

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

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1se Dr.R.GURUMANI, M.E., Ph.D., M.B.A., MISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201, KALLAKURICHI DT



TEACHING FACULTY APPRAISAL FORM -TEMPLATE

IDHAYA ENGINEERING COLLEGE FOR WOMEN



CHINNASALEM – 606 201, KALLAKURICHI DISTRICT.

FACULTY APPRAISAL FORM

(From 1st July 2020 to 30^{th} June 2021)

INDIVIDUAL DATA

Name	Department
Gender	Date of Birth & Age
Marital Status	Mobile Number
Email Id	Aadhar Card No.
PAN Number	Passport Number
Blood Group	Religion
Emergency Contact (Name, Relationship and Address)	Community
Residential Address	Communication Address
Present Designation and from which Date	Date of Joining
Membership in Professional Bodies	Employee Code & EPF Number

ACADEMIC PERFORMANCE EVALUATION

i. Particulars of Educational Qualifications:

			Voar of			% of	Result		Points Scored	
Category	Degree	Specialization	Year of Passing	College	University	Marks /Grade	Class	Rank*	Self Evin.	Scr. Com.
UG										
PG										
Ph.D.**										

*Rank: 1 to 25 - 10 Pts., 25 to 50 - 5 Pts. & **Ph.D: .Ph.D. Registered - 10 Pts., Ph.D. Awarded - 20 Pts.

ii. Academic Experience: (Only Teaching Designation)

			Delleving		Experience	*	Points	Scored
Name of the College	Designation	Joining Date	Relieving Date	Years	Months	Days	Self	Scr. Com.
	1							
n References and the second s	Total			9,0,00	w			

*Experience: 2 Pts. / Yeah Format Ref: iecw-iso-f-133 Rev: 02 dt. 02/07/2018

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F, IE., 1 PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT

iii. Industrial Experience:

Name of the	Designation	Nature of Work	Joining	Relieving Date	Experience*				oints ored
Organisation			Date		Years	Months	Days	Self Evin.	Scr. Com.
		Total							

*Experience: 1 Pt. / Year.

iv. Teaching Workload:

Feedback	Points		Points	No. of Students Failed	Total Points Scored (Min. 9)		
	Scored	Exam** Pass %	Scored		Self Evln.	Scr. Com.	
-		1					

**Pass % Score : 60 Periods: - 81-100% - 10, 71-80% - 09 & 45 Periods: - 91-100% - 10, 81-90% - 09, 71-80% - 08

v. FDTP / Conference / Seminar / Workshop Attended:

SI.	Title of the Course	Institution	Date & Duration	Sponsor	Point	Total Points Scored (Min. 8)		
No					FDTP / Seminar *	Conf / Workshop* *	Self Evin.	Scr. Com.
-								
	a é t							
		Blance there di 10/2 - 1:	10 Dto 1000	han 1 Mack	1 Dt / Day			
		More than 1 Week - IC - 5 Pts., NC - 4 Pt			TPL. / Day			

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2 IDHAYA ENGG. COLLEGE FOR WOMEN

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Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL

CHINNASALEM-606 201. KALLAKURICHUM

vi. Conference Publications:

SI. No	Title of the Conference*	Title of the Paper	Institution	Date & Duration	Sponsor	Points Scored (Min. 3)	
						Self Evin.	Scr. Com.
<u>\</u>	52 ft						
						ĥ.	

*Title: For First Author:- International Conference - 10 Pts., National Conference - 5 Pts. For Others: - 5 & 3 Pts. Respectively

vii. Journals / Book Publications: (If a paper presented in Conference is published, the point would accrue for the journal publication, not for Conference Proceeding)

SI. No	Title of the Journal /	Title of the Paper published	Publisher	Volume / Month / Year	ISSN / ISBN Number	Whether National / International	Points Score (Min. 20)	
	Book						Self Evin.	Scr. Com
	-				÷.			

