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SONAMUKHI COLLEGE
23°17'41.2"N 87°24'32.9"E
P.O. & P.S. - Sonamukhi, Dist.-Bankura,
West Bengal, India -722 207

NAAC:B* 2022
AISHE : C-44762

6. Governance, Leadership, and Management

6.3: Faculty Empowerment Strategies

6.3.5

Institutions Performance Appraisal System for teaching and non- teaching staff

Link of Academic Audit Report

Link of Academic Audit Report 2024 – 2025

https://sonamukhicollege.ac.in/academic_audit.php

Feedback Analysis of Teachers and Administration

Link of online feedback system:

https://sonamukhicollege.ac.in/feedback_analysis.php

https://docs.google.com/forms/d/e/1FAIpQLScW5BqbxKF1kcAliX_yCTEC2HGIFY1ralo4MxcZyQScB0WI0w/viewform

Sample CAS format for performance Based Appraisal System:

File for
Career Advancement Scheme (CAS)

Susobhan Mondal

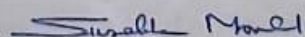
Assistant Professor (Stage – 1) in Zoology

Sonamukhi College, Bankura

Promotion Due on: 19.01. 2023 (Stage 1 to Stage 2)

ASSESSMENT PERIOD
19 January, 2017 – 18 January, 2023

Date:



Signature of the Candidate

Annual Self-Assessment for the Performance Based Appraisal System (PBAS)
Session/ Year 19.01.2017 – 18.01.2023
(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

1. Name (Block letters) : SUSOBHAN MONDAL
2. Father's /Mother's name/
Husband's Name : ASIT KUMAR MONDAL
3. Department : ZOOLOGY
4. Current Designation & Grade Pay : Assistant Professor (stage 1) & Rs. 6000/-
5. Date of last Promotion : NA
6. Address for correspondence
(With Pin code) : Dept. of Zoology, Sonamukhi College
Sonamukhi, Bankura, W.B., Pin-722207
7. Permanent Address (With Pin code) : Paschimpara, Beliatare, Villa & P.O- Beliatare,
Dist- Bankura, West Bengal, Pin-722203
- Mobile No.: 9477359043
E-mail: susobhan.sm@gmail.com
8. Whether acquired any degrees or fresh
academic qualifications during the year : No
9. Academic Staff College Orientation/ Refresher Course attended during the year:

Name of the Course/Summer School	Place	Duration	Sponsoring Agency
Orientation Programme	Aligarh Muslim University, Aligarh, U.P.	2 nd December, 2020 to 6 th January, 2021	UGC-HRDC [Annexure- 2a]
Refresher Course in Life Science	UGC-HRDC, Aligarh Muslim University, Aligarh, U.P.	25 th October, 2021 to 9 th November 2021	UGC-HRDC [Annexure- 2b]

10. (a) Date of Appointment : 19/01 /2017 [Annexure- 3a, 3b & 3c]
(b) Date of Confirmation : W.e.f. 19/01/2017 vide G.B. resolution no-6 (b) dated 28/03/2018, [Annexure- 4b]
11. Past Service, if any : NIL
(Please attach specific G.O for counting Of past service for promotion under CAS)
12. For which position & AGP you are applying under CAS: Assistant Professor (stage-I to stage-II)
68900-205500, Level 11 (AGP: Rs. 7000/-)
13. Date of eligibility for Promotion : 19/01/2023



Bm 8/8/25
Principal
Sonamukhi College
Sonamukhi, Bankura

AND UGC REGULATIONS, 2016 (4th AMENDMENT)

• Date of Screening Committee / Selection committee:

• Venue: Sonamukhi College

• Name of the applicant: Susobhan Mondal Subject: Zoology

• Date of OP: 02-12-2020 to 06-01-2021 Date of RC: 25-10-2021 to 09-11-2021

Assessment period					
API score from 19.01.2017 to 06.12.2017		API score from 07.12.2017 to 18.01.2023		Total API score in Assessment period (A +B)	Percentage Distribution of Weightage Points in the Expert Assessment (applicable only for selection committee for Associate Professor)
	API (A)		API (B)		
CAT I	CAT I: Teaching, learning and evaluation related activities (to be assessed yearly)	184.91	CAT I: Teaching, learning and evaluation related activities (to be assessed yearly)	439.09	624
CAT II	CAT II: Co-curricular, extension and professional development related activity (to be assessed cumulatively for assessment period)	42	CAT II: Co-curricular, extension and professional development related activity (to be assessed cumulatively for assessment period)	170.9	212.9
CAT III	CAT III: Research and Academic Contributions (to be assessed cumulatively for assessment period)	13.5	CAT III: Research and Academic Contributions (to be assessed cumulatively for assessment period)	23	36.5
Recommendation of the Screening/Selection Committee for promotion on CAS with date of effect of promotion		Recommended for promotion from Stage I/II/III to Stage II/III/IV (Strike out which are not applicable)		Date of effect: 19.01.2023	
Signature of the Principal/TIC/OIC with date and Seal Principal Sonamukhi College		Signature of the DPI Nominee with date and seal Dr. Sanjoy Kumar Roy 18/01/28		Signature of the Subject Expert/s with date and seal Anindita Mitra 18/7/24 (Dr Anindita Mitra)	

