**JAMAL MOHAMED COLLEGE (AUTONOMOUS)**

**TIRUCHIRAPPALLI – 620 020**

**INTERNAL QUALITY ASSURANCE CELL**

**SELF-APPRAISAL OF TEACHING STAFF**

(For the period : 1st June 2016 – 31st May 2017)

**GENERAL INFORMATION**

|  |  |  |
| --- | --- | --- |
| 1 | Name (in block letters) | Dr./Mr./Ms. |
| 2 | Age and Date of Birth |  |
| 3 | Academic Qualifications |  |
| 4 | Designation |  |
| 5 | Department |  |
| 6 | Date of Appointment |  |
| 7 | Area of Specialization |  |
| 8 | Teaching Experience |  |
| 9 | Residential Address |  |
| 10 | Mobile Number |  |
| 11 | Email ID |  |

**CATEGORY-I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Nature of Activity** | **Maximum Score** | |
| **API Score Allotted** | **Self-Appraisal Score** |
| 1 | Lectures taken as percentage of lectures allocated  (100% compliance = 30 points)  Total number of lectures allocated: Number of lectures taken: | 30 |  |
| 2 | Practical classes conducted as percentage of those actual allocated  (100% compliance = 20 points)  No. of practical classes allocated: No. of practical classes taken: | 20 |  |
| 3 | Lectures / practical classes handled in excess of UGC norms per week  (1 hour excess per week: 1 point) No. of excess hours handled: | 10 |  |
| 4 | Number of ICT Teaching material / e-content developed (5 points each): | 10 |  |
| 5 | Examination duties (Question paper setting, invigilation, evaluation of answer scripts, flying squad, CIA) as per allotment (100% compliance = 20 points) | 20 |  |
| 6 | Number of soft skills / communication skills /personality development courses / modules developed and imparted (Each activity: 5 points): | 10 |  |
|  | TOTAL SCORE (CATEGORY-I) | --- |  |

**CATEGORY-II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Nature of Activity** | **Maximum Score** | |
| **API Score Allotted** | **Self-Appraisal Score** |
| 1 | Participation in academic and administrative committees / responsibilities.  a) Principal / Member of Syndicate / Governing council (10 points each) :  b) Vice Principal /Dean / Director /Warden / Bursar / IQAC coordinator / Member of Senate / HOD / Coordinator (5 points each):  c) Member of Board of Studies / Member of other college-level committees / Campus development (3 points each): | 15 |  |
| 2 | Membership in profession related associations  a) National level (3 points each):  b) State level (2 points each): | 10 |  |
| 3 | Member of editorial committees of journals /conferences (outside the college)  No. of activities ( 2 points): | 10 |  |
| 4 | No. of Conferences / Seminars / Workshops organized.  As Convener / Organizing Secretary in  a) International level event (10 points each):  b) National level event (5 points each):  c) Others (3 points each): | 10 |  |
| 5 | Institutional co-curricular activities for students (field studies, educational tours, remedial classes, career counseling, symposiums)  No. of activities (5 points each): | 10 |  |
| 6 | Involvement in extra-curricular activities such as NSS, NCC and other Part-V Extension activities.  No. of activities (10 points each): | 10 |  |
| 7 | Programmes in the TV/Radio Channels.  No. of activities (10 points each): | 10 |  |
| 8 | Number of Awards for Extension activities | | |
|  | (a) International level: | 40 /Award |  |
| (b) National level: | 30 /Award |  |
| (c) State / University level : | 20 /Award |  |
| (d) College level : | 10 /Award |  |
|  | TOTAL SCORE (CATEGORY-II) | --- |  |