*Journal: For First Author: 15 Pts. / refereed Publication, 10 Pts. / Non-Refereed Publications, 5 Pts. / Other Publications For Others :- 10, 5 & 3 Pts. Respectively

*Book : Single Author - 25 Pts. / Publication, Others - 15 Pts. / Publication

viii. FDTP / Conference / Symposium / Seminar / Workshop Co-ordinated:

~	SI. Title of the		Organized /			Enrollment		Points Scored (Min. 15)	
SI. No	Course	Category	Sponsored by	Role*	Duration	Emol	iment	Self	Scr.
						Presentation	Participation	Evin.	Com.
		к у						-	
			0				10		

*Role: Spons. Prog. : Inter College:- Convener - 15 Pts., Faculty - 10 Pts. / Each & Intra College:- 10 & 5 Pts. Resp. Non-Spons. Prog. : Inter College:- Convener - 10 Pts., Faculty - 5 Pts. / Each & Intra College:- 5 & 3 Pts. Resp. Format Ref: iecw-iso-f-133 Rev: 02 dt. 02/07/2018 Dr.R.GURUMANI,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.IE., 3 PRINCIPAL ix. Delivery at Conferences / Workshops / Seminars / Guest Lectures / Orientation Programmes:

SI. No.	Title of the Conf. / Sem. / Workshop / GL / OP	<i>Title of Lecture / Role</i>	Dete	Overenized by	Points Scored (Min. 2)		
			Date	Organized by	Self Evin.	Scr. Com.	
	ν						
		-					

*Points: International - 15 Pts., National - 10 Pts., Workshop - 5 Pts., Seminar / Guest Lectures - 3 Pts., Orientation - 2 Pts., Jury - 1 Pt.

x. Research and Development Activities

		Sponsored / Aided / Funded Projects /	Period	Details of Project	Points Scored* (Min. 10)		
SI. No.	Title of the Project	Internal Projects / etc.		undertaken	Self Evin.	Scr. Com.	

(For each -10 Pts.)

Points Earned:	Min.	Self	Scr.
	Regd.	Evin.	Com.
	67		

FACULTY ATTENDANCE EVALUATION

xi. Details of Leave Availed:

	On-Duty (CD)	Adm. Permission	On-Duty (CA)	Spl. Leave (Med / Mat.)	. CL Reserved	LOP	Total Points Scored	
CL Taken							Self Evln.	Scr. Com.

4

*Points Scored: 3 Pts. / CL Reserve & **Points Lost: 3 Pts. / LOP

Per.	Self	Scr.
Pt.#	Evin.	Com.
-18		

Signature of Manager

[#] If LOP exceeds 6 days will attract reduction of 3 pts / LOP from total score earned.

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ADMINISTRATIVE PERFORMANCE EVALUATION

xii.Administrative Performance:

SI.	Name of the College	Role*	Points	Activity	Points Scored	Total Points Scored (Min. 3)	
No	Committees		Scored	Done**		Self Evin.	Scr. Com.

*Role: Chairman - 3 Pts., Member. Sec.- 2 Pts., Member - 1 Pt. & **Activity: 1 Pt. / Activity

xiii. Additional Activities

Description	Remarks	Points Scored	
Description	Relians		Scr. Com.
Do you maintain a work diary? (Y / N)			
(Yes -1 Pt., No – 0 Pt.)			
Role in QMS:			
(Process Owner - 5 Pts, Auditors – 1Pt. / Audit)			
Personal Contributions: (Other than the above and Regular Department Works)			
Any Other Achievements :(Honours, Prizes, Awards, etc.,) (For each -10 Pts.)			

Points Earned:	Min. Read.	Self Evin.	Scr. Com.
	03		

Signature of Vice Principal

Faculty Signature

Total Points Scored:

Date:

Description	Points Earned ³				
	Min. Reqd.	Self Evin.	Scr. Com.		
Academic Performance Evaluation	67				
Faculty Attendance Evaluation	-18				
Administrative Performance Evaluation	03				
TOTAL POINTS SCORED	70				

\$ Entry in each category is mandatory from item no. iv to xiii.

I hereby declare that all the information given in this appraisal form is true to the best of my knowledge and belief. Also, I assure that I will accept the decision made by the scrutinising committee.

