023/2014  
Research Centre: Mar Theophilus Training College,  
Thiruvananthapuram

years spend in M.Phil/Ph.D (in years)

**23. Field of specialization under the** : Vedic Mathematics, Educational Philosophy, Research  
Subject/Discipline Methodology & Statistics

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course /Summer School	Place	Duration	Sponsoring Agency
NIL			

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No.	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Theoretical Base of Education-Philosophical & Sociological	UG	L	5	5	100
			P	3	3	
02.	Associate Subject-Educational Evaluation	UG	L	5	5	100
			P	3	3	100
Total					16 hours	100%
04.	Theoretical Base of Education- National	UG	L	5	5	100
			P	3	3	100
05.	Associate Subjects-Environmental Education	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
<b>TOTAL</b>						1) 16 hours = 100% 2) 16 hours = 100
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	Good

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

**OVER ALL GRADE FOR CRITERIA I : .....Good.....**

- Good : 80% and above performance.  
 Satisfactory : 70 % to 80% performance.  
 Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Administrative- IQAC Coordinator	IQAC Coordinator
02	Administrative- PTA Secretary	PTA Secretary
03	Administrative- College Nodal Officer -AISHE	College Nodal Officer -AISHE
04	Member- Staff Council	Member- Staff Council
05	Member- Admission Committee	Member- Admission Committee
06	Staff Editor- College Magazine 2017-'18	Staff Editor- College Magazine 2017-'18
07	Editorial Board Member- College Journal- Gurujyothi Research and Reflections-An Interdisciplinary Peer Reviewed Research Journal in Education ISSN 0976-0865	Editorial Board Member- College Journal
08	PTA Secretary-2017-'18	PTA Secretary-2017-'18
09	Member, Research Committee	Member, Research Committee
10	Member, Library Committee	Member, Library Committee
11	Member, Examination Committee	Member, Examination Committee
12	College Nodal Officer - UBA	College Nodal Officer - UBA
<b>Total number of activities</b>		<b>12</b>

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Question Paper setter of B.Ed. Degree Exam- University of Calicut	Question Paper setter of B.Ed. Degree Exam
02	Internal Exam – Question paper setting/Valuation of Answer scripts- SNTC, Nedunganda	Internal Exam – Question paper setting/Valuation of Answer scripts
03	Chief Examiner- B.Ed. Degree Examinations, University of Kerala	Chief Examiner
04		
05		
06		
<b>Total number of activities</b>		<b>3</b>

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Convener, Career Guidance Club	Convener
02	Convener, Placement Cell	Convener
03		
04		
05		
06		
<b>Total number of activities</b>		<b>2</b>

**D. Organizing seminars/conferences/workshops and other college/university activities**

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<b>Sl.No</b>	<b>Type of Activity</b>	<b>Role Performed</b>
01	Organized 'Extempore Speech' programme	Coordinator
02	'Seminar on Online Exam Orientation'	Convener
03	Campus Placement Programme -Job Fest-2018	Coordinator
04		
05		
<b>Total number of activities</b>		<b>3</b>

**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01	PRATHEESH P.K (PT)	10/02/2016	Ac.E1/A2/715/EDN/38444/2015 Dtd. 16/03/2016
02	JOBY THOMAS (FT)	02/05/2017	AcE1.A/116/EDN/14118/2016 Dtd.25/05/2017
03	RESMI V.S. (FT)	01/11/2017	Ac.E1/A4/117/EDN/15469/2017 Dtd.17/11/2017
04	DEEPTHI S. (PT)	02/01/2018	Ac.E1/A3/19490_1/2019 dtd.21/11/2019 Re-registration w.e.f. 02/01/2018
<b>Total number of students</b>			<b>4</b>

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01	Problems of Working Women attending Night Duties- Minor Research Project	Kerala Women's Commission	50,000/-
02			
03			
04			
05			
<b>Total number of projects</b>			<b>1</b>

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Enhancing Employability Skills of Educated Unemployed through Vedic Mathematics, Page No 12867-12870	International Journal of Current Advanced Research May 2018	ISSN: O: 2319-6475, ISSN: P: 2319-6505, UGC Journal NO: 43892, Impact Factor: 6.614, Volume 7; Issue 5(J)	yes	0	yes
02	"Ethnopedagogical Approach in Teaching Chemistry at Graduate Level: A Survey" Page No 47-52	EDU WORLD April 2018. UGC Notification No. 62981	ISSN 2319-7129, volume No. XII, Issue No. 3,	yes	1	No
<b>Total number of publications</b>						<b>2</b>

**OVER ALL GRADE FOR CRITERIA II : .....Good.....**

- Good** : Involved in at least 03 activities  
 **Satisfactory** : Involved in 01 – 02 activities  
 **Not satisfactory** : Not involved / undertaken any of the activities



**IV. SUMMARY OF ASSESSMENT****Session/Year:**

<b>Criteria</b>		<b>Grade/Score</b>
<b>I</b>	<b>Teaching and Learning related activities</b>	Good
<b>II</b>	<b>Involvement in the University/College students related activities/Research activities</b>	Good
<b>III</b>	<input type="checkbox"/> <b>Research and Academic contribution</b>	-----

Only for placement from Academic level 13A to 14; Associate Professor to Professor

**PART C : OTHER RELEVANT INFORMATION**

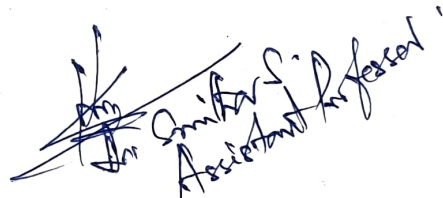
Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

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

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

01.	Copy of Timetable
02.	Copy of Certificate showing teaching, learning and evaluation related activities
03.	
04.	
05.	

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  
Nedunganda  
03-01-2022

Signature of HOD/School Chairperson/Principal



Principal  
Sree Narayana Training College  
Nedunganda

NB: 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.

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)*

**Session/Year : 2018-'19 (01/06/2018 to 31/05/2019)**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: Dr. SMITHA S.
2.	Father's Name/ Mother's Name	: Sri. A. Damodaran (Father)
3.	Department	: Education (General)
4.	Current designation & Grade Pay	: Assistant Professor – Level 12
5.	Date of last promotion	: 12/03/2018
6.	To which Position and Grade pay are you an applicant under CAS	: Associate Professor-Level 13 A
7.	Date of eligibility for promotion	: 12/03/2021
8.	Date and Place of Birth	: 30/05/1972, Paravur
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
14.	Permanent Address (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
15.	Telephone No:	9995283505
16.	Email	smithakailas2@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
Secondary School Certificate (SSC)	Board of Public Examination, Govt. of Kerala.	1987	I Class	73	All Subjects
Pre-Degree	University of Kerala	1989	I Class	75	I Group
B.Sc.	University of Kerala	1992	I Class	86.3	Mathematics
M. Sc. Mathematics	University of Kerala	1994	I Class	74( 4 <sup>th</sup> Rank)	Mathematics
B.Ed.	University of Kerala	1995	I Class	71	Education
M.Ed.	Mahatma Gandhi University	2001	I Class	72 (2 <sup>nd</sup> Rank)	Education
NET -Education	UGC	2003			
Ph.D. in Education	University of Kerala	2013			Education
PGDEPMA	University of Kerala	2014	I Class	74(4 <sup>th</sup> Position)	Educational Planning
M. A. Philosophy	University of Kerala	2015	I Class	78( 1 <sup>st</sup> Position)	Philosophy
M.A. Psychology	IGNOU	2019	I Class	76 (Distinction)	Psychology

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

Degree	Title	Date of Award	University
Ph.D.	Preparation of a Learning Package of Vedic Mathematics and testing its effectiveness on Secondary School Students' Computational Ability and their Affective Domain.	12/03/2013	University of Kerala

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
		NA			

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor AGP 6,000	Education (General)	12/03/2007	11/03/2013	AGP 6,000
Assistant Professor AGP 7,000	Education (General)	12/03/2013	11/03/2018	AGP 7,000
Assistant Professor - Academic Level 12	Education (General)	12/03/2018	31/05/2019	Academic Level 12

**21. Period of teaching experience**

: 12-03-2007 to 31/05/2019

**12 years 2 Months 20 Days****22. Research Experience excluding**: Approved Research Guide, University of Kerala  
No.AcE1.A1/46023/2014Research Centre: Mar Theophilus Training College,  
Thiruvananthapuramyears spend in M.Phil/Ph.D (in  
years)**23. Field of specialization under the**: Vedic Mathematics, Educational Philosophy, Research  
Methodology & Statistics**Subject/Discipline****24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course /Summer School	Place	Duration	Sponsoring Agency
Refresher Course –Summer School (Multidisciplinary)	UGC HRDC, University of Kerala	30-11-2018 to 20-12-2018	UGC
Refresher Course on Leadership and Governance in Higher Education	SWAYAM ARPIT ONLINE COURSE	30.03.2019 (40 hrs.)	UGC SWAYAM

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Theoretical Base of Education-Philosophical & Sociological	UG	L	5	5	100
			P	3	3	
02.	Associate Subject-Educational Evaluation	UG	L	5	5	100
			P	3	3	100
Total					16 hours	100%
04	Theoretical Base of Education- National	UG	L	5	5	100
			P	3	3	100
05.	Associate Subjects-Environmental Education	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
<b>TOTAL</b>						1) 16 hours = 100% 2) 16 hours = 100
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)						<b>Grade</b> Good

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

**OVER ALL GRADE FOR CRITERIA I : .....Good.....**

- Good : 80% and above performance.  
Satisfactory : 70 % to 80% performance.  
Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Administrative- IQAC Coordinator	IQAC Coordinator
02	Administrative- College Nodal Officer -AISHE	College Nodal Officer -AISHE
03	Member- Staff Council	Member- Staff Council
04	Member- Admission Committee	Member- Admission Committee
05	Administrative- College Nodal Officer - SAAC	College Nodal Officer - SAAC
06	Editorial Board Member- College Journal- Gurujyothi Research and Reflections-An Interdisciplinary Peer Reviewed Research Journal in Education ISSN 0976-0865	Editorial Board Member- College Journal
07	Member, PTA Executive Committee	Member, PTA Executive Committee
08	Member, Research Committee	Member, Research Committee
09	Member, Library Committee	Member, Library Committee
10	Member, Examination Committee	Member, Examination Committee
11	College Nodal Officer - UBA	College Nodal Officer - UBA
12	Mentor Teacher	Mentor Teacher
<b>Total number of activities</b>		<b>12</b>

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Chief Examiner- B.Ed. Degree Examinations	Chief Examiner
02	Revaluation of Answer scripts of B.Ed. Degree Examinations- University of Kerala	Revalued Answer scripts
03	Internal Exam – Question paper setting/Valuation of Answer scripts- SNTC, Nedunganda	Internal Exam – Question paper setting/Valuation of Answer scripts
<b>Total number of activities</b>		<b>3</b>

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Convener, Career Guidance Club	Convener
02	Convener, Placement Cell	Convener
03	Convener, Research and Extension Activities	Convener
<b>Total number of activities</b>		<b>3</b>

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Organized 'Extempore Speech' programme	Coordinator
02	'Seminar on Online Exam Orientation'	Convener
03	'Seminar on Online Courses'	Coordinator
04	Inter Optional Quiz Competition	Coordinator
05	Pre-placement Orientation Programme	Coordinator
06	Attended UGC-NAAC- Awareness Workshop on Quality Assessment and Accreditation organized by University of Kerala	Participant as IQAC Coordinator, SNTC
07	Attended the 1 <sup>st</sup> National Workshop on Educational Technology organized by SIET, Govt. of Kerala	Participant
06		

**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01	PRATHEESH P.K (PT)	10/02/2016	Ac.E1/A2/715/EDN/38444/2015 Dtd. 16/03/2016
02	JOBY THOMAS (FT)	02/05/2017	AcE1.A/116/EDN/14118/2016 Dtd.25/05/2017
03	RESMI V.S. (FT)	01/11/2017	Ac.E1/A4/117/EDN/15469/2017 Dtd.17/11/2017
04	DEEPTHI S. (PT)	02/01/2018	Ac.E1/A3/19490_1/2019 dtd.21/11/2019 Re-registration w.e.f. 02/01/2018
<b>Total number of students</b>			<b>4</b>

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01	NIL		
<b>Total number of projects</b>			<b>0</b>

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Development of a Teaching Aptitude Test Battery for B.Ed. Students.	Teacher, Learner and Society, Vol.15, No.1, June 2018.	ISSN 2319-1709-29, Vol.15, No.1	yes	1	No
02	Revamping the Post-Flood Kerala: An Educational Perspective, pages 34-37.	Convergence-International Journal of ICTAK, A Multidisciplinary Journal of Engineering, Technology & Employability. December 2018	ISSN 2454-5848, Vol.4, Issue 1	yes	0	yes
03	Extent of Awareness of Ethical Principles for Women Empowerment among Pre-service Teachers,	Gurujyothy Research and Reflections, July 2018	ISSN 0976-0865, volume 12 , No 2	yes	1	No
04	Development and standardization of an Attitude Scale in Chemistry for Undergraduate Students"	Gurujyothi Research and Reflections July 2019	ISSN. 0976-0865, Volume 13, Issue 2	yes	1	No
05	Relationship between English Language	Frontiers in Education and	ISSN-2277-3576, Vol.8, Issue 1,	yes	2	No

	Proficiency and Academic Performance of B.Ed. students in Kerala.	Research, A Peer Reviewed Bi Annual Journal, N.V.K.S.D.College of Education, January, 2019.	2019			
<b>Total number of publications</b>						<b>5</b>

85

**OVER ALL GRADE FOR CRITERIA II : .....Good.....**

- Good : Involved in at least 03 activities  
 Satisfactory : Involved in 01 – 02 activities  
 Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I



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**IV. SUMMARY OF ASSESSMENT****Session/Year :**

<b>Criteria</b>		<b>Grade/Score</b>
<b>I</b>	<b>Teaching and Learning related activities</b>	<b>Good</b>
<b>II</b>	<b>Involvement in the University/College students related activities/Research activities</b>	<b>Good</b>
<b>III</b>	<input type="checkbox"/> <b>Research and Academic contribution</b>	-----

Only for placement from Academic level 13A to 14; Associate Professor to Professor

**PART C : OTHER RELEVANT INFORMATION**

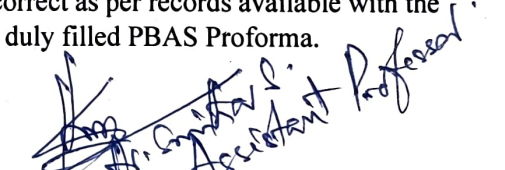
Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

Sl. No.	Details (Mention Year, Value etc. where relevant)
1.	Best Teacher Award 2019 by the Council of Principals of Colleges in Kerala
	<b>Chapters in edited books</b>
2.	Rights of Women-Global and National scenario, Women Empowerment -Context & Concerns UGC-HRDC, University of Kerala, National, February, 2019 , Thiruvananthapuram ISBN: 978-81-908006-7-9

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

01.	Copy of Timetable
02.	Copy of Certificate showing teaching, learning and evaluation related activities
03.	
04.	
05.	
06.	
07..	
08.	
09.	

