



SELF-APPRAISAL FORM FOR FACULTY (A. Y: _____)

Name of the Department :
Name of the Faculty :
Present Designation :
D.O.B & Age :
Date of Joining :
Mobile No. :
Email ID :

PART A: EDUCATIONAL QUALIFICATIONS AND EXPERIENCE DETAILS (100 Points)

Educational Qualifications (Max. of 50 points):

(Master's degree: 20 Points, Ph.D. pursuing: 25 Points, Ph.D. completed: 50 points)

Degree	Branch/ Specialization	College	University	Year of completion	%	Score	Score obtained	Score as per APEC*	
UG									
PG									
Ph.D.									
Max Total									

***APEC: Academic Performance Evaluation Committee**

Experience Details (Max. of 50 points) (Chronological Order only):

(10 points per year for NRCM experience, 5 points per year for outside experience)

S. No.	Position held	Institution/ Industry	Period		Exp. in Years	Score	Score obtained	Score as per APEC	
			From	To					
1									
2									
3									
4									
Max Total									

PART-B: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES (400 Points)

Teaching and Other Contribution to Academia (Max. 50 points)

(As per the opinion and recommendation of Head of the Department)

Item		Score	Score obtained	Score as per APEC/HoD
i.	Availability to students during working hours			
ii.	Punctuality to classes			
iii.	Regularity in taking classes as per time table			
iv.	Maintenance of students attendance register and course files			
v.	Regularity in giving home assignments			
vi.	Availability for examination work including invigilation/valuation			
vii.	Participation in curriculum/ Syllabus development			
viii.	Participation in college/departmental activities			
ix.	Preparation of course hand outs			
x.	Content delivery and nature of communication			
Max Total				

Additional Significant Expertise *per each Item 10 Points (Max 50 points)

(Necessary proofs for each category to be enclosed)

Item		Score	Score obtained	Score as per APEC
i.	Remedial classes/Bridge courses/ Technical Trainings/ GATE etc.			
ii.	Lecture notes upload in website /developing blog			
iii.	Developing subject videos for better understanding etc.			
iv.	Project guide			
v.	Prototypes Developed/New Experiments Designed for Lab/ Content Delivered beyond Syllabus			
Max Total				

Student Feedback on Teacher Performance (100 Points)

(% of Students Feedback \geq 90: 100 points, 85 to <90: 90 points, 80 to <85: 80 points, 70 to <80: 70 points, 60 to <70: 50 points and <60: No points)

Program/Dept	Semester	Course	Feedback	Average Feedback	Score obtained	Score as per APEC
Max Total						

Result Analysis (100 Points)

(Students Pass Percentage \geq 90: 100 points, 85 to <90: 90 points, 80 to <85: 80 points, 70 to <80: 70 points, 60 to <70: 50 points and <60: No points)

Program/Dept	Semester	Course	Result	Average Result	Score obtained	Score as per APEC
Max Total						

Awards/Honours/Fellowships Received/Memberships in Professional Societies/ Bodies etc. (50 points)

(The necessary proofs to be enclosed)

Item	Details	Score obtained	Score as per APEC

Awards/Honours/ Fellowships Received			
Memberships in Professional Societies/ Bodies			
Max Total			

Online Certification Courses (NPTEL etc.) (Max. 50 points)

(Necessary proofs to be enclosed)

(Toppers/Elite+Gold: 50 points, Elite: 40 points, Successfully completed: 30)

Course Title	Duration	Awarding Institution	Grade	Score obtained	Score as per APEC
Max Total					

PART-C: RESEARCH, DEVELOPMENT AND EXTENSION ACTIVITIES (400 Points)

Research Guidance (Max. 50 points)

(Necessary proofs to be enclosed)

(Guiding of one B.Tech. project batch: 10 points, M.Tech. project: 20 points,

Ongoing Ph.D: 25 points, Ph.D. thesis submitted: 40 points, Ph.D awarded: 50 points)

Category	Number	Score	Score obtained	Score as per APEC
Max Total				

Ongoing Sponsored Research Projects (Max. 50 points)

(Sanctioned letter to be enclosed)

(Sanctioned amount \geq 50 Lakhs: 50 points, 20 to <50 Lakhs: 40 points,

15 to <20 Lakhs: 35 points, 10 to <15 Lakhs: 25 points, 5 to <10Lakhs: 15 points, < 5 Lakhs: 10 points)

Category	Agency	Sanctioned Amount in Rs.	Score obtained	Score as per APEC
Max Total				

Consultancy (Max. 50 points) (Necessary proofs to be enclosed)

(Sanctioned amount \geq 5 Lakhs: 50 points, 4 to <5 Lakhs: 40 points , 3 to <4 Lakhs: 35 points, 2 to <3 Lakhs:25 points, 1 to <2Lakh: 15 points < 0.5 Lakhs: 10 points)

Category	Agency	Sanctioned Amount in Rs.	Score obtained	Score as per APEC
Max Total				

Research Publications (Max: 50 points)

(Front page of publication to be enclosed)