Observation and Remarks by PRINCIPAL (Initiative, Behaviour, Interaction, Involvement, Willingness, Dedication, Time Consciousness, Interest, Communicative Skill, Effectiveness and Efficiency)	
Effectiveness and Efficiency)	Signature with Date
Remarks by SECRETARY	•
	Signature with Date
Format Ref: iecw-iso-f-133 Rev: 02 dt. 02/07/2018 5	Dr.R.GURUMANI,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN HINNASALEM-606 201. KALLAKURICHI DT.

ABBREVIATIONS

Adm.	Administration
CA	College Activity
CD	Career Development
CL	Casual Leave
Email Id	Electronic Mail Identity
EPF	Employees Provident Fund
FDTP	Faculty Development and Training Programme
Gen.	General
LOP	Loss of Pay
Mat.	Maternity Leave
Med.	Medical
Min.	Minimum
Min. Req.	Minimum Requirement
PAN	Permanent Account Number
Pts.	Points
Per. Pt.	Permissible Point
Scr. Com.	Screening Committee
Self EvIn.	Self Evaluation
Spl.	Special
Spons. Prog.	Sponsored Programme

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI

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TECHNICAL STAFF APPRAISAL FORM -TEMPLATE



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IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM - 606 201, VILLUPURAM DISTRICT.

TECHNICAL STAFF APPRAISAL FORM

(From 1st July 2020 to 31st June 2021)

INDIVIDUAL DATA

Name	Department
Gender	Date of Birth & Age
Marital Status	Mobile Number
Email Id	Aadhar Card No.
PAN Number	Passport Number
Blood Group	Religion
Emergency Contact (Name, Relationship and Address)	Community
Residential Address	Communication Address
Present Designation and from which Date	Date of Joining

i. Particulars of Educational Qualifications:

Degree / Diploma /	Specialization	Year of	College/	Board /	% of Marks /
Trade Certificate		Passing	Institution	University	Grade

ii. Particulars of Additional Qualifications:

Category	Specialization	Year of Passing	College / Institution	% of Marks / Grade
a 1	Tamil			
				,

iii. Academic Experience:

Name of the College		Joining	bining Deliver Deta		Experience*			
	Designation	Date	Relieving Date	Years	Months	Days		
	Total		· · · · · · · · · · · · · · · · · · ·					
n ar t		Dr.R.G	URUMANI, M.E., Ph PRINCIPA		ISTE.,F.IE.			

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IDHAYA ENGG. COLLEGE FOR WOMEN TWASALEM-696 201 KALL MURPOUR DO

iv. Industrial Experience:

Manua of the			Joining	Relieving	Experience*			
Name of the Organisation	Designation	Nature of Work	Date	Date	Years	Months	Days	
		Total						

v. Practical Workload:

S. No.	Subject Code / Title	Class	Hours / Week

vi. Workshop / Training Attended:

SI. No	Title of the Course	Institution	Date & Duration	Sponsor
	2			

Evaluation Parameters

S. No.	Parameters	Marks
1.	Discipline & Regularity	
2.	Integrity	
3.	Interest in Learning	8
4.	Knowledge up-gradation	
5.	Technical Competency	
6.	Communicative Skills	
7.	Responsibility / Response to authority	
8,	Taking Initiatives	
9.	Team Spirit	
10.	Potentiality	
11.	Coordination with peers	
12.	Interaction with Faculty	
13.	Interaction with Student	
14.	Laboratory Maintenance	
15.	Maintenance of Stock register, Records and files	
	Total	

Note: Excellent – 5, Very Good – 4, Good – 3, Need Improvement – 2, Not Satisfied - 1

Dr.R.GURUMANI, M.E., Ph.D., M.BlaghdSoft/Heppertment PRINCIPAL

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2 IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHIDT. xi. Details of Leave Availed:

FACULTY ATTENDANCE EVALUATION

CL Taken	On-Duty (CD)	Adm. Permission	On-Duty (CA)	Spl. Leave (Med / Mat.) [.]	CL Reserved	LOP
					м.	