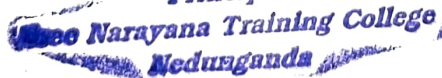
I certify that the information provided is correct as per records available with the University and/or documents enclosed along with the duly filled PBAS Proforma.

  
 Assistant Professor  
 Signature of the Faculty with Designation

Place & Date  
Nedunganda  
03-01-2022



**Signature of HOD/School Chairperson/Principal**

  
 Neo Narayana Training College,  
 Nedunganda



**NB:** 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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**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)*

**Session/Year : 2019-'20 (01/06/2019 to 31/05/2020)**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: Dr. SMITHA S.
2.	Father's Name/ Mother's Name	: Sri. A. Damodaran (Father)
3.	Department	: Education (General)
4.	Current designation & Grade Pay	: Assistant Professor – Level 12
5.	Date of last promotion	: 12/03/2018
6.	To which Position and Grade pay are you an applicant under CAS	: Associate Professor-Level 13 A
7.	Date of eligibility for promotion	: 12/03/2021
8.	Date and Place of Birth	: 30/05/1972, Paravur
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
14.	Permanent Address (with Pin code)	: "KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
15.	Telephone No:	9995283505
16.	Email	smithakailas2@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
Secondary School Certificate (SSC)	Board of Public Examination, Govt. of Kerala.	1987	I Class	73	All Subjects
Pre-Degree	University of Kerala	1989	I Class	75	I Group
B.Sc.	University of Kerala	1992	I Class	86.3	Mathematics
M. Sc. Mathematics	University of Kerala	1994	I Class	74(4 <sup>th</sup> Rank)	Mathematics
B.Ed.	University of Kerala	1995	I Class	71	Education
M.Ed.	Mahatma Gandhi University	2001	I Class	72 (2 <sup>nd</sup> Rank)	Education
NET -Education	UGC	2003			
Ph.D. in Education	University of Kerala	2013			Education
PGDEPMA	University of Kerala	2014	I Class	74(4 <sup>th</sup> Position)	Educational Planning
M. A. Philosophy	University of Kerala	2015	I Class	78( 1 <sup>st</sup> Position)	Philosophy
M.A. Psychology	IGNOU	2019	I Class	76 (Distinction)	Psychology

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

Degree	Title	Date of Award	University
Ph.D.	Preparation of a Learning Package of Vedic Mathematics and testing its effectiveness on Secondary School Students' Computational Ability and their Affective Domain.	12/03/2013	University of Kerala

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
		NA			

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor AGP 6,000	Education (General)	12/03/2007	11/03/2013	AGP 6,000
Assistant Professor AGP 7,000	Education (General)	12/03/2013	11/03/2018	AGP 7,000
Assistant Professor - Academic Level 12	Education (General)	12/03/2018	31/05/2020	Academic Level 12

**21. Period of teaching experience** : 12-03-2007 to 31/05/2020  
13 years 2 Months 20 Days

**22. Research Experience excluding** : Approved Research Guide, University of Kerala  
No.AcE1.A1/46023/2014  
Research Centre: Mar Theophilus Training College,  
Thiruvananthapuram

years spend in M.Phil/Ph.D (in years)

**23. Field of specialization under the** : Vedic Mathematics, Educational Philosophy, Research  
Methodology & Statistics  
**Subject/Discipline**

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course /Summer School	Place	Duration	Sponsoring Agency
One Week Short Term Course in Gender Sensitization	UGC HRDC, University of Kerala	22-11-2019 to 28-11-2019	UGC
Refresher Course In Psychology	SWAYAM ARPIT ONLINE COURSE	16.02.2020 (40 hrs.)	UGC SWAYAM
Refresher Course on Teacher and Teaching in Higher Education	SWAYAM ARPIT ONLINE COURSE	16.02.2020 (40 hrs.)	UGC SWAYAM

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**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Theoretical Base of Education-Philosophical & Sociological	UG	L	5	5	100
			P	3	3	
02.	Associate Subject-Educational Evaluation	UG	L	5	5	100
			P	3	3	100
Total					16 hours	100%
04	Theoretical Base of Education- National	UG	L	5	5	100
			P	3	3	100
05.	Associate Subjects-Environmental Education	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
<b>TOTAL</b>						1) 16 hours = 100% 2) 16 hours = 100
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	Good

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

**OVER ALL GRADE FOR CRITERIA I: .....Good.....**

- Good : 80% and above performance.  
 Satisfactory : 70 % to 80% performance.  
 Not satisfactory : less than 70% performance

For Details see Appendix I

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**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Theoretical Base of Education- Philosophical & Sociological	UG	L	5	5	100
			P	3	3	
02.	Associate Subject- Educational Evaluation	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
04	Theoretical Base of Education- National	UG	L	5	5	100
			P	3	3	
05.	Associate Subjects- Environmental Education	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
<b>TOTAL</b>						1) 16 hours = 100% 2) 16 hours = 100
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	Good

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

**OVER ALL GRADE FOR CRITERIA I: .....Good.....**

- Good : 80% and above performance.  
 Satisfactory : 70 % to 80% performance.  
 Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Administrative- IQAC Coordinator	IQAC Coordinator
02	Administrative- College Nodal Officer -AISHE	College Nodal Officer -AISHE
03	Member- Staff Council	Member- Staff Council
04	Admission Coordinator, SNTC	Admission Coordinator, SNTC
05	Coordinator- Research & Extension	Coordinator- Research & Extension
06	Editorial Board Member- College Journal- Gurujyothi Research and Reflections-An Interdisciplinary Peer Reviewed Research Journal in Education ISSN 0976-0865	Editorial Board Member- College Journal
07	Member, PTA Executive Committee	Member, PTA Executive Committee
08	Member, Research Committee	Member, Research Committee
09	Member, Library Committee	Member, Library Committee
10	Member, Examination Committee	Member, Examination Committee
11	College Nodal Officer - UBA	College Nodal Officer - UBA
12	Mentor Teacher	Mentor Teacher
<b>Total number of activities</b>		<b>12</b>

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Valuation of Answer scripts of B.Ed. Degree Examinations- University of Kerala	Examiner
02	Chief Examiner- B.Ed. Degree Examinations	Chief Examiner
03	Question Paper setter of B.Ed. Degree Exam- University of Calicut	Question Paper setter of B.Ed. Degree Exam
04	Internal Exam – Question paper setting/Valuation of Answer scripts- SNTC, Nedunganda	Internal Exam – Question paper setting/Valuation of Answer scripts
05	Attended Pre- Valuation Board Meeting of B.Ed. Degree Examinations, University of Kerala	Chief Examiner
<b>Total number of activities</b>		<b>5</b>

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Resource Talk on MCQ preparation for B.Ed. students	Resource Person
02	Convener, Career Guidance Club	Convener
03	Convener, Placement Cell	Convener
04	Attended Research Review Committee Meeting at Department of Education, University of Kerala	Research Supervisor
<b>Total number of activities</b>		<b>4</b>

**D. Organizing seminars/conferences/workshops and other college/university activities**

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Sl.No	Type of Activity	Role Performed
01	Entrepreneurship awareness programme	Coordinator
02	Prepared cleaning Lotion by using Swadeshi products on October 2nd , 2019 and initiated to distribute the same in the nearby locality.	Coordinator
03	Programme on Memory Techniques named 'Ormayude Rasathantram'	Coordinator
04	Attended SAAC-Orientation Programme organized by Kerala State Higher Education Council	Participant as IQAC Coordinator, SNTC
05	'Acharmela', a unique programme organized	Coordinator
06	Programme on 'Success Stories of Blooming Entrepreneurs'	Coordinator
07	Training programme on preparation of Cloth Bag, Paper Bag and Paper Pen	Coordinator
08	LEGAL AWARENESS PROGRAMME Sponsored by National Commission for Women, Govt. of India	Convener
<b>Total number of activities</b>		<b>8</b>



**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01	PRATHEESH P.K (PT)	10/02/2016	Ac.E1/A2/715/EDN/38444/2015 Dtd. 16/03/2016
02	JOBY THOMAS (FT)	02/05/2017	AcE1.A/116/EDN/14118/2016 Dtd.25/05/2017
03	RESMI V.S. (FT)	01/11/2017	Ac.E1/A4/117/EDN/15469/2017 Dtd.17/11/2017
04	DEEPTHI S. (PT)	02/01/2018	Ac.E1/A3/19490_1/2019 dtd.21/11/2019 Re-registration w.e.f. 02/01/2018
<b>Total number of students</b>			<b>4</b>

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01	Major Research Project- Problems of Women in Education Field- KWC	Kerala Women's Commission	2,00,000/-
02			
<b>Total number of projects</b>			<b>1</b>

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	NIL					
<b>Total number of publications</b>						<b>0</b>

**OVER ALL GRADE FOR CRITERIA II : .....Good.....**

- Good : Involved in at least 03 activities  
 Satisfactory : Involved in 01 – 02 activities  
 Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

#### IV. SUMMARY OF ASSESSMENT

Session/Year :

Criteria		Grade/Score
I	Teaching and Learning related activities	Good
II	Involvement in the University/College students related activities/Research activities	Good
III	<input type="checkbox"/> Research and Academic contribution	-----

Only for placement from Academic level 13A to 14; Associate Professor to Professor

**PART C : OTHER RELEVANT INFORMATION**


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

Sl. No.	Details (Mention Year, Value etc. where relevant)
	<b>Chapters in edited books</b>
1.	Water Resources: Protection and Use      People and Environment: Concerns and Challenges      UGC-HRDC, University of Kerala, National, July 2019 ,Thiruvananthapuram ISBN: 978-81-908006-7-9

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

01.	Copy of Timetable
02.	Copy of Certificate showing teaching, learning and evaluation related activities
03.	
04.	
05.	
06.	
07..	
08.	
09.	

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  
Nedunganda  
03-01-2022

  
 Signature of HOD/School Chairperson/Principal

Principal  
Bee Narayana Training College  
Nedunganda

**NB:** 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.



# UNIVERSITY OF KERALA

## Annual Self-Assessment for the Performance Based Appraisal System (PBAS) for Option A

(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)

Session/Year : 2020-'21 (01/06/2020 to 11/03/2021)

(To be completed and submitted at the end of each academic Year/Session)

### PART A: GENERAL INFORMATION

1.	Name (In Block Letters)	:	Dr. SMITHA S.
2.	Father's Name/ Mother's Name	:	Sri. A. Damodaran (Father)
3.	Department	:	Education (General)
4.	Current designation & Grade Pay	:	Assistant Professor – Level 12
5.	Date of last promotion	:	12/03/2018
6.	To which Position and Grade pay are you an applicant under CAS	:	Associate Professor-Level 13 A
7.	Date of eligibility for promotion	:	12/03/2021
8.	Date and Place of Birth	:	30/05/1972, Paravur
9.	Sex	:	Female
10.	Marital Status	:	Married
11.	Nationality	:	Indian
12.	Indicate whether belongs to SC/ST/OBC Category	:	OBC
13.	Address for correspondence (with Pin code)	:	"KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
14.	Permanent Address (with Pin code)	:	"KAILAS" Kongal, S.Paravur P.O., Kollam- 691 301, Kerala
15.	Telephone No:		9995283505
16.	Email		smithakailas2@gmail.com

### 17. Academic Qualifications (Matric till post-graduation):

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
Secondary School Certificate (SSC)	Board of Public Examination, Govt. of Kerala.	1987	I Class	73	All Subjects
Pre-Degree	University of Kerala	1989	I Class	75	I Group
B.Sc.	University of Kerala	1992	I Class	86.3	Mathematics
M. Sc. Mathematics	University of Kerala	1994	I Class	74( 4 <sup>th</sup> Rank)	Mathematics
B.Ed.	University of Kerala	1995	I Class	71	Education
M.Ed.	Mahatma Gandhi University	2001	I Class	72 (2 <sup>nd</sup> Rank)	Education
NET -Education	UGC	2003			
Ph.D. in Education	University of Kerala	2013			Education
PGDEPMA	University of Kerala	2014	I Class	74(4 <sup>th</sup> Position)	Educational Planning
M. A. Philosophy	University of Kerala	2015	I Class	78( 1 <sup>st</sup> Position)	Philosophy
M.A. Psychology	IGNOU	2019	I Class	76 (Distinction)	Psychology

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

<b>Degree</b>	<b>Title</b>	<b>Date of Award</b>	<b>University</b>
Ph.D.	Preparation of a Learning Package of Vedic Mathematics and testing its effectiveness on Secondary School Students' Computational Ability and their Affective Domain.	12/03/2013	University of Kerala

**19. Appointments held prior to joining this institution**

<b>Designation</b>	<b>Name of employer</b>	<b>Date of</b>		<b>Salary With Grade</b>	<b>Reason of leaving</b>
		<b>Joining</b>	<b>Leaving</b>		
		NA			

**20. Posts held after appointment at this institution**

<b>Designation</b>	<b>Department</b>	<b>Date of actual Joining</b>		<b>Grade</b>
		<b>From</b>	<b>To</b>	
Assistant Professor AGP 6,000	Education (General)	12/03/2007	11/03/2013	AGP 6,000
Assistant Professor AGP 7,000	Education (General)	12/03/2013	11/03/2018	AGP 7,000
Assistant Professor - Academic Level 12	Education (General)	12/03/2018	11/03/2021	Academic Level 12

**21. Period of teaching experience** : 12-03-2007 to 11/03/2021  
14 years

**22. Research Experience excluding** : Approved Research Guide, University of Kerala  
No.AcE1.A1/46023/2014  
Research Centre: Mar Theophilus Training College,  
Thiruvananthapuram

**years spend in M.Phil/Ph.D (in years)**

**23. Field of specialization under the** : Vedic Mathematics, Educational Philosophy, Research  
Methodology & Statistics

**Subject/Discipline**

**24. Academic Staff College Orientation/Refresher Course attended:**

<b>Name of the Course /Summer School</b>	<b>Place</b>	<b>Duration</b>	<b>Sponsoring Agency</b>
Short- term course in Leadership Development Programme (Live Online)	UGC HRDC, University of Kerala	29-01-2021 to 04-02-2021	UGC
One Week Faculty Development Programme on Online Education in Higher Education Institutions	Kerala State Higher Education Council, Tvpm	03-08-2020 to 07-08-2020	Kerala State Higher Education Council

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**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Theoretical Base of Education-Philosophical & Sociological	UG	L	5	5	100
			P	3	3	
02.	Associate Subject-Educational Evaluation	UG	L	5	5	100
			P	3	3	100
Total					16 hours	100%
04	Theoretical Base of Education- National	UG	L	5	5	100
			P	3	3	100
05.	Associate Subjects-Environmental Education	UG	L	5	5	100
			P	3	3	
Total					16 hours	100%
<b>TOTAL</b>						1) 16 hours = 100% 2) 16 hours = 100
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)						<b>Grade</b>  Good

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

**OVER ALL GRADE FOR CRITERIA I : .....Good.....**

- Good : 80% and above performance.  
Satisfactory : 70 % to 80% performance.  
Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Administrative- IQAC Coordinator	IQAC Coordinator
02	Administrative- College Nodal Officer -AISHE	College Nodal Officer -AISHE
03	Member- Staff Council	Member- Staff Council
04	Member- Admission Committee	Member- Admission Committee
05	Coordinator- Research & Extension	Coordinator- Research & Extension
06	Editorial Board Member- College Journal- Gurujyothi Research and Reflections-An Interdisciplinary Peer Reviewed Research Journal in Education ISSN 0976-0865	Editorial Board Member- College Journal
07	Member, PTA Executive Committee	Member, PTA Executive Committee
08	Member, Research Committee	Member, Research Committee
09	Member, Library Committee	Member, Library Committee
10	Member, Examination Committee	Member, Examination Committee
11	College Nodal Officer - UBA	College Nodal Officer - UBA
12	Mentor Teacher	Mentor Teacher
<b>Total number of activities</b>		<b>12</b>

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Zonal Chairperson - B.Ed. Degree Practical Examinations, University of Kerala	Zonal Chairperson
02	Chief Examiner- B.Ed. Degree Examinations, University of Kerala	Chief Examiner
03	Internal Exam – Question paper setting/Valuation of Answer scripts- SNTC, Nedunganda	Internal Exam – Question paper setting/Valuation of Answer scripts
04	Valuation of Answer scripts of B.Ed. Degree Examinations- University of Kerala	Examiner
05		
06		
<b>Total number of activities</b>		<b>4</b>

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Convener, Career Guidance Club	Convener
02	Convener, Placement Cell	Convener
03	Convener, Entrepreneurship Development Cell	Convener
04	Accompanied students for the Participation in Entrepreneurship Conclave, Thiruvananthapuram	Coordinator
05		
06		
<b>Total number of activities</b>		<b>4</b>

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**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Demonstration on 'Making of Cleaning Lotion using Swadeshi Products' with the financial support of Department of Industries and Commerce, Government of Kerala	Coordinator
02	Training Programme on 'Entrepreneurial Marketing in the Digital Age' with the financial support of Department of Industries and Commerce, Government of Kerala	Coordinator
03	A training programme titled 'workshop on production of eco-friendly materials' for the making of Cloth Bag, Paper Bag and Paper Pen was organized with the financial support of Department of Industries and Commerce, Government of Kerala	Coordinator
04	Organized a National Webinar on 'Entrepreneurship Education'	Coordinator
05	National Webinar on 'EDUCATION AMIDST COVID-19 PANDEMIC'	Coordinator
06	Online Debate on 'Child Labour'	Coordinator
07	Webinar on Minor Research Project	Coordinator
08	National Webinar on 'Impact of COVID on Kerala Economy: Experiences & Reflections'	Coordinator
09	National Webinar on Digital Library	Coordinator
10	National Webinar on 'STAY STRONG & HEALTHY TO FIGHT AGAINST TODAY'S PANDEMIC'	Coordinator
11	National Webinar on COVID-19 & TEACHING COMMUNITY -Role of Teachers during Pre, Present & Post Crisis with special reference to Immunity, Preventive Measures & Fitness	Coordinator
12	International Webinar on "TIME TO SHAPE FUTURE OF THE EDUCATION"	Coordinator
13	National Webinar on 'Online Student Engagement And Support - Teacher Readiness For Challenges And Changes'	Coordinator
14	National Webinar on 'Cardiopulmonary bypass and Cardiac Surgery'	Coordinator
15	National Webinar on "National Education Policy 2020 & Paradigm Shifts in Research Scenario"	Coordinator
16	National Webinar on "Adhyapanathile Ananthamargam"	Coordinator
17	National Webinar on 'Positive Teacher-Pupil Relationship	Coordinator
Total number of activities		17



### E. Evidence of actively involved in guiding Ph. D./ M.Phil. students

Sl.No	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01	PRATHEESH P.K (PT)	10/02/2016	Ac.E1/A2/715/EDN/38444/2015 Dtd. 16/03/2016
02	JOBY THOMAS (FT)	02/05/2017	AcE1.A/116/EDN/14118/2016 Dtd.25/05/2017
03	RESMI V.S. (FT)	01/11/2017	Ac.E1/A4/117/EDN/15469/2017 Dtd.17/11/2017
04	DEEPTHI S. (PT)	02/01/2018	Ac.E1/A3/19490_1/2019 dtd.21/11/2019 Re-registration w.e.f. 02/01/2018
Total number of students			4

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

### F. Details of minor/major research project sponsored by national or international agencies.

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01	Major Research Project on 'Popularization of Indian Intellectual Traditions of Vedic Mathematics through effective education programmes among Multilevel Learners of Kerala'	Indian Council of Social Science Research( ICSSR)	18,00,000/-
02	Major Research Project on 'Problems of Women in Education Field'	Kerala Women's Commission, Govt. of Kerala(KWC)	2,00,000/-
03	Minor Research Project on 'Effectiveness of Education Programmes Towards the prevention of Drug Abuse among Secondary School Students'	University Grants Commission (UGC)	1,00,000/-
04	Minor Research Project on "Problems of Working Women Attending Night Duties"	Kerala Women's Commission, Govt. of Kerala.(KWC)	50,000/-
05	Minor Project on Strengthening Social Accountability of Higher Educational Institutions- Strategies based on Institutional Capacities and Gaps	Kerala State Higher Education Council (KSHEC)	1,00,000/-
Total number of projects			5

### G. Details of Publication in peer-reviewed or UGC or University listed journals

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	<i>National Education Policy (NEP) 2020 - Opportunities and Challenges in Teacher Education.</i> Volume 11, Issue 11, November 2020, pp. 1881-1886. Article ID: IJM_11_11_178. Journal Impact Factor (2020): 10.1471 (Calculated by GIS) www.jifactor.com, 10.34218/IJM.11.11.2020. 178. Scopus Indexed	International Journal of Management (IJM)	ISSN Print: 0976-6502 and ISSN Online: 0976-6510, DOI: 10.34218/IJM.11.11.2020.178. Available online at <a href="https://drive.google.com/file/d/1vAdDC1GnwGFRGUzWDnE6Tlh4wosXxxRP/view?usp=sharing">https://drive.google.com/file/d/1vAdDC1GnwGFRGUzWDnE6Tlh4wosXxxRP/view?usp=sharing</a>	Peer Reviewed	NIL	Yes
02	<i>Philosophy of Evaluation.</i> ISSN-1671-4512,	Journal of Huazhong	ISSN-1671-4512, VOLUME 50	Peer Reviewed	NIL	Yes

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	VOLUME 50 ISSUE 05 – 2021, PAPER ID: HST-0521-281, pages 1-8. Scopus Indexed <a href="https://drive.google.com/file/d/1gs35S0ibjaHLLG10pMMhE-dSETGvoe4k/view?usp=sharing">https://drive.google.com/file/d/1gs35S0ibjaHLLG10pMMhE-dSETGvoe4k/view?usp=sharing</a>	University of Science and Technology	ISSUE 05 – 2021, PAPER ID: HST-0521-281, pages 1-8. Scopus Indexed <a href="https://drive.google.com/file/d/1gs35S0ibjaHLLG10pMMhE-dSETGvoe4k/view?usp=sharing">https://drive.google.com/file/d/1gs35S0ibjaHLLG10pMMhE-dSETGvoe4k/view?usp=sharing</a>			
03	<b>Managing Human Resources For Quality Teacher Education</b> , International Journal of Electrical Engineering and Technology (IJEET) Volume 11, Issue 9, November 2020, pp. 138-143, Article ID: IJEET_11_09_ISSN Print: 0976-6545 and ISSN Online: 0976-6553, DOI: 10.34218/IJEET.11.9.2020.014. Scopus Indexed	International Journal of Electrical Engineering and Technology (IJEET)	ISSN Print: 0976-6545 and ISSN Online: 0976-6553, DOI: 10.34218/IJEET.11.9.2020.014. Scopus Indexed Available online at <a href="https://drive.google.com/file/d/119wB8FjWQ_qaKeyOOwJH_SLKIOfpTXSe/view?usp=sharing">https://drive.google.com/file/d/119wB8FjWQ_qaKeyOOwJH_SLKIOfpTXSe/view?usp=sharing</a>	Peer Reviewed	NIL	Yes
04	<b>Influence of Integration of Information and Communication Technologies in Secondary School Education</b> , Volume 11, Issue 11, November 2020, pp. 1537-1543, Article ID: IJARET_11_11_142, Available online at <a href="https://drive.google.com/file/d/1LLlpls_J-k06m9ZDn89RSTUFmAdQ1rKA/view?usp=sharing">https://drive.google.com/file/d/1LLlpls_J-k06m9ZDn89RSTUFmAdQ1rKA/view?usp=sharing</a>	International Journal of Advanced Research in Engineering and Technology (IJARET)	ISSN Print: 0976-6480 and ISSN Online: 0976-6499, DOI: 10.34218/IJARET.11.11.2020.142, Scopus Indexed Available online at <a href="https://drive.google.com/file/d/1LLlpls_J-k06m9ZDn89RSTUFmAdQ1rKA/view?usp=sharing">https://drive.google.com/file/d/1LLlpls_J-k06m9ZDn89RSTUFmAdQ1rKA/view?usp=sharing</a>	Peer Reviewed	NIL	Yes
Total number of publications					4	

OVER ALL GRADE FOR CRITERIA II : ...Good.....

- Good : Involved in at least 03 activities  
 Satisfactory : Involved in 01 – 02 activities  
 Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
 For Details see Appendix I

**IV. SUMMARY OF ASSESSMENT****Session/Year :**

<b>Criteria</b>		<b>Grade/Score</b>
<b>I</b>	<b>Teaching and Learning related activities</b>	<b>Good</b>
<b>II</b>	<b>Involvement in the University/College students related activities/Research activities</b>	<b>Good</b>
<b>III</b>	<input type="checkbox"/> <b>Research and Academic contribution</b>	<b>-----</b>

Only for placement from Academic level 13A to 14; Associate Professor to Professor

**PART C : OTHER RELEVANT INFORMATION**

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

Sl. No.	Details (Mention Year, Value etc. where relevant)
	<b>Chapters in edited books</b>
1.	<i>Designing and implementing effective Education Programmes to Prevent Alcohol/Drug Abuse among Secondary School Students of Kerala, (UGC Minor Research Project Report- 2014), Research Expositions: Traversing through Multidisciplines (SIRA), UGC-HRDC, University of Kerala, ISBN: 978-93-85657-22-1, June 2020. Page 240</i>
2.	<i>Redefining Indian Higher education System in the context of educational futurism</i> Teacher, Teaching and Teacher Education – Frame works, Modalities and Practices, Jaya Publishing House, ISBN : 978-93-90611-39-3, 2021
3.	<i>Child Rights: Protection for underprivileged Children, Crafting a New World in School Education. CTEF, Kerala. ISBN : 978-93-5437-411-1, 2021</i>

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

<b>01.</b>	Copy of Timetable
<b>02.</b>	Copy of Certificate showing teaching, learning and evaluation related activities
<b>03.</b>	

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.

