



## **THAMIRABHARANI ENGINEERING COLLEGE**

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai)  
Chathirampudukulam, Chidambaranagar - Vepemkulam Road  
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

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### FACULTY SELF APPRAISAL FORM

Name of the Faculty		Educational Qualification	
Designation		Period	June 20 to May 20
Department			

ATTRIBUTES	Evaluation Pattern	Max. Marks	Marks Scored	
<b>1. ACADEMIC RESPONSIBILITY – 50 Marks</b>				
<b>1.1 Result</b>				
November 20 & April 20	AP X 0.25	25		
Sub Code				% of Pass
Average % of Pass (AP)				
<b>1.2 Modern Teaching Tools (MTT)</b>				
ICT enabled / Modern Teaching or Evaluation	5 / MTT	10		
<b>1.3 Academic Qualification</b>				
Highest Degree	Ph.D – 5 M.E/ M.Phil- 3	5		
<b>1.4 Short term Course/ Conference attended</b>				
Total No of Days attended from June 20 to May 20	Days ≥ 10=10 5 - 9 days - 7 <5 days - 3	10		
<b>2.0 INSTITUTIONAL / DEPARTMENT RESPONSIBILITIES - 15 Marks</b>				
<b>2.1 Institutional / Department Responsibilities</b>				
* HOD/ Dean – 5; Taking Placement classes/ Placement officers – 5; Placement coordinators -3, Exam Cell – 5; Department Exam Cell – 5; Class Advisor – 5; Sports – 5; Club Coordinator-5 Cell Coordinator – 5, Mentor - 10		15		
<b>3.0 CONTRIBUTION TO INSTITUTIONAL / DEPARTMENT - 15 Marks</b>				
<b>3.1 Program Organized</b>				
No. of Program Organized as Coordinator	5 / coordinator 3 / Co- coordinator	PRINCIPAL		
No. of Program Organized as Co-Coordinator				

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<b>3.2 Certificate Courses</b>				
No. of Certificate Courses completed		5 / Completed 3 / Attended 3 / Mentor	5	
No. of Certificate Courses attended				
No. of Certificate Courses as mentor				
<b>4.0 RESEARCH ACTIVITIES - 10 Marks</b>				
<b>4.1 No. of SCI/SCIE/SCOPUS Indexed / UGC Approved / Google Scholar Research Papers published</b>		10/ Journal paper 5 / Conf. Paper	10	
No. of Approved Journal Papers Published				
No. of Approved Conference Papers Published				
<b>5.0 INDUSTRY INSTITUTE INTERACTION - 10 Marks</b>				
<b>5.1 Attended/organized Internship / Summer Training in Industry</b>		5/ Training 3/ Attended	10	
No. of Training Attended	No. of Training Organized			
<b>TOTAL MARKS SCORED (MAXIMUM MARKS: 100)</b>				

Faculty Signature

HOD

Principal

Note: Faculty members should submit the proof to the department. If it is not already available, HoD's should ascertain and verify the records available in the department and validate the evaluation.

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**FACULTY PERFORMANCE APPRAISAL BY HoD/PRINCIPAL**

<b>Name of the Faculty</b>		<b>Educational Qualification</b>	
<b>Designation</b>		<b>Period</b>	
<b>Department</b>			

<b>1.0 Rating by HoD/ Principal – 50 Marks</b>		
<b>1.1 Rating by HoD (40 Marks)</b>	<b>Max. Marks</b>	<b>Marks Scored</b>
Dedication	5	
Drive to upgrade knowledge	5	
Teamwork	5	
Following Instructions	5	
Timely completion of assigned task	5	
Contribution towards Association activities	5	
Involvement in Department development	5	
Passion towards Research	5	
<b>1.2 Rating by Principal – 10 Marks</b>		
Following Instructions & timely completion of assigned task	5	
Club Activities	5	
<b>2.0 Summary</b>		
Marks obtained by the faculty through Self-Appraisal	100	
Rating by HoD	40	
Rating by Principal	10	
<b>Overall Marks Scored (150 Marks)</b>	<b>150</b>	
<b>Overall Performance</b>		

**Signature of HoD**

**Signature of the Principal**

**Note:**

- If total consolidated score % is 85 % and above then the result is EXCELLENT
- If total consolidated score % is 75 % and above and below 85 % then the result is VERY GOOD
- If total consolidated score % is 60 % and above and below 75 % then the result is GOOD
- If total consolidated score % is 50 % and above and below 60 % then the result is SATISFACTORY
- If total consolidated score % is below 50 % then the result is POOR



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**NON- TEACHING STAFF APPRAISAL FORM**

Name of the Staff		Educational Qualification	
Designation		Period	June 20 to May 20
Department		Total Experience	

ATTRIBUTES		Evaluation Pattern	Max. Marks	Marks Scored
<b>1.0 Skill / Administrative Training Attended</b>				
No. of training programs attended		5 / Training	10	
<b>2.0 Rating by Lab In charge (25 Marks)</b>				
2.1 Subject/ Domain knowledge			5	
2.2 Ability to demonstrate the experiment			5	
2.3 Knowledge on specification of equipments			5	
2.4 Ability to operate the safety equipments			5	
2.5 Maintaining cleanliness of laboratory			5	
<b>3.0 Rating by HoD (15 Marks)</b>				
3.1 Maintenance of files/ records/ equipments			5	
3.2 Willingness to take up additional responsibilities			5	
3.3 Overall rating			5	
<b>TOTAL MARKS SCORED (MAXIMUM MARKS: 50)</b>				

Signature of the Non-Teaching Staff

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**NON- TEACHING STAFF APPRAISAL SCORING SHEET**

Sl. No	Attributes	Maximum Marks	Marks Scored
22.	Skill / Administrative training attended	10	
23.	Rating by Lab in charge	25	
24.	Rating by HoD	15	
Consolidated Score %			
Overall Performance			

Verified & Forwarded by:

Lab In Charge

Signature of HoD

Signature of the Principal

Note:

- If total consolidated score % is 80 % and above then the result is EXCELLENT
- If total consolidated score % is 70 % and above and below 80 % then the result is VERY GOOD
- If total consolidated score % is 60 % and above and below 70 % then the result is GOOD
- If total consolidated score % is 50 % and above and below 60 % then the result is SATISFACTORY
- If total consolidated score % is below 50 % then the result is POOR

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