



**NETAJI SUBHAS INSTITUTE OF TECHNOLOGY, BIHTA**  
Approved by AICTE and affiliated to Bihar Engineering University

**Faculty performance appraisal form**

(To be filled by the Faculty concerned)

PART-A

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1	Name (in Block Letters)	
2	Qualification	
3	Designation	
4	Department	
5	Date of Birth	
6	Date of joining in NSIT	
7	Teaching Experience in Years	
8	Number of CL taken during the assessment period	Odd Semester of CAY: Even Semester of (CAY-1):
9	Number of DL taken during the assessment period	Odd Semester of CAY: Even Semester of (CAY-1):
10	Number of C.off taken during the Odd Semester assessment period CAY:	Odd Semester of CAY: Even Semester of (CAY-1):

  
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PART B: ACADEMIC PERFORMANCE INDICATORS

Evaluation Sheet

[For Odd Semester of CAY and Even Semester of (CAY-1)]

CATEGORY A: TEACHING, LEARNING ,CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES			
Sl. No.	Details	Maximum Points	Points Scored
I	Average of Internal Assessment Test of all the theory subjects handled in both Odd and Even Semesters	10	
II	Average of University Examinations of all the theory subjects handled in both Odd and Even Semesters	25	
III	Average of Students Feedback of all the theory subjects handled in both Odd and Even Semesters	5	
IV	Average of Examination duties assigned and performed	5	
V	Contribution towards the Development of the Department and Institution	15	
VI	Self-Development of the Faculty	15	
TOTAL		75	

\* Please Refer Data Sheet and Guidelines

  
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700 013

CATEGORY B: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS			
Sl. No.	Details	Maximum Points	Points *Scored
VII	Publication of Research Papers in Web of Sciences(SCI / SCIE) / SCOPUS	10	
VIII	Funded Research Projects	4	
IX	Consultancy Projects	3	
X	Patents Obtained	3	
XI	Research Guidance/ Ph.D Completed / Ph.D Pursuing	5	
TOTAL		25	

\* Please Refer Data Sheet and Guidelines

**SUMMARY OF SCORES**

S.NO	Criteria	SCORE
A	CATEGORY A: TEACHING, LEARNING ,CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES	
B	CATEGORY B: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS	
ACADEMIC PERFORMANCE INDICATOR (API)		= A +B

Signature of the Faculty with Date

Head of Department  
 Department of ...  
 Signature of the Head of the Department with Date

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**DATA SHEET AND GUIDELINES**

**CATEGORY A: TEACHING, LEARNING ,CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**

**[All particulars are to be filled for Odd Semester of CAY and Even Semester of (CAY-1)]**

- I Average of Internal Assessment Test of all the theory subjects handled in both Odd and Even Semesters 10 POINTS
- II Average of University Examinations of all the theory subjects handled in both Odd and Even Semesters 25 POINTS
- III Average of Students Feedback of all the theory subjects handled in both Odd and Even Semesters 5 POINTS

Subject code with Subjects handled	Internal Assessment Tests (IAT)						University Examinations	Students Feedback	
	IAT I		IAT II		IAT III			Pass %	Scale (Out of 100)
	Average	Points	Average	Points	Average	Points	Average		
<b>Odd Semester of CAY</b>									
<b>Even Semester of CAY - 1</b>									

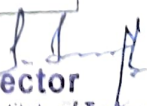
  
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Guidelines	Points	
I. IAT I	Average of Internal Assessment Test I of all the theory subjects handled in both Odd and Even Semesters	4 Points
	Pass Percentage in Internal Assessment Test I (WITHOUT RETEST): Average Pass Percentage in all Subjects for Odd and Even Semesters	
	Less than 50%	0
	50% to 60%	1
	60% to 70%	2
	70% to 80%	3
I. IAT II	Average of Internal Assessment Test II of all the theory subjects handled in both Odd and Even Semesters	3 Points
	Pass Percentage in Internal Assessment Test II (WITHOUT RETEST): Average Pass Percentage in all Subjects for Odd and Even Semesters	
	Less than 60%	0
	60% to 70%	1
	70% to 80%	2
I. IAT III	Average of Internal Assessment Test III of all the theory subjects handled in both Odd and Even Semesters	3 Points
	Pass Percentage in Internal Assessment Test III (WITHOUT RETEST): Average Pass Percentage in all Subjects for Odd and Even Semesters	
	Less than 60%	0
	60% to 70%	1
	70% to 80%	2
II. University Examinations	Average of University Examinations of all the theory subjects handled in both Odd and Even Semesters	25 Points
	Pass Percentage in University Examinations: Average Pass Percentage in all Subjects for Odd and Even Semesters	
	Less than 50%	0
	50% to 60%	5
	60% to 70%	10
	70% to 80%	15
	80% to 90%	20
	90% to 100%	25
III. Students Feedback	Average of Students Feedback of all the theory subjects handled in both Odd and Even Semesters	5 Points
	Above 90%	5
	85% to 90%	4
	80% to 84%	3
	75% to 79%	2
	70% to 74%	1