*[Handwritten Signature]*  
Assistant Professor

Signature of the Faculty with Designation

Place & Date  
Nedunganda  
03-01-2022

*[Handwritten Signature]*  
**Signature of HOD/School Chairperson/Principal**  
*Principal*  
**Sree Narayana Training College**  
**Nedunganda**



NB: 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.

**UNIVERSITY OF KERALA****Annual Self-Assessment for the Performance Based Appraisal System (PBAS) for Option A**

(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 : Option A)

**Session/Year : 2021-22****(To be completed and submitted at the end of each academic Year/Session)****PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: RANI K.V.
2.	Father's Name	: P.M. Krishnan
3.	Department	: General Education
4.	Current designation & Grade Pay	: Assistant Professor 57700-182400
5.	Date of last promotion	: Not yet
6.	To which Position and Grade pay are you an applicant under CAS	: First
7.	Date of eligibility for promotion	: 01.08.2022
8.	Date and Place of Birth	: 01.05.1977, Balaramapuram
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: Padma Vilasom, H No.3/816, Balaramapuram, 695501.
14.	Permanent Address (with Pin code)	: Padma Vilasom, H No.3/816, Balaramapuram, 695501.
15.	Telephone No:	9447257300
16.	Email	ranikrishnan950@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
SSLC	Secondary Board of Examination	1992	71.16	I	all
Pre-degree	Kerala University	1994	66.77	I	Physics, chemistry, Biology
Degree	Kerala University	1997	76.4	I	Chemistry
M.Sc. Chemistry	Kerala University	2003	76	I	Chemistry
M.A.Sociology	Annamalai University	2015	68	I	Sociology
M.A.Philosophy	Annamalai University	2017	67	I	Philosophy
M.Sc. Applied Psychology	Annamalai University	2019	67	I	Applied Psychology
B.Ed.( Physical Science)	Kerala University	1998	65	I	Physical Science
M. Ed.	Manonmaniam Sundaranar	2002	63	I	Education
PGDY	Annamalai University	2017	66	I	Yoga
PGDEAS	Annamalai University	2018	66	Principal	Educational Administration and Supervision



Sree Narayana Training College

PDIT	Annamalai University	2019	66	1	Information Technology
CIG	IGNOU	2017	66	1	Guidance

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

Degree	Title	Date of Award	University
M.Phil Education	School Environment as perceived by High School Students and their Achievement in Science	2004	Manonmaniam Sundaranar
Ph.D.(Education)	A study on the relationship of Multiple Intelligence, Critical Thinking, Creativity and Academic Achievement of Higher Secondary Students	20.12.2010	Manonmaniam Sundaranar
National Eligibility Test for Lectureship	U.G.C., Govt. of India	2004	

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
Lecturer in Education	Kerala University	04.08.2004	2010	10000	Join to M.Ed Department faculty
Associate Professor	TNTEU	2011	2015	22500	Join as Guest Faculty in N.S.S. Pandalam
FIP Guest Faculty Assistant Professor	Kerala University	2015	2016	50000	Join as Guest Faculty in S.N.T.C.

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	General Education	2018	continuing	6000

21. Period of teaching experience : 15

22. Research Experience excluding years spend in M.Phil/Ph.D (in years) : Nil

23. Field of specialization under the Subject/Discipline : Educational Psychology, Educational Philosophy

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course /Summer School	Place	Duration	Sponsoring Agency
Refresher Course in Social Sciences	Thiruvananthapuram	07.12.2021 to 20.12.2021	UGC

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**

(Please see detailed instruction of this PBAS Proforma before filling out this section)



*Principal*  
Sree Narayana Training College  
Nedunjezhi

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. taken as per documented record
01.	Technology and Communication in Education	UG	L P	10 1	10 1	100
02.	Developmental Perspectives in Education	UG	L P	8 3	8 3	100
03.	Assessment in Education	UG	L P	10 1	10 1	100
04	Advanced Studies- Perspectives in Education	UG	L P	8 3	8 3	100
05.		UG	L			
06.						
07.						
08.						
<b>TOTAL</b>						100
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	Good

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

**OVER ALL GRADE FOR CRITERIA I : .....**

Good : 80% and above performance.  
Satisfactory : 70 % to 80% performance.  
Not satisfactory : less than 70% performance

For Details see Appendix I



**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS  
RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Staff Council	Member
02	Admission committee	Member
03	IQAC	Member
04	Research Committee	Member
05	Editorial Board Member- College Journal	Editorial Board Member
06	Seminar Committee	Member
07	Attendance	Faculty
08	College Union Election	Member
09	Library committee	Member
10	Internal Examination	Member
Total number of activities		10

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	University Examination Invigilation	Invigilator
02	Valuation of University answer scripts	Chief of Examination, Additional Examiner
03	College Internal Examination	Question paper setting
04	College Internal Examination	Valuation of answer sheet
05	External Examination	Practical board
Total number of activities		5

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Grievances and Redressal Cell	Co-ordinator
02	Health club	Co-ordinator
04	College magazine	Staff Editor
05	Extension and outreach activities	Faculty in charge
06	Library	Member
07	SUPW	Mentor
Total number of activities		9

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Organized webinars	Convener
02	Organized webinars	Team Member
03		
04		
05		
Total number of activities		



**E. Evidence of actively involved in guiding Ph. D./ M.Phil. students**

Sl.No	Name of Student	Date of Registration ( For Ph.D. only)	U.O granting Registration*
01	Anupama V.S.	02.11.2021	5909/2021/UOK
02	Resmi T.L.	09.12.2021	7060/2021/UOK
03	Bincy B	12.05.2022	3707/2022/UOK
04			
05			
Total number of students			3

\* U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	A study on the problem of absenteeism in online classes among covid pandemic period	Guru Jyothy Research and Reflections	ISSN 0976-0865	yes	single	Yes
02						
03						
04						
05						
Total number of publications						1

**OVER ALL GRADE FOR CRITERIA II : GOOD**

- Good : Involved in at least 03 activities  
 Satisfactory : Involved in 01 – 02 activities  
 Not satisfactory : Not involved / undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
 For Details see Appendix I

**CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS  
 (Only for placement from Academic level 13A to 14; Associate Professor to Professor)**

**01. Published Research Papers in Peer-reviewed or UGC listed Journals**

Sl. No	Title with page Nos.	Journal	UGC ISSN/ISBN No	Whether peer reviewed, Impact Factor, if any	No. of Co-authors	Whether you are the main Author	Score
01	A study on the problem of absenteeism in online classes among covid pandemic period	Guru Jyothy Research and Reflections	ISSN 0976-0865	yes	single	Yes	

02							
03							
04							
05							
Total Research Score							
<p>08 Points per publication for Faculty of Science and 10 Points per publication for Faculty of Languages/Humanities/Arts/Social Sciences/Commerce/Management and other related disciplines.</p> <p>The Research score for research papers would be augmented as follows:          (Impact factor to be determined as per Thomson Reuters List)          Papers without impact factor by 5points          Papers with impact factor less than 1 by 10 points          Papers with impact factor between 1 and 2 by 15 points          Papers with impact factor between 2 and 5 by 20 points;          Papers with impact factor between 5 and 10 by 25 points.          Papers with impact factor above 10 by 30 points</p> <p>Two authors : 70% of total value of publication for each author          More than two authors : 70% of total value of publication for the first/Principal/Corresponding author and the remaining 30% of total value of publication for each of the joint authors.</p>							

**02. Invited Lectures and Papers at International /National/State or University Level**

Sl. No	*Title of the Lecture/ Paper/ Academic Session	Title	Organizedby	Whether International/ National/State or University Level	Score
01	Invited lecture	Relevance and the Use of Yoga during the days of Covid Pandemic	Buddha College of Teacher Education, Muthukulam, Alappuzha, Kerala	State	03
02	Invited lecture	Mobile Phone Usage and Suicide Tendency Among Students	Government College, Kariavattom, Thiruvanthapuram	State	03
03	Invited lecture	Empowering Women for Sustainable Development	Sri Vyasa N.S.S. College, Vyasagiri, Wadakkanchery, Thrissur	State	03
04	Invited lecture	Good Learning Habits	Sivagiri Sree Narayana Medical Mission College of Nursing	State	03
05	Invited lecture	Good Learning Habits	NSS, Sivagiri Higher Secondary School, Sreenivasapuram, Varkala	State	03
06	Invited lecture	Yoga session	Younus college of Engineering and Technology	State	03
Total Research Score					18



International (Abroad) : 10/Lecture or Paper presented  
International (within country) : 07/Lecture or Paper presented  
National : 05/Lecture or Paper presented  
State/University : 03/Lecture or Paper presented  
\*Paper presented, if part of an edited book or proceedings, then it can be claimed only once

**Total Research Score for Category III :**

**IV. SUMMARY OF ASSESSMENT**

**Session/Year :**

Criteria		Grade/Score
<b>I</b>	<b>Teaching and Learning related activities</b>	GOOD
<b>II</b>	<b>Involvement in the University/College students related activities/Research activities</b>	GOOD
<b>III</b>	<b>Research and Academic contribution</b>	

Only for placement from Academic level 13A to 14; Associate Professor to Professor

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.

Place & Date

Signature of the Faculty with Designation

Signature of HOD/School Chairperson/Principal



Principal  
Sree Narayana Training College  
Nedunganda

NB: 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.



**PART C : OTHER RELEVANT INFORMATION**

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

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

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

1.	Copy of Timetable
2.	Copy of Work Allotment
3.	Copy of certificate showing administrative responsibilities and academic duties
4.	Copy of certificate showing teaching, learning and evaluation related activities
5.	Copy of the Certificate of Webinar- Technoid: Dreams Come True
6.	Copy of the Brochure of National of Webinar : Unto the Pinnacle of Cognition
7.	Copy of the Certificate of the Webinar on Virtual Tour
8.	Copy of the Certificate of the International Webinar on Yoga as a Tool for Improving Life Style and Personality Development of Teachers
9.	Copy of the Certificate of the National Webinar on Environmental Statues and Plastic Waste Management
10.	Copy of the Certificate of the National Webinar on Health and Education : Women Win the Race
11.	Copy of the Certificate of the National Webinar in connection with World Day for International Justice
12.	Copy of the paper published in Gurujyothi Research and Reflections : Webwindow –Projeqt

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.

Place & Date

Signature of the Faculty with Designation



Signature of HOD/School Chairperson/Principal

*Principal  
Sree Narayana Training College  
Bedunganda*

NB: 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.

**Signature of HOD/School Chairperson/Principal**

**UNIVERSITY OF KERALA****Annual Self-Assessment for the Performance Based Appraisal System (PBAS) for Option A**

(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018: Option A)

**Session/Year: 2021 – 2022(01/06/2021 -19/08/2021)**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name(In Block Letters)	:	CHITRA S.
2.	Father's Name/Mother's Name	:	N.VASU (Father)
3.	Department	:	Education (General)
4.	Current designation & Grade Pay	:	Assistant Professor 68900- 205500 Level 11
5.	Date of last promotion	:	20/08/2016
6.	To which Position and Grade pay are you an Applicant under CAS	:	Stage 2 to Stage 3
7.	Date of eligibility for promotion	:	20/08/2021
8.	Date and Place of Birth	:	25/05/1984, Thamarakulam, Alappuzha
9.	Sex	:	Female
10.	Marital Status	:	Married
11.	Nationality	:	Indian
12.	Indicate whether belongs to SC/ST/OBC Category	:	OBC
13.	Address for correspondence(with Pincode )	:	Chitra S. Kalharam-A, CKRRA 127 (1) T.C.93/2367(1), Pettah P.O., Thiruvananthapuram, PIN- 690524
14.	Permanent Address(with Pincode)	:	Chitra S. Kalharam-A, CKRRA 127(1) T.C.93/2367(1), Pettah P.O., Thiruvananthapuram, PIN 690524
15.	Telephone No:	:	9847038457
16.	Email	:	chitrasvg@gmail.com

**17. Academic Qualifications(Metric till post-graduation):**

Examinations	Name of the Board/University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
SSLC	Board of Public Examination	1999	88.83%	Distinction	All Subjects
Class XII	Board of Higher Secondary	2001	75%	I Class	II Group
B.A.	University of Kerala	2004	66.87	I Class	English
M.A.	University of Kerala	2006	60	I Class	English
B.Ed.	University of Kerala	2007	66	I Class	English
M.Ed.	University of Kerala	2009	73.88	I Class	Education

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

Degree	Title	Date of Award	University



**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	Education( General)	19/08/2010 AN	31/05/2021	AGP 7000

21. **Period of teaching experience** : 19/09/2010 AN to 31/05/2021  
10 Years 9 Months 12 Days

22. **Research Experience excluding Years spend in M. Phil/ Ph. D (in years)** : Nil

23. **Field of specialization under the Subject/Discipline** : Educational Technology , Educational Management and Assessment in Education

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course/Summer School	Place	Duration	Sponsoring Agency
Short-Term Course in Gender Sensitization	ASC , Kariyavattom	11/08/21 to 17/08/21	UGC



**PART B: ASSESSMENT CRITERIA FOR ACADEMIC /RESEARCH SCORE**

(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: 1. TEACHING AND LEARNING RELATED ACTIVITIES**

**I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl. No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. Taken as per documented record	
01.	Technology and Communication in Education	UG	L P	10 1	10 1	100	
02.	Developmental Perspectives in Education	UG	L P	8 3	8 3	100	
03.	Assessment in Education	UG	L P	10 1	10 1	100	
04	Advance Studies - Perspectives in Education	UG	L P	8 3	8 3	100	
<b>TOTAL</b>						100	
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)						<b>Grade</b>	<b>GOOD</b>

