UNFILLED PERFORMANCE APPRAISAL FORM

| Employee Details | Comp & Benefits | Leave | Attendance | **Talent Review** | Recruitment. | Separation | Resource | Help Desk |

Open Reviews

FINAL CHECK IN - SANGITA DAS-SCHOOL OF APPLIED SCIENCES - SELF
2022-2023 Anually

Review Enabled

1 days Remaining

| Back | Save as Draft | Finish Review |

0% Completed

| **New - Academics and Mentoring** | New – Research and Innovations | New – Administration and Behavioural Performance | New – Skill Enhancement, Awards and Recognition |

∨ Teaching Work Load (Theory and Practical) - [37%]

Rate 10-If teaching workload >= 35 hrs for the academic year.
Rate 8-If teaching workload >=30 hrs for the academic year.
Rate 6-If teaching workload >= 25 hrs for the academic year.
Rate 4-If teaching workload >= 20 hrs for the academic year.
Rate 2-If teaching workload >= 10 hrs for the academic year.

Rating

--None--

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

∨ Design of courses/ lab manual - [7%]

Rate 10-If faculty has prepared the course Syllabus/manual for
4 or more courses
Rate 8-If faculty has prepared the course Syllabus /manual for 3
courses

Rating

--None--

Comments

💬 Chatbot

Rate 6-If faculty has prepared the course Syllabus /manual for 2 courses
Rate 2 -If faculty has prepared the course Syllabus /manual for at least 1 course.
Otherwise rating is 0.

Add Comment

⬆ Upload Files

No Comments added yet

∨ UG/PG Projects participated in Competition/hackathon - [7%]

Participation in prominent state level/national level/international level competitions to be considered; example SIH, KCST, CMTI etc.
Rate 10-if at least 1 project has won/selected in the competitions.
Rate 8-if at least 2 project batches have participated in the competition
Rate 6-if at least 1 project batch has participated in the competition.
Otherwise rating is 0.

Rating

--None-- ▲▼

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Industry visits organized for students - [3%]

Consider the Industry visits organized for more than 20 students; Rate 1 to 10 based on the relevance of the industry visit.

Rating

--None-- ▲▼

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Average Students Feedback - [7%]

Average student feedback for the courses handled in the academic year scaled to 10

Rating

--None-- ▲▼

Comments

Add Comment

⬆ Upload Files

No Comments added yet

⌄ Average course end Results - [7%]

*Consider the average of course end results.
Rate 10 -If the result of course handled is >=90%.
Rate 8 - If the result of course handled is >=80%
Rate 6 - If the result of course handled is >=70%
Rate 4 - If the result of course handled is >=60%
Rate 2 - If the result of course handled is >=50%

Rating

| --None-- | ▲▼ |

Comments

⬆ Upload Files

Add Comment

No Comments added yet

⌄ Mentees Notable Achievements - [3%]

Rate 10 - Mentees achievement in national/international level
competitions/start-ups
Rate 8 - Mentees achievement state level/ inter university
competitions
Rate 6 - Mentees achievements within University competitions;
Otherwise rating is 0

Rating

| --None-- | ▲▼ |

Comments

Add Comment

⬆ Upload Files

No Comments added yet

⌄ Mentess Attendance percentage - [7%]

Rate 10 - If all mentees maintained above 85% attendance;
Rate 8 - If all mentees are above 80% attendance;
Rate 6 -If all mentees maintained minimum eligibility (75%).
Otherwise rating is 1.

Rating

| --None-- | ▲▼ |

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Mentees Punctuality (Late comers) - [3%]

Rate 10 - If all mentees report in-time to the university;
Rate 8 - If >95% mentees report in-time to the university;
Rate 6 - If >75% mentees report in-time to the university;
Rate 4 - If >60% mentees report in-time to the university;
Rate 0- If <60% mentees report in-time to the university.

Rating

--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Mentees Results - [7%]

Rate 10 - If all mentees are above 7 CGPA;
Rate 8 - If 75% mentees are above 7 CGPA;
Rate 6 - If 60% of mentees are above 7 CGPA
Rate 4 - If 50% of mentees are above 7 CGPA
Otherwise rating is 0.

Rating

--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Mentees staying in Campus - [3%]

Considering number of mentees staying in the hostel/Campus
among non-localite students
Rate 10 - If >80% of mentees are residing in REVA Hostel
Rate 8 - If >60% but <80% of mentees are residing in REVA
Hostel
Rate 6 - If >40% but <60 of mentees are residing in REVA
Hostel
Rate 4 - If >20% but <40% of mentees are residing in REVA
Hostel
Rate 2 - If <20% of mentees are residing in REVA Hostel
Otherwise rating is 0.

Rating

--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Percentage of parents attended PTM - [3%]

Rate 10 - If >80% of mentees parents attend PTM
Rate 8 - If >60% of mentees parents attend PTM
Rate 6 - If >40% of mentees parents attend PTM

Rating

--None--

Comments

Rate 4 - If >20% of mentees parents attend PTM
Rate 2 - If <20% of mentees parents attend PTM
Otherwise rating is 0.

Add Comment

⬆ Upload Files

No Comments added yet

⌄ Mentees-Internship/ Placement/ Certifications - [6%]

If mentees are in final year-consider the percentage of students placed; If mentees are in first/second/third year-consider the valid certifications courses done by the mentees among the total number of mentees.

Rating

--None-- ⬍

Comments

Add Comment

⬆ Upload Files

No Comments added yet

Employee Details	Comp & Benefits	Leave	Attendance	**Talent Review**	Recruitment.	Separation	Resource	Help Desk

Open Reviews

FINAL CHECK IN - SANGITA DAS-SCHOOL OF APPLIED SCIENCES - SELF
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[Back] [Save as Draft] [Finish Review]

0% Completed

New - Academics and Mentoring   **New - Research and Innovations**   New - Administration and Behavioural Performance   New - Skill Enhancement, Awards and Recognition

⌄ Publications - [33%]

Rate 10 - If the points scored is >=50
Rate 8 - If the points scored is >=35
Rate 6 - If the points scored is >=20
Rate 4 - If the points scored is >=10
Rate 2 - If the points scored is >=5
Q1 Journal: 30 points each- for 2 authors from REVA
25 points each -for 3 authors from REVA
15 points each -for 4 authors and above from REVA
Q2 Journal: 20 points each for 2 authors from REVA
15 points each for 3 authors from REVA
12 points each for 4 authors and above from REVA
Q3 Journal: 15 points each for 2 authors from REVA
12 points each for 3 authors from REVA
10 points each for 4 authors and above from REVA
Q4 Journal: 12 points each for 2 authors from REVA
10 points each for 3 authors from REVA
08 points each for 4 authors and above from REVA

Rating

--None--   ⏶⏷

Comments

[   ]

[Add Comment]

[⬆ Upload Files]

No Comments added yet

💬 Chatbot

Scopus/WoS indexed/UGC Care listed Journals/ conferences
(Without Q rating): 10 points each –for 2 faculty from REVA
8 points each- for 3 faculty from REVA
5 points each- for 4 faculty and above from REVA
Book Chapter: 10 points each –for 2 faculty from REVA
8 points each- for 3 faculty from REVA
5 points each- for 4 faculty and above from REVA
Book authoring: 15 points each for 2 authors from REVA
12 points each for 3 authors from REVA
10 points each for 4 authors and above from REVA

∨ Patents published and granted/Copyrights - [17%]

Rate 10 - If the points scored is >=25
Rate 8 - If the points scored is >=15
Rate 6 - If the points scored is >=10
Rate 4 - If the points scored is >=8
Rate 2 - If the points scored is >=6
Indian Patent /Copyrights published:
10 points each –for 2 authors from REVA
08 points each –for 3 authors from REVA
06 points each –for 4 authors and above from REVA
Indian Patent Granted:
25 points each –for 2 authors from REVA
20 points each- for 3 authors from REVA
12 points each –for 4 authors and above from REVA

Rating
--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Project Funds/Consultancy - [17%]

Rate 10 - If the Proposal/ Consultancy granted>= 50 lakhs.
Rate 8 - If the Proposal/ Consultancy granted from 20 to 49
Lakhs
Rate 6 - If the Proposal/ Consultancy granted from 10 to 19
Lakhs
Rate 4 - If the Proposal/ Consultancy granted < 9 Lakhs
Rate 2-If the Project/consultancy Proposal submitted.

Rating
--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Corporate Training/Certification Program Floated or Development of complete MOOCs/Swayam/any equivalent courses - [10%]

(*Applicable only for resource persons)   Corporate
Training/Certification Program Floated:
Rate 10 - Corporate training conducted for industry employees

Rating
--None--

Comments

Rate 8 - Certification program conducted for External candidates
Rate 6 - Certification program conducted for internal candidates. Otherwise rating is zero.
Development of complete MOOCs in 4 quadrants* of 4 units course:
Rate 10 - If the complete course is developed
Rate 8 - If at least 2 units content is developed
Rate 6 - If at least 1 unit's content is developed.
Otherwise rating is zero.

Add Comment

Upload Files

No Comments added yet

˅ Product development/Startup registration/Establishment of new research Lab - [3%]

Developed Product/Start up registration must be approved by UIIC and product should be able to commercialize.
Rate 1 to 10 based on the novelty of the product and number of people involved.   Establishment of new research Lab:Rate 5-If the lab established is funded by industry/research institute;
Rate 4-if the lab established is funded by funded by REVA. Otherwise rating is zero.
Consider Lab established in the current AY only.

Rating
--None--

Comments

Add Comment

Upload Files

No Comments added yet

˅ MoU with Industry/university - [3%]

MoU with Industry leading to consultancy /corporate training/Placement/ Internship must be verified and Considered;
MoU with university leading to student exchange program/faculty exchange program/internship must be verified and considered.
Rate 1 to 10 depending upon the contribution of the faculty in establishing MoU with university/industry

Rating
--None--

Comments

Add Comment

Upload Files

No Comments added yet

˅ Ph.D Guidance/Ph.D completion/Ph.D progress - [10%]

PHD guidance: Rate 10 - Awarded at least one PhD degree in the current academic year.
Rate 8 - If faculty is guiding 3 or more scholars and scholars are in good progress.
Rate 6 - If faculty is guiding at least 1 scholars and scholar is in good progress.

Rating
--None--

Comments

PhD completion: If the faculty has completed PhD in the current AY; then Rate 1-10 considering the social/industrial relavence of the topic and the number of publication made during research.
PhD Progress: If the faculty is persuing PhD.
Rate 10 - Atleast two journals accepted/published and thesis submitted/colloquium completed.
Rate 8: Two journal accepted /published during research
Rate 6: Atleast one journal/conference accepted/published.
Rate 4: PhD registered
Otherwise rate 0.

⌄ H index in Scopus (Citations) - [7%]

Rate 10 - If the H index is >= 15;
Rate 8 - If the H index is >=10;
Rate 6 - If the H index is >= 5;
Rate 4 - If the H index is between 2 to 4;
Rate 2 - If the H index is 1; otherwise 0

Rating
┌─────────────────────────────┐
│ --None--   ▲▼ │
└─────────────────────────────┘

Add Comment

⬆ Upload Files

No Comments added yet

Comments

┌─────────────────────────────┐
│   │
│   │
│   │
└─────────────────────────────┘

Add Comment

⬆ Upload Files

No Comments added yet

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0% Completed

New - Academics and Mentoring | New - Research and Innovations | **New - Administration and Behavioural Performance** | New - Skill Enhancement, Awards and Recognition

∨ School Level Responsibilities - [30%]

Rate 10 - If the points scored is >=35
Rate 8 - If the points scored is >=25
Rate 6 - If the points scored is >=15
Rate 4 - If the points scored is >=10
Rate 2 - If the points scored is >=5
HoD'S/Program Coordinations-10 points;
Vertical Head: 10 Points;
Year wise coordination: 10 points; Timetable coordination:10
points: NBA/NAAC criteria heads-10 points
Class teacher/course coordinaton-5 points;
Any school administrative responsibilities/coordination-5
points/responsibility
* Admin responsibilities handled for the complete AY/Semester
must be considered.

Rating

--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

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˅ Any notable university level coordination/Social Outreach Programs - [10%]

Coordination in university level events/activities like Project Expo, Hackathons, REVOTSAVA etc; Participation in Abhivriddhi, Vanamahotsava etc; Rate 1 to 10 depending upon the number of activities involved.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

˅ University/School Branding activities - [5%]

Participation in branding activities like education expos, Content preparation for creatives, posters and brochures etc.-these parameters must be considered. Rate 1 to 10 based on the involvement and the outcome.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

˅ Alumni Network - [5%]

Number of active alumni contacts can be considered; Number of alumni attended Alumni Fest solely because of faculty contact can be considered for rating. Number of LoR given can also be considered.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

˅ Collaborative Work with Alumni - [5%]

Technical Talk/Expert Talk organized by inviting alumni achievers -can be considered for rating; Collaborative work (Research/academics/other) with alumni can be considered for

Rating

--None-- ▲▼

Comments

rating.

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

∨ Placement/Internship through Alumni - [5%]

Placement/Internship/project guidance/industry connect
established through alumni-can be considered for rating;

Rating

--None--   ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

∨ Application and Admission reference - [10%]

*Admission reference for Core programs/new programs
3 or more admissions references - Rate 10
2 admission references - Rate 8
1 admission reference - Rate 6
2 or more applications reference - Rate 4
At least 1 application reference - Rate 2

Rating

--None--   ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

∨ Punctuality and Attendance - [10%]

HCM/cosec attendance reports must be considered to evaluate

Rating

--None--   ▲▼

Comments

[   ]

Add Comment

Upload Files

No Comments added yet

⌄ Communication and Language proficiency - [5%]

Faculty can undergo language proficiency test to claim the points

Rating

--None--

Comments

Add Comment

Upload Files

No Comments added yet

⌄ Interpersonal Skills - [5%]

*Faculty can claim based on his/her self-assessment

Rating

--None--

Comments

Add Comment

Upload Files

No Comments added yet

⌄ Professional values :Ownership/ Involvement / commitment/ethics - [5%]

Faculty can claim based on his/her self-assessment

Rating

--None--

Comments

Add Comment

Upload Files

No Comments added yet

⌄ Cooperation with administration - [5%]

Faculty can claim based on his/her self-assessment

Rating

--None--

Comments

Add Comment

⤒ Upload Files

No Comments added yet

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0% Completed

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∨ Faculty development Programs(FDP) attended - [20%]

(FDP attended must be more than 5 days; FDP/Workshop attended must be valid as per the NBA/NIRF requirements)
Rate 10 - Attended 3 or more offline FDPs
Rate 8 - Attended 2 offline FDPs
Rate 6 - Attended atleat one offline FDP and at least one online FDPs. (total 2)
Rate 4 - Attended 2 or more online FDPs or 1 Offline FDP
Rate 2 - If faculty has attended atleat one online FDP

Rating

--None--

Comments

Add Comment

⬆ Upload Files

No Comments added yet

∨ Workshop attended - [10%]

*Workshop attended should be minimum 3 days
Rate 10 -If faculty has attended at least 2 offline workshops
Rate 8 -If faculty has attended at least 1 offline workshop.
Rate 6 - If faculty has attended at least 2 online workshops.

Rating

--None--

Comments

💬 Chatbot

Rate 4 - If faculty has attended at least 1 online workshop
Rate 2 - If faculty has attended one/two days of online/offline workshop

	Add Comment
⬆ Upload Files	
	No Comments added yet

⌄ Online certification courses completed - [10%]

Minimum duration should be 4 weeks
Rate 10 - Three or more NPTEL/coursera/Udacity/ Udemy any equivalent adanced level/intermediate Certifications
Rate 8 - Atleast two (Advanced level) NPTEL /coursera/Udacity/ any equivalent Certifications
Rate 6 - Atleast two (Intermediate level) NPTEL /coursera/Udacity/ any equivalent Certification
Rate 4 - Atleast two (Beginers level) NPTEL /coursera/Udacity/Udemy any equivalent Certification
Rate 2 - Atleast one NPTEL /coursera/Udacity/Udemy any equivalent Certification

Rating
--None-- ⏶⏷

Comments

	Add Comment
⬆ Upload Files	
	No Comments added yet

⌄ Conclave/conference/Technical talks/ event attended outside REVA - [5%]

Consider only offline mode events and promoted/approved by school director; Rate based on the number of talks/events and outcome.

Rating
--None-- ⏶⏷

Comments

	Add Comment
⬆ Upload Files	
	No Comments added yet

⌄ National/ International Awards (Academic/Research) - [10%]

Awards from Premium/recognized bodies must be considered;
Rate 10 - International awards from Premium/recognized bodies
Rate 8 - National awards from Premium/recognized bodies
Rate 6 - Awards/recognition from REVA University.
Otherwise rating is 0;
Best thesis awrds can also be considered for scholar and supervisor.

Rating
--None-- ⏶⏷

Comments

	Add Comment

Upload Files

No Comments added yet

⌄ BoS/BoE member inside and outside REVA - [5%]

Rate 10 - BoS/BoE member outside REVA atleast in 2 reputed university/institutes
Rate 8 - BoS/BoE member outside REVA atleast in 1 reputed university/institutes
Rate 6 - BoS/BoE member inside.
Otherwise rating is 0.

Rating

--None-- ▲▼

Comments

Add Comment

Upload Files

No Comments added yet

⌄ Editorial Member/reviewer of a journal/Book - [5%]

Rate 10 - Editorial Member of journal/book international publisher.
Rate 8 - Reviewer of an international journal
Rate 6 - Editorial Member/reviewer of journal/book by national publisher.
Otherwise rating is 0. *Consider only active membership.

Rating

--None-- ▲▼

Comments

Add Comment

Upload Files

No Comments added yet

⌄ AC/BoG member/Visiting member of NAAC/NBA/Other recognized bodies - [5%]

AC/BoG member outside REVA and Visiting member of NAAC/NBA/Other recognized bodies. Considering the active membership, rate 6 to 10.
Otherwise rating is 0.

Rating

--None-- ▲▼

Comments

Add Comment

Upload Files

No Comments added yet

⌄ Invited talks/Session chair/Keynote speech given - [5%]

Rate 10 - Offline talks given outside REVA
Rate 8 - Online talks given outside REVA
Rate 6 - Online/offline talks given inside REVA.
Otherwise rating is 0.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

⌄ Resource person for FDP/Workshop/SDP - [10%]

FDP should be atleast 5 days; workshop should be atleast 3 days
Rate 10 - Resource person for FDP outside REVA
Rate 8 - Resource person for FDP inside REVA
Rate 6 - Resource person for workshop/SDP inside/outside REVA.
Otherwise rating is 0.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

⌄ FDP/Workshop/conference organized - [5%]

FDP/Workshop/conference organized;
Rate 1 to 10 considering the number of events organized and number of people involved.

Rating

--None-- ▲▼

Comments

[   ]

Add Comment

⬆ Upload Files

No Comments added yet

⌄ Professional Body Membership (IETE /ISTE/IAENG ..) - [5%]

Consider only the active membership in the Professional bodies like IETE, IEEE, ISTE etc.
Rate 10 - atleast 3 active membership

Rating

--None-- ▲▼

Comments

Rate 8 - atleast 2 active membership
Rate 6 - atleast 1 active membership.
Otherwise rating is 0.

| Add Comment |

⬆ Upload Files

No Comments added yet

∨ Perception Building - [5%]

Faculty Perception in Public/Academia/Research community.
Rate based on the outcome achived through faculty network.

Rating

| --None-- | ▲▼ |

Comments

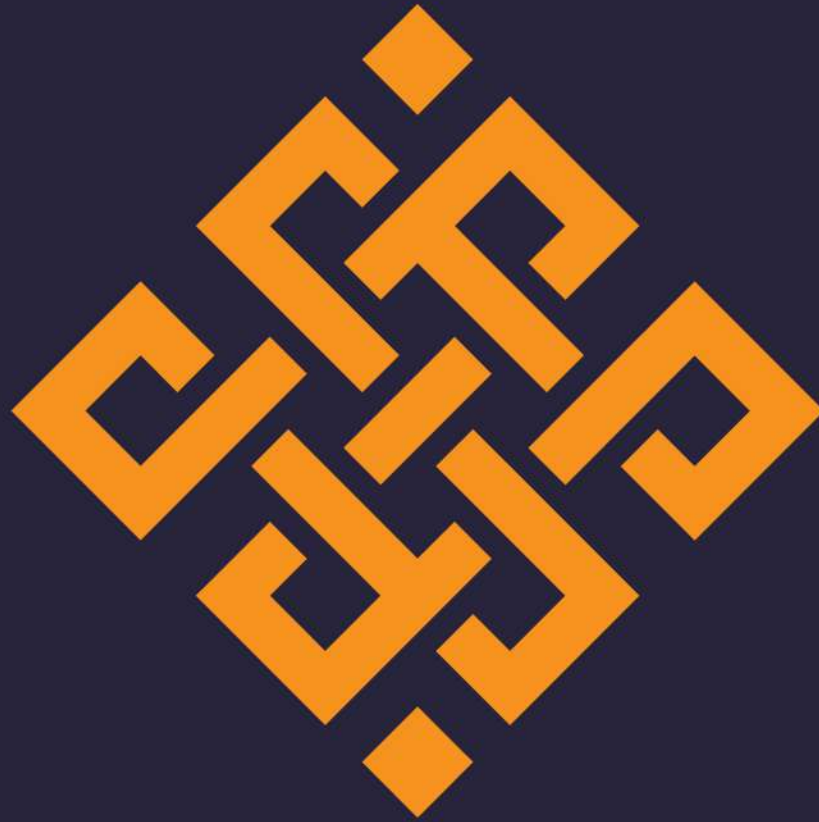| Add Comment |

⬆ Upload Files

No Comments added yet

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