

Geethanjali College of Engineering and Technology

Department of Computer Science and Engineering

Faculty Performance Appraisal for the Academic Year 2022-23

Name of the Faculty Member:

Designation:

Leave Aailed						Permissions (Early Going/Late Coming) availed	Number of days – extended hours worked with the approval of the concerned HoD/Group Head/CoE (Also mention total number of extended hours worked)
CLs	HPL s	ELs	CCLs -accumulate d	CCLs - used	Number of days on ‘Loss of Pay’		

PART A - TEACHING (Total Score: 100)

1. Theory/Lab Courses Taught(Assessment: $\geq 50 < 60\%$:12, $\geq 60 < 70\%$:18, $\geq 70 < 80\%$:24, $\geq 80 < 90\%$:30, ≥ 90 : 40)

(Theory Courses taught during the last 2 semesters should be considered)

Semester (I/ II)	Name of the Course	Number of Periods Taken	Course success index (successful students)	Pass percentage	Course Attainment Level	Assessment score (1-40 scale)
Average Assessment Score (Maximum of 40)						

2. On an average how many assignments did you give per course (Assessment: 2 to 3: 2, More than 3 :5) :
(Average Assessment Score should be obtained by taking the average of the individual assessment scores obtained in each subject of a semester subject to a maximum of 5)
3. On an average how many ‘tutorials/case studies’ did you conduct per course (2 to 3tutorials : 2, More than 3 : 5) :
(Average Assessment Score should be obtained by taking the average of the individual assessment scores obtained in each subject of a semester subject to a maximum of 5)

4. Project guidance/supervision

B. Tech (Assessment: 5 points per project and 5 additional points for best project awarded in any competition/in the form of publication)

(Average Assessment Score should be obtained by taking the average of the individual assessment scores obtained in each Project guided subject to a maximum of 10)

Note: May not be applicable for the faculty taking only first year courses. In such cases section 1 shall be evaluated for 50 points.

Sl. No.	Roll numbers	Names of the students	Mini/major project	Title of the project	In-house or external	Assessment Score
Average Assessment Score (Maximum of 10)						

5. a. Association with Senior Faculty (Assessment: Concerned Professor will assess for a maximum of 10 points) –

Sl. No.	Name of the Professor	Name of Theory or Lab Course	Class with semester	Give Brief report on attainment of learning outcome – submit evidence	Assessment score
Average Assessment Score (Maximum of 10)					

b. Professors (Assessment: Guidance given by the Concerned Professor to other faculty, for a maximum of 10 points) –

Sl. No.	Name of the Faculty	Name of Theory or Lab Course	Class with semester	Give Brief report on guidance given – submit evidence	Assessment score
Average Assessment Score (Maximum of 10)					

6. Course file/Lab manual Prepared (Assessment: a maximum of 5 point per course/lab) - Maximum of 10 points

Sl. No.	Name of Laboratory	Title of the experiment	Changes brought in	Approved by Group head /HOD with date	Assessment score

7. Students' Feedback - Course End Survey - Maximum of 10 Points

Courses Taught (Assessment: $\geq 60 < 70\%$: 4, $\geq 70 < 80\%$: 6, $\geq 80 < 90\%$: 8, ≥ 90 : 10)

(Courses taught/conducted during the last 2 semesters should be considered)

Semester (I/ II)	Name of the Course	Feedback Score Obtained	Percentage of Feedback	Assessment score (0-10 scale)
Average Assessment Score (Maximum of 10)				

8. Students' Feedback - Teaching - Learning Process

Courses Taught (Assessment: $\geq 60 < 70\%$: 4, $\geq 70 < 80\%$: 6, $\geq 80 < 90\%$: 8, ≥ 90 : 10)

(Courses taught/conducted during the last 2 semesters should be considered)

Semester (I/ II)	Name of the Course	Feedback Score Obtained	Percentage of Feedback	Assessment score (0-10 scale)
Average Assessment Score (Maximum of 10)				

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PART B –RESEARCH AND CONSULTANCY (Total Score: 50)

1. Ph. D/Post-doc program pursuing (Course work: 1, Pre-PhD: 1, Research Reviews: 1, Submission: 3 points, Award: 5 marks) – For all faculty eligible to pursue PhD.

