

SRM UNIVERSITY DELHI-NCR, SONEPAT, HARYANA
FACULTY APPRAISAL FORM

Appraisal period: 1st July to 30th June

GUIDELINES:

- The information provided should be accurate and clear. Additional information, if any, worth mentioning may be provided in a separate sheet.
- The Faculty must read the **Performance Appraisal Form** before filling it.

SECTION -A: PERSONAL INFORMATION

Name	
Employee ID	
Date of Birth	
Designation	Present: At the time of joining:
Department	
Date of Joining (SRMUH)	
Experience	Total Experience:.....Years.....Months Teaching :.....Years.....Months Industry :.....Years.....Months SRMUH.....Years.....Months
Salary	Pay Scale : AGP : Gross Salary:

D.V.S-1h

NR

K. Andolga

CATEGORY-I: TEACHING LEARNING AND EVALUATION ACTIVITIES (50)

A- Teaching-Learning (20)								
Sl. No.	Course Name & Code	Credits	Course File	Lab Manuals (if applicable)	Pedagogy	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average								

B-Assessment & Evaluation (15)

Sl. No.	Evaluation Parameters	Course Name	Credits	Level of Questions	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
1	Assignments/ Quiz/Surprise Tests/Presentation						
2	Projects/MST						
3	End Semester Examination						
Average							

Davis
R
K. Anderson

C-Academic Results (Learning Outcome) (5)

Sl. No.	Courses	Credits	Continuous Evaluation Marks	Over all Pass %	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average							

(NOTE: If the pass % is above 90, it is 5 points, else if the average of pass% will be taken with reference to last year's result; but marks can't exceed 5))

D-New /Additional Course, Innovative Pedagogy, Value Added Topics & Remedial Classes: (5)

Sl. No.	Nature of Additional Teaching related Work	Class	No. of Lectures taken	Necessity/ Reason	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
1	New/ Additional Course						
2	Innovative Pedagogy						
3	Value Added Topics						
4	Remedial Classes						
Average							

(NOTE: Each point 1.25 marks)

E- Student's Feedback (5)

Sl. No.	Course Name & Code	Credits	Students Feedback	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average						

(NOTE: Feedback Scale: 0-5. Feedback students having more than 75% attendance will be considered)

CATEGORY-II: RESEARCH, PROJECT/CONSULTANCY & PATENT ACTIVITIES (25)

F- Publications (15/18)

Sl. No.	Details of Paper/Book/Book Chapter/Review	National/International	INDEXED	Impact Factor	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average							

(NOTE: For E&T 15 Marks and other Departments 18 Marks; marks can't exceed 15/18)
SCI/ABDC/WoS: 4; SCOPUS: 3; Care list: 2

G- Projects/Consultancy (5/7)

Sl. No.	Title of the Project/Consultancy	Details of PI & Co-PI	Funding Organization	Amount	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average							

(NOTE: For E&T 5 Marks and other Departments 7 Marks; marks can't exceed 5/7)

H- Patent (applicable only for E&T) (5)

Sl. No.	Title of Patent	Filing/Published details	Place	Self-Appraisal Rating	Reporting Authority Rating	Appraisal Committee Rating	Final Rating
Average							

(NOTE: Applied 2 Marks and published patent 5 marks; marks can't exceed 5)

CATEGORY-III: ACADEMIC-ADMINISTRATIVE ACTIVITIES (20)**I-Academic Administration Responsibility (20)**

Sl. No.	Academic Administration related Activity	Nature of Responsibility	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average					

(NOTE: University level Administrative responsibility 4 marks; other administrative responsibility 3 marks; Any additional independent charge 5 marks; marks can't exceed 20)

Dr. V. S. Th
Dr.
K. Andeep

CATEGORY-IV: PROFESSIONAL DEVELOPMENT ACTIVITY (3)**J. Workshop/FDPs/Conference/Training Attended as participant or Resource person (3)**

Sl. No.	Workshop/FDPs/Conference Attended	Period (From...to...)	National /International	Published in Proceedings (Y/N)	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
Average							

(Note: For each day max 1 point for participation and max 2 points for resource person; convener/coordinator of Conference/Seminar/Workshop 3 marks; marks can't exceed 3)

CATEGORY-V: PROFESSIONAL MEMBERSHIP (2)

Sl. No.	Organization	Joining date

NOTE: Any other information which is not covered in the form and you feel that is very import for your appraisal. (Attach separate sheet).

Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Declaration: I hereby declare that the information given above is true to the best of my knowledge and belief.

Date:

(Name & Signature of Faculty)

[FOR OFFICIAL USE ONLY]

HR Section

Type of Leave	CL	ML	LoP	PER	OD (OW)	RH	CO	Non-Punch	EL	AL	Special Covid Leave-19
Availability											
Availed											

Date:

(HR Department)

SUMMARY SHEET

Sl. No.	Criteria	SCORES	Self-Appraisal Rating	Appraisal Committee Rating	Final Rating
I	Teaching learning and evaluation activities	50			
II	Research, training & consultancy activities	25			
III	Academic administration activities	20			
IV	Professional development activity	3			
V	Professional membership	2			
Average		100			

Recommendation of Appraisal Committee

Date:

(Signature)

(Vice Chancellor)

T.V. Singh

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T. Andia