

Chapter: 2

FACULTY ACADEMIC PERFORMANCE

Faculty members play key role in overall academic performance of the institute; hence it is essential to assess contribution of each faculty in the overall academic performance of the institute. The Information in the format given below may be used to collect information for faculty academic performance evaluation process, which will be verified by head of department and reviewed by inspection panel members.

Format for Faculty Academic Performance Evaluation

[To be filled by all faculty members individually]

Name of Institute : _____

Department : _____

Name of the staff : _____

Designation : _____

Academic term : From ____/____/____ to ____/____/____.

1. Academic work details

| Subject with Code in Hrs/week | Teaching workload in Hrs/term | | Teaching workload actually | | Teaching workload engaged in Hrs/term | | Total % of Teaching contact hours in which all student absent | % Course Covered | Remarks if any |
|-------------------------------|-------------------------------|------------|----------------------------|------------|---------------------------------------|------------|---------------------------------------------------------------|------------------|----------------|
| | Th | Pract/ Tut | Th | Pract/ Tut | Th | Pract/ Tut | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

2. Engagement of faculty during the term (No of days)

Total No of teaching days available in the term: _____

Attendance in the institute: _____ days (_____ %)

On duty: _____ days

Total Leave (other than CL/RH) : _____ days

3. Faculty output details

| Sr. No. | Name of subject taught | % result in GTU exam | % Sharing with other Faculty |
|----------------|-------------------------------|-----------------------------|-------------------------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |

4. Faculty instructional contributions and details

| Sr. No. | Particulars | Details of Contribution |
|----------------|-----------------------------------------------|-------------------------------------------------|
| 1 | Lesson Planning | |
| 2 | Laboratory Planning | |
| 3 | Assignments | |
| 4 | Class notes | |
| 5 | Use of ICT tools | |
| 6 | New experiment development | |
| 7 | New books recommended | |
| 8 | Journals referred for enrichment | Give details of any two journal papers referred |
| 9 | New Projects proposed/development | |
| 10 | Planning for purchase of new equipment | |
| 11 | Industrial visits | |
| 12 | Student assessment | |
| 13 | Student counselling | |
| 14 | Any other additional / specific contributions | |

5. Faculty achievement and other activities

| Sr. No. | Activity | Contribution (Give appropriate details in brief wherever needed) |
|---------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Major research projects completed | <ul style="list-style-type: none"> Title of the project Date of sanction and duration Grant received (amount) Funding agency PI or Co-PI |
| 2 | Minor research projects completed | <ul style="list-style-type: none"> Title of the project Date of sanction and duration, Grant received, Funding agency PI or Co-PI |
| 3 | Guiding ME student for dissertations | <ul style="list-style-type: none"> Name of the student Topic of research Publications by Student Total students guided in last 5 years |
| 4 | Guiding PhD students for thesis | <ul style="list-style-type: none"> Total students who completed PhD under your supervision Total student perusing PhD under your supervision Topic of research of perusing students Publications by students |
| 5 | Innovative processes developed in teaching and learning | |
| 6 | Examination /Evaluation reforms initiated | |
| 7 | Participation in curricular development | |
| 8 | Participation in conferences, symposia, seminars and workshops | <ul style="list-style-type: none"> International or National, State or University level Attended or Presented paper |
| 9 | Refresher / Orientation / Pedagogy / Management courses attended | |
| 10 | Participation in co-curricular and extra-curricular activities | |

| Sr. No. | Activity | Contribution (Give appropriate details in brief wherever needed) |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11 | Publication of research papers | <ul style="list-style-type: none"> • In peer reviewed journals [impact factors, citations, h-index] • Non-peer reviewed journals • Conference proceedings |
| 12 | Books published | <ul style="list-style-type: none"> • With ISBN No • Without ISBN No • Chapters in books(Give details: Title, Publisher and Year) |
| 13 | Patents applied/granted | <ul style="list-style-type: none"> • National • International • Commercialized |
| 14 | Consultancy services provided and revenue generated | <ul style="list-style-type: none"> • Agency • Nature of work • Duration • Amount • Status: Completed/Ongoing |
| 15 | Conferences, seminars, symposia and workshops organized as convener / coordinator | <ul style="list-style-type: none"> • International or National • State or University level |
| 16 | Contribution as organising committee / program committee member, reviewer, session chair, or panel member in conferences/symposia/journal | <ul style="list-style-type: none"> • International or National • State or University level |
| 17 | Expert talks delivered | |
| 18 | Awards /recognitions received: | <ul style="list-style-type: none"> • International or National • State or University level (Give details) |
| 19 | Contribution as coordinator / member at Institute/Department committees | |
| 20 | Contribution as coordinator / member of DTE / University / ACPC / GPSC or any govern agency | |
| 21 | Any other additional / specific contributions | |

Self Observations by faculty:

1. _____

2. _____

Signature of the teaching staff

Comments by Head of Department:

1. _____

2. _____

Head of Department

Comments by Inspection Panel Members

3. _____

4. _____

Member 1

Member 2

Chairperson