

**MIZORAM UNIVERSITY, AIZAWL-796 004, MIZORAM**

PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) PROFORMA FOR DIRECT RECRUITMENT OF LIBRARIAN BASED ON  
THE ACADEMIC PERFORMANCE INDICATORS (API)

**CATEGORY I: PROCUREMENT, ORGANIZATION AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH  
LIBRARY SERVICES**

<b>S.No.</b>	<b>Nature of Activity</b>	<b>Maximum Score</b>
<b>I.1</b>	Library resources organization and maintenance of books, journals, reports; Provision of library reader-services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc.	40
<b>I.2</b>	ICT and other new technologies' application for up gradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management.	30
<b>I.3</b>	Development, organization and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc.	25
<b>I.4</b>	User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.	20
<b>I.5</b>	Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	10
<b>Total Score</b>		<b>125</b>
<b>Minimum API Score Required</b>		<b>75</b>

## CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

S.No.	Nature of Activity	Maximum Score
II.1	Student related co-curricular, extension and field based activities (such as cultural exchange and library service programmes, various levels of extramural and intramural programmes); extension, library-literary work through different channels.	20
II.2	Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15
II.3	Professional Development activities (such as participation in seminars, conferences, short term e-library training courses, workshops and event talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15
<b>Total Score</b>		<b>50</b>
<b>Minimum API Score Required</b>		<b>15</b>

## CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

S No	Particulars (enclose details of each item in support of your claim as annexure)	
III. A	<b>Research Papers Publication</b>	
	1.	Refereed Journals ( <b>15 per publication</b> )
	2.	Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers: <b>10 per publication.</b>
	i.	Conference proceedings as full papers, etc. (Abstracts not to be included) ( <b>10 per publication</b> ).
III. B	<b>Other Research Publications</b> (Books, chapters in books, other than refereed journal articles).	
	i.	Text or Reference Books Published by International Publishers with an established peer review system
	a)	Sole Author ( <b>50 per book</b> ).
	b)	Sole Editor ( <b>30 per book</b> ).
	c)	Chapter in edited Book ( <b>10 per chapter</b> ).
	ii.	Text or Reference Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers
	a)	Sole Author ( <b>25 per book</b> ).
	b)	Sole Editor ( <b>20 per book</b> ).

		c) Chapter in edited Book <b>(5 per chapter)</b> .
	iii.	Text or Reference Books by other local publishers with ISBN/ISSN numbers.
		a) Sole Author <b>(15 per book)</b> .
		b) Sole Editor <b>(10 per book )</b> .
		c) Chapter in edited Book <b>(3 per chapter)</b> .
	iv.	<b>Text or Reference Books by other local publishers without ISBN/ISSN number</b>
		a) Sole Author <b>(10 per book.</b>
		b) Sole Editor <b>(7 per book)</b> .
		c) Chapter in edited Book <b>(2 per chapter)</b> .
	v.	Chapters contributed to edited knowledge based volumes published by International Publishers <b>(10 per chapter)</b> .
	vi.	Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers <b>(5 per chapter)</b> .
	vii.	<b>Editing of the Proceedings of Seminar/Symposia/Conference/Workshop etc.</b>
		a) International Level <b>(Sole Editor- 30 per publication)</b> .
		b) National Level (Sole Editor- <b>20 per publication</b> ).
		c) Regional Level: (Sole Editor- <b>10 per publication</b> ).
		d) State Level: (Sole Editor- <b>7 per publication</b> ).
<b>III. C</b>	<b>RESEARCH PROJECTS</b>	
	i.	Sponsored Projects carried out/on-going (In case of Co-PI points are to be shared in 70:30 ratio).
		a) Major Project with amount mobilized above Rs. 30 Lakhs <b>(20 per Project)</b> .
		b) Major Project with amount mobilized above Rs.5 Lakhs upto 30 Lakhs <b>(15 per Project)</b> .
		c) Minor Project with amount mobilized above Rs. 50,000 upto Rs. 5 Lakhs <b>(10 per Project)</b> .
	ii.	Completed/Ongoing Consultancy Projects
		Amount mobilized with a minimum of Rs. 10 Lakhs <b>(10 per every Rs. 10 lakhs and Rs. 2.0 lakhs respectively)</b> . In case of Jt. venture points are to be shared in 70: 30 ratio.
	iii.	Completed Projects: Quality Evaluation
		Completed project report (acceptance from funding agency) <b>(20 each major project and 10 each minor project)</b>