**CATEGORY-III: RESEARCH AND RELATED CONTRIBUTIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Nature of Contribution** | **Maximum Score** | |
| **API Score Allotted** | **Self-Appraisal Score** |
| **(A)** | **RESEARCH PUBLICATIONS** | | |
| 1 | Number of Publications in Refereed Journals\* indexed by Web of Science / Scopus (notified by the UGC): | 30/ Publication |  |
| 2 | Number of Publications in Refereed Journals\* indexed by Indian Citation Index (notified by the UGC): | 20/ Publication |  |
| 3 | Number of Publications in other Refereed Journals\*: | 10/ Publication |  |
| 4 | Number of full papers published in conference proceedings  (Abstracts not to be included): | 10/ Publication |  |
| **(B)** | **BOOK PUBLICATIONS** | | |
| 1 | International Publishers with ISBN:  a) Number of text or reference books published:  b) Number of chapters in edited books: | 40/ Sole author  15/ chapter in edited book |  |
| 2 | National Publishers with ISBN:  a) Number of text or reference books published:  b) Number of chapters in edited books: | 30/ Sole author  10/ chapter in edited book |  |
| 3 | Local Publishers with ISBN:  a) Number of text or reference books published:  b) Number of chapters in edited books: | 20/ Sole author  5/ chapter in edited book |  |
| **(C)**  **(i)** | **RESEARCH PROJECTS**  **Sponsored Projects carried out / ongoing** | | |
| 1 | Number of Major Projects with grants  a) Above 30 lakhs (for Faculty of Science):  b) Above 5 lakhs (for others): | 30 / Project |  |
| 2 | Number of Major Projects with grants  a) Above 5 lakhs and up to 30 lakhs (for Faculty of Science):  b) Above 3 lakhs and up to 5 lakhs (for others): | 20 / Project |  |
| 3 | Number of Minor Projects with grants  a) Above 1 lakh and up to 5 lakhs (for Faculty of Science):  b) Above 1 lakhs and up to 3 lakhs (for others): | 10 / Project |  |
| **(ii)** | **Consultancy Projects** | | |
|  | Amount mobilized with a minimum of 2 lakhs (for Faculty of Science)  Amount mobilized with a minimum of Rs.50,000/- (for others)  No. of Projects : Amount Mobilized: | 10 / Project |  |
| **(iii)** | **Projects Outcome / Outputs** | | |
|  | Number of Patents Filed / Sanctioned:  (20 points for International level, 10 points for National level) | --- |  |

**\***The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/ of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **(D)** | **RESEARCH GUIDANCE** | | | | |
| **S.No.** | **Degree** | **Number of Candidates** | | **Maximum Score** | |
| **Awarded** | **Submitted** | **API Score** | **Self Appraisal Score** |
| 1 | M.Phil. |  | -- | Awarded: 5/Candidate |  |
| 2 | Ph.D. |  |  | Awarded: 15/Candidate |  |
| Submitted:10 /Candidate |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **(E)** | **PARTICIPATION IN WORKSHOPS / CONFERENCES / SEMINARS** | | | |
| **S.No.** | **Event** | **Number of Events** | **Maximum Score** | |
| **API Score** | **Self Appraisal Score** |
| 1 | Workshops / Soft Skills Programmes / Faculty Development Programmes / Training Programs on Institutional Governance | (a) Not less than one week duration : | 20 / Each Event |  |
| (b) Less than one week duration : | 10 / Each Event |  |
| 2 | Paper Presentation in Conferences / Seminars outside the college | (a) International level : | 15 / Each Event |  |
| (b) National level : | 10 / Each Event |  |
| (c) State level : | 5 / Each Event |  |
| 3 | Paper Presentation in Conferences / Seminars inside the college | (a) International level : | 10 / Each Event |  |
| (b) National level : | 5 / Each Event |  |
| (c) State level : | 3 / Each Event |  |
| 4 | Participation in Conferences / Seminars without paper presentation outside the college | (a) International level : | 5 / Each Event |  |
| (b) National level : | 3 / Each Event |  |
| (c) State level : | 2 / Each Event |  |
| 5 | Resource Persons in Conferences / Seminars outside the college | (a) International level : | 15 / Each Event |  |
| (b) National level : | 10 / Each Event |  |
| (c) State / College level : | 5 / Each Event |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **(F)** | **ACADEMIC / RESEARCH AWARDS / FELLOWSHIPS** | | |
|  | **Number of Awards / Fellowships** | **API Score** | **Self Appraisal Score** |
| (a) International level: | 40 /Award |  |
| (b) National level: | 30 /Award |  |
| (c) State / University level : | 20 /Award |  |
| (d) College level : | 10 /Award |  |
|  | TOTAL SCORE (CATEGORY-III) | --- |  |

**OVERALL SELF-APPRAISAL SCORE**

|  |  |
| --- | --- |
| Self-Appraisal Score for Categories-I |  |
| Self-Appraisal Score for Categories-II |  |
| Self-Appraisal Score for Categories-III |  |
| **Total Self-Appraisal Score** |  |

SIGNATURE OF THE HOD SIGNATURE OF THE STAFF

PRINCIPAL