

PERFORMANCE APPRAISAL ON FACULTY

HOD's Assessment (Maximum of 25 Points)

0-8: Below average, 8-12: Average, 12-16: Above average, 16-20: Good, 20-25: Excellent.

1. Initiative and Drive Exhibited :
2. Availing of Leave/Permissions :
3. Domain Knowledge :
4. Efficacy of Student Mentoring :
5. Administrative Efficiency :
6. Compliance of Institutional Policies & Procedures:
7. Collegiality and Teamwork :
8. Class Control & Innovation in Teaching :
9. Timely completion of given Tasks :
10. Attire, Appearance & Punctuality :

* List the details of Show Cause Notices/Memo's given during the assessment period, if any.

HOD's Assessment Score:

Overall Assessment:

<i>Weightage</i>	<i>Assistant Professor</i>	<i>Associate Professor</i>	<i>Professor</i>
Part A (Teaching)	0.4	0.3	0.2
Part B (Research, IPR & Consultancy)	0.2	0.3	0.4
Part C (Professional Development)	0.2	0.2	0.2
Part D (Administration + HoD Assessment)	0.2	0.2	0.2

<i>Faculty's Self-Assessment (X) out of 375</i>	<i>HOD's Assessment(Y) out of 25</i>	<i>Performance (Weighted Score) out of 100</i>

<i>Performance (Weighted Score)</i>	<i>Assistant Professor</i>	<i>Associate Professor</i>	<i>Professor</i>
<i>Below Average (<60)</i>			
<i>Average (60-70)</i>			
<i>Good (70-80)</i>			
<i>Very Good (80-90)</i>			
<i>Excellent (90-100)</i>			

* Please tick against the performance

Suggestions for improvement:

1. Name and Signature of HoD
2. Principal's Observations and Remarks:

Signature of the Principal