

BLDE ASSOCIATION, VIJAYAPUR

Yearly Performance Evaluation of

Assistant Professors		Lecturers	
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[with less than EIGHT years of experience]

Academic Year	Discipline			
	Arts	Commerce	MBA	Education

Name of staff member: _____

Name of the College: _____

Department: _____, Biometric ID No. _____

Current Designation: _____, Total Teaching Experience: _____

Academic Qualifications:

Examination	Name of the Board/University	Year of passing	% of marks obtained	Division/Class/Grade
UG				
PG				
Ph. D				
Any other				

PART I: Principal Evaluation (Max Points: 20)

Sl. No	Key performance indicators	Max points	Points scored
01	Performance evaluation of faculty based on special assigned duties pertaining to college/university/board in addition to teaching and research.	20	
Total		20	

PART II: HOD's Evaluation (Max Points: 20)

Sl. No	Key performance indicators	Max points	Points scored
01	Punctuality: Availability in college, engaging classes regularly and for stipulated period	5	
02	Ability of teaching: Capable of making the subject more clear for students Syllabus coverage within stipulated time Dedication for students Availability for students to clear doubts	5	
03	Work culture in the department: Cordial relationship with colleagues, sharing responsibility, volunteer involvement in departmental activities	5	
04	Compliance with exam related activities: Accepts and delivers exam related responsibilities assigned at department, college and university level sincerely	5	
Total		20	


Principal,
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PART III: Evaluation of academic excellence (Max Points: 30)

Sl. No	Key performance indicators	Max points	Points scored	Encls. No.
01	Teaching innovations Ability to use of ICT enabled teaching, If any other	10		
02	Knowledge up-gradation Participation in seminars/workshops (At least one in an year) OR Participation in apex bodies/professional bodies	10		
03	Organization of seminars/conferences/workshops As organizing secretary/ convener, Getting sponsorship from professional funding agencies for seminars/conferences	05		
04	Contributions in students' placements/ Counseling/NSS/NCC. OR Contributions in policy making bodies as Coordinators	05		
Total		30		

PART IV: Students feed-back for faculty evaluation (Max Points: 15)

Sl. No	Key performance indicators	Max points	Points scored	Encls. No.
01	A standard feed-back from students has to be collected at the end of academic year. Minimum of 80% of students should be present for evaluation procedure. Those students should have at least 80% attendance in their academic year. (above 80% 15 points, 70-79% 12 points, 60-69% 10 points, 50-59% 8 points and below 50% 5 points)	15		
Total		15		

PART V: Examination results (Max Points: 30)

Sl. No	Key performance indicators	Max points	Points scored	Encls. No.
01	Students passing rate of 76 to 100%	30		
02	Students passing rate of 51 to 75%	25		
03	Students passing rate of below 50%	10		
Total		30		

PART VI: Publications (Max Points: 35)

Sl. No	Key performance indicators	Max points	Points scored	Encls. No.
01	Original research papers/ Review articles published in indexed journals of repute with impact factor per paper; 0 to 1: 15 points > 1: 20 points * Impact factors calculated by Thomson Reuters/JCR will be considered; journals own impact factor calculation will not be	20		

	taken into consideration. ** The points for joint publications shall be calculated in the following manner: Of the total score of publication by the concerned teacher, the First and corresponding author /supervisor /mentor would share 70% of the total points and the remaining 30% would be shared equally by all other authors.			
02	Original research papers in UGC approved journal of repute with ISSN	5		
03	For presenting paper in conferences/seminars. Conference/seminars should be either state/national/international level and it should be relevant to the profession. The presenting author will get the following points. State/National conference: 2.5 International conference: 5	5		
04	Attending FDP/STTP/workshop not less than one week	5		
	Total	35		

* Please enclose relevant documents.

Grand total: Part I+II+III+IV+V+VI = 150 points

	Part-I (20)	Part-II (20)	Part-III (30)	Part-IV (15)	Part-V (30)	Part-VI (35)	TOTAL
Self Score							
Evaluators Score							

Total points scored:

Scale:

Scale Bar for Performance Evaluation

To evaluate the performance of staff members, the quantitative and qualitative measures will be taken into consideration. The scale of 1-5 will be used for the performance measurement as follows.

1: Poor, 2: Average, 3: Above -Average, 4: Good, and 5: Excellent.

Table: Scale bar for performance evaluation

Scale	Description	Teaching staff points
1	Poor	Below 80
2	Average	81-100
3	Above Average	101-120
4	Good	121-130
5	Excellent	Above 130

Staff Signature

HOD Signature



Principal,

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