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

**OVERALL GRADE FOR CRITERIA I : Good**

Good : 80% and above performance.  
 Satisfactory : 70% to 80% performance.  
 Not satisfactory : less than 70% performance



**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY /COLLEGE STUDENTS RELATED ACTIVITIES /RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl. No	Type of Responsibility	Role Performed
1.	Staff Council	Staff Secretary
2.	Admission Committee	Member
3.	Library Committee	Member
4.	Research Committee	Member
5.	IQAC	Member
6.	Seminar Committee	Member
7.	IT Club	Coordinator
8.	Gandhi Study Unit	Coordinator
9.	Editorial Board Member- College Journal	Editorial Board Member
10	Research Committee	Member
11	Attendance	Faculty - in - Charge
12	Examination Committee	Member
Total number of activities		11

**B. Examination and evaluation duties assigned by the college /university or attending paper evaluation**

Sl. No	Name of Duty	Role Performed
1.	Valuation of University answer scripts	Chief Examiner
2.	Valuation of University answer scripts	Additional Examiner
3.	University Exam Invigilation	Invigilator
4.	Internal Examination	Question paper setting
Total number of activities		4

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	SUPW	Mentor
02	IT Club	Coordinator
03	Gandhi Club	Coordinator
04	Editorial Board Member- College Journal	Editorial Board Member
Total number of activities		4

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
1.	Webinar- Technoid: Dreams Come True	Co-ordinator
2.	National of Webinar : Unto the Pinnacle of Cognition	Organising Team Member
3.	Webinar on Virtual Tour	Resource Person
4.	International Webinar on Yoga as a Tool for Improving Life Style and Personality Development of Teachers	Organising Team Member
5.	National Webinar on Environmental Statues and Plastic Waste Management	Organising Team Member
6.	National Webinar on Health and Education : Women Win the Race	Organising Team Member
7.	National Webinar in connection with World Day for International Justice	Convener
Total number of activities		7





**E. Evidence of actively involved in guiding Ph.D./M.Phil. students**

Sl.No	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01			
Total number of students			

\*U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research project sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01			
Total number of projects			

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
05	Webwindow –Project pp 122-123	Gurujyothi Research and Reflections Vol.15 Issue 2 July 2021	ISSN 0976- 0865	Yes	No	Yes
Total number of publications						1

**OVER ALL GRADE FOR CRITERIA II : GOOD**

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01– 02 activities
- Not satisfactory : Not involved/ undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I



IV. SUMMARY OF ASSESSMENT

Session/Year : 2021-2022

	Criteria	Grade/Score
I	Teaching and Learning related activities	GOOD
II	Involvement in the University/College students related activities/Research activities	GOOD
III	Research and Academic contribution	

Only for placement from Academic level 13A to 14; Associate Professor to Professor



A handwritten signature in green ink, consisting of several loops and a long horizontal stroke.

*Principal*  
*Sree Narayana Training College*  
*Nedunganda*

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal System**  
**(PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff  
in Colleges and Measures for the Maintenance of Standards in Higher Education)  
Regulations, 2018: Option A)*

**Session/ Year: 2021 - 2022**

**(To be completed and submitted at the end of each academic Year/ Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: VIJI V.
2.	Father's Name/ Mother's Name	: V. Vasundharan (Father)
3.	Department	: Education
4.	Current designation & Grade Pay	: Assistant Professor, Level 10, 57700 -182400
5.	Date of last promotion	: -
6.	To which Position and Grade pay are you an Applicant under CAS	: Assistant Professor Senior Scale, Level 10 to 11, 68900 - 205500
7.	Date of eligibility for promotion	: 01.08.2022
8.	Date and Place of Birth	: 16.05.1980, Attingal
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belongs to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pin code)	: Padmanabham, Near BHSS, Attingal P.O, Thiruvananthapuram- 695101
14.	Permanent Address (with Pin code)	: Padmanabham, Near BHSS, Attingal P.O, Thiruvananthapuram- 695101
15.	Telephone No:	9946664085
16.	Email	vijivinesh@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/ University	Year of Passing	% of Marks obtained	Division/ Class/ Grade	Subject
SSLC	Kerala Board of Public Examinations	1995	77.3	First Class	Physics, Chemistry, Mathematics
Pre-Degree	University of Kerala	1997	73.0	First Class	Physics, Chemistry, Mathematics
B.Sc.	University of Kerala	2001	93.7	Distinction	Physics
M.Sc.	University of Kerala	2003	71.3	First Class	Physics
B.Ed.	University of Kerala	2004	70.3	First Class	Physical Science
M.Ed.	M.S. University, Thirunelveli	2005	63.8	First Class	Education

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

Degree	Title	Date of Award	University
NET, UGC-JRF	-	13-06-2011	UGC
Ph.D.	Development of an Innovative Taxonomy of Educational Objectives for the 21 <sup>st</sup> Century Learners	24-04-2018	University of Kerala

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
Assistant Professor in Physical Science	Kaduvayil Thangal Charitable Trust, Kallambalam	15.07.2005	04.02.2011	Rs. 10,000/-	To pursue Ph.D. in Education

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	Physical Science	01.08.2018	continuing	AGP 6000

21. Period of teaching experience : 9.5 years

22. Research Experience excluding: - Nil

Years spend in M.Phil./Ph.D.  
(in years)

23. Field of specialization under the: Education (Physical Science)  
Subject/ Discipline

**24. Academic Staff College Orientation/ Refresher Course attended:**

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency
UGC Sponsored Refresher Course in Media Studies (Multidisciplinary)	Calicut	26.08.2021 to 09.09.2021	UGC-HRDC, University of Calicut

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/ RESEARCH SCORE**

(Please see detailed instruction of this PBAS Proforma before filling out this section)

**CATEGORY: I. TEACHING AND LEARNING RELATED ACTIVITIES****I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl. No.	Course/ Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/ Pract. Taken as per documented record
01.	Semester I: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	8	8	100
02.	Semester II: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	8	8	100
03.	Semester III: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	9	9	100
04	Semester IV: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	9	9	100
<b>TOTAL</b>						100
"Good" for 80% and above performance. "Satisfactory" for 70 % to 80% performance. "Not satisfactory" for less than 70% (Department Timetable/ Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	

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

**OVERALL GRADE FOR CRITERIA I: GOOD**

Good : 80% and above performance  
 Satisfactory : 70% to 80% performance  
 Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/ COLLEGE STUDENTS  
RELATED ACTIVITIES/ RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl. No.	Type of Responsibility	Role Performed
01	Scholarships	Nodal Officer
02	Alumni Association	Treasurer
03	Class Charge	Mentor
04	Staff Council	Member
05	Admission Committee	Member
06	Library Committee	Member
07	Research Committee	Member
08	IQAC	Member
09	Seminar Committee	Member
10	Internal Examination	Member
11	College YouTube channel & College Blog	Faculty-in-charge
Total number of activities		11

**B. Examination and evaluation duties assigned by the college/ university or attending paper evaluation**

Sl. No.	Name of Duty	Role Performed
01	Valuation of University Answer Scripts	Chief Examiner
02	University Exam Invigilation as per allotment	Invigilator
03	Internal Examination	Question Paper Setting
		3

**C. Student related co-curricular, extension and field-based activities**

Sl. No.	Type of Activity	Role Performed
01	College Union	Staff Advisor
02	University Youth Festival	Faculty-in-charge
03	Arts Fest	Faculty-in-charge
04	Community Living Camp	Camp Coordinator
05	Science Club	Club Coordinator
06	Energy Club	Club Coordinator
07	SC/ ST/ Minority Cell	Convenor
08	Field Trip	Staff accompanying students
09	Gender Justice Forum	Member
10	Publication of Tabloid 'Science Reminisce'	Editor
11	Publication of Newsletter by Physical Science Association	Editor
12	College Journal	Member of Editorial Board
Total number of activities		12

**D. Organizing seminars/ conferences/ workshops and other college/ university activities**

Sl. No.	Type of Activity	Role Performed
01	National Science Day 2022	Convener
02	Vidyanjali Higher Education Programme	Nodal Officer
03	National Webinar on 'Energy Conservation in the Domestic Sector' on 25 June 2021	Convener
04	National Webinar on 'Environmental Statutes on Solid and Plastic Waste Management' on 3 July 2021	Convener
05	National Webinar on 'Criteria-based Strategies for NAAC' on 27 February 2022	Member of the Organising Committee
06	Webinar Series 'Technoid: Dreams Come True' from 13 March 2021 to 9 June 2021	Member of the Organising Committee
07	National Webinar on 'Learn to Live Through Metacognitive Teaching' on 7 July 2021	Member of the Organising Committee
08	National Webinar on 'Shaping the Artistry of Prospective Teachers' on 17 July 2021	Member of the Organising Committee
09	National Webinar on 'Constitutional Morality and Justice' on 17 July 2021	Member of the Organising Committee
10	National Webinar on 'Entrepreneurship Education' on 16 October 2021	Member of the Organising Committee
11	Council for Teacher Education Foundation (CTEF)	Member
Total number of activities		11

**E. Evidence of actively involved in guiding Ph.D./ M.Phil. students: N. A.**

Sl. No.	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01	Nil	-	-
Total number of students			

\*U.O. granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/ major research project sponsored by national or international agencies.**

Sl. No.	Name of the project	Funding Agency	Amount sanctioned/utilized
01	Handbook Preparation based on the Taxonomy of Ingenuity and Connectedness (TIC)	Kerala State Council for Science, Technology and Environment (KSCSTE)	Rs. 1,00,000/-
Total number of projects			1

**G. Details of Publication in peer reviewed or UGC or University listed journals N. A.**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No.	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Nil					
Total number of publications						

**OVERALL GRADEFOR CRITERIA II: GOOD**

- Good : Involved in at least 03 activities  
 Satisfactory : Involved in 01– 02 activities  
 Not satisfactory : Not involved/ undertaken any of the activities

**IV. SUMMARY OF ASSESSMENT**  
**Session/ Year: 2021 – 2022**

Criteria		Grade/ Score
<b>I</b>	<b>Teaching and Learning related activities</b>	<b>GOOD</b>
<b>II</b>	<b>Involvement in the University/ College students related activities/ Research activities</b>	<b>GOOD</b>
<b>III</b>	<b>Research and Academic contribution</b>	-

\*Only for placement from Academic level 13A to 14; Associate Professor to Professor

**PART C: OTHER RELEVANT INFORMATION**

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

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

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

<b>01.</b>	Copy of Timetable
<b>02.</b>	Copy of Work Allotment Statement
<b>03.</b>	Copy of the certificate of UGC Sponsored Refresher Course in Media Studies (Multidisciplinary) conducted by UGC-HRDC, University of Calicut
<b>04.</b>	Copy of the certificate showing administrative responsibilities and academic duties
<b>05.</b>	Copy of the certificate showing teaching, learning and evaluation related activities

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.

Place & Date

Signature of the Faculty with Designation

**Signature of HOD/ School Chairperson/ Principal**

NB: 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.



**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non-teaching Staff**

**2021-22**

Name of the employee : B. SABU.  
Designation : L.D. Clerk.  
Scale of Pay : 24400 - 55200.  
Date of Entry into Service : 28/07/2005.  
Date of Last Promotion & Post :  
Date of Next Promotion & Post : L.D. Clerk.  
Qualification required for the next promotion :  
Address :  
Date of Birth : 30/05/1969.  
Contact No. : 9961049694.  
Mail Id :  
Qualifications : S.S.L.C.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : 30/05/2025.  
Any Other :

Name & Signature :



  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2021-22**

Name of the employee : *BINU. V.S.*

Designation : *L.D. Clerk,*

Scale of Pay : *24400 - 55200*

Date of Entry into Service : *28/07/2005*

Date of Last Promotion & Post : *25/10/2018, L.D. Clerk.*

Date of Next Promotion & Post : *C.D. Clerk.*

Qualification required for the next promotion :

Address : *Thundil, Mattappalam. p.o  
Varkala.*

Date of Birth : *30/05/1976.*

Contact No. : *9846525081*

Mail Id : *thundilbinu@gmail.com -*

Qualifications : *Pre-degree.*


Whether Departmental Tests Cleared : *Yes/No*

Insurance Courses/ Orientation :

Classes attended during the year :

Date of Retirement : *30/05/2032.*

Any Other :

Name & Signature : *Binu. V.S.* 



  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2021-22**

Name of the employee : SHIJI-S  
Designation : U.D. Clerk  
Scale of Pay : 26500-60700  
Date of Entry into Service : 28-07-2005  
Date of Last Promotion & Post : 14-07-2021, U.D. Clerk  
Date of Next Promotion & Post : Head Accountant.  
Qualification required for the next promotion :  
Address : Utharam, Vilabhagam,  
Nedunganda(PO) 695307, Trm.  
Date of Birth : 30-05-1970  
Contact No. : 9497693180  
Mail Id : shijibekuvuku@gmail.com.  
Qualifications : Degree Completed.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : 30-05-2026.  
Any Other :

Name & Signature : SHIJI.S. 