  
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IV. EXAMINATION DUTIES	Average of Examination duties assigned and performed	5 Points
	IAT, University end semester work as per duties allotted. (100% compliance = 5 points)	5
	95% of assigned Examination duties performed	4
	90% of assigned Examination duties performed	3
	85% of assigned Examination duties performed	2
	80% of assigned Examination duties performed	1
V. Development of the Department and Institution	Contribution towards the Development of the Department and Institution	15 Points
	Head of the Department/Directors	5
	Examination cell coordinator for the Institution	5
	Placement officer/Placement Training cell Head	5
	Entrepreneurship/EDC Convener for the Institution	5
	Admission cell Convener	5
	CoESPoC for the Institution	5
	Year In charge	3
	Department NBA coordinators	3
	Deputy Placement officer	3
	Admission Team Head	3
	TARCET Head	3
	Discipline committee floor in charges	3
	Linways Faculty in charge	3
	UBA coordinator for the Institution	3
	Hostel Floor in charges/Deputy warden	3
	Grievances committee convener	3
	Class Advisor	2
	Website Coordinator for the Institution	2
	NIRF Coordinator for the Institution	2
	Alumni Coordinator for the Institution	2
	NPTEL/Online Courses Coordinator for the Institution	2
	On line Exams convener	2
	Professional Society Coordinator for the Institution	2
	Rohini Beats /Newsletter Coordinator for the Institution	2
	Members in Admission team	2
	TARCET Department coordinators	2
	Fine arts Club Coordinator for the Institution	2
	NSS Programming officers for the Institution	2
	YRC Coordinator for the Institution	2
RRC Coordinator for the Institution	2	
Rotaract Club Coordinator for the Institution	2	

  
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V. Development of the Department and Institution	Leo Club Coordinator for the Institution	2
	Women Empowerment Cell Coordinator for the Institution	2
	Literary committee Coordinator for the Institution	2
	Eco club coordinator for the Institution	2
	Exam Cell Coordinator for the Department	2
	Placement Coordinator for the Department	2
	Media Relations Coordinator for the Institution	2
	Timetable Coordinator for the Department	2
	Discipline Committee members	2
	Department Professional body coordinator	2
	Industrial Visit Coordinator for the Department	1
	Library committee member /Department Library in charge	1
	Remedial class Coordinator for the Department	1
	Faculty in charge for students Association	1
	Fine arts Coordinator for the Department	1
	Anti ragging squad /Committee members	1
	Grievances Committee members	1
	Course Coordinators for the Department	1
	Class committee convener for the Department	1
	Research Coordinator for the Department	1
	ISO Coordinator for the Department	1
	Entrepreneurship/EDC Coordinator for the Department	1
	Alumni Coordinator for the Department	1
	NPTEL/Online Courses Coordinator for the Department	1
	Web site Coordinator for the Department	1
	Anna University Web Portal Coordinator for the Department	1
	AICTE Web Portal Coordinator for the Department	1
	Any other (Please Specify )	

  
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(Maximum 15 Points) GUIDE LINES		
VI. Self-Development of the Faculty	Self-Development of the Faculty	<b>Maximum 10 Points</b>
	a. Refresher Courses/International Conferences / FDPs / Other Training Courses organized (AICTE / Anna University / ISTE Sponsored FDPs Minimum of one week)	5
	b. Refresher Courses/International Conferences/ FDPs / Other Training Courses attended (AICTE / UGC / IITs / NITs / IIITs / Anna University / ISTE Sponsored FDPs Minimum of one week)	5
	c. Online Courses (MOOC Courses such as NPTEL, Coursera, Udemy, TataSteels, DataCamp, edX, etc (2.5 Points Per Course)	5
	d. Awards/ Honours/ Recognitions received/ International Conference Chair/ Membership in Panels of University/ Govt. bodies	3
VI. Self-Development of the Faculty	e. Books Published (Book Publications in reputed publishers like McGraw-Hill, , Oxford etc	5
	f. Books Chapters Authored	3
	g. Innovations in Classroom Teaching for better Learning or Preparation of Innovative Video Lectures Uploaded in YouTube / TEDx, etc.(5 Points) (2.5 Points per Video Lecture / Innovation)	5