Name of the program	University	Name of supervisor/co-supervisor	Year of registration	progress of the work	Assessment Score
Assessment Score (Maximum of 5)					

2. Ph. D Guidance (Assessment: Thesis submitted=3, Thesis awarded =5)

Sl. No.	Name of the Student	Supervisor/ Co-supervisor	University registered	Year of registration	Assessment score
Average Assessment Score (Maximum of 5)					

3. Books/chapters published (Assessment: 1 per chapter, 2 per Indian book and 3 per International book published) - Maximum of 5 points

Sl. No	Title of the book/book chapters	Name and address of the publisher	Category of publication (international/national)	Month & year of publication	ISSN no.	Assessment score

4. Patents granted/published (Assessment: published : 3, granted : 5 points per patent) - Maximum of 10 points

Sl. No	Patent Number	Title of the Patent	Name(s) of the Inventor(s)	Month & year	Assessment score

5. Sponsored research projects (externally funded) carried-out/carrying: (Assessment: less than 5 lakhs = 3 points, 5-10 lakhs = 5 points 10-20 lakhs = 8 points, more than 20 lakhs = 10 points) – Maximum 10 points

Sl. No	Title of the project	Funding agency	Amount	Duration of project	Date of commencement	Assessment score

6. Consultancy carried-out/carrying: (Assessment: ≥ 2 < 5 lakhs : 2 points, ≥ 5 lakhs : 5) – Maximum 5 points

Sl. No	Title of the project	Funding agency	Amount	Duration of project	Date of commencement	Assessment score

7. Publications:

International Journals (IJ)/ National Journals (NJ)/ International Conferences (INC)/ National Conferences (NC)

(Assessment: 2 points per publication) - Maximum of 10 points

Sl. No.	Category : IJ/ NJ/ INC/NC	Title of the paper	Name of the Journal/ Conference	Volume number, ISSN/DOI	Page numbers	Month & Year	Impact factor / indexed by SCOPUS/ SCI/WOS	Journal / Conference No. (if recognized by UGC)	Assessment score

PART C – PROFESSIONAL DEVELOPMENT (Total Score: 40)

1. Membership in professional bodies (Assessment: 1 point per professional body) - Maximum of 2 points

Sl. No	Name of the Professional body	Membership number	Category of Membership (life/annual)	Assessment score

2. Recognition from any professional body/reputed institutions which utilize your services (Assessment: 1 point per recognition) - Maximum of 2 points

Sl. No.	Role	Name of the organization	Duration/ Date	Present your contribution in few sentences	Assessment score

(Role: Such as BOS member, subject expert in SCMs, keynote speaker, conference chair/co-chair, reviewer of Publications in conference/journal etc.)

3. Collaboration/MoU arranged with other organizations (Assessment: 1 point per collaboration/MoU arranged)- Maximum of 2 points

Sl. No.	Name of the organization	Name of the activity	Duration and dates	Assessment score

4. FDPs/Workshops/Seminars/Training programs attended (Assessment: 3 days : 1 points, 1 Week : 2 points, 2 weeks : 3 points, Summer school of 2 weeks : 5 points) - Maximum of 5 points

Name of the FDP/Workshop/Training program	Place	Organizer	Duration	Date/month /year	Assessment score

5. FDPs/Seminars/Workshops/Conferences conducted (Assessment: 2 or 3 days : 3 points, 1 Week : 5 points, 2 Weeks : 10 points, International Conference: 10 points, National Conference: 5 points) - Maximum of 10 points

Name of the event	Title of the program	Number of participants	Duration and dates	Assessment score

6. Invited talks/guest lecturers conducted with speakers from institutes of repute (Assessment: 1 point per talk or Guest lecturers arranged) - Maximum of 3 points

Sl. No	Resource person with address	Topic	Targeted audience	Duration	Date/month/year	Assessment score

7. Invited talks/guest lecturers given in institutes of repute (Assessment: 1 point per talk) - Maximum of 2 points

Sl. No.	Name of the event	Topic	Targeted audience	Venue	Duration	Date/month/year	Assessment score

8. Conferences attended (Assessment: 2 points per International and 1 per National Conference) - Maximum of 3 points

Name of the conference	Venue	Organizer	Duration	Date/month/year	Assessment score

9. Field trips arranged (Assessment: 1 point per trip) - Maximum of 3 points

Sl. No.	Organization visited	Number of students	Year/semester	Assessment score

10. Internships arranged (Assessment: 1 point per industry) - Maximum of 3 points

Sl. No.	Organization visited	Number of students	Year/semester	Assessment score

11. Online course registration (Such as NPTEL, MOOCS) (Assessment: 3 point per course) - Maximum of 5 points

Sl. No	Name of the Course	Offered by	Date of registration	Assessment score

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24 PART D - ADMINISTRATION (Total Score: 45)

1. Administrative/additional roles (Assessment: 3 points per role in the department level, 5 points per role in the college level, 8 points for Deans and 10 points for HoD) - Maximum of 10 points

Sl. No.	College/Department/ Group level	Role	Give a Brief Description on your contribution	Assessment score

(Role: Such as Course coordinator, Time-table in-charge, CRC coordinator etc., Convener or Co-convener of FDP/Workshop/ Conference etc, in-charges of various criterion for SAR preparation, Lab Masters of JNTUH, Alumni Coordinator etc.)