Part C: For use of the Screening/ Selection Committee

Name of the College: SONAMUKHI COLLEGE

Date of the Meeting: 18.07.2024

Venue: Sonamukhi College

Name of the Incumbent: SUSOBHAN MONDAL

Present designation: Assistant Professor (Stage 1 / ~~Stage 2~~ / ~~Stage 3~~) in ZOOLOGY

Date of joining: 19.01.2017

Date of award of Ph.D./ M. Phil.:

Scale of Pay: 15,600-39,100/- with AGP of 6,000

Designation after promotion: Assistant Professor (~~Stage 1~~ / Stage 2 / ~~Stage 3~~) ~~Associate Professor~~ (~~Stage 4~~)

Scale of Pay: Rs. 15,600-39,100/- with AGP Rs. 7,000

Date of effect: 19.01.2023

Score for Interview (for Stage 3 to Stage 4) [F.M. 20]: NA

The Screening/Selection Committee has considered the proposal for promotion under CAS in respect of the incumbent mentioned above from the post of Assistant Professor (Stage 1 / ~~Stage 2~~ / ~~Stage 3~~) to the post of Assistant Professor (~~Stage 2~~ / ~~Stage 3~~) / ~~Associate Professor~~ (~~Stage 4~~). As the incumbent has fulfilled all conditions as laid down in G.O. No. 920-Edn (CS) dated 31.12.2012, 922-Edn (CS) dated 14.11.2014, 951-Edn (CS) dated 06.10.2015 and 1373-Edn (CS) dated 07.12.2017 for promotion under CAS, the Committee recommends that the incumbent be promoted to the post of Assistant Professor (~~Stage 2~~ / ~~Stage 3~~) / ~~Associate Professor~~ (~~Stage 4~~) with AGP of Rs. 7,000 with effect from 19.01.2023.

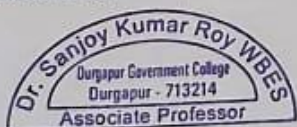
The Committee further recommends that the post held by the incumbent be upgraded to the post of Assistant Professor (~~Stage 2~~ / ~~Stage 3~~) / ~~Associate Professor~~ (~~Stage 4~~) in scale Rs.-15,600-39,100/- with AGP of Rs. 7,000 effect from 19.01.2023 and the same would be reverted to the post of Assistant Professor (Stage 1) as soon as it would fallen vacant for any reason whatsoever.

Necessary particulars with all relevant documents be sent to the Government for approval.

Anindita Mitra
18/7/24

Signature of the Expert with
Date and Seal
(Dr. Anindita Mitra)
Associate Professor of Zoology
(Nominated by the V.C. of the affiliated University)
Bankura Christian College

22/7/24
Signature of Govt. Nominee with
Date and Seal
(Nominated by the DPI, West Bengal)



18/7/24

Signature of the Principal/ TIC of
the College with Date and Seal

Principal
Sonamukhi College
Sonamukhi, Bankura

Sample of Self-Appraisal System:

SELF APPRAISAL DIARY

NAME : SUSOBHAN MONDAL

DESIGNATION : Assistant Professor

DEPARTMENT : Zoology

YEAR : 2024-2025



SONAMUKHI COLLEGE

P.O.- SONAMUKHI, Dt. BANKURA, PIN- 722207

Printed by Sonamukhi College

Session :- 2024-25

Month :- July '24

Year:- 2024

Day and Date	Classes Alotted	Classes Taken	Other Activities	Remarks
Mon 1.7.24			Seminar ZSI	
Tue 2.7.24			Seminar ZSI	
Wed 3.7.24			Seminar ZSI	
Thu 4.7.24	T-3 P-2	T-3 P-2		
Fri 5.7.24	T-2 P-2	T-2 P-2	T.C. meeting	
Sat 6.7.24	T-3 P-2	T-3 P-2		

Any other comment :

Susanta Mondal
Signature of the Teacher

1
Sonamukhi, Bankura

Bm 5/7/2024
Signature of the Principal
Principal
Sonamukhi College
Sonamukhi, Bankura

Session :-

Month :- June

Year:- 2025

Day and Date	Classes Alotted	Classes Taken	Other Activities	Remarks
Mon 23.6.25	—	—		S.S. Day
Tue 24.6.25	T-2 P-1	T-1 P-1		
Wed 25.6.25	T-1 P-1	T-1 P-1		
Thu 26.6.25	T-2 P-1	T-2 P-1		
Fri 27.6.25	T/D P/O	T/D P/O		- Holiday -
Sat 28.6.25	—	—		E.L. B.K.U exam SEM-VI SH-

Any other comment :


Signature of the Teacher


Signature of the Principal
Principal
Sonamukhi College
Sonamukhi, Bankura