



Performance Appraisal – Non Teaching (AY:20 22 - 23)

Name of the Staff: MR. GANESH

Department: ADMIN

Designation: LAB TECHNICIAN

S.No	Parameters	Marks (10 Each)
1	Competency required for the job	8
2	Punctuality	9
3	Quality of Work	8
4	Ability to learn and efficiency	8
5	Politeness towards students and faculty	9
	Sub Total	42
6	Immediate Supervisors Remarks and mark (25 marks)  <i>punctuality and work quality is good.</i>  Signature:	20
7	Administrative Officers observation (25 Marks)  <i>punctuality and work quality are excellent and he is polite to students and faculty.</i>  Signature: <i>Chinn</i>	21
	Total	83 / 100 marks

Principal



Performance Appraisal – Non Teaching (AY:2022 - 23)

Name of the Staff: Mr. RAJAMARTHANDAM

Department: ADMIN

Designation: MAINTENANCE SUPERVISOR

S.No	Parameters	Marks (10 Each)
1	Competency required for the job	9
2	Punctuality	9
3	Quality of Work	9
4	Ability to learn and efficiency	9
5	Politeness towards students and faculty	10
	Sub Total	46
6	Immediate Supervisors Remarks and mark (25 marks)  Punctuality and work quality are good.  Signature:	20
7	Administrative Officers observation (25 Marks)  punctuality and work quality are excellent and he is polite to students and faculty  Signature: <u>Ommy</u>	23
	Total	89 / 100 marks

Principal



Performance Appraisal – Non Teaching (AY:2022 - 23)

Name of the Staff: Mr. SENTHIL KUMAR

Department: ADMIN

Designation: ELECTRICIAN

S.No	Parameters	Marks (10 Each)
1	Competency required for the job	9
2	Punctuality	9
3	Quality of Work	8
4	Ability to learn and efficiency	8
5	Politeness towards students and faculty	9
	Sub Total	43
6	Immediate Supervisors Remarks and mark (25 marks)  Punctuality and work quality are good.  Signature:	21
7	Administrative Officers observation (25 Marks)  Punctuality and work quality are excellent and he is polite to students and faculty  Signature: <u>Jimmy</u>	23
	Total	87 / 100 marks

Principal





**SNMV** COLLEGE OF ARTS & SCIENCE  
AND  
INSTITUTE OF MANAGEMENT  
(SHRI NEHRU MAHA VIDYALAYA)  
Approved by AICTE, New Delhi & Affiliated to Bharathiar University  
Re-Accredited (3rd Cycle) with "A" Grade by NAAC




Driver/Helper

Performance Appraisal – Non Teaching (AY:20 22 - 23)

Name of the Staff: Mr. M. AJEESH

Department: TRANSPORT

Designation: DRIVER

S.No	Parameters	Marks (10 Each)
1	Competency required for the job	9
2	Punctuality	9
3	Quality of Work	9
4	Ability to learn and efficiency	9
5	Politeness towards students and faculty	9
	Sub Total	45
6	Immediate Supervisors Remarks and mark (25 marks)  punctuality and work quality is good.  Signature:	23
7	Administrative Officers observation (25 Marks)  punctuality and work quality are excellent and he is polite to students and faculty  Signature: 	24
	Total	92 / 100 marks

Principal



**Performance Appraisal – Non Teaching**

S.No	Parameters	Marks (10 Each)
1	Competency required for the job	
2	Punctuality	
3	Quality of Work	
4	Ability to learn and efficiency	
5	Politeness towards students and faculty	
	Sub Total	
6	Immediate Supervisors Remarks and mark (25 marks)  Signature:	
7	Administrative Officers observation (255 Marks)  Signature:	
	Total	/ 100 marks

**Principal**

**SNMV COLLEGE OF ARTS AND SCIENCE  
COIMBATORE - 641 050**

**Performance Appraisal of the Faculty Members for the Academic Year 2021-2022**

Name:

Department:

Designation:

S.No	Component	Points	Points Earned	Maximum Points	Total Earned Points
<b>TEACHING, LEARNING AND ASSESSMENT (73 Points)</b>					
1	Ph. D	15		40	
	M. Phil	4			
	NET / SLET	Each 10			
	PG	Each 6			
	Diploma	Each 3			
	Additional / Certificate Course (One Year)	Each 2			
2	Use of Participatory and Innovative Teaching - Learning Methodologies	Each 3		20	
	Online Course Material / Videos / e-Content Developed and Published in Institute Website or Common Platforms like YouTube etc.	Each 6			
	ICT Blogs created	Each 3			
	Syllabus Completion	Each 3			
	Remedial Classes	Each 3			
3	Quality of Question Paper Setting	Each 2		4	
	Quality of Evaluation of CIA Papers	Each 2			
4	<b>Aggregate Results</b>			9	
	75% - 85%	Each 4			
	86% - 95%	Each 6			
	96% - 99%	Each 8			
	100%	Each 10			
<b>Total Points</b>				<b>73</b>	
<b>RESEARCH, CONSULTANCY AND INNOVATION (57 Points)</b>					
5	<b>Research Projects Sanctioned / Ongoing / Completed (not to include funding claimed in earlier appraisal)</b>			22	
	Upto Rs.50,000	Each 5			
	Rs 50,000 to Rs 1,00,000	Each 7			
	More than Rs.1,00,000	Each 10			
	Research Guidance - Ph.D Awarded	Each 5			
	Research Guidance - Ph.D Ongoing	Each 2			
	Conference Chairs / Editor or Member in Editorial Boards	Each 5			
	Resource Person for Invited Talks / Seminars / Conferences	Each 3			
Awards Received	Each 5				
6	<b>Publications</b>			25	
	Conference Proceedings with ISBN	Each 2			
	UGC CARE listed Journals	Each 5			
	Scopus or Equivalent Journals	Each 7.5			
	SCI / SCIE / SSCI Indexed International Journals	Each 10			
	Book Chapters with ISBN	Each 5			
	Books Published / Edited with ISBN	Each 7.5			
Publication in other Journals	Each 2				
7	<b>Patents</b>			10	
	Patent Granted	Each 7.5			
	Patent Published	Each 4			
<b>Total Points</b>				<b>57</b>	
<b>PROFESSIONAL DEVELOPMENT (40 Points)</b>					
8	FDP Attended (More than 7 Days)	Each 5		40	
	FDP Attended (Less than 7 Days)	Each 2			
	Refresher Courses (More than 5 days)	Each 2			
	Participation in Workshops / Seminars / Symposiums / Conference/ Trainings etc	Each 2			
	Paper Presented in National Conference	Each 3			
	Paper Presented in International Conference	Each 5			
	NPTEL / NISM / other Certificate Courses (30 Hours) completed from Reputed Institutions	Each 5			
	Member in BoS (University & other Institutions)	5			
	Question Paper Setting (University & other Institutions)	3			
	Membership in Professional Bodies	Each 3			
	<b>Total Points</b>				



**COCURRICULAR, EXTENSION AND INSTITUTION BUILDING (40 Points)**

<b>Cocurricular &amp; Extension Activities</b>				
9	Convener / Co-ordinator of Organising Committee	Each 5		20
	Member of Organising Committee	Each 3		
<b>Institution Building</b>				
10	Co-ordinator for Centers / College Committees / NSS / YRC / NCC/VET/NIRF /NAAC/IQAC /IIC/ NAAC Criteria Managers / ISO/ DC/Alumni Association etc (College Level)	Each 5		20
	Department co-ordinators /Members in College Committees / NSS /YRC/ NCC/VET/NIRF /NAAC/IQAC /IIC/ NAAC Criteria Managers / ISO / DC/ Alumni Association etc (Department Level)	Each 3		
	FDP / SDP / ATP / Workshops Organised	Each 3		
	Conference / Seminars Organised	Each 5		
	Guest Lectures Organised	Each 2		
	Other Contribution (Placement etc)	3		
	Tutorship	5		
	HoDs	10		
<b>Total Points</b>			<b>40</b>	
<b>Sub Total</b>			<b>210</b>	
<b>Faculty</b>		<b>HoD</b>		
<b>FEED BACK (30 Points)</b>				
<b>Students, Feedback (To be filled by HoD , For HoDs to be filled by Principal)</b>				
11	Punctuality	2		10
	Quality of Teaching	2		
	Syllabus Completion	2		
	Communication Skills	2		
	Class Room Management	2		
<b>HoD's Feed back (To be filled by HoD, For HoDs to be filled by Principal)</b>				
12	Completion of Tasks Assigned, Reporting and Involvement in Departmental Activities	5		20
	Maintaining cordial and Professional Relationship with Students and Colleagues	5		
	Overall Contribution to the Development of the Department / Institution	5		
	Attitude, Skills and Knowledge Possessed	5		
<b>Total Points</b>			<b>30</b>	
<b>Sub Total</b>			<b>240</b>	
<b>HoD</b>		<b>Principal</b>		
<b>Principal's Observation (40 Points)</b>				
13	Dress Code, Team Work and Obedience	5		20
	Sincerity, Commitment, Involment and New Initiatives	5		
	Professional Behaviour	5		
	Overall Contribution to the Development of the Institution	5		
<b>Principal's Observation on Admissions</b>				
14	Admission Team Member			10
	For other Faculty Members	Each 2		10
<b>Total Points</b>			<b>40</b>	
<b>Sub Total Total</b>			<b>280</b>	
<b>Loss of Pay (For Office Use only)</b>				
15	Nil LoP - 20 Points, for each LoP 4 points will be deducted from 20 points (5 or more than 5 days of LoP - 0 points)	20		20
<b>Grand Total</b>			<b>300</b>	

**Principal's Remarks**

Principal