Signature of Manager

ADMINISTRATIVE PERFORMANCE EVALUATION

vii.Administrative Workload:

S. No	Description	Role*	Activity Done
1	College Committees: (Mentioned in the College Calendar)		
2	Personal Contributions: (Other than the above and Regular Department Works)		

Signature of Vice Principal

I hereby declare that all the information given in this appraisal form is true to the best of my knowledge and belief. Also, I assure that I will accept the decision made by the scrutinising committee.

Date:

Faculty Signature

Observation and Remarks by PRINCIPAL	
	Signature with Date
Remarks by SECRETARY	
	Signature with Date
Format Ref: iecw-iso-f-133 dt. 27/01/2017	Dr.R.GURUMANI, M.E. Ph.D. M.B.A. MISTE, F.E., PRINCIPAL
т. ¹⁰	IDHAYA ENGG. COLLEGE FOR WOMEN

ABBREVIATIONS

	Adm.	Administration
	СА	College Activity
l. E. I.	CD	Career Development
	CL	Casual Leave
	Email Id	Electronic Mail Identity
	EPF	Employees Provident Fund
	FDTP	Faculty Development and Training Programme
	Gen.	General
	LOP	Loss of Pay
Ŭ.	Mat.	Maternity Leave
	Med.	Medical
	Min.	Minimum
	Min. Req.	Minimum Requirement
	PAN	Permanent Account Number
	Pts.	Points
T. I	Per. Pt.	Permissible Point
	Scr. Com.	Screening Committee
	Self Evln.	Self Evaluation
	Spl.	Special
	Spons. Prog.	Sponsored Programme

quer Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN

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TEACHING FACULTY APPRAISAL FORM -FILLED DOCUMENT



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM - 606 201, VILLUPURAM DISTRICT.

FACULTY APPRAISAL FORM

(From 1stJuly 2020to 30thJune 2021)

INDIVIDUAL DATA

Name	Mrs.K.Solaiyammal	Department	ECE
Gender	FEMALE	Date of Birth & Age	25.05.87
Marital Status	MARRIED	Mobile Number	7538851554
Email Id	solaiiecwece@gmail.com	Aadhar Card No.	41709402528 7
PAN Number	FVJPS9195D	Passport Number	M2563879
Blood Group	O+ve	Religion	HINDU
Emergency Contact (Name, Relationship and Address)	7538851554 Mr.k.suresh Husband Chinnasalem.	Community	МВС
Residential Address	3/6 main road, Thaluthalai P.O, Veppanthattai T.K, PerambulurD.t. pin - 621103	Communication Address	3/6 main road, Thaluthalai P.O, Veppanthattai T.K, Perambulur D.t pin-621103
Present Designation and from which Date	Assistant professor& 02.05.2013	Date of Joining	02.05.2013
Membership in Professional Bodies	ISTE at the appended of	Employee Code & EPF Number	100359221737

ACADEMIC PERFORMANCE EVALUATION

i. Particulars of Educational Qualifications:

	· · · · · · · · · · · · · · · · · · ·		Year of	- 1 L		% of	Result		Points Scored	
Category	Degree Specialization Passing College University Mark	Marks /Grade	Class	Rank*	Self Evin.	Scr. Com.				
UG B.E	ECE	2009	Dr.Navazh	Anna	72%	First				
			alarNdunc	University		class		-		
PG M.E Applied Ele	Applied Electronics	s 2011	Arunai	Anna	7.8(CGP	First	-	-	4. a	
			Engineeri	University	A)	class				
Ph.D.**	1 -		-		-	14	-	4.762	141	:#:

*Rank: 1 to 25 -10 Pts., 25 to 50 - 5Pts. &**Ph.D: .Ph.D. Registered -10 Pts., Ph.D. Awarded - 20 Pts.

ii. Academic Experience: (Only Teaching Designation)

