

VINAYAKA MISSIONS SANKARACHARIYAR DENTAL COLLEGE

Faculty self-Appraisal form

Year of Performance Appraisal – JULY _____ TO JUNE _____

GENERAL DETAILS

1.	Name of the faculty	
2.	Qualifications	
3.	Department	
4.	Designation of the Faculty (<i>at the time of joining</i>)	
5.	Present Designation	
6.	Date of joining (<i>In the present institution</i>)	

RESIDENTIAL ADDRESS:

Phone Number: +91 44

COMMUNICATION ADDRESS:

Mobile Number: +91

E-mail ID:-----

TEACHING EXPERIENCE DETAILS

S.No.	Name of the Institution		Designation	Period From-To	No. of Years & Months
1.					- Y & -- M
2.					- Y & -- M
3.					- Y & -- M
4.					- Y & -- M
				Total	- Y & -- M

LEAVE DETAILS (OFFICE USE ONLY)

1. Leave Details from JULY _____ to JUNE _____

Calendar Year	Total No. of Working Days	Availed Leave Details					Total Leave Availed	On Duty Availed	Effective Attendance	Attendance Percent
		CL	EL	ML	LoP	VL				
JULY 2018- JUNE 2019										%

CO-CURRICULAR ACTIVITIES

S.No.	Particularsof mentoring in the current academic year	
1.	No of allotted students	
2.	No. of students passed without any arrears	
3.	No. of students have arrears: Single arrear: Two arrears: More than two arrears:	
4.	a. Mention your actions to improve student's academic performance	
	b. Your thoughts/ideas to improve the academic performance of the students	

Name of the Staff:

DEVELOPMENT ACTIVITIES

S.No.	Criteria	Details
1.	Are you pursuing any higher studies	Yes/ No
	If Yes,name of the degree	
	Name of the institution	
	Probable year of completion	
2.	Mention your contribution apart from teaching for the past 10/ 5/ 3 years based on your DoJ. (The faculty should produce the evidences at the time of verification)	
	a) For the department	
	b) For the institution	
3.	List out the possible contributions that can be made by you for the development in future.	
	a) Department level	
	b) Institution Level	
4.	List out the Notable changes you have witnessed among the students	Positive: 1. 2. 3. Negative: 1. 2. 3.
5.	Please mention your field of interest that can be taught by you to the students beyond syllabus	
6.	List out the best ways you could adopt, by which the attitude of the students can improve?	

API-Academic Performance Indicators

Name of the Staff :

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

S.No.	ESSENTIAL	API Score Allotted	Self Appraisal Score	Verified API Score
1.	Lectures taken as percentage of lectures allocated (100% compliance = 20 points)	20		
2.	Seminars, practical, undertaken as percentage of those actual allocated (100% compliance = 20 points)	20		
3.	College examination duties (Question paper setting and evaluation of answer scripts) as per duties allotted. (100% compliance = 10 points)	10		
4.	College examination/Evaluation duties for internal/continuous assessment work as allotted (100% compliance = 10 points)	10		
5.	Additional examination work such as a. Coordination (ex. academic cell) <input type="checkbox"/> b. invigilation <input type="checkbox"/> c. flying squad duties <input type="checkbox"/> (maximum of 5 depending upon intensity of duty) (100% compliance = 10 points) (Put a tick inside the box to indicate the role played by the faculty)	10		

S.No.	Desirable	API Score Allotted	Self Appraisal Score	Verified API Score
1.	Use of Innovative teaching-learning methodologies a. ICT Based Teaching material: (10 points/each) <input type="checkbox"/> (ICT-Information communication technology (ie) using power points, animation pictures for teaching) b. Interactive Courses: (5 points/each) <input type="checkbox"/> c. Participatory Learning modules: (5 points/each) <input type="checkbox"/>	10		
2.	Organizing and conduction of popularization programmes/ training courses (a) Workshop/ Training course : 10 points each <input type="checkbox"/> (b) Popularization program/ camps : (5 points each) <input type="checkbox"/>	10		

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSION RELATED ACTIVITIES

Name of the Staff:

S.No.	CO-CURRICULAR AND EXTENSION ACTIVITIES	Maximum Score 30		
		API Score Allotted	Self Appraisal Score	Verified API Score
1.	Institutional Governance responsibilities like, a. Vice Principal/ Dept. Dir./ Dean/ HoD <input type="checkbox"/> <i>3 points each</i> b. Warden : <i>2 points each</i> <input type="checkbox"/> c. Member of syndicate/ Governing council : <i>5 points each</i> <input type="checkbox"/> d. Member of Academic council/ Senate: <i>3 points each</i> <input type="checkbox"/> e. Member of other college/ university level committees : <i>1 point each</i> <input type="checkbox"/>	Max 10		