**EVALUATION SHEET**

**a. Refresher Courses/International Conferences / FDPs /Workshops/ Other Training Courses organized (AICTE / Anna University / ISTE Sponsored FDPs Minimum of one week) (5 Points per programme) (Maximum 5 Points)**

S.no	Name of the Programme	Duration	Sponsoring agency	Points


**b. Refresher Courses/International Conferences/ FDPs / Other Training Courses attended (2 Points per course) (Maximum 5 Points)**

S.no	Name of the Programme	Duration	Sponsoring agency	Points

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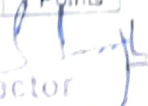
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c. Online Courses (MOOC Courses such as NPTEL, Coursera, Tata steels, DataCamp, edX, etc (2.5 Points Per Course) (Maximum 5 Points)					
S.no	Name of the Course	Duration	Grade/ Marks Obtained	Points	
d. Awards / Honours / Recognitions received / International Conference Chair / Membership in Panels of University / Govt. Bodies (5 Points)					
S.no	Name of the Awards/ Honours/ Recognitions received/ International Conference Chair/ Membership in Panels of University/ Govt. Bodies			Points	
e) Books Published (5 Points)					
S.no	Book Name	Author / Co-Author	Publishers Name	Month & Year of Publishing	Points
f) Books Chapter Published (3 Points)					
S.no	Book Name	Author / Co-Author	Publishers Name	Month & Year of Publishing	Points
f) Innovations in Classroom Teaching for better Learning or Preparation of Innovative Video Lectures Uploaded in YouTube (5 Points)(2.5 Points per Video Lecture / Innovation)					
S.no	Name of the Video Lecture/ Course	Duration	Uploaded in YouTube (Provide the link)	Points	

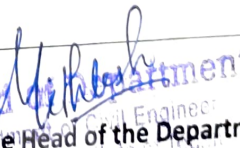
  
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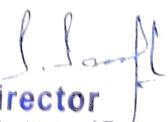


VIII FUNDED PROJECTS					Maximum 4 Points	
S. No	Title (with Sanction Order No. and Date)	Amount (and Period)	Funding Agency	Project Coordinators (Indicate Principal Investigator (PI) / Co-PI)	Points	
GUIDELINES						
Projects (Amount mobilized with grants above Rs. 1,00,000)					4 POINTS per project	
IX Consultancy Projects					Maximum 3 Points	
S. No	Title (with order Date)	Amount (with period)	Client Organization	Project Coordinators (Indicate Principal Investigator)	Status: Completed / Ongoing	Points
GUIDELINES						
Completed (Above 2 Lakhs)					3 POINTS	
Ongoing					2 POINTS	
X Patents Obtained					Maximum 3 Points	
S. No	Name of the Inventor (s) with Designation	Title of Invention	Date of Filing / Date of Publish/ Date of Granting	Status: Applied/ Published/ Granted /with number	Points	
Guidelines for Patents						
Granted					3 Points	
Published					2 Points	
Applied					1 Points	

  
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XI Research Guidance/ Ph.D Completed / Ph.D Pursuing				Maximum 5 Points		
a) Ph.D Guidance						
S. No	Scholar Name	Title of thesis	Year of Enrolment	Year of Ph.D Degree Awarded	Name of the University	Points
Guidelines for Ph.D Guidance						
Ph.D Degrees Awarded(3 Points Per Candidate)						
Ph.D Scholars Enrolled(1 Points Per Candidate)						
b) Ph.D Completed / Pursuing						
Title of the thesis				Date of Enrollment/Completion	Name of the University	Points
Guidelines for Completed / Pursuing						
Ph.D Completed				2 points		
Ph.D Enrolled				1 points		

Signature of the Faculty	 <b>Head of the Department</b> Signature of the Head of the Department with Date
Signature of the Director with Date	

  
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