  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2021-22**

Name of the employee : CHANDRADAS.D.  
Designation : U.D.Clerk.  
Scale of Pay : 53900 - 75400  
Date of Entry into Service : 17/01/1992.  
Date of Last Promotion & Post : 08/08/2019. U.D. Clerk.  
Date of Next Promotion & Post : Head Accountant.  
Qualification required for the next promotion : S.S.L.C. MOP.  
Address :  
Date of Birth : 30/05/1969.  
Contact No. : 9496847092.  
Mail Id :  
Qualifications : S.S.L.C.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : 30/05/2025.  
Any Other :

Name & Signature :



*[Signature]*  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2021-22**

Name of the employee : *UBHAKUNARI-D*

Designation : *Head Accountant*

Scale of Pay : *26500 - 56700*

Date of Entry into Service : *17/01/1992*

Date of Last Promotion & Post : *02/09/2020, Head Accountant*

Date of Next Promotion & Post : *Junior Supdt*

Qualification required for the next promotion : *S.S.L.C.*

Address :

Date of Birth : *26/05/1967.*

Contact No. :

Mail Id :

Qualifications : *S.S.L.C.*

Whether Departmental Tests Cleared : *Yes/No*

Insurance Courses/ Orientation

Classes attended during the year :

Date of Retirement : *31/01/2023*

Any Other :

Name & Signature :

*Ushakumar*



*[Signature]*  
Principal  
Sree Narayana Training College  
Nedunganda

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal**  
**System (PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018: Option A*

**Session/Year: 2020 - 2021**

**(To be completed and submitted at the end of each academic Year/Session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: VIJI V.
2.	Father's Name/Mother's Name	: V. Vasundharan (Father)
3.	Department	: Education
4.	Current designation & Grade Pay	: Assistant Professor, 57700-182400
5.	Date of last promotion	: -
6.	To which Position and Grade pay are you an Applicant under CAS	: Assistant Professor Senior Scale, 68900- 205500
7.	Date of eligibility for promotion	: 01.08.2022
8.	Date and Place of Birth	: 16.05.1980, Attingal
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belong to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pincode)	: Padmanabham, Near BHSS, Attingal P.O, Thiruvananthapuram- 695101
14.	Permanent Address (with Pincode)	: Padmanabham, Near BHSS, Attingal P.O, Thiruvananthapuram- 695101
15.	Telephone No:	9946664085
16.	Email	vijivinesh@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/University	Year of Passing	% of Marks obtained	Division/Class/Grade	Subject
SSLC	Kerala Board of Public Examinations	1995	77.3	First Class	Physics, Chemistry, Mathematics
Pre-Degree	University of Kerala	1997	73.0	First Class	Physics, Chemistry, Mathematics
B.Sc.	University of Kerala	2001	93.7	Distinction	Physics
M.Sc.	University of Kerala	2003	71.3	First Class	Physics
B.Ed.	University of Kerala	2004	70.3	First Class	Physical Science
M.Ed.	M.S. University, Thirunelveli	2005	63.8	First Class	Education

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

<b>Degree</b>	<b>Title</b>	<b>Date of Award</b>	<b>University</b>
NET, UGC-JRF	-	13-06-2011	UGC
Ph.D.	Development of an Innovative Taxonomy of Educational Objectives for the 21 <sup>st</sup> Century Learners	24-04-2018	University of Kerala

19. Appointments held prior to joining this institution

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
Assistant Professor in Physical Science	Kaduvayil Thangal Charitable Trust, Kallambalam	15.07.2005	04.02.2011	Rs. 10,000/-	To pursue Ph.D. in Education

20. Post held after appointment at this institution

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	Physical Science	01.08.2018	continuing	AGP 6000

21. Period of teaching experience: 9.5 years

22. Research Experience excluding: -  
Years spent in M.Phil./Ph.D.  
(in years)

23. Field of specialization under the: Education (Physical Science)  
Subject/Discipline

24. Academic Staff College Orientation/Refresher Course attended:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency
UGC Sponsored Faculty Induction Programme	Thiruvananthapuram	28.09.2020 to 27.10.2020	UGC-HRDC, University of Kerala, Kariavattom
UGC Sponsored Refresher Course in Media Studies (Multidisciplinary)	Calicut	26.08.2021 to 09.09.2021	UGC-HRDC, University of Calicut



**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Proform before filling out this section)

**CATEGORY: I. TEACHING AND LEARNING RELATED ACTIVITIES**

**Ia. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of classes per Week allotted	No. of classes conducted per Week	% of Classes/Practical Taken as per documented record
01.	Semester I: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	8	8	100
02.	Semester II: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	8	8	100
03.	Semester III: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	9	9	100
04	Semester IV: Theory & Practical	U.G.	Lectures, Seminars, Practicals, Discussions	9	9	100
<b>TOTAL</b>						100
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Timetable/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	<i>Good</i>

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

**OVERALL GRADE FOR CRITERIA I: .....** *Good*

Good : 80% and above performance  
Satisfactory : 70% to 80% performance  
Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No.	Type of Responsibility	Role Performed
01	Scholarships	Nodal Officer
02	College Admission Committee	Member
03	Alumni Association	Treasurer
04	Class Charge	Tutor/ Mentor
05	Uploading Resources in College YouTube channel & College Blog	Faculty-in-charge
Total number of activities		5

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No.	Name of Duty	Role Performed
01	Valuation of University Answer Scripts as per allotment	Chief Examiner
02	University Exam Invigilation as per allotment	Invigilator
03	Internal Exam- Question Paper Setting & Valuation of Answer Scripts	Question Paper Setter
Total number of activities		3

**C. Student related co-curricular, extension and field based activities**

Sl.No.	Type of Activity	Role Performed
01	College Magazine	Staff Editor
02	Science Club	Club Coordinator
03	Energy Club	Club Coordinator
04	SC/ ST/ Minority Cell	Convenor
05	Gender Justice Forum	Member
06	Publication of Tabloid 'Science Reminiscence'	Editor
07	College Journal	Member of Editorial Board
Total number of activities		7

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Organizing Seminar/ Webinar	Convenor
02	Observance of National Science Day	Convenor
03	Council for Teacher Education Foundation (CTEF)	Member
Total number of activities		3

**E. Evidence of actively involved in guiding Ph.D./M.Phil. students: N. A.**

Sl.No	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01	-	-	-
02			
03			
04			
05			
Total number of students			

\*U.O. granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research projects sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01	Handbook Preparation based on the Taxonomy of Ingenuity and Connectedness (TIC)	Kerala State Council for Science, Technology and Environment (KSCSTE)	Rs. 1,00,000/-
Total number of projects			1

**G. Details of Publication in peer reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/University/ISSN/ISBN No.	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Assessment of the Extent of Resilience possessed by B.Ed. Student teachers (Pages 41-53)	Teacher, Learner and Society, Vol. 14, No. 2	ISSN 2319-1709-33	Peer-reviewed	-	Yes
02	Exploring the Impact of Universal Connectedness in the Classroom Ecosystem (Pages 60-64)	Gurujyothi Research and Reflections, Vol. 17, No. 1	ISSN 0976-0865	Peer-reviewed	-	Yes
03	Teaching Collaborative Attributes through Innovative Classroom Instruction (Pages 114-125)	South India Journal of Social Sciences, Volume 18, No. 2	ISSN 0972-8945	Peer-reviewed	-	Yes
Total number of publications						3

**OVERALL GRADE FOR CRITERIA II: .....**

**PART C: OTHER RELEVANT INFORMATION**

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

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

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

01.	
02.	
03.	
04.	
05.	
06.	
07..	
08.	
09.	

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.

Place & Date

*[Handwritten Signature]*

Signature of the Faculty with Designation



Signature of HOD/ School Chairperson/ Principal  
*[Handwritten Signature]*  
 Sree Narayana Training College  
 Nedunganda

NB: 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.

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal**  
**System (PBAS) for Option A**

*(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018: Option A)*

**Session/Year: 2020 - 2021**

**(To be completed and submitted at the end of each academic year/session)**

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	:	CHITRA S.
2.	Father's Name/Mother's Name	:	N.VASU (Father)
3.	Department	:	Education (General)
4.	Current designation & Grade Pay	:	Assistant Professor 68900- 205500 Level 11
5.	Date of last promotion	:	20/08/2016
6.	To which Position and Grade pay are you an applicant under CAS	:	Stage 2 to Stage 3
7.	Date of eligibility for promotion	:	01/07/2021
8.	Date and Place of Birth	:	25/05/1984, Thamarakulam, Alappuzha
9.	Sex	:	Female
10.	Marital Status	:	Married
11.	Nationality	:	Indian
12.	Indicate whether belong to SC/ST/OBC Category	:	OBC
13.	Address for correspondence (with Pincode)	:	Chitra S. Kalharam-A, CKRRA 127(1) T.C.93/2367(1), Pettah P.O., Thiruvananthapuram, PIN 690524
14.	Permanent Address (with Pincode)	:	Chitra S. Kalharam-A, CKRRA 127(1) T.C.93/2367(1), Pettah P.O., Thiruvananthapuram, PIN 690524
15.	Telephone No:	:	9847038457
16.	Email	:	chitrasvg@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/University	Year of Passing	% of Marks Obtained	Division/Class/Grade	Subject
SSLC	Board of Public Examination	1999	88.83%	Distinction	All Subjects
Class XII	Board of Higher Secondary	2001	75%	I Class	II Group
B.A.	University of Kerala	2004	66.87	I Class	English
M.A.	University of Kerala	2006	60	I Class	English
B.Ed.	University of Kerala	2007	66	I Class	English
M.Ed	University of Kerala		73.88		
	University of Kerala	2009		I Class	Education

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

Degree	Title	Date of Award	University

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		

**20. Posts held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	Education( General)	19/08/2010 AN	19/08/2021	AGP 6000

21. Period of teaching experience : 13

: 8

22. Research Experience excluding year spent in M.Phil/Ph.D (in years)

23. Field of specialization under the Subject/Discipline : Educational Technology and Educational Management

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course/Summer School	Place	Duration	Sponsoring Agency
Refresher Course in Education and Teaching Methods	ASC , Kariyavattom	17/03/21 to 30/03/21	UGC

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**  
(Please see detailed instruction of this PBAS Pro form before filling out this section)

**CATEGORY: I. TEACHING AND LEARNING RELATED ACTIVITIES**

**Ia. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wised details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of class es per Week al lotted	No. of classes c onducted per Week	% of Classes/P ract. taken as per docume nted record
01.	Technology and Communication in Education	UG	L P	10 1	10 1	100
02.	Developmental Perspectives in Education	UG	L P	8 3	8 3	100
03.	Assessment in Education	UG	L P	10 1	10 1	100
04	Advance Studies - Perspectives in Education	UG	L P	8 3	8 3	100
05.						
06.						
07.						
08.						
<b>TOTAL</b>						100
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	

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

**OVERALL GRADE FOR CRITERIA I : .....Good.....**

Good : 80% and above performance.  
Satisfactory : 70% to 80% performance.  
Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Admission Committee	Member
02	Library Committee	Member
03	Research Committee	Member
04	IQAC	Member
05		Member
06		
07		
Total number of activities		

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Chief Examiner	
02	Additional Examiner	
03	Invigilation Duty	
04		
05		
06		
Total number of activities		

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	SUPW	
02	IT Club	
03	Gandhi Club	
04		
05		
06		
Total number of activities		

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Webinar	
02	Web Conference Series on Addressing Ways of Implementation of B.Ed. Curriculum in the COVID -19 Pandemic Scenario	Resource Person
03	Workshop	
04	Webinar on Virtual Tour	Resource Person
05		
Total number of activities		



**E. Evidence of actively involved in guiding Ph.D./M.Phil. students**

Sl.No	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01			
02			
03			
04			
05			
Total number of students			

\*U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research projects sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01			
02			
03			
04			
05			
Total number of projects			

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are the main Author
01	Modernising the Education Drive through Animations Page No 49-55	Gurujyothi Research and Reflections	ISSN 0976- 0865	Yes	No	Yes
02						
03						
04						
05						
Total number of publications						

OVERALL GRADE FOR CRITERIA II : ..... *Good* .....

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01 - 02 activities
- Not satisfactory : Not involved/ undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

**CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**  
**(Only for placement from Academic level 13 A to 14; Associate Professor to Professor)**

**01. Published Research Papers in Peer-reviewed or UGC Listed Journals**

Sl. No.	Title with page Nos.	Journal	UGC ISSN/ ISBN No	Whether peer reviewed, Impact Factor, if any	No. of Co-authors	Whether you are the main Author	Score
01							
02							
03							
04							
05							

Total Research Score

08 Points per publication for Faculty of Science and 10 Points per publication for Faculty of Languages/Humanities/Arts/Social Sciences/Commerce/Management and other related disciplines.

The Research score for research papers would be augmented as follows: (Impact factor to be determined as per Thomson Reuters List)  
 Papers without impact factor by 5 points  
 Papers with impact factor less than 1 by 10 points  
 Papers with impact factor between 1 and 2 by 15 points  
 Papers with impact factor between 2 and 5 by 20 points;  
 Papers with impact factor between 5 and 10 by 25 points. Papers with impact factor above 10 by 30 points

Two authors: 70% of total value of publication for each author  
 More than two authors: 70% of total value of publication for the first/Principal/Corresponding author and the remaining 30% of total value of publication for each of the joint authors.

**02. Publications other than Research Papers**

**02(a). Articles/Chapters published in Books/Full papers in Seminar Proceedings**

Sl. No.	Title with Page Nos.	Book, Title, Editor & Publisher	ISSN/ISBN No.	No. of Co-authors	Whether you are the main Author	Score
01						
02						
03						
04						
05						

Total Research Score

International Publishers: 12 Points  
 National Publishers: 10 Points

**PART C: OTHER RELEVANT INFORMATION**

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

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

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

01.	
02.	
03.	
04.	
05.	
06.	
07..	
08.	
09.	

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.

Place & Date

Signature of the Faculty with Designation

*[Handwritten Signature]*  
Assistant Professor



Signature of HOD/ School Chairperson/ Principal

*[Handwritten Signature]*  
Principal  
Sri Narayana Training College  
Nedunganda

NB: 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.

