



JAMAL MOHAMED COLLEGE (AUTONOMOUS)

Accredited with A++ Grade by NAAC (4th Cycle) with CGPA 3.69 out of 4.0

(Affiliated to Bharathidasan University)

TIRUCHIRAPPALLI – 620 020

INTERNAL QUALITY ASSURANCE CELL

SELF-APPRAISAL OF TEACHING STAFF

(For the period: 1st June 2023 – 31st May 2024)

GENERAL INFORMATION

1	Name (in block letters)	Dr./ Mr./ Ms.		
2	Date of Birth		Age	
3	Academic Qualifications			
4	Designation			
5	Department			
6	Date of Appointment (in JMC)		Employee ID No.	
7	Area of Specialization			
8	Teaching Experience (in JMC)			
9	Email ID		Mobile No.	
10	Aadhaar Number		PAN	

CATEGORY-I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

S. No.	Nature of Activity	Maximum Score		
		API Score Allotted	Self-Appraisal Score	
1	a) Lectures/ Practical Classes taken/ conducted as percentage of those actual allocated. (100% compliance = 50 points) (Less than 50% - nil)	50		
	Odd semester			
	Total number of Hours allocated:			
	Lecture			Practical
	Total number of hours taken as per the teaching plan			
	Lecture			Practical
	Even semester			
	Total number of Hours allocated:			
	Lecture			Practical
	Total number of hours taken as per the teaching plan			
Lecture	Practical			

2	Number of ICT teaching (subject related) material / e-content developed using Moodle / any other Learning Management System (LMS)/ Lecture notes (Pdf format) Lab Manual/ SOP: (Prepared as per current syllabus regulations – one time only) Any three activities (5 Points each)	15	
3	a) Autonomous Examination duties (inside the college): Chief Superintendent/ Additional chief superintendent/ Camp officer (5 Points each) b) Autonomous Examination duties (inside the college): Question paper setting, invigilation, evaluation of answer scripts, flying squad as per allotment. (3 Points each) c) Board of Studies Chairman – Curriculum (University Level). (5 Points each) Any three activities	15	
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 administrative committees / responsibilities. a) Principal (200 points) b) Vice Principal (150 points) c) Additional Vice Principal (100 points). d) Dean/ Bursar/ COE (50 points each) e) Principal/ Staff Selection Member for other Colleges (25 points each)	--	
	a) Registrar of Attendance/ HOD/ Coordinator/ Dy. Warden Women Hostel/ MID (25 points each) b) Confidential Work at the Office of the Principal (25 points each) c) Deputy Controller/ Assistant Controller/ Deputy Coordinator/ Deputy Warden/ IQAC Core committee member (15 Points each) d) Member of Senate/ Member of Syndicate / Governing Council of our College/ Other College Academic Council (10 Points each) e) IQAC Documentation incharge/ Campus Maintenance/ Secretary and Treasurer – Staff Association & Baithumal/ IQAC microcell member (10 points each) f) Member of Board of Studies / Member of various committees (Our College and Other Colleges) / Sub Warden (5 points each)		
2	Departmental administrative responsibilities a) Class Teacher b) Mentor c) Web/ ERP/ CIA Test/ Placement/ Library/ CDC d) Vice-President of Association e) Course Coordinator for special programmes offered f) Accompanied field visit/ education tour. g) Conducted remedial classes (5 points each):	--	
3	Handling Moral and Deeniyath classes (5 points):	5	
4	Involvement in extra-curricular activities such as NSS, NCC and other Part-V Extension activities (NSS-10, NCC-10, Other Part-V Extension Activities-5):	10	
5	Membership in professional bodies/ associations a) International level (5 points): b) National level (3 points each): c) State level (2 points each):	10	

6	1.Convener / organizing secretary in seminars / workshops/ conferences/ FDP (with financial support from funding agencies) a) International level event (10 points each): b) National level event (5 points each): c) Others (3 points each): Proof to be attached		10	
	2.Convener / organizing secretary in seminars / workshops/ conferences/ FDP (Self-funded) a) International level event (5 points each): b) National level event (3 points each): c) Others (2 points each): Proof to be attached			
	3.Member-organizing committee in seminars/ workshops inside the college a) International/ National level event (3 points): Proof to be attached			
	4. Member – Organizing committee in seminars/ workshops/ conference outside the college (5 points each): No. of Activities:			
7	Number of Soft skills development modules designed (5 points): (One time only)		5	
8	Faculty development programmes (FDP) attended. (Minimum five days) Proof: Copy of the Participation certificate	No. of Online FDP: (5/ Each programme)	20	
		No. of Offline FDP: (10/ Each programme)		
9	Number of online courses completed (Minimum Two weeks): Proof: Copy of the Course completion certificate (5/ Each Course)		10	
10	Soft skills programmes/ Training programs on institutional governance attended: Proof: Copy of the Participation certificate (5/ Each Event)		10	
11	Resource persons in symposiums, special lectures, department association meeting, Chairperson in Symposium/ Student Conclave (Outside the college – each 5 Points, Inside the college – each 3 Points):		10	
12	Programmes in the TV/ Radio Channels, articles contributed in Newspapers and Magazines. (5 Points each) No. of activities:		10	
13	Number of Award for Extension activities (Award issued by Government/ Registered NGO only)			
	(a) International level:		15/Award	
	(b) National level:		10/Award	
	(c) State / University/ College level:		5/Award	
TOTAL SCORE (CATEGORY-II)			---	

CATEGORY-III: RESEARCH AND RELATED CONTRIBUTIONS

S. No.	Nature of Contribution	Maximum Score	
		API Score Allotted	Self-Appraisal Score
1	RESEARCH PUBLICATIONS a) Number of Publications in Refereed Journals: *Indexed by Web of Science / Scopus	(i) 50/ First Author or Corresponding Author (ii) 40/ All Other Authors	
	b) Number of Publications in Refereed Journals: * Indexed by Indian Citation Index (i) First Author/ Corresponding Author (ii) Co-Authors	(i) 20/ First Author or Corresponding Author (ii) 15/ All Other Authors	
	c) Number of Publications in other Refereed Journals/ Proceedings * (Approved by the UGC only) (i) Corresponding Author/ First Author (ii) Co-Author	(i) 15/ First Author or Corresponding Author (ii) 10/ All Other Authors	
	d) Number of Publications in other Refereed Journals including JARJ (*with ISSN)	(i) 10/ First Author or Corresponding Author (ii) 5/ All Other Authors	
2	BOOK PUBLICATIONS WITH ISBN International Publishers: a) Number of text or reference books published: b) Number of chapters in edited books:	(a) 30/ Author (b) 15/ Author	
	National Publishers: a) Number of text or reference books published: b) Number of chapters in edited books:	(a) 20/ author (b) 10/ author	
	Local Publishers: (Including outside proceedings) a) Number of text or reference books published: b) Number of chapters in edited books: c) International: Translation, Poetry books d) National: Translation & Poetry books	10/ Author 5 / Author 5 / Author 5 / Author	
3	EXTRA MURAL PROJECTS Sponsored Projects carried out / ongoing. Number of Projects with grants a) Above 30 lakhs	50 / PI 25/ Co-PI	
	Number of Projects with grants a) Above 5 lakhs and up to 30 lakhs	40 / PI 20/ Co-PI	
	Number of Projects with grants a) Above 1 lakh and up to 5 lakhs	20 / PI 10/ Co-PI	
	Number of Seed Money Projects (Sponsored by the college) a) Staff Projects with awarded/ completed: b) Students project guided:	10 / PI 5/ Co-PI	
	Number of students project guided with grants	5/ PI 3/ Co-PI	

	CONSULTANCY ACTIVITIES a. Revenue generated: Rs. 25,000/- and above (10 points) b. Revenue generated: Rs. 10,000/- to Rs. 24000/- (5 points) c. Revenue generated: Less than Rs. 10,000/- (3 points) Proof: Details of the revenue generated through consultancy	10	
	IPR Outcome / Outputs a. Number of Patents granted: b. Number of Patents Filed and Published: c. Number of Design Registration granted: d. Number of International utility patent granted e. Number of Copy rights filed:	a. 40 points for international level, 30 points for National level b. 20 points for international level, 10 points for National level c. 20 points for international level, 10 points for National level d. 25 points e. 20 points for international level, 10 points for National level	

4 PROJECT/ RESEARCH GUIDANCE / EVALUATION				
S. No	Degree	Number of Candidates	Maximum Score	
			API Score	Self-Appraisal Score
i	Ph.D. Proof: Copy of the Declaration letter issued by the university	Guiding Submitted Awarded	3/ Candidate 5/ Candidate 10/ Candidate	
ii	Doctoral Committee Member [#] (Excluding your candidate) Proof: Copy of the Appointment letter issued by the university		5/ Candidate	
iii	External Examiner for Ph.D. Viva Voce Examination Proof: Copy of the Appointment letter issued by the university		5/ Candidate	
iv	Reviewer in journal (Approved by the UGC only)		10	
	a) Member of editorial committees of journals: 5/Journal			
	b) Number of Articles reviewed in Refereed Journals indexed by Web of Science / Scopus: 5/Publication			
	c) Number of Articles reviewed in Refereed Journals indexed by Indian Citation Index: 3/ Publication			
	d) Number of Articles reviewed in other Refereed Journals: 3/ Publication			
# appointed during the year 2023-2024 only				

5 PARTICIPATION IN WORKSHOPS / CONFERENCES / SEMINARS				
S. No.	Event	Number of Events	Maximum Score	
			API Score	Self-Appraisal Score
i	Research Related Workshops	(a) Not less than five days: Offline 20/ Online – 10	20	
ii	Paper Presentation in Conferences/ Seminars (outside the Country/ State)	(a) International level: Offline 20/ Online – 10	25	
		(b) National level: Offline 15/ Online 10		
iii	Paper Presentation in Conferences/ Seminars (inside the Country/ State)	(a) International level: Offline 15/ Online 10	15	
		(b) National level: Offline 10/ Online 5		

iv	Participation in Conferences / Seminars without paper presentation (outside the Country/ State)	(a) International level: Offline 15/ Online 5	10	
		(b) National level: Offline 10/ Online 5		
v	Resource Persons in Conferences / Seminars/ Workshops (outside the Country/ State)	(a) International level: Offline 15/ Online 10	15	
		(b) National level: Offline 10/ Online 5		
		(c) State / College level: 5 (Offline only)		
vi	Chairperson in Conferences/ Seminars outside the college	(a) International level: Offline 10/ Online 5	10	
		(b) National level: Offline 5/ Online 3		
		(c) State / College level: 3/ (Offline only)		
6	ACADEMIC / RESEARCH AWARDS / FELLOWSHIPS			
	Number of Awards / Fellowships		API Score	Self-Appraisal Score
	(a) International level: 20/ Award		--	
	(b) National level: 15/ Award			
	(c) State / University level: 10/ Award			
(d) College level: 5/ 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	

Note:

- Each faculty must acquire a minimum score of 70, 25 and 40 in category I, II and III respectively.
- All the particulars submitted should be verified and authenticated by the Head of the Department concerned.

SIGNATURE OF THE STAFF MEMBER

SIGNATURE OF THE HOD

PRINCIPAL