



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

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FACULTY SELF APPRAISAL REPORT

ACADEMIC YEAR: 20__ - 20__.

PART – A

GENERAL INFORMATION, ACADEMIC BACKGROUND AND EXPERIENCE

1	JNTUH UID/College EID								
2	Name (in Block Letters)								
3	Date of Birth								
4	Category								
5	Date of Joining with the Institution								
6	Present post held from								
7	Current Designation & Department								
8	Experience in Years	Prior to CMRIT <input type="text"/> At CMRIT <input type="text"/> Total <input type="text"/>							
9	Scale of Pay & Total Emoluments								
10	Contact No. and email-id								
11	Academic Qualifications								
	S. No.	Level	Course	Branch	Name of the Institution	Name of the Board/ University	Year of Passing	Division/ Class	% of Marks
	1	SSC							
	2	Inter/Dip							
	3	UG							
	4	PG							
	5	Ph.D.							
	6	Others							

Note: Attach extra sheet wherever required and proof of activities undertaken.

PART – B

Category-I: Teaching, Learning and Evaluation Related Activities

S. No.	Name of the Activity							Max. Score	Self Assessment Score	Verifier Assessed Score
1	Theory (T), Lab (L) & Project (P) (Course file submission is Mandatory)							40	91% - 100%: 10M 81% - 90%: 8M 71% - 80%: 6M 61% - 70%: 4M	
	S. No.	Subject	T/L/P	Classes		Pass %	Student Feedback % (F)			
				Max Hours	Hours Taken	% (C)	(P)			
	Odd Semester									
		i							10	
		ii							10	
		iii							10	
		iv							10	
	A: Total Score = Sum of Odd Semester Score – 10M (> 5 days LOP)							40		
	Even Semester									
		i							10	
		ii							10	
		iii							10	
		iv							10	
	B: Total Score = Sum of Even Semester Score – 10M (> 5 days LOP)							40		
Average Score of A and B							40			

2	Use of participatory and innovative Teaching-Learning methodologies/ICT facilities used; updating of subject content, course improvement, etc.			Max. Score	Self Assessment Score	Verifier Assessed Score
	S. No.	Activity	No. of Hours Spent	20	Each activity: 10M	
	i	Audio Visual Aids, Web Resources to motivate and create interest among the student community		10		
	ii	Workshops, Seminars to develop communication among the student group to enhance the competence and application of subject knowledge.		10		
iii	Micro Project		10			
3	Content beyond syllabus covered for the Subject/Laboratory taught during the assessment period.			20	Each activity: 10M	
	S. No.	Name of the Subject/Laboratory	Details of content delivered beyond the syllabus	No. of Hours Spent		
	i			10		
	ii			10		
	iii			10		
iv			10			
4	Curriculum Preparation and Examination Related Works			20	Each activity: 5M	
	S. No.	Duties Assigned	Performed			
	i	Curriculum preparation		5		
	ii	Invigilation		5		
	iii	Observer		5		
	iv	Paper Setting		5		
v	Evaluation		5			
Category-I: Total Score (1 + 2 + 3 + 4)				100		
Minimum Score Required				60		
Category-II: Co-Curricular, Extension, Professional Development Related Activities						
S. No.	Nature of the Activity			Max. Score	Self Assessment Score	Verifier Assessed Score
1	Student related co-curricular/extension/field based activities such as NSS/NCC/NGO/Academic-events/Mentoring/Exhibition/Cultural/Educational/Industrial Tour/Training & Placement, etc.			20	Each activity: 10M	
	S. No.	Type of Activity	Avg. Hrs / Week			
	i	NSS/NCC/NGO/Yoga		10		
	ii	Mentoring/Counseling/PTM		10		
	iii	Exhibition/ Educational/Industrial Tour		10		
	iv	Academic-events/Training & Placement		10		
v	Cultural/Traditional/Clubs/Association		10			
2	Contribution to the development of Department/Institution through participation in academic/administrative responsibilities such as Head/BOS/Convener/In-charge/Coordinator/New Lab Establishment and any other duties assigned/nominated by HOD/Principal/Director			15	Each activity: 10M	
	S. No.	Type of Activity	Avg. Hrs / Week			
	i	Internal: HOD/BOS/AC/GB/Dean/COE		10		
	ii	External: GB/AC/BOS/Advisor		10		
	iii	Coordinator/Convenor/ACE/I/C-HOD		10		
	iv	Member of Committees/Clubs/Chapters		10		
v	New/Upgrade of Lab/MOU's inked		10			
3	Professional Development activities Organized such as Faculty Development Programmes, Seminars, Conferences, and Short Term Training Programmes, etc.			15	Each activity: 10M	
	S. No.	Type of Activity	Role	Avg. Hr /Week		
	i	FDP/STTP/Workshop		10		
ii	Seminars/Conferences		10			
Category-II: Total Score (1 + 2 + 3)				50		
Minimum Score Required				30		

7	Project/Research Guidance (M.Tech./M.Phil. awarded: 5M; Ph.D. Submitted:10M/Awarded: 20M)							
	S. No.	M.Tech./M.Phil./ Ph.D.	Name of the Scholar	Name of the university	Registered/ Thesis submitted/ Degree awarded	Max Score	Self Assessment Score	Verifier Assessed Score
	i							
	ii							
	iii							
8	Refresher Courses, STTP, Orientation Course, Teaching-Learning Evaluation Programmes, Soft Skills development Programmes, Faculty Development Programmes attended (1 week: 5M; 2 weeks: 10M)							
	S. No.	Programme	Organized by	Sponsored by	Period & Duration	Max Score	Self Assessment Score	Verifier Assessed Score
	i							
	ii							
	iii							
9	Invited-lecture/Presentation/Guest-lecture delivered in Conferences, Symposia, FDP's etc. (N:10M; I:20M)							
	S. No	Name of the conference/symposia/FDP's where lecture is delivered		Date & Place	International/ National Level	Max Score	Self Assessment Score	Verifier Assessed Score
	i							
	ii							
	iii							
10	Award/Honours/Recognitions (International: 30M; National: 25M; State: 20M)							
	S. No	Details of Award/ Honours /Recognitions		Month & Year	International/ National/State Level	Max Score	Self Assessment Score	Verifier Assessed Score
	i							
	ii							
Category-III: Total Score (1 + 2 + 3 + 4 + 5 + 6 + 7 + 8 + 9 + 10)								
Summary of Scores (Assessment Period: From _____ To _____)								
S. No.	Criteria	Maximum score	Minimum Score Required			Self Assessment Score	Verifier Assessed Score	
			Asst. Professor	Assoc. Professor	Professor			
I	Teaching, Learning and Evaluation related activities	100	60	60	60			
II	Co-curricular, Extension, professional development etc.	50	30	30	30			
III	Research & Academic Contribution	-	20	30	40			
Declaration								
I certify that all information including the personal data and duly filled Proforma provided and documentary proof enclosed herewith are correct.								
Date			Signature of the Faculty					
S. No.	Recommendation item of the Assessing Officer						Yes/No	
1	Continue in the present position with one or more increment(s)							
2	Continue in the present position without increment, warn and suggest for improvement							
3	Consider for promotion subject to fulfillment of AICTE Norms							
4	Extend probation period and advise on training for improvement							
5	Termination from services							
Remarks								
Assessing Officer Sign. with Date				Counter Sign. of Director				