**UNIVERSITY OF KERALA**  
**Annual Self-Assessment for the Performance Based Appraisal**  
**System (PBAS) for Option A**

(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018: Option A)

**Session/Year: 2020 - 2021**

(To be completed and submitted at the end of each academic Year/Session)

**PART A: GENERAL INFORMATION**

1.	Name (In Block Letters)	: RANI K. V.
2.	Father's Name/Mother's Name	: P. M. KRISHNAN
3.	Department	: General Education
4.	Current designation & Grade Pay	: Assistant Professor 57
5.	Date of last promotion	: Not yet
6.	To which Position and Grade pay are you an applicant under CAS	: First
7.	Date of eligibility for promotion	: 01.08.2022
8.	Date and Place of Birth	: 01.05.1977 Balaramapuram
9.	Sex	: Female
10.	Marital Status	: Married
11.	Nationality	: Indian
12.	Indicate whether belong to SC/ST/OBC Category	: OBC
13.	Address for correspondence (with Pincode)	: Padmavilasom H No. 3/816 Balaramapuram 695501
14.	Permanent Address (with Pincode)	: As above
15.	Telephone No:	9447257300
16.	Email	Ranikrishnan950@gmail.com

**17. Academic Qualifications (Matric till post-graduation):**

Examinations	Name of the Board/University	Year of Passing	% of Marks obtained	Division/Class/Grade	Subject
SSLC	Secondary Board of Examination	1992	71.16	I	all
Pre-degree	Kerala University	1994	66.77	I	Physics, chemistry, Biology
Degree	Kerala University	1997	76.4	I	Chemistry
M.Sc. Chemistry	Kerala University	2003	76	I	Chemistry
M.A. Sociology	Annamalai University	2015	68	I	Sociology
M.A. Philosophy	Annamalai University	2017	67	I	Philosophy
M.Sc. Applied Psychology	Annamalai University	2019	67	I	Applied Psychology
B.Ed. (Physical Science)	Kerala University	1998	65	I	Physical Science
M. Ed.	Manonmaniam Sundaranar	2002	63	I	Education
PGDY	Annamalai University	2017	66	I	Yoga
PGDEAS	Annamalai University	2018	66	I	Educational Administration and Supervision

**UGC Regulation 2018: Option A**

PDIT	Annamalai University	2019	66	I	Information Technology
CIG	IGNOU	2017	66	I	Guidance

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

<b>Degree</b>	<b>Title</b>	<b>Date of Award</b>	<b>University</b>
M.Phil Education	A study on the examination anxiety and adjustment of higher secondary students	2004	Manonmaniam Sundaranar
Ph.D.(Education)	A study on the relationship of Multiple Intelligence, Critical Thinking, Creativity and Academic Achievement of Higher Secondary Students	20.12.2010	Manonmaniam Sundaranar
National Eligibility Test for Lectureship	U.G.C., Govt.of India	2004	

**19. Appointments held prior to joining this institution**

Designation	Name of employer	Date of		Salary With Grade	Reason of leaving
		Joining	Leaving		
Lecturer in Education	Kerala University	04.08.2004	2010	10000	Join to M.Ed Department faculty
Associate Professor	TNTEU	2011	2015	22500	Join as Guest Faculty in N.S.S. Pandalam
FIP Guest Faculty Assistant Professor	Kerala University	2015	2016	50000	Join as Guest Faculty in S.N.T.C.

**20. Post held after appointment at this institution**

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	General Education	2017	continuing	6000

21. Period of teaching experience : 12

22. Research Experience excluding year spent in M.Phil/Ph.D (in years) : nil

23. Field of specialization under the Subject/Discipline : Educational Psychology

**24. Academic Staff College Orientation/Refresher Course attended:**

Name of the Course/Summer School	Place	Duration	Sponsoring Agency
Induction Programme	Thiruvananthapuram	02.11.2020 to 01.12.2020	UGC
Refresher Course in Social Sciences	Thiruvananthapuram	07.12.2021 to 20.12.2021	UGC

**PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE**

(Please see detailed instruction of this PBAS Pro form before filling out this section)

**CATEGORY: I. TEACHING AND LEARNING RELATED ACTIVITIES**

**Ia. Lectures, Seminars, Tutorials, Practicals, Contact Hours (give Semester-wise details, where necessary)**

Sl.No	Course/Paper	Level	Mode of teaching*	No. of class per Week allotted	No. of classes conducted per Week	% of Classes/Pract. taken as per documented record
01.	Technology and Communication in Education	UG	L P	10 1	10 1	100
02.	Developmental Perspectives in Education	UG	L P	8 3	8 3	100
03.	Assessment in Education	UG	L P	10 1	10 1	100
04.	Advanced Studies- Perspectives in Education	UG	L P	8 3	8 3	100
05.		UG	L			
06.						
07.						
08.						
<b>TOTAL</b>						100
"Good" for 80% and above performance. "Satisfactory" for 70% to 80% performance. "Not satisfactory" for less than 70% (Department Time table/Statement of class engaged by teacher attested by Principal or HOD)					<b>Grade</b>	Good

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

**OVERALL GRADE FOR CRITERIA I : .....**

Good : 80% and above performance.  
Satisfactory : 70% to 80% performance.  
Not satisfactory : less than 70% performance

For Details see Appendix I

**CATEGORY: II. INVOLVEMENT IN THE UNIVERSITY/COLLEGE STUDENTS RELATED ACTIVITIES/RESEARCH ACTIVITIES**

**A. Administrative responsibilities**

Sl.No	Type of Responsibility	Role Performed
01	Admission	Member
02	IQAC	Member
03	Mentor	Tutor
04	Attendance	Faculty
05	College Union Election	Member
06	Library	Member
Total number of activities		4

**B. Examination and evaluation duties assigned by the college/university or attending paper evaluation**

Sl.No	Name of Duty	Role Performed
01	Invigilation	invigilator
02	External Examination	Additional Examiner
03	External Examination	Chief
04	Examination Squad	Member
05	External Examination	Practical board
06	Internal Examination	Question paper setting
07	Internal Examination	Valuation of answer sheet
Total number of activities		7

**C. Student related co-curricular, extension and field based activities**

Sl.No	Type of Activity	Role Performed
01	Grievances and redressal Cell	Co-ordinator
02	Health club	Co-ordinator
03	Entrepreneurship club	Co-ordinator
04	Accompanied tour	Member
05	College magazine	Staff Editor
06	Extension and outreach activities	Faculty in charge
07	Library	Member
08	Flood relief	Member
Total number of activities		

**D. Organizing seminars/conferences/workshops and other college/university activities**

Sl.No	Type of Activity	Role Performed
01	Organized webinars	convener
02	Organized webinars	Team members
03		
04		
05		
Total number of activities		



**E. Evidence of actively involved in guiding Ph.D./M.Phil. students**

Sl.No	Name of Student	Date of Registration (For Ph.D. only)	U.O granting Registration*
01	Anupama V.S.	02.11.2021	5909/2021/UOK
02	Resmi T.L	09.12.2021	7060/2021/UOK
03	Bincy B	12.05.2022	3707/2022/UOK
04			
05			
Total number of students			

\*U.O granting registration in the case of Ph.D. and Registration No. in the case of M.Phil.

**F. Details of minor/major research projects sponsored by national or international agencies.**

Sl.No	Name of the project	Funding Agency	Amount sanctioned/utilized
01			
02			
03			
04			
05			
Total number of projects			

**G. Details of Publication in peer-reviewed or UGC or University listed journals**

Sl. No.	Title with page Nos.	Journal	UGC/ University/ ISSN/ISBN No	Whether peer reviewed or not	No. of Co-authors	Whether you are them in Author
01	A study on the problem of absenteeism in online classes among covid pandemic period	Guru Jyothy Research and Reflections	ISSN	yes	single	
02						
03						
04						
05						
Total number of publications						

**OVERALL GRADE FOR CRITERIA II : .....**

- Good : Involved in at least 03 activities
- Satisfactory : Involved in 01- 02 activities
- Not satisfactory : Not involved/ undertaken any of the activities

Number of activities can be within or across the broad categories of activities  
For Details see Appendix I

**CATEGORY: III. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS**  
(Only for placement from Academic level 13A to 14; Associate Professor to Professor)

**01. Published Research Papers in Peer-reviewed or UG Listed Journals**

Sl. No.	Title with page Nos.	Journal	UGC ISSN/ ISBN No	Whether peer reviewed, Impact Factor, if any	No. of Co-authors	Whether you are the main Author	Score
01	A study on the problem of absenteeism in online classes among covid pandemic period	Guru Jyothy Research and Reflections	ISSN	yes	single	yes	
02							
03							
04							
05							
Total Research Score							10
<p>08 Points per publication for Faculty of Science and 10 Points per publication for Faculty of Languages/Humanities/Arts/Social Sciences/Commerce/Management and other related disciplines.</p> <p>The Research score for research papers would be augmented as follows: (Impact factor to be determined as per Thomson Reuters List)</p> <p>Papers without impact factor by 5 points</p> <p>Papers with impact factor less than 1 by 10 points</p> <p>Papers with impact factor between 1 and 2 by 15 points</p> <p>Papers with impact factor between 2 and 5 by 20 points;</p> <p>Papers with impact factor between 5 and 10 by 25 points.</p> <p>Papers with impact factor above 10 by 30 points</p> <p>Two authors: 70% of total value of publication for each author</p> <p>More than two authors: 70% of total value of publication for the first/Principal/Corresponding author and the remaining 30% of total value of publication for each of the joint authors.</p>							

**02. Publications other than Research Papers**

**02(a). Articles/Chapters published in Books/Full papers in Seminar Proceedings**

Sl. No.	Title with Page Nos.	Book, Title, Editor & Publisher	ISSN/ISBN No.	No. of Co-authors	Whether you are the main Author	Score
01						
02						
03						
04						
05						
Total Research Score						

**PART C: OTHER RELEVANT INFORMATION**

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

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

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

01.	
02.	
03.	
04.	
05.	
06.	
07.	
08.	
09.	

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.

Place & Date

Signature of the Faculty with Designation

Signature of HOD/School Chairperson/Principal

NB: 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 QAC.



*(Signature)*  
**Principal**  
**Sree Narayana Training College**  
**Nedunganda**

**SREE NARAYANA TRAINING COLLEGE**  
**Nedunganda Varkala**  
**Proforma for Performance Appraisal Report of Non- teaching Staff**  
**2020-21**

Name of the employee : *Chandras Das . D .*

Designation : *C.D. Clerk .*

Scale of Pay : *26500 - 60700 .*

Date of Entry into Service : *09/04/1992*

Date of Last Promotion : *08/08/2019*

Address :

Date of Birth : *30/05/1969 .*

Contact No. : *9896847092*

Mail Id :

Qualifications : *S.S.L.C .*

Whether Department Test cleared : *Yes/No N.O.P*  
*Account Test .*

Specify if yes :

Inservice Courses/ Orientation : *Yes*

Classes attended during the year :

Date of Retirement : *30/05/2025*

Any Other : *D.F.P. Course .*

  
Name & Signature


**SREE NARAYANA TRAINING COLLEGE**  
**Nedunganda Varkala**  
**Proforma for Performance Appraisal Report of Non- teaching Staff**  
2020-21

Name of the employee : SHIJI-S  
Designation : W.D. Clerk.  
Scale of Pay : 27400-55200  
Date of Entry into Service : 28-02-2005  
Date of Last Promotion : 14-07-2021  
Address : Uthram, vilabhagom, Nedunganda (P)  
695307, T.V.M.  
Date of Birth : 30-05-1970  
Contact No. : 9497693180  
Mail Id : shijibekukku@gmail.com.  
Qualifications : Degree Completed.  
Whether Department Test cleared : Yes/No, M.O.P. A/c Test Lower  
Specify if yes :  
  
Inservice Cources/ Orientation : -  
  
Classes attended during the year :  
Date of Retirement : 30-05-2026.  
Any Other :

SHIJI.S.   
Name & Signature

**SREE NARAYANA TRAINING COLLEGE**  
**Nedunganda Varkala**  
**Proforma for Performance Appraisal Report of Non- teaching Staff**  
2020-21

Name of the employee : SABU.B.  
Designation : L.D. Clerk.  
Scale of Pay : 23700 - 52600  
Date of Entry into Service : 28-07-2005  
Date of Last Promotion : 01/08/2019  
Address : Sree Krishna Nilasam  
Date of Birth : A. Sraman, Kollam.  
Contact No. : 02/05/1969.  
Mail Id : 9961049694.  
Qualifications : S.S.L.C  
Whether Department Test cleared : Yes/No n.o.p  
Specify if yes : -  
  
Inservice Courses/ Orientation : Yes  
  
Classes attended during the year :  
Date of Retirement : 30/05/2025  
Any Other : Type writing Lower & Higher

  
Name & Signature

# SREE NARAYANA TRAINING COLLEGE

## Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non- teaching Staff

2021-2022

Name of the employee : Susobha . C  
Designation : Head Accountant  
Scale of Pay : 26500 - 60700  
Date of Entry into Service :  
Date of Last Promotion & Post : 27/10/2021, Head Accountant  
Date of Next Promotion & Post : JA: scapdt.  
Qualification required for the next promotion : S.S.L.C. MORA  
Address : Valiya Veedu, Earam,  
Chathannoor. p. O  
Date of Birth : 30/05/1968  
Contact No. : 9847415255  
Mail Id :  
Qualifications : S-S-L.C.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Cources/ Orientation :  
Classes attended during the year : 10  
Date of Retirement : 31/05/2024.  
Any Other :

Name & Signature :

