Mewar University, Chittorgarh - Rajasthan

FACULTY SELF APPRAISAL FORM

From……………….. to………………….

1. Staff details

i	Name of the Teaching Staff Member:	
ii	Designation:	
iii	Employee ID No.:	
iv	Faculty:	
v	Department:	
vi	Date of Joining:	
vii	Present Salary:	

2. Teaching Assignments & Performance

Sem	Subject Code and Title	Programme and Specialization	Teaching Load L+T+P	No. of Students	No. of Sections	% pass in University Exams	Exam Year & Month

3. Teacher Response to Performance Analysis

i	Percentage of students submitting Assignments, Models/Charts and Presentations within the time given by faculty:	
ii	Do you discuss the Assessment Performance of the students in the Class?	
iii	Do you analyze the reason for the poor performance of the students if any?	

4. Teaching – Learning and Evaluation related activities

Criteria	Criteria-wise Points	Count of Criteria	Points Scored
Subjects taught (Theory)	40		
Laboratory Classes handled	25		
Development of innovative teachingmaterial per full course (CDs, ICT) To get points on this, the material shouldhave been uploaded to the website with prior approval of the HOD/Dean	20		
New PG Programmes developed	50		
Syllabus developed/Topic	10		
Course Coordinator	20		
Innovation (new experiments in lab / innovative projects)	10		
UG projects Guided.	20		
PG Projects Guided	25		
Counselor	50		
Lab in-charge and maintenance	10		
New Lab Developed	50		
Timetable Coordinator – University (per semester)	20		
Timetable Coordinator – Department (per semester)	30		
Online Courses Completed (NPTEL/SWAYAM etc.)	30		
Library In-charge – Department	10		
ISTE Life Membership	30		
Professional Society Membership IE, SAE,IEEE, CSI etc., per society	30		
Conferences / Seminars Attended	10		
FDPs/Refresher Courses/Workshops Attended	20		
TOTAL POINTS SCORED			

5. Details of Project Proposals submitted to the funding agencies like DST, DRDO, AICTE etc. during the Academic Year

S. N.	Title of Proposal with Date	Project Cost and Duration	Sponsoring Organization	Project Coordinators (Indicate Principal Investigator)

6. Details of Sponsored and Consultancy Projects submitted industries

S. N.	Title with starting Date	Amount and Duration	Sponsoring Agency	Project Coordinators (Indicate Principal Investigator)

7. Details of Publications in Journals

S. N.	Author's List	Paper Title	Journal	National / International	Volume	UGC/Scopus/SCI/ WoS etc.	Year

8. Details of conferences attended with the paper presented

S. N.	Name of the Conference	National / International	List of Authors	Title of Paper, Paper Number inthe Proceeding

9. Research Contributions

Criteria	Criteria-wise Points	Count of Criteria	Points Scored
Publication of research papers in UGC care journals first author	100		
The above - as Co-author with a total no. of 2 authors	80		
The above - as Co-author with a total no. of 3 or more authors	50		
Publication of research papers in SCI, SCOPUS, PUB-MED, NAS, and WoS journals first author	100		
The above - as Co-author with a total no. of 2 authors	80		
The above - as Co-author with a total no. of 3 or more authors	50		
Publication of research papers in IEEE journal first author	100		
The above - as Co-author with a total no. of 2 Authors	80		
The above - as Co-author with a total no. of 3or more authors	50		
Publication of research papers in reviewed international journals first author	100		
The above - as Co-author with a total no. Of 2 authors	80		
The above - as Co-author with a total no. of 3 or more authors	50		
National Journal research papers with ISBN/ISSN number- as first author	25		
The above - as co-author with a total no. of 2 authors	20		
The above - as co-author with a total no. of 3 or more authors	10		
International conference paper presentation as First author	15		
The above - as co-author with a total no. of 2 authors	15		

The above - as co-author with a total no. of 3 or more authors	10		
National conference paper presentation – as first author	15		
The above - as co-author with a total no. of 2 authors	10		
The above - as co-author with a total no. of 3 or more authors	5		
Books Published	50		
Chapter Published	20		
Consultancy projects undertaken (Amount in lakhs)	10		
Sponsored Projects awarded (Amount in lakhs)	10		
Patent Awarded Primary Applicant	200		
Patent Awarded non-primary Applicant.	50		
Patent Published	25		
Ph.D. Supervision (for each scholar Awarded)	100		
TOTAL POINTS SCORED			

10. Other contributions (Co-curricular and extracurricular activities, etc.)

Coordinator for Community Services, NSO etc.,	20		
Coordinator Convenor Extracurricular activities - Institutional Coordinator	50		
Supporting faculty members (Extracurricular activities)	25		
Coordinators (convenor) for Convocation/Admissions/Event Management	50		
Support faculty member for Convocation /Admissions/Event Management,	20		
Serve on boards (state level/National level)	50		
Provide leadership in joint activities with otherInstitutions	25		
Interaction with the industry for bringing a newcompany for placements	20		
Interaction with industry for any joint venture Projects	20		
Coordinator for University Accreditation activities like NAAC, NIRF etc.	100		
Coordinator for Departmental Accreditation activities like NBA etc	50		
Coordinator for Department activities like BCI, PCI, AICTE approvals etc.	50		

Support faculty members for University Accreditation activities like NAAC, NIRF etc.	50		
Support faculty members for Departmental Accreditation activities like NBA etc	25		
Support faculty members for Department activities like BCI, PCI, AICTE approvals etc.	25		
End Semester Examination – Center Superintendent (Per Semester)	100		
End Semester Examination (Per Semester) Supporting faculty – **SQUAD Member**	40		
Coordinator for Industrial visit	50		
Industrial visit – outstation conducted	20		
Co-Chair Technical sessions (in conferences)	25		
Coordinator of the FDP / Seminar / Workshop	25		
Supporting faculty for FDP / Seminar / Workshop	10		
Coordinator for funded International Conference	100		
Support Faculty for funded International Conference	40		
Coordinator for non-funded International Conference	60		
Support Faculty for non-funded International Conference	30		
Coordinator for funded National Conference	60		
Support Faculty for funded National Conference	30		
Coordinator for non-funded National Conference	40		
Support Faculty for non-funded National Conference	20		
Coordinator of seminars/workshops/conference national	50		
Support faculty for the Conduct of seminars/workshops/conference national	20		
Endowment lectures/Invited lectures delivered	10		
Award/honours/recognitions-international	100		
Award/honours/recognitions-national	50		
Award/honours/recognitions-state level	25		
Award/honours/recognitions- Regional / Mewar University	10		
Any other additional responsibility:			
1.			
2.			
3.			
4.			
TOTAL POINTS SCORED			

11. Summary of points scored.

Points scored Sl. No. 4	
Points scored Sl. No. 9	
Points scored Sl. No. 10	
Grand Total	

12. Comments of the HOD

Signature of HOD

13. Comments of the Dean:

Signature of Dean

14. Leave details.

Total No. of Working Days:

CL	CCL	OD	ML	LWP	Vacation/Leave	Total
						-
Total No. of Days of Attendance by the Staff:						:
Percentage of Attendance:						

15. Comments of the Registrar

Signature of Registrar

16. Overall performance evaluated by the APAR committee (Tick any one option):

Excellent	**Very Good**	**Good**	**Average**	**Poor**

Any Other Comments:

APAR Committee

Name	Designation	Signature
	HOD	
	Dean of Faculty	
	Dean Academics	
	OSD	
	Registrar	
	Nominee-BOM	
	President (Vice Chancellor)	