775 ID.	0.00	la in in a	Dellevine		Experience	Points Scored		
Name of the College	Designation	Joining Date	Relieving Daţe	Years	Months	Days	Self Evin.	Scr. Com.
Bharathiyar Institute Of Engineering For Women.	Lecturer	1.06.2011	27.08.201 1	-	2	26		2
Idhaya Engineering College For Women	Assistant Professor	2.05.2013	Till date	8	3	.23	16	16
	Total				Jue		16	16
xperience: 2 Pts./ Year.	PING		Dr.F	R.GURU	MANI,M.E	.,Ph.D.,M.B	A., M.ISTE.,	F.IE.,

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PRINCIPAL

IDHAYA ENGG. COLLEGE FOR WOMEN **CHICHIDT** CHINNASALEM-606 201. KAL

iii. Industrial Experience:nil

Name of the Organisation	Designation	Nature of Work	Joining Date	Relieving Date	Experience*			Points Scored	
					Years	Months	Days	Self Evln.	Scr. Com.
		(H	itia-pp	n mortu	-	-	÷ *	-	-
	1.1	Total			1.00			-	9

*Experience: 1 Pt. / Year.

iv. Teaching Workload:

Subject Code / Title /	Class	Students Feedback	Points	Universit y Exam**	Points	No. of Students Failed	Sc	Points ored n. 9)
45 / 60 Periods		*	Scored	Pass %	Scored		Self Evln.	Scr. Com.
EC8351/Electronic - circuits -I	II ECE	2	2	100	10		12	12
EC8394/Analog and Digital Communication	- 11 17	4		100	10		10	10
EC8095/VLSI Design	III ECE	2	2	100	10		12	12
EC8252/Electronic devices	I ECE	3	1	100	10	2	11	11
			Δ.			Total	45	45

:60 Periods: -81-100% - 10, 71-80% - 09 &45 Periods: - 91-100% - 10, 81-90% - 09, 71-80% - 08 **Pass % Score

v. FDTP / Conference / Seminar / Workshop Attended:

SI.N THE CHE OF		Title of the Course Institution Date & Duration Sponsor Enistemic Access to Image: Sponsor Image: Sponsor Image: Sponsor	Date &		Points Scored		Sco	Points pred n. 8)
0			FDTP / Seminar *	Conf / Workshop* *	Self Evin.	Scr. Com.		
	Epistemic Access to enhance effective		31.07.2020					
1.	learning. Towards	IECW	01.08.2020		FDP	Г. 101 — -	2	2
2.	Effective Communication	IECW	7.12.2020- 18.12.2020	ter indala.	FDP		10	10
3.	E-Vehicle on board diagnostics with IOT	IECW	29.05.21		webinar		1	1
		<i>v</i>				Total	13	13

* FDTP / Seminar

:More than 1 Week-10 Pts., Less than 1 Week - 1 Pt./ Day

** Conference / Workshop

: IC - 5 Pts., NC - 4 Pts., WS - 3 Pts. / Day

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vi. Conference Publications: nil

SI.No	Title of the Conference*	Title of the Paper	Institution	Date & Duration	Sponsor		Scored n. 3) Scr. Com.
			-	=		122	

*Title: For First Author:-International Conference - 10 Pts., National Conference - 5 Pts. For Others: - 5 & 3 Pts. Respectively vii. Journals / Book Publications: (If a paper presented in Conference is published, the point would accrue for the journal publication, not for

Conference Proceeding)

SI.N o	Title of the Journal / Book	Title of the Paper published	Publisher	Volume / Month / Year	ISSN / ISBN Number	Whether National / International		Scored 20) Scr. Com.
			_	_	-		-	

*Journal: For First Author:-15Pts. /refereedPublication, 10 Pts. / Non-Refereed Publications, 5 Pts. / Other Publications For Others:-10, 5 & 3 Pts. Respectively

*Book : Single Author-25 Pts. / Publication, Others- 15 Pts. / Publication

viii. FDTP / Conference / Symposium / Seminar / Workshop Co-ordinated:

	T '4	- winnel	Organized /		Enrollment		Enrollment		Scored . 15)
SI. No	Title of the Course	Category	Sponsored by	Role*	Duration	Enrollment		Self	Scr.
			Presentation	Participation	Evln.	Com.			
1.	-	-		-	_	_	-		_
	10	5	rest in the year	and the second		1.000.000	1000		

*Role: Spons.Prog. : Inter College:- Convener - 15 Pts., Faculty-10 Pts. / Each&Intra College:-10 & 5 Pts. Resp. Non-Spons. Prog. : Inter College:-Convener - 10 Pts., Faculty-5 Pts. / Each&Intra College:-5 & 3 Pts. Resp.

ix. Delivery at Conferences / Workshops/ Seminars/Guest Lectures/Orientation Programmes:

SI.No.	Title of the Conf. / Sem. /	Title of Lecture /	Date	Organizad by	Points Scored* (Min. 2)		
31.NO.	Workshop / GL / OP	Role	Date	Organized by	Self Evin.	Scr. Com.	
× 1	4	-	8 4	(See 29) - 100 -	s misir	1.12	

*Points: International - 15 Pts., National - 10 Pts., Workshop - 5 Pts., Seminar /Guest Lectures - 3 Pts., Orientation - 2 Pts., Jury - 1 Pt.

x. Research and Development Activities

-		Sponsored / Aided / Funded		Details of Project	Points Scored* (Min. 10)		
SI.No.	Title of the Project	Projects / Internal Projects / etc.	Perio d	o undertaken	Self Evin.	Scr. Com.	
		-	-			-	

(For each -10 Pts.)

Points Earned:	Min. Reqd.	Self Evln. 90	Scr. Com.	and the second
				Dr.R.GURUMANI,M.E.,Ph.

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Signatúre of HOD Dr.R.GURUMANI,M.E.,Ph.D.,M.B.A.,M.ISTE.,F.IE; PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN

FACULTY ATTENDANCE EVALUATION

xi. Details of Leave Availed:

				0.1.1	01		Total Poin	ints Scored	
CL Taken	On-Duty (CD)	Adm. Permission	On-Duty(CA)	Spl. Leave (Med / Mat.)	CL Reserve d	LOP	Self Evln.	Scr. Com.	
			<u>e</u> .	16	-	12	-	=	

*Points Scored: 3 Pts. / CL Reserve&**Points Lost: 3 Pts. / LOP

Per.	Selt	Scr.
Pt.#	Evln.	Com.
-18	71.	

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Signature of Manager

[#] If LOP exceeds 6 days will attract reduction of 3 pts / LOP from total score earned.

ADMINISTRATIVE PERFORMANCE EVALUATION

xii.Administrative Performance:

SI.N	Name of the College		Points	Activity	Points		nts Scored n. 3)
o Committees	Role*	Scored	Done**	Scored	Self Evln.	Scr. Com.	
1.	OSAI	Member	1	15	15	16	16
2.							

*Role: Chairman - 3 Pts., Member. Sec.- 2 Pts., Member - 1 Pt. & **Activity: 1 Pt. / Activity xiii. Additional Activities

Description	Remarks	Points Scored			
		Self Evin.	Scr. Com.		
Do you maintain a work diary? (Y / N) (Yes -1Pt., No – 0Pt.)	No		and a start		
Role in QMS: (Process Owner - 5 Pts, Auditors – 1Pt. /Audit)		×	-		
Personal Contributions: (Other than the above and Regular Department Works)	2 - 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1	a Canada a Ing	inc and intr		
Any Other Achievements :(Honours, Prizes, Awards, etc.,) (For each -10 Pts.)	-	Alminia Im			

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE, F.E., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHIDT.

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Total Points Scored:

Points Earned ^{\$}						
Min. Reqd.	Self EvIn.	Scr. Com.				
67	90	90				
-18		· · ·				
03	16	16				
70	106	106				
	67 -18 03	Min. Reqd. Self EvIn. 67 90 -18 - 03 16				

\$ Entry in each category is mandatory from item no.iv to xiii.

I hereby declare that all the information given in this appraisal formis true to the best ofmy knowledge and belief. Also, I assure that I will accept the decision made by the scrutinising committee.