2.	Membership in profession related committees at state/ national level a. At national level : <i>3 points each</i> b. At state level : <i>2 points each</i>	Max 10		
3.	Participation in subject associations, conferences, seminars without paper presentation (Each activity : <i>1 point</i>)	Max 5		
4.	Participation in short term training courses not less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance (Each activity : 5 points)	Max 5		
5.	Membership of professional a. Associations committees b. Boards of Studies c. Editorial committees of journals /institutional Publications. (Each activity : 2 points)	Max 5		

TRAINING COURSES AND CONFERENCE/SEMINAR/WORKSHOP PAPERS

	Nature of Activity	Maximum Score 30		
	CO-CURRICULAR AND EXTENSION ACTIVITIES	API Score Allotted	Self Appraisal Score	Verified API Score
Research Methodology/ Workshops or Conferences /Seminars & Symposiaorganized	International conference /Seminar / Symposia	20 each		
	National conference /Seminar / Symposia	10 each		
	State level / university/ college level seminar /conference / symposia	5 each		
	Research Methodology course (not less than three weeks)/ Workshops of not less than one week duration	20 each		
Papers in Conferences/ Seminars/ workshops (First author, corresponding author & mentor share 60%; all co-authors share 40%)	Participation and Presentation of research papers (oral/poster) in	Maximum Score 30		
		API Score Allotted	Self Appraisal Score	Verified API Score
	International/ Foreign conference	10/each		
	National	7.5/each		
	Regional/State level	5/each		
	Local –University/ College level	3/each		
Invitations for confer./ seminars/workshops / Symposia to deliver lectures/and/or chair sessions	International/ foreign	10/each		
	National	7.5/each		
	State level/ Regional	5/each		
	University/College level Endowment Lectures	3/each		

CATEGORY-III: RESEARCH AND RELATED CONTRIBUTIONS

Name of the Staff:

Research Publication in Journals

Faculty of Health Science	API Score Alloted	Self Appraisal Scores	Verified API Score
Refereed Journals with impact factor less than one indexed	5/each Max 15		
Refereed Journals with impact factor 1 and below 2	10/each Max 20		

Refereed Journals with impact factor 2.1 and below5	15/each Max 30		
Refereed Journals with impact factor 5.1 and below 10	25/each Max 40		
Vernacular & Indian language journals in all discipline without any impact factors	2/each Max 10		
Non-impact factor National level research papers in non-refereed/ journals but having ISBN/ISSN numbers	2/each Max 10		
Full papers in conference Proceedings, etc. (Abstracts not to be included)	1/each Max 10		

Publications (books, chapters in books, other than refereed Journal articles)

Text or Reference Books Published by International Publishers with an established peer review system (50/ sole author; 10/ chapter in an edited book)	Text or Reference Books Published by International Publishers		
Subjects Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers. (25/sole author; 5/Chapter in an edited book)	Subject Books by /national level publishers/State and Central Govt. Publications with ISBN/ISSN		
Subject Books by Other local publishers with ISBN/ISSN numbers (15/ Sole author; 3/chapter)	Subject Books by Other local publishers with ISBN/ISSN no.		

Research Projects

Faculty of Health Science	API Score Allotted	Self Appraisal Score	Verified API Score
(a) Major Projects amount mobilized with grants above 30 lakhs	20/each		
(b) Major Projects amount mobilized with grants above 5 lakhs up to 30 lakhs	15/each		
(c) Minor projects from central / state funding agencies with grants below 5.0 lakhs	10/each		
Amount mobilized with minimum of Rs.5.00 lakhs	10/each		
Patent/Technology transfer/ Product/Process 50/ each outcome for international patents; 30/ each outcome for National Patents	50/30 each		

RESEARCH GUIDANCE:

(The faculty is requested to come with the copy of the bonafide certificates for the submitted thesis at the time of verification)

Faculty of Engineering/ Science/ Humanities/ MCA/ MBA	Maximum 30		
	API Score Allotted	Self-Appraisal Score	Verified API Score
M.D.S 5/ for each candidate awarded degree; 2/ for each candidate submitted thesis			
Ph.D. Degree 10/ for each candidate awarded degree; 7/ for each candidate submitted thesis			

Total Self-appraisal score: Verified Total API score:

Signature

Dean / Principal

Head Of the Department

(For Office use only)

1. Increment :
2. Date of Increment :
3. Present Pay :
4. Proposed Pay :
5. Approval :