2. Association with In-charges (Assessment: Concerned in-charge will assess for a maximum of 5 points)

Sl. No.	Name of the in-charge	Category AICTE/ NBA/ NAAC / FFC or Specify Other	Nature of Work given	Give a Brief Description	Assessment score
Average Assessment Score (Maximum of 5)					

(Faculty will be assessed by in-charge faculty under whom they have worked for AICTE/ NBA/NAAC/FFC related works)

3. Student mentoring (Assessment: 2 point per student for improvement brought in attendance / performance) - Maximum of 10 points

Sl. No.	Roll number	Name of the student	Year of study	Improvements brought	Assessment score

4. Organizing Co-curricular/Extra-curricular student events (Assessment: 1 point per event) - Maximum of 2 points

Sl. No.	Name of the event	Name(s) of the other Faculty involved	Role(s) Played	Duration, with dates	Assessment score

5. Guidance given to the students in encouraging them to participate in co-curricular activities (Assessment: 1 point per event) - Maximum of 3 points

Sl. No.	Name of the event	Name(s) of the students involved	Role(s) Played by faculty in the guidance given	Duration, with dates	Student achievement	Assessment Score

6. Any steps taken for resource/revenue generation. Give details (*Whether applied for any Consultancy Works etc.*)(Maximum 5 points)

Negotiation for System Purchase/Network Issues related

7. Additional contribution which are not covered above, if any (2 points)
8. List your suggestions for improving the academic standards/procedures of the department. (2 points)
9. List any suggestions for improving the performance of the students (2 points)
10. List any suggestions related to administrative standards in the department and college. (2 points)

How do you think GCET can help you to enrich your knowledge/multidisciplinary skills? (2 points)

11. List areas of

i. Strengths:

ii. Weaknesses

iii. New skills/techniques learnt or acquired

- iv. Need of additional development/training by the department/college in improvement of your quality of work

TOTAL SCORE:

Date:

Name and Signature of the Faculty

(Note: Necessary Proofs should be attached)

GROUP HEAD'S ASSESSMENT- Maximum of 15 points

- 0-4 : Unsatisfactory performance
4.1-6 : Does not meet the expected level of performance
6.1-9 : Meets the expected level of performance
9.1-12 : Exceeds the expected level of performance
12.1-15 : Meritorious performance

1. General attitude :
2. Teaching :
3. Research :
4. Service :
5. Timely completion of given tasks:

TOTAL:

Name and Signature of Group Head

HOD'S ASSESSMENT- Maximum of 25 points

- 0-8 : Below average
8.1-12 : Average
12.1-16 : Above average
16.1-20 : Good
20.1-25 : Excellent.

1. Initiative and drive exhibited :
2. Availing of leave/permissions :
3. Interpersonal skills :
4. Domain knowledge :
5. Balanced attitude :
6. Quality of Work :
7. Feedback from students based on CRC (any action taken earlier):
8. Class control :
9. Timely completion of given tasks :
10. Attire and Appearance :

11. Punctuality :

Additional Points for Professors Occupying Key administrative Roles: Maximum of 50 Points
(For HoDs, Deans, CoEs: 50, Group Heads: 30, AICTE/ NBA/ FFC/IQAC/FS/Incubation
Coordinators: 20)

TOTAL:

Overall Assessment/Rating (on a scale of 275 points):

Faculty's Self assessment(x) out of 235	Group head's assessment(y) out of 15	HOD's assessment(z) out of 25	Total assessment(x+y+z)ou t of 275	Grade/Ratin g (1-275 scale)

Performance Rating	Assistant Professor	Associate Professor	Professo r
Below Average	<110	<130	<150
Average- Above Average	110 to 120	130 to 140	150 to 170
Good	121 to 130	141 to 150	171 to 200
Excellent	>130	>150	>200

Suggestions for improvement:

- 1.
- 2.
- 3.

Name and Signature of HoD

Principal's Observations and Remarks:

Signature of the Principal

Secretary's Observations and Remarks:

Signature of the Secretary