



THIRUTHANGALNADAR COLLEGE

(Belongs to the Chennaivazh Thiruthangal Hindu Nadar Uravinmurai Dharma Fund)
A Self-financing Co-Educational College of Arts & Science
Affiliated to the University of Madras
Accredited with 'B' Grade by NAAC
An ISO 9001:2015 Certified Institution



Annual Performance Evaluation (APE) Form for Faculty

Name:

Emp. ID:

Designation:

Department :

Mobile No. :

E-Mail ID:

1. Teaching

a. Teaching Assignment

S.No	Subject Handled	No. of Credits per Subject (1)	No. of Students per Subject (2)	(1) X(2)	Points Scored*	Maximum Points	Total Points Scored**
1							
2							
3							
4							
				Total		10	

[*Less than 200- 2 Points, 201 to 399 – 4 Points, 400 to 599 – 6 Points, 600 to 699 – 8 Points, 700 and Above – 10]

[** Shall be Total of Points Scored or 10 Whichever is Less]

b. Pass Percentage

S.No	Course Name	No. of Students Appeared	Passed	Fail	Pass Percentage(%)	Points Scored*	Maximum Points	Total Points Scored**
1								
2								
3								
4								
					Total		03	

[*90 to 99% - 2 Points, 65 to 89% - 1 Point, 50 to 65% -1 Point, Below 50% - No Point]

[** Shall be Total of Points Scored or Maximum Points Whichever is Less]

c. Efforts taken to Improve the Performance of Slow Learners

S.No	Efforts Taken	Yes/No*	Points Scored**	Maximum Points	Total Points Scored***
1	Remedial classes				
2	Students Counseling for Academic Low Performers				
3	Counseling the Frequent Absentees				
4	Supplying Study Materials				
		Total		6	

[*Maximum Three(3) Activities]

**2 Points Per Activity

***Shall be Total of Points Scored or Maximum Points Whichever is less]

d. Teaching Resource Creation

S.No	Activities	Yes/No*	Points Scored**	Maximum Points	Total Points Scored***
1	Recording Video Lecture of Theory				
2	Developing Study Materials				
3	New Teaching aid Development , like delivery through LMS				
4	Others (Specify)				
		Total		6	

[*Maximum Three(3) Activities

****2 Points per Activity**

***** Shall be Total of Points Scored or Maximum Points whichever is Less]**

e. P.G.Project Guidance

S.no	No. of Projects Guided	Points Scored*	Maximum Points	Total Points Scored**
1				

[* 2 and above projects – 2points, 1 project – 1 point

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

f. U.G. Project Guidance

S.No	No. of Projects Guided	Points Scored*	Maximum Points	Total Points Scored**

[*3 and above projects- 3 Points, 2 Projects -2 Points, 1 Project-1 Point

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

g. Other Staff Activities

S.No	Position Held By Staff	Yes/No	Points Scored*	Maximum Points	Total Points Scored**
1	Year Co-Ordinator				
2	Academic Advisor				
3	Student Counsellor				
4	Class in-charge(Academic Mentor)				
5	UG Course CO-ORDINATOR				
6	Timetable Co-ordinator				
7	Project Evaluation Committe Member				
8	Project Co-ordinator				
9	Other(Specify)				
Total				5	

[*Year Co-ordinator/ Academic Advisor- 2 Points Each,

Student counsellor/ Class In-Charge/UG Course Co-Ordinator/Timetable Coordinator/ Project Evaluation Committe Member/Project Coordinator/ Any other – 1 Point Each

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

h. Programmes Organised Or Attended

S.No	Programme	No.of Programmes		Points Scored*	Maximum Points	Total Points Scored**
		Organised	Attended			
1	Faculty Development Programme					
2	Online Course Passed					
Total					5	

[*1 Point Each

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

2. Research

a. Papers Published in Indexed Journals

S.No	Published in	No. Of Papers Published	Points Scored*	Maximum Points	Total Points Scored**
1	UGC				
2	Springer/Scopus/Elsevier				
		Total		15	

[*Impact Factor/SNIP Less than 0.3 – 1 point per Paper, 0.3 to <0.5 – 2 Points, 0.5 to < 1.0 – 3 Points, 1.0 to<2.0 – 4 Points, 2.0 to < 3 Points – 5 Points.

