

# **Chebrolu Engineering College**

## ***Internal Quality Assurance Cell***

### **PROFORMA FOR THE ANNUAL SELF-ASSESSMENT FOR PERFORMANCE BASED APPRAISAL SYSTEM (PBAS)**

(To be completed and submitted at the end of each academic year)

**Academic Year : 20    -**

#### **Part A: GENERAL INFORMATION and ACADEMIC BACKGROUND**

1. Name (in Block Letters):
2. Father's/Mother's Name:
3. Department:
4. Designation:
5. Present Salary details:
6. Date of Birth:
7. Gender:
8. Marital Status:
9. Nationality:
10. Indicate whether belongs to SC/ST/OBC category:
11. Address for correspondence (with Pin code)
12. Mobile Number:
13. e-mail:

#### 14. Academic Qualifications (SSC till post-graduation):

Examinations	Name of the Board/University	Year of Passing	Percentage of marks obtained	Division/Class/Grade	Subject
SSC					
INTER/ DIPLOMA					
UG					
PG					
Any Other					

## 15. Research Degree

Degrees	Title	Date of award	University
M. Phil			
Ph. D/ D. Phil			

## 16. Appointments held prior to joining this institution

[illegible]

**17. Posts held after appointment at this institution:**

[illegible]

18. Period of teaching experience at

PG level (in years)

UG level (in years)

19. Research experience excluding years spent for M. Phil/ Ph. D (in years)

20. Fields of Specialization under the subject/ Discipline

a)

b)

21. Workshops/Seminars/FDP'S etc. attended in current Academic Year

Name of the College	Workshop / FDP / Conference	Date
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Signature of Faculty

# Chebrolu Engineering College

## ANNUAL PERFORMANCE APPRAISAL FOR STAFF (To be submitted to the office)

**Name of the Faculty:**  
**Department:**

**Academic Year:**  
**Designation:**

### 1. Teaching–Learning and Evaluation

No of working days in Odd Semester.....      Even Semester.....

1	2	3	4	5	6		7
Course / Paper handled in the	Hours per week allotted for each course	Mode of teaching With number of hours	No. of days worked in each semester	Actual days of work in each semester	Self- assessed APIScore	Verified API score by HOD	Signature of HOD
Odd Semester							
Even Semester							

No of days presentx20 if <16 no score will be awarded No of working days

Mode of teaching includes Lecture (L), Seminar(S), Tutorial(T), Practical (P) Case studies, simulation etc Max. score 20 for 100% and proportionate score up to 80 %; performance below which no score may be given. Lectures/Practical/Tutorials, ICT enabled methods of teaching should be based on verifiable records. Special leave for pursuing Ph.D. and Duty leave with alternative teaching arrangements will be exempted.

## 2. University Exam Results of the past two semesters (Max score 20)

Name of Course / Paper	Semester (UG/PG)	Pass percentage  No. of students registered for the exam / No. of students passed	Self- assessed API score	average of pass	Verified API Score  by HOD

Pass%>80=20. Pass%>70 and <80=15. Pass%>60and <70=10. Pass%>50and <60=5. Pass%<50=4.

**3. Details of Examination duty in the college during the period of current academic year (Max Score 20)**

[illegible]

**4. Additional Creative Teaching (Max.score 10)**

Provide the details of the following		No. of hours taken during the semester	Score by HoD
1.	Special classes engaged to finish the modules		
	Remedial classes taken		
3.	Makeup test conducted to improve the results		
4.	Excess hours, in addition to the workload, for the above		

**5. Instructional Material provided and syllabus enrichment programmes conducted (Max.score 10)**

	Syllabus and Enrichment programmes conducted	Give details
1.	Provided Instructional material for the Students	
2.	Conducted any enrichment programme such as seminar, workshop, guest lecture for the enrichment of the modules Covered	
3.	Provided any additional resources and Handouts for the above	

**II. Institutional/ Co-curricular / Departmental/ responsibilities entrusted by the Principal during the period current academic year Max.score 20**

Sl. No.	Responsibility assigned	Specify the nature of activity done	No. of hours engaged	Number of students benefited	Score
1.					
2.					
3.					
4.					
5.					
6.					

### **III. Publications and Research Contributions (Use Additional Sheets, Max. Score 60)**

a) Number of publications

(Title, Name of the Journal/Book in which the article published, nature of the journal, refereed, non-refereed, indexed, conference proceedings) journals -

b) Textbooks, Reference books published with the name and place of publishers

c) Conference/workshop presentations with the details of the organizers of the conference.

d) Research projects ongoing/ sanctioned/ completed with funding agency, date of sanction and Amount sanctioned.

e) Research Thesis supervised or supervising with the name of the candidates and the topic of research

Verified with documents

Signature of IQAC Co-Ordinator

Signature of the Faculty

HOD

Principal

Place:

Date: