



Performance Appraisal System

In the Institute, teaching is the primary function of the faculty. In order to achieve the goals of the Institute and excel in the teaching-learning process the institution has developed a comprehensive performance appraisal system for faculty. Since 2018, the performance appraisal for teaching staff is implemented in Amruta Institute of Engineering and Management Sciences and executed annually. The performance appraisal format consists of five sections aggregating to 200 points;

SECTION A: ACADEMIC CREDENTIALS AND EXPERIENCE

This section consists of three subsection as mentioned below

1. General Information
2. Teaching Experience
3. Industrial Experience

SECTION-B: ACADEMIC PERFORMANCE (Total Score: 50)

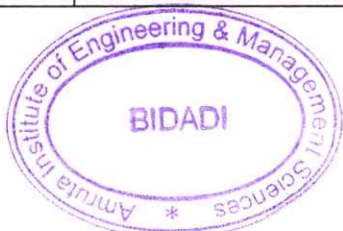
This section consists of five sub-section and score, as shown in table below and

Sl No.	Sub-section	Score
1	Academic Workload (Hrs./week)	10
2	Results (Only Theory Courses)	10
3	Learning Resource / Teaching Aids developed by Faculty (Self prepared)	10
4	Feedback received from students	10
5	Academic Projects/students Guided	10

SECTION C: PROFESSION – RELATED CONTRIBUTION (Total Score: 50)

This section consists of six sub-section and score, as shown in table below

Sl No.	Sub-sections	Score
1	Conference Publications	10
2	Journal Publications	10
3	Research Sponsored Projects/ patents/ UGC/DST/AICTE projects	10
4	Training program/ FDP/Seminar/Workshop conducted	10
5	Training program/ FDP/Seminar/Workshop attended	05
6	Certification Courses Attended by Faculty	05




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SECTION-D: CO-CURRICULAR/ PROFESSIONAL DEVELOPMENT ACTIVITIES (Total Score: 40)

This section consists of seven sub-section and score, as shown in table below

SI No.	Sub-section	Score
1	Publications of books/ Book Chapter/ Reviewer	05
2	Professional body membership	05
3	Membership in Editorial Boards	05
4	Consultancy activities	05
5	IPR (Patents, copyrights, etc.) submitted filed	10
6	Awards/Prizes/Honors Received	05
7	Administrative and other Responsibilities	05

SECTION-E: Indicate all other activities contributed by you for the growth of Department /Institute. (Total Score: 60)

This section is categorized into two subsections: Significant Contribution at Institute level (30 marks) and Department level (30 marks).

The consolidated scores of all sections are evaluated by the faculty and forwarded to the Principal through the HOD. The HOD will also evaluate and verify by the department documents and recommend for necessary actions.

The Principal will evaluate and verify the documents provided by the faculty and take necessary actions.

Format for the performance appraisal for teaching staff is given below




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Bidadi, Bangalore-562 109



PERFORMANCE APPRAISAL FORM FOR TEACHING STAFF (AY 2022-23)

Note: 1. Please use separate sheet/s and include more rows in the tables wherever necessary

SECTION A: ACADEMIC CREDENTIALS AND EXPERIENCE

1. General Information

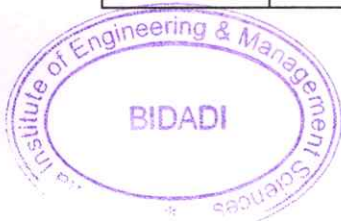
Name & Designation	
Education qualification: Specialization and Year of completion	Diploma: UG: PG: PhD: Any other:
Name of the Department	
Date of Joining at AIEMS	
Email ID	
Mobile number	

2. Teaching Experience

Position Held	Nature of Appointment (Permanent/Temporary)	Duration		Level (PG/UG)	No. of Years	University/Institution
		From	To			

3. Industrial Experience

Position Held	Organization name	Duration		No. of Years	Place
		From	To		




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SECTION-B: ACADEMIC PERFORMANCE

Total Score: 50

(For last 3years)

4. Academic Workload (Hrs/week)

Score: 10

Academic year/Semester	Course name & Code	Theory	Lab	Project/Seminar	Total

Perceived score by Faculty: _____

Evaluator Score: _____

5. Results (Only Theory Courses)

Score: 10

Academic year/Semester	Subject	Number of Students Appeared	No. of Students passed	% of Pass

Perceived score by Faculty: _____

Evaluator Score: _____

6. Learning Resource / Teaching Aids developed by Faculty (Self prepared): **Score: 10**

Academic year/Semester	Course Name & Code	Description

Perceived score by Faculty: _____

Evaluator Score: _____



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7. Feedback received from students

Score: 10

Course Name	Academic year /Semester	Average Feedback (on scale of 10)

Perceived score by Faculty: _____

Evaluator Score: _____

8 Academic Projects/students Guided

Score: 10

S. No.	Numbers	Remarks
UG		
PG		
PhD		

Perceived score by Faculty: _____

Evaluator Score: _____

SECTION C: PROFESSION – RELATED CONTRIBUTION

(For last 3years)

Total Score: 50

9. Conference Publications

Score: 10

SI No	National / International Conference	Title of Paper	Name of conference/Journal	ISSN/ISBN No	Impact Factor, If any	Year & month of Publication

Perceived score by Faculty: _____

Evaluator Score: _____




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10. Journal Publications

Score: 10

Sl No	National / International Journal/Book Chapter	Title of Paper	Name of Journal	ISSN/ISBN No	Impact Factor	Year & month of Publication

Perceived score by Faculty: _____

Evaluator Score: _____

11. Research Sponsored Projects/ patents/ UGC/DST/AICTE projects

Score: 10

Particulars	Amount	Duration	Year of Funding	Name of Funding/Sponsoring Agency	Status (Ongoing/Completed)
Funded Projects					

Perceived score by Faculty: _____

Evaluator Score: _____

12. Training program/ FDP/Seminar/Workshop conducted

Score: 10

Academic Year	Title	Duration (Dates)	Faculty Team Members who have conducted

Perceived score by Faculty: _____

Evaluator Score: _____

13. Training program/ FDP/Seminar/Workshop attended

Score: 05

Title of program	Duration (Dates)	Organized by	Online/offline mode

Perceived score by Faculty: _____

Evaluator Score: _____




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14. Certification Courses Attended by Faculty

Score: 05

Course Name	Duration (Dates)	Swayam/NPTEL/MOOC	Coursera	ATAL	Others

Perceived score by Faculty: _____

Evaluator Score: _____

SECTION-D: CO-CURRICULAR/ PROFESSIONAL DEVELOPMENT ACTIVITIES

(For last 3 years)

Total Score: 40

15. Publications of books/ Book Chapter/ Reviewer

Score: 05

S. No.	Title	Type	DD/MM/YYYY	Publications/ Reviewer
1				
2				
3				

Perceived score by Faculty: _____

Evaluator Score: _____

16. Professional body membership

Score: 05

S. No.	Organization	Remark

Perceived score by Faculty: _____

Evaluator Score: _____

17. Membership in Editorial Boards

Score: 05

Sl. No.	Name of Journal/ Newsletter	Year	Position (Chairman/ Member)

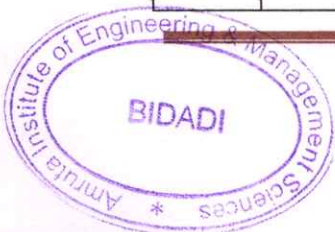
Perceived score by Faculty: _____

Evaluator Score: _____

18. Consultancy activities

Score: 05

S. No.	Title	Sanctioning Organization	Amount	DD/MM/YYYY




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Perceived score by Faculty: _____

Evaluator Score: _____

19. IPR (Patents, copyrights, etc.) submitted filed

Score: 10

S. No.	Title	Approving Organization	Amount	DD/MM/YYYY
1				

Perceived score by Faculty: _____

Evaluator Score: _____

20. Awards/Prizes/Honors Received

Score: 05

Year	Details of Award/Prize	Contribution for which Award was Conferred	Awarding Agency/ Organization

Perceived score by Faculty: _____

Evaluator Score: _____

21. Administrative and other Responsibilities

Score: 05

Chairmanship/Membership in University Academic Bodies, PG Level (BOE/BOS)

Name of the Academic Body	Position	University	Period	
			From	To

Perceived score by Faculty: _____

Evaluator Score: _____

SECTION-E: Indicate all other activities contributed by you for the growth of Department /Institute.

60

Total Score:

Any Significant Contribution at Institute level:

Score: 30

Sl No	Name of Activity	Accomplishment

Perceived score by Faculty: _____

Evaluator Score: _____



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Department level:

Score: 30

SI No	Responsibility Assigned	Accomplishment

Perceived score by Faculty: _____

Evaluator Score: _____

Signature of Faculty

Forwarded thro' HoD

Date:

Date:

Office Use only:

Sections	Total Score	Faculty Score	Evaluator Score
B: ACADEMIC PERFORMANCE	50		
C : PROFESSION – RELATED CONTRIBUTION	50		
D: CO-CURRICULAR/ PROFESSIONAL DEVELOPMENT ACTIVITIES	40		
E: CONTRIBUTION TOWARDS GROWTH OF DEPARTMENT /INSTITUTE	60		
GRAND TOTAL	200		

Remarks by Evaluator: _____

Recommendations by Evaluator: _____

Name & Signature of Evaluator:

Principal

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