First/ Corresponding Author – 100%

2nd Author -- 50%

3rd and Above Author -- 25 %

**** Shall be Total of Points Scored or Maximum Points Whichever is Less]**

b. Book Chapter

S.No	Publication in Indexed only	No.	Points Scored*	Maximum Points	Total Points Scored**
1	Book Chapters				
2	Editor of a Book				
		Total		6	

[*Book Chapter – 1 Point Each, Editor of a Book – 2 Points Each

****Shall be Total of Points Scored or Maximum Points whichever is Less]**

c. Participation in Workshops/ Seminars

S.No.	Activities	Tick the App.		Points Scored*	Maximum Points	Total Points Scored**
		Participation	Presentation			
1						
2						
3						
4						
5						
Total					5	

[* 1 Point each,

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

d. Participation in Refresher Courses/ Orientation Courses (UGC Recognised)

S.No	Courses	Points Scored*	Maximum Points	Total Points Scored**
1				
2				
Total			2	

[* 1 Point Each

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

e. Funded Project

S.No.	Funded Projects	Points Scored*	Maximum Points	Total Points Scored**
1	Inter Disciplinary			
2	Others			
Total			2	

[*Inter disciplinary - 2 Point, Others – 1 Point

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

f. No. of Ph.D Students Graduated

S.No	No. of Students Graduated	Points Scored*	Maximum Score	Total Points Scored**

[* 1 Point per Candidate

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

g. Additional Course Done

S.No	Additional Courses/Qualification Acquired	Tick the App,		Points Scored*
		YES	NO	

[* If Yes – 2 Points, If No – 0Points]

h.Consultancy Work Done

S.No		No .	Points Scored*	Maximum Points	Total Points Scored**
1	Consultation Work Undertaken				
2	Incubation Centre				
	Total			2	

[* 1 Point each

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

i.Structuring Any New Course

S.No	Course	No.Of Courses Structured	Points Scored*	Maximum Points	Total Points Scored
1	Diploma				
2	Certificate Courses				
	Total			4	

[*1 Point to Each Course

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

j. Collaborating Work with Foreign Universities

S.No		Tick the Ap.		Points Scored*	Maximum Points	Total Points Scored**
		YES	No			
1	Applying For Joint Funded Projects					
2	Successfully Funded					
Total					3	

[*Applying For Joint Funded Projects- 2 points, Successfully Funded – 3 Points

**** Shall be Total of Points Scored or Maximum Points whichever is Less]**

k. Awards

S.No	Recognition	Tick the App.		Points Scored*	Maximum Points
		YES	NO		
1	National Awards				
2	International Awards				
3	Fellowship of Reputed Society				

[* If yes- 2 Points, if No- 0 Points]

l. Externally Funded Projects in First Year of Fund Release

S.No	Amount(Rs.)	No.Of Projects	Points Scored*	Maximum Points	Total Points Scored**
1	Upto 10 lakhs				
2	Morethan 10 lakhs but less than 25 lakhs				
3	25 lakhs and above				
Total				5	

[*Upto 10 lakhs – 3 Points, Morethan 10 lakhs but less than 25 lakhs – 5 Points, 25 lakhs and above – 7 Points

**** Shall be Total of Points Scored or Maximum Points Whichever is Less]**

3.Services

a. Accreditation Activities [NAAC, UGC,AISHE, NIRF ,INDIA TODAY etc.]

S.No		Activities(Tick the App.)		Points Scored*	Maximum Points	Total Points Scored**
		Report Preparation	Communication			
1	NAAC					
2	UGC					
3	NIRF					
4	AISHE					
5	INDIA TODAY					
	Total				2	

[*University Level Coordinator – 3 Points, Department Level – 1 Point

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

b. Activities of the Institution

S.No	Activities	Points Scored*	Maximum Points	Total Points Scored**
1	Alumni Co-ordinator			
2	Placement Co-Ordinator			
3	Sports Co-Ordinator			
4	Cultural Co-Ordinator			
5	Co-Ordinator of Other Significant Activity of the Institution			
	Total		3	

[* 1 Point for Each Activity

** Shall be Total of Points Scored or Maximum Points Whichever is Less]

c. General administration

S.No	Activities	Tick the App.		Total Points Scored*
		Yes	No	

[*If Yes- 3Points, If No-0 Points]

d. Membership

S.No	Activities	Tick the App.		Points Scored*	Maximum Points	Total Points Scored**
		Yes	No			
1	Membership in any Professional Bodies					
2	Statutory Committe at school Level					
3	University/Outside					
			Total		2	

[* 1 Point Each

**** Shall be Total of Points Scored or Maximum Points Whichever is Less]**

Specify your Future Plan (With maximum 100 Words)

Specify your Significant Contribution to the Department and College

(With Maximum 50 Words)

Information Given above are true to my Knowledge

Signature of the Faculty

Remarks of HOD (if any)

Signature of HOD

Observations of the Principal

Principal _____.

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