



Faculty Appraisal

Performance Evaluation

Staff Name:

Position Title:

Department:

Rating Key: Consider the degree to which the staff member's performance is consistently Below Expectations

Internal Quality Assurance Cell (IQAC)
Faculty Assessment and Professional Development Scheme

Preamble: In any HEIs, the **Quality of Teaching can Never be better than the Quality of Teachers**. The teachers play a vital role in the academic sphere in shaping the young budding graduates to achieve their goals. This appraisal form pertaining to faculty Capacity Building Scheme is intended to build the intellectual capacity of ASCET in all possible dimensions of academic eco-system to enhance the performance of the Institution to provide quality education to the stakeholders as well their professional competency.

Key Performance Indicators and Weight

No.	Parameter	Points
1	Academics (Average of two semesters)	40
2	Faculty Mentoring (Faculty Support to Students' Progression)	20
3	Service to the Department/Institution	20
4	Professional Development Activities	20
Total Points		100

Part A: Academics (40 Points)

No.	Description	Allotted and Maximum Points	
		Allotted	Max.
1	Course File and Class Deliverables Maintenance (Submission of class records in time, bi-monthly report to HOD, Implementing lesson plan as per schedule, contribution of CO to PO, Assessment, answer key for internal test, GATE coaching in that subject)		05
2	Students' Feedback		7.5
3	End Semester Examination Results (Overall) 90% and above for all courses – 10 points. If pass percentage is less then points will be reduced proportionally as, $(10 \times \text{Pass Percentage})/90$		10
4	End Semester Examination Results (Subject-wise average) 80 and above – 2.5 points ≥ 75 and < 80 – 2.0 points ≥ 65 and < 75 – 1.5 points and < 65 - 1 point		2.5
5	University/Autonomous End Semester Exam (Top Performers) $0.75 \times \text{No of 'S' Grade} + 0.5 \times \text{No. of A Grade}$		05
6	$05 - (0.5 \times \text{No. of 1 subject failure in that subject})$		05
7	Faculty Competency Enhancement Test (Minimum 60%)		10
Maximum Limit: 40 Points			

Part B: Faculty Mentoring (Faculty Support for Student Progression) (20 Points)

No.	Description	Allotted and Maximum Points	
		Allotted	Max.
1	Mentees' Academic Performance 10 points for 90% to 100% 08 points for 80% to 89% 06 points 70% to 79% 04 points for 60% to 69% (Both External & Internal Test) – Consistent Performance		10
2	Students Professional Development		
	Participation in International Events like Software Hackathon, Coding Contest, Project Design Context, Hardware Hackathon, Paper Presentation (At Abroad Only)		06
	Winner in International Events (At abroad)		12
	Participation in International Events like Software Hackathon, Coding Contest, Project Design Context, Hardware Hackathon, Paper Presentation (Within India)		01
	Winner In International Events (Within India)		06
	Enrollment in Professional Student Chapters		04
	Consistent Participation in Professional Development Activities in Professional Student Chapters		06
	Applying for Students' Funded Projects		02
3	Peer – to – Peer Learning (Adopt four Learners either at their or Junior Level)		05
4	Mentees Placement: 25% of the mentees getting placed in Companies through National Qualifier Test		20
Maximum Limit: 20 Points			

Part C: Involvement in Institutional Developmental Activities (20 Points)

No.	Description	Allotted & Maximum Points	
		Allotted	Max.
1	Academic Coordinator (Institute Level) – Interview Based Position		04
2	Research Coordinator		04
3	IQAC Coordinator (Institute Level) / (Department Level)		04
4	NBA Coordinator (Institute Level) / (Department Level)		04
5	NIRF and ARIIA (Institute Level)		04
6	Statutory Websites (Continuous Monitoring and Updating to the Concerned Team)		04
7	Rankings (Target based)		04
8	Alumni Coordinator (Target based) (Institute Level / Department Level)		04
9	Professor In-charge (Student Affairs) (Target based) (Inst. Level / Dept. Level)		04
10	Newsletter (Institute Level / Dept. Level) (Target based)		04
11	Conference (International / National) (Organizing Secretary) (Target based)		04
12	Faculty Development Program Sponsored (Organizing)		04
13	Value added Course (Course Instructor) (Skill Based)		04
14	Facilitating MoUs with Industries (Enabling Industry – Institute Linkage)		04
15	Facilitating MoUs with Abroad Universities (Institute – Institute Linkages)		04
16	Professor in-charge for Staff Development Cell		04
17	ISO In-charge		04
18	Industry – Institute – Institute (III Cell) (Institute Level) Interview Based Selection		04
19	Any other Department Level Assignment or Activity or Adhoc Assignment		04
Maximum Limit: 20 Points			

Part D: Professional Development Activities (20 Points)

No.	Description	Allotted & Maximum Points	
		Allotted	Max.
1	Submission of Funding Proposals to various funding agencies (5 points per proposal and no limit)		-
2	Submission of Funding Proposals in Collaboration with other Researchers in other Institutions (5 points per proposal and no limit)		-
3	Receiving Grants (Any) Minor and Major Projects (15 and 30)		-
4	Paper Publications (SCI) in ASCET affiliation as first or Corresponding Author 05 per publication		-
5	Paper Publications (Scopus) in ASCET affiliation as first or Corresponding Author 03 per publication		-
6	Books or Book Chapter (03 per book chapter 05 per book		-
7	Patents per patent (05)		-
8	Awards from Recognized Bodies like Best Teacher, Best Reviewer, Best Paper, Best Researcher or any other sort of similar awards (05 points per award)		10
9	Promoting research culture among students and developing products (Lab to Land Conversion) per project 10 points		-
10	Online certification courses (Min. 45 hours duration from NPTEL with assessment) (05)		10
11	Per Citation (0.5)		-
Maximum: No limit			

Minimum Points Recommended for Faculty Annual Appraisal

No.	Designation	Minimum points to be earned									
		Engg. Dept.					Others				
		A	B	C	D	Total	A	B	C	D	Total
1	Assistant Professor	20	20	16	10	66	20	15	15	15	65
2	Associate Professor	20	20	12	15	67	20	15	15	15	65