(SCI-50 Points, SCOPUS-30 Points, WoS-30 Points, UGC listed: 25 points)

Category	Title of the Publication	Score	Score obtained	Score as per APEC

Max Total				

Patents Published/Awarded (Max: 50 points)

(Necessary proofs to be enclosed)

(Patent awarded: 50 points, Patent published: 25 points)

Title of the patent	File Number	Score	Score obtained	Score as per APEC
Max Total				

Books/Chapters Published (Max: 25 points)

(First page of the book/chapter to be enclosed)

(Book: 25 points, Chapter: 15 points)

Title of the book/chapter	Authors	Publisher	Score	Score obtained	Score as per APEC
Max Total					

Member/Reviewer in Editorial Boards of Referred Journals (Max: 25 points)

(Reviewer for journal: 10 points, Member of various committees in conferences etc.: 5 points)

Name of the journal/conference	Publisher/Committee	Score	Score obtained	Score as per APEC
Max Total				

FDPs/Training Activities/ STTPs/Workshops Attended (Max: 50 points)

(Necessary proofs to be enclosed)

(1 day: 5 points, 2 to 5 days: 25 points, >5 days: 50 points)

Title of the programme	Duration	Organized by	Score	Score obtained	Score as per APEC
Max Total					

Papers Presented in Conference (Max: 25 points)

(Necessary proofs to be enclosed)

(International conference: 25 points, National conference: 10 points)

Title of the Paper	Name of the Conference and dates	Organized by	Invited/Oral/poster	Score	Score obtained	Score as per APEC
Max Total						

FDPs/Training Activities/ STTPs/Workshops Conducted as Convener/ Co-ordinator etc.

(Max: 25 points)

(Necessary proofs to be enclosed)

(Govt. sponsored programme: 25 points, Self-sustained programme: 20 points)

Title of the programme	Duration	Acted as	Score	Score obtained	Score as per APEC
Max Total					

PART-D: ADMINISTRATIVE AND EXTRACURRICULARACTIVITIES (100 Points)

Category of Administrative Work		Max. points	Mention the Administrative Work	Score obtained	Score as per APEC
D.1	Administrative Assignments (Deans, IQAC Coordinator, CoE, HODs, etc.)	50			
D.2	Central Committee Member/ coordinator/In-charge (NAAC, NBA, ISO,IIC, NPTEL, R&D, Exam Cell, Alumni, Bus In-charge, Discipline, Sports, NSS, Women's Grievance Cell, Anti Ragging, Professional Bodies, Skill development, Incubation, etc)	25			
D.3	Departmental Committee Member/ Coordinator/In-charge (BOS, Department Advisory Committee, Class Review Committee, Programme Advisory Committee, Academic Audit, Class teacher, Year In charge, Mentor, Research Group Coordinator, Internships, Lab Incharge, Projects, Industrial visits, NAAC, NBA, ISO, NPTEL, R&D, Exam Cell, Alumni, Discipline, Sports, NSS, Women's Grievance Cell, Anti Ragging, Professional Bodies, Skill development, Incubation, etc)	25			
Max Total					

Summary of Self-Appraisal Score(A.Y: _____)

Name of the Faculty :

Department:

Designation :

Category		Max. Score	Score obtained	Score as per APEC
Part-A	Educational Qualifications and Experience Details			
	A.1	Educational Qualifications	50	
	A.2	Experience Details	50	
Total Score (Part-A)			100	
Part-B	Teaching, Learning and Evaluation Related Activities			
	B.1	Teaching and Other Contribution to Academia	50	
	B.2	Additional Significant Expertise	50	
	B.3	Student Feedback on Teacher Performance	100	
	B.4	Result Analysis	100	
	B.5	Awards/Honours/Fellowships Received/ Memberships in Professional Societies/Bodies etc	50	
	B.6	Online Certification Courses (NPTEL etc.)	50	
Total Score (Part-B)			400	
Part-C	Research, Development and Extension Activities			
	C.1	Research Guidance	50	
	C.2	Ongoing Sponsored Research Projects	50	
	C.3	Consultancy	50	
	C.4	Research Publications	50	
	C.5	Patents Published/Awarded	50	
	C.6	Books/Chapters Published	25	
	C.7	Member/Reviewer in Editorial Boards of Referred Journals	25	
	C.8	FDPs/Training Activities/ STTPs/Workshops Attended	50	
	C.9	Papers Presented in Conference	25	
	C.10	FDPs/Training Activities/ STTPs/Workshops Conducted as a Convener/Coordinator etc.	25	
Total Score (Part-C)			400	
Part-D	Administrative and Extra Curricular Activities			
	D.1	Administrative Assignments	50	
	D.2	Central Committee Member/Coordinator/ In-charge	25	
	D.3	Departmental Committee Member/ Coordinator/ In-charge	25	
Total Score (Part-D)			100	
Total Score (Part-A + Part-B + Part-C + Part-D)			1000	

Signature of Faculty

Signature of HoD

Signatures of APEC Members

Signature of Dean of Academics

Signature of Principal

- 1.
- 2.
- 3.