Susobha . C



Principal

Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non-teaching Staff**

**2021-2022**

Name of the employee : Shiji.S.  
Designation : U.D clerk  
Scale of Pay : 26500 - 60700  
Date of Entry into Service : 28/7/2005.  
Date of Last Promotion & Post : 13/7/2021. U.D.clerk.  
Date of Next Promotion & Post : Head Accountant.  
Qualification required for the next promotion : Yes.  
Address : Uthram, Vilabhayam, Nedunganda.  
Date of Birth : 30/5/1970  
Contact No. : 9497693180  
Mail Id : shijibeekukku@gmail.com  
Qualifications : Degree. Accountant Test  
Whether Departmental Tests Cleared :  Yes/No  
Insurance Courses/ Orientation : No.  
Classes attended during the year : Yes.  
Date of Retirement : 30/5/2026.  
Any Other :

SHIJI.S   
Name & Signature :



Principal  
Sree Narayana Training College  
Nedunganda



# SREE NARAYANA TRAINING COLLEGE

## Nedunganda Varkala


### Proforma for Performance Appraisal Report of Non-teaching Staff

2021-2022

Name of the employee : Binu.V.S  
Designation : L.D. Clerk  
Scale of Pay : (24400-55200)  
Date of Entry into Service : 28/07/2005  
Date of Last Promotion & Post : 25/10/2018.  
Date of Next Promotion & Post : C.D.C.  
Qualification required for the next promotion : S.S.L.C. M.O.P.  
Address : Thundil, Muttappalam. P.O.  
Varkala.  
Date of Birth : 20/05/1976.  
Contact No. : 9846525081.  
Mail Id : thundilbinu@gmail.com  
Qualifications : S.S.L.C., M.O.P. Typewriting  
English, Malayalam.  
Whether Departmental Tests Cleared : Yes/No Lower. Word  
processing.  
Insurance Courses/ Orientation :  
Classes attended during the year : yes.  
Date of Retirement : 31/05/2032  
Any Other : Nil

Binu.V.S.  
Name & Signature :



  
Principal  
Sree Narayana Training College  
Nedunganda

14/11/20

## SREE NARAYANA TRAINING COLLEGE

Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2020-2021

Name of the employee : D. Chandradas  
Designation : U.D. Clerk  
Scale of Pay : (26500-60700)  
Date of Entry into Service :  
Date of Last Promotion & Post : 03/6/2022, Head Accountant  
Date of Next Promotion & Post : Head Accountant  
Qualification required for the next promotion : S.S.L.C. MOP.  
Address : Sivapriya, Edavattom,  
Vellimoodu P.O, Kollam.  
Date of Birth : 30/05/1969.  
Contact No. : 9496847092  
Mail Id :  
Qualifications : S.S.L.C.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year : 2/0.  
Date of Retirement : 30/05/2025  
Any Other :

Name & Signature :

D. Chandradas




Principal  
Sree Narayana Training College,  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2020-2021**

Name of the employee : S. Babu Sunil.  
Designation : IV<sup>th</sup> Grade Librarian.  
Scale of Pay : ~~26500~~ - 37400 - 79000.  
Date of Entry into Service : 13/5/1991.  
Date of Last Promotion & Post : 13/5/1991  
Date of Next Promotion & Post : Nil  
Qualification required for the next promotion : No.  
Address : 308 A, Udayagiri, Nedunganda, P.O. Paravur.  
Date of Birth : 30/05/1965.  
Contact No. : 85 476 84 590  
Mail Id :  
Qualifications : Degree. Library Science  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : 31/05/2021  
Any Other :  


Name & Signature :

S. Babu Sunil



Principal  
Sree Narayana Training College  
Nedunganda

21-21

## SREE NARAYANA TRAINING COLLEGE

Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2020-2021

Name of the employee : B. Sabu  
Designation : L. D. Clerk  
Scale of Pay : (24400 - 55200)  
Date of Entry into Service : 28/07/2005  
Date of Last Promotion & Post : 03/16/2022. C.D.C.  
Date of Next Promotion & Post : ~~C.D.C.~~ Head Accountant.  
Qualification required for the next promotion : S-S-L-C.  
Address : Sreekrishna Vilasam  
Vaidyasala Nagar, 236A, Asaraman-P.O  
Kollam.  
Date of Birth : 30/05/1969.  
Contact No. : 9961049694  
Mail Id :  
Qualifications : S-S-L-C  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year : 210  
Date of Retirement : 31/05/2025  
Any Other :

Name & Signature : B. Sabu

B. Sabu



  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2019-2020**

Name of the employee : *Samal kumar. k.s*  
Designation : *UD clerk*  
Scale of Pay : *26,500 - 60,700*  
Date of Entry into Service : *28/07/2005*  
Date of Last Promotion & Post : *27/10/2021, Head Accountant.*  
Date of Next Promotion & Post : *Head Accountant*  
Qualification required for the next promotion : *S.S.L.C.*  
Address : *Ambalathil Veedu, Poudi Konamp.O*  
Date of Birth : *1/1/1968*  
Contact No. : *9400691820*  
Mail Id :  
Qualifications : *S.S.L.C.*  
Whether Departmental Tests Cleared : *Yes/No*  
Insurance Courses/ Orientation  
Classes attended during the year : *10*  
Date of Retirement : *31/1/2024*  
Any Other :

Name & Signature :

*Samal kumar k.s*



*[Signature]*

Principal

Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2019-2020**

Name of the employee : K.B. Laila  
Designation : Head Accountant  
Scale of Pay : 39300 - 82050.  
Date of Entry into Service : 17/1/1992.  
Date of Last Promotion & Post : 06/7/2020, Jr. Supdt.  
Date of Next Promotion & Post :  
Qualification required for the next promotion : J4-Supdt.  
Address : Kalakkavila, Peretti,  
Moongodee. P.O  
Date of Birth : 06/04/1965  
Contact No. : 7034200294  
Mail Id :  
Qualifications : S.S.L.C  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year : No  
Date of Retirement : 30/11/2021  
Any Other :

Name & Signature :

K.B. LAILA .

Laila. KB



Principal  
Sree Narayana Training College  
Nedunganda

19-20

## SREE NARAYANA TRAINING COLLEGE

Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2019-2020

Name of the employee : C/Shekumari P.

Designation : Head Accountant.

Scale of Pay : 39300 - 83000

Date of Entry into Service :

Date of Last Promotion & Post : 02/07/2020. Head Accountant.

Date of Next Promotion & Post : Sr. Suptt.

Qualification required for the next promotion : Yes.

Address : C/Shekumari, Thekkuvilla, Kollam.

Date of Birth : 26/05/1967.

Contact No. :

Mail Id :

Qualifications : S.S.L.C. MOP.

Whether Departmental Tests Cleared : Yes/No

Insurance Courses/ Orientation :

Classes attended during the year :

Date of Retirement : 31/08/2023.

Any Other :

Name & Signature :

Shekumari P.



Principal  
Sree Narayana Training College,  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non-teaching Staff**

*Nil*

**2018-2019**

Name of the employee : *C.P. Jayanandan.*  
Designation : *Head Accountant.*  
Scale of Pay : *(25200 - 54000) pre-scale*  
Date of Entry into Service :  
Date of Last Promotion & Post : *16/08/2019.*  
Date of Next Promotion & Post : *Gr-5 updt.*  
Qualification required for the next promotion : *Degree, Accountant.*  
Address : *Kailasa Mangalathu  
Narayil Kullangara, Kollam.*  
Date of Birth : *30/5/1964*  
Contact No. : *B*  
Mail Id :  
Qualifications : *Degree, M.O.P. Accountant*  
Whether Departmental Tests Cleared : *Yes/No*  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : *31/5/2020.*  
Any Other : *Nil*

Name & Signature :

*Jayanandan*  
*CP Jayanandan*



*Jayanandan*

Principal  
Sree Narayana Training College  
Nedunganda



# SREE NARAYANA TRAINING COLLEGE

## Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2018-2019

Name of the employee : SATHEESH KUMAR K  
Designation : UDC  
Scale of Pay : (13900 - 24040) pro scale  
Date of Entry into Service : 07.04.1992  
Date of Last Promotion & Post : 23.06.2022, J.S  
Date of Next Promotion & Post : - Head Accountant  
Qualification required for the next promotion : YES.  
Address : Sheeba bhavan, Avunakuzhi,  
Thannimodu.  
Date of Birth : 30-05-1967  
Contact No. : 9048177656  
Mail Id :  
Qualifications : SSLC, ADOP.  
Whether Departmental Tests Cleared : Yes/No ✓  
Insurance Courses/ Orientation :  
Classes attended during the year : -  
Date of Retirement : 31-05-2023  
Any Other :

Name & Signature :

Satheesh kumar k.



  
Principal  
Sree Narayana Training College  
Nedunganda

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# SREE NARAYANA TRAINING COLLEGE

## Nedunganda Varkala

Nil

### Proforma for Performance Appraisal Report of Non-teaching Staff

2018-19

Name of the employee : S. Anilkumar

Designation : C.I.O. Clerk.

Scale of Pay : (26500 - 56700) pre scale

Date of Entry into Service : 17/11/1992

Date of Last Promotion & Post : 20/04/2018

Date of Next Promotion & Post : Head Accountant

Qualification required for the next promotion : S.S.L.C. 40-00

Address : Anna, Raghunathapuram P.O. Varkala

Date of Birth : 17/5/1965

Contact No. : 9995493061

Mail Id :

Qualifications : S.S.L.C. 40-00


Whether Departmental Tests Cleared : Yes/No

Insurance Courses/ Orientation :

Classes attended during the year : Nil

Date of Retirement : 31/05/2021

Any Other : Nil

Name & Signature :   
S. Anilkumar



  
Principal

Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2017-2018**

Name of the employee : M. Sree Kumar.  
Designation : DDC.  
Scale of Pay : (9940 - 16580) Pre scale  
Date of Entry into Service : 28/07/2005  
Date of Last Promotion & Post : 20/11/2018.  
Date of Next Promotion & Post : DDC.  
Qualification required for the next promotion : S.S.L.C. MOP.  
Address :  
Date of Birth : 25/5/1965  
Contact No. :  
Mail Id :  
Qualifications : S.S.L.C. MOP.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Cources/ Orientation :  
Classes attended during the year :  
Date of Retirement : 31/05/2021.  
Any Other :

Name & Signature :

M. Sree Kumar -



Principal  
Sree Narayana Training College  
Nedunganda

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## SREE NARAYANA TRAINING COLLEGE

Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2017-2018

Name of the employee : S. Baiju  
Designation : Lib-Assistant  
Scale of Pay : (22200 - 48000) pre-scale  
Date of Entry into Service : 07/04/1992  
Date of Last Promotion & Post : 11/7/2011  
Date of Next Promotion & Post : NIL  
Qualification required for the next promotion : NO  
Address : Swabhin Ayanthi, P.O. Varkala  
Date of Birth : 12/05/1962  
Contact No. :  
Mail Id :  
Qualifications : S.S.L.C.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year :  
Date of Retirement : 31/05/2018  
Any Other :

Name & Signature :

S Baiju



  
Principal  
Sree Narayana Training College  
Nedunganda

**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

*nil*

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2017 - 2018**

Name of the employee : *K. Prahladan.*

Designation : *C.I.D. Clerk*

Scale of Pay : *(13210 - 22360) Pr Scale*

Date of Entry into Service :

Date of Last Promotion & Post : *2011/2017.*

Date of Next Promotion & Post : *Head Accountant*

Qualification required for the next promotion : *S.S.L.C. MOP*

Address :

Date of Birth :

Contact No. :

Mail Id :

Qualifications : *S.S.L.C. MOP*

Whether Departmental Tests Cleared : *Yes/No*

Insurance Courses/ Orientation :

Classes attended during the year : *No.*

Date of Retirement :

Any Other : *2020 May*

Name & Signature :

*Prahladan*

*K Prahladan*



*[Handwritten Signature]*

*Principal  
Sree Narayana Training College  
Nedunganda*

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17-18

# SREE NARAYANA TRAINING COLLEGE

Nil

## Nedunganda Varkala

### Proforma for Performance Appraisal Report of Non-teaching Staff

2017 - 2018

Name of the employee : M.P. Pradeep.

Designation : Head Accountant

Scale of Pay : (9940 - 16580) prescale

Date of Entry into Service : 17.01.1992

Date of Last Promotion & Post : 20/11/2017. Head Accountant.

Date of Next Promotion & Post : Nil

Qualification required for the next promotion : S.S.L.C. M.O.P.

Address : Perayil, Kanichukulangara. P D

Date of Birth : 15.02.1962

Contact No. :

Mail Id : pradeepmp@gmail.com

Qualifications : S.S.L.C. M.O.P.

Whether Departmental Tests Cleared : Yes/No

Insurance Courses/ Orientation

Classes attended during the year : Nil

Date of Retirement : 28.02.2018

Any Other :

Name & Signature : 

M.P. Pradeep



Principal  
Sree Narayana Training College  
Nedunganda



**SREE NARAYANA TRAINING COLLEGE**

**Nedunganda Varkala**

**Proforma for Performance Appraisal Report of Non- teaching Staff**

**2017-2018:**

Name of the employee : S.L. Dinu  
Designation : LDC  
Scale of Pay : (24400 - 55200)  
Date of Entry into Service : 28/07/2005.  
Date of Last Promotion & Post : 1/8/2016, L.O.C.  
Date of Next Promotion & Post : C.I.D.C.  
Qualification required for the next promotion : Account Test.  
Address : Devanandaram, S.V. Pram. Pro  
Varkala.  
Date of Birth : 30/5/1976  
Contact No. : 9946662727.  
Mail Id :  
Qualifications : S.S.L.C. N.O.P.  
Whether Departmental Tests Cleared : Yes/No  
Insurance Courses/ Orientation :  
Classes attended during the year : No.  
Date of Retirement : 31/05/2032.  
Any Other : Nil

Name & Signature :

S. L. Dinu



  
Principal  
Sree Narayana Training College  
Nedunganda