



# SRI BHUVANENDRA COLLEGE

KARKALA - 574 104, UDUPI DISTRICT

[Accredited Institution with 'A' by NAAC]

(College with Potential for Excellence awarded by UGC, New Delhi)

(Affiliated to Mangalore University & sponsored by The Academy of General Education, Manipal- 576104)



## 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has a mechanism of Performance Based Self Appraisal (PBSA) system in place for teaching as well as nonteaching staff. The activities related to the PBSA are coordinated by the staff in-charge of the college. A structured format of PBSA for teaching staff is developed by the management with criteria's like academic, institutional initiatives, research and consultancy, extension, academic growth and organization of programs. The entire system of appraisal is decentralized. The teaching staff of the institute are free to choose the parameters under each criteria based on which they will be appraised. A PBSA format has been formed by the management level in correspondence with the principal. At the end of the year all the faculty members are supposed to fill up and submit to the staff coordinator. The staff coordinator in consultation with the Principal will compile the data and send the compiled folder to the management. The PBSA committee at the level of the management which will analyze these forms on individual basis and send a feedback report to the Principal which is subsequently forwarded to individual staff members.

*H. N. S. S. S.*

IQAC Co - Ordinator  
Sri Bhuvanendra College  
Karkala - 574 104

*[Handwritten Signature]*

Principal  
Sri Bhuvanendra College  
KARKALA - 574 104



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## INTERNAL QUALITY ASSURANCE CELL

### SELF APPRAISAL OF TEACHERS FOR 2023- 2024

(As a part of the process of Academic Audit)

#### PART A: - General Information & Academic background

SAMPLE

1. Name of the Department:
2. Name of the faculty:
3. Current Designation:-
4. Father's/Mother's Name:-
5. Date & place of birth:-
6. Sex:- Male / Female
7. Marital Status:- Single/Married
8. Category to which belongs:- Open/SC/ST/OBC/Physically challenged
9. Address for the correspondence:-
10. Permanent Address:-
11. Contact Numbers:-  
(O)\_\_\_\_\_ (R)\_\_\_\_\_ (M)\_\_\_\_\_
12. E mail id:-
13. Academic Qualification on joining the present profession: (beginning with highest to SSC/SSLC)

Name of course	University/College	Year of qualifying	Class/Grade


14. Field of specialization under the subject/discipline if any:-

15. Research Degrees: -M.Phil./ Ph.D./D.Sc./D.Litt./Any other

Title of the Thesis

Date of Award as per University notification

Name of the University

16. Whether passed NET/SLET

17. Additional Qualification added after joining to present occupation:

18. Any Competitive examinations attempted last year:

19. Appointments held prior to joining this institution :-

Designation

Name of the employer

Date of Joining

Date of leaving

20. Total teaching experience (in years) in degree College :-

21. Orientation/Refresher courses attended in the year 2017-2022:-

22. Training & Capacity building workshops attended in 2017-2022:-( Name, place, duration and organisation details)

### **PART B: - Academic Performance**

23. Lectures, Practical, Contact hours /week allotted:

24. Mode of Teaching :

25. Lectures or other teaching duties in excess of the norms
26. production of Reading/Instructional material , additional Knowledge resources for subject enrichment
27. Use of participatory and innovative teaching learning methodologies (use of ICT, Remedial courses & Skill modules) developed:-
28. Percentage of use of ICT in teaching (approximate)
29. Examination duties:
  - Invigilation:
  - Paper setting:
  - Evaluation of students at theory/practical examination
30. Percentage of Results obtained:
31. Research projects completed/ongoing: (Major/Minor)

### **C. Co-Curricular, Extension and Professional Development Activities**

32. Positions/ Responsibilities held in the field of administration /co-curricular or extracurricular field - NSS/NCC/Yoga, Cells/Cultural clubs/ Counseling etc. :
33. Member of Academic/Administrative committees,
34. Member of NGOs., Chamber of Commerce, On Deputation to Various Educational Institutes, On Deputation to Education Department/University etc.:
35. Professional development activities such as participation / organization of Seminars/Workshops, Job fairs, Talks, Field visits, Study tours.

36. Papers presented in Conferences, Seminars, Workshops, Symposia with title of the papers presented:
37. Invited for Lectures & Chairmanships, as Resource Person, Moderator at National/International/State level  
Conference/Seminar/Workshops/Training programmes
38. Publication of research papers: in peer reviewed journals, non-peer reviewed journals, conference proceedings, impact factors, citations, h-index.
39. Books published: with ISBN No., Without ISBN No., Chapters in books.
40. Awards /recognitions received:
41. Best Practices developed and applied in your teaching benefitting the Stakeholders of Higher Education

### **Declaration**

I hereby declare that the details furnished above are true and verifiable by the authorities for the purpose of Academic Audit

**Signature of the Faculty**

**Commendation by the Head of the Department**

**Date:**

**Signature of H.O.D**