		iv. Projects Outcome/Output: :Patent/Technology transfer/ Product/Process In case of Joint output points are to be shared in 70: 30 ratio.
		a) International Level <b>(50 per outcome/output)</b> .
		b) National Level <b>(30 per outcome/output)</b> .
<b>III. D</b>	<b>RESEARCH GUIDANCE</b> (In case of joint supervision points are to be shared in 70: 30 ratio)	
		i. M. Phil. (Degree awarded only) <b>(3 per candidate)</b> .
		ii. Ph. D. (Degree awarded only) <b>(10 per candidate)</b> .
		iii. Ph. D. Thesis submitted <b>(7 per candidate)</b> .
<b>III.E</b>	<b>POST DOCTORAL DEGREE: D. Litt. from an university based on post-doctoral thesis (30 points)</b>	
<b>III. F</b>	<b>PARTICIPATION IN TRAINING COURSES/CONFERENCE/SEMINAR/WORKSHOP</b>	
		i. Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes
		a) Duration two weeks or more <b>(20 per course)</b> .
		b) Duration one week <b>(10 per course)</b> .
		ii. Participation and Presentation of research papers (oral/poster) in Conferences/ Seminars/ workshops etc. [If a paper presented is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (F) (ii)).
		a) International conference <b>(10 per participation/presentation)</b> .
		b) National <b>(7.5 per participation/presentation)</b> .
		c) Regional/State level <b>(5 per participation/presentation)</b> .
		d) Local –University/College level <b>(3 per participation/presentation)</b> .
		iii. Invited lectures or presentations in Conferences/Seminars/Training Courses/Refresher Courses/Orientation Courses or chairmanship/ co-chairmanship in Conferences/Seminars etc.
		a) International Level <b>(10 per lecture/chairmanship)</b> .
		b) National Level <b>(5 per lecture/chairmanship)</b> .
		c) Regional Level <b>(3 per lecture/chairmanship)</b> .
		d) Local- University/College Level <b>(2 per lecture/chairmanship)</b> .

<b>III.G</b>	<b>TRAINING COURSES / CONFERENCE /SEMINAR/WORKSHOP ORGANISED</b>	
	<b>I. Refresher courses, Methodology workshops, Training Course, Summer/Winter School/Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes</b>	
	a)	Duration two weeks or more <b>(30 per course)</b> . In case of Co-coordinator points are to be shared in 70: 30 ratio.
	b)	Duration up one week <b>(20 per course)</b> . In case of Co-coordinator points are to be shared in 70: 30 ratio.
	<b>II. Seminar/symposia/conference/workshop organized. In case of Co-convener/Jt. Organizing Secretary points are to be shared in 70: 30 ratio.</b>	
	a)	International <b>(30 per seminar etc)</b> .
	b)	National <b>(25 per seminar etc)</b> .
	c)	Regional <b>(15 per seminar etc)</b> .
	d)	State level <b>(10 per seminar etc)</b> .
		e)
<b>III. H.</b>	<b>AWARD/HONOURS/RECOGNITIONS (PROFESSION RELATED)</b>	
	a)	International level honour/recognition/award <b>(30 per award)</b> .
	B)	National level honour/recognition/award <b>(25 per award)</b> .
	c)	Regional level honour/recognition/award <b>(20 per award)</b> .
	d)	State level honour/recognition/award <b>(15 per award)</b> .
<b>III.I</b>	<b>PEER REVIEWING OF PAPERS/PROJECT PROPOSAL/EVALUATION OF PROJECT COMPLETION REPORT etc.</b>	
	a)	For Refereed Journals <b>(10 per paper)</b>
	b)	For Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers <b>(7.5 per paper)</b>
	c)	For Conference proceedings as full papers, etc. <b>(5 per paper)</b>
	d)	Evaluation of Project Completion Report <b>(15 per report for major project and 7 for minor project)</b>
	e)	Evaluation of Project Proposals <b>(10 per report for major project and 5 for minor project)</b>