Date: 30.07.202)

Faculty Signature

Observation and Remarks by PRINCIPAL (Initiative, Behaviour, Interaction, Involvement, Willingness, Dedication, Time Consciousness, Interest, Communicative Skill, Effectiveness and Efficiency) Signature with Date **Remarks by SECRETARY**

Signature with Date

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.E., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT.

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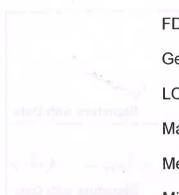
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ABBREVIATIONS

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Adm.	Administration
CA	College Activity
CD	Career Development
CL	Casual Leave
Email Id	Electronic Mail Identity
EPF ·	Employees Provident Fund
FDTP	Faculty Development and Training Programme
Gen.	General
LOP	Loss of Pay
Mat.	Maternity Leave
Med.	Medical
Min.	Minimum
Min. Req.	Minimum Requirement
PAN	Permanent Account Number
Pts.	Points
Per. Pt.	Permissible Point
Scr. Com.	Screening Committee
Self Evln.	Self Evaluation
Spl.	Special
Spons. Prog.	Sponsored Programme

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL DHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT.



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM – 606 201, VILLUPURAM DISTRICT.

FACULTY APPRAISAL FORM

(From 1stJuly 2020to 30thJune 2021)

INDIVIDUAL DATA

Name	J.R.Lydia Jenifer	Department	EEE
Gender	Female	Date of Birth & Age	04/07/1993
Marital Status	Single	Mobile Number	9095251539
Email Id	jrlydiajenifer@gmail.com	Aadhar Card No.	892228763608
PAN Number	CBXPR2919B	Passport Number	
Blood Group	O+ve	Religion	Christian
Emergency Contact (Name, Relationship and Address)	9865314241 (J.Ratchagar , Father	Community	BC
Residential Address	D/o J.Ratchagar, 102,New street, Thennur(PO), Andimadam(TK), Ariyalur(DT)-621805	Communication Address	D/o J.Ratchagar, 102,New street, Thennur(PO), Andimadam(TK), Ariyalur(DT)-621805
Present Designation and from which Date	Assistant Professor / 18.12.2017	Date of Joining	18.12.2017
Membership in Professional Bodies	C	Employee Code & EPF Number	EE17F03 & TN/TRY/44015/00010389

ACADEMIC PERFORMANCE EVALUATION

i. Particulars of Educational Qualifications:

Category Degree				Year of			% of	Result		Points Scored	
	Specialization	Passing	College	University	Marks /Grade	Class	Rank*	Self Evin.	Scr. Com.		
UG	UG	EEE	2014	R.M.K Enginee	Anna University	8.12	FC	1	÷	ig 1b	
PG	PG	Power Systems Engineering	2017	SONA College	Anna University	9.35	FC		2	0	
Ph.D.**	100										

*Rank: 1 to 25 -10 Pts., 25 to 50 - 5Pts. &**Ph.D: .Ph.D. Registered -10 Pts., Ph.D. Awarded - 20 Pts.

ii. Academic Experience: (Only Teaching Designation)

	Designation	Joining Date	Relieving Date		Experience	Points Scored		
Name of the College				Years	Months	Days	Self Evin.	Scr. Com.
Idhaya Engineering College For Women, Chinnasalem	AP	18.12.2017	il ž	3	5		6	6
	Total `*		No. 14,17				6	6

*Experience: 2 Pts./ Year.

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iii. Industrial Experience:

Name of the	Costal	Nature of	Joining	g Relieving	Experience*			Points Scored	
Organisation	Designation	Work	Date	Date	Years	Months	Days	Self Evln.	Scr. Com
		4	-	-	-	-	=		
		Total	-	n Den series		a	2		

*Experience: 1 Pt. / Year.

iv. Teaching Workload:

Subject Code / Title / 45 / 60 Periods	Class	Students Feedback	Points			Universit y Exam**	Points	No. of Students	Sco	Points ored n. 9)
		* *	Scored	Pass %	Scored	Failed	Self Evln.	Scr. Com.		
EE8501/Power System Analysis/45	III/EEE	4		100%	10		10	10		
EE8391/Electromagnetic Theory/60	II/EEE	4		100%	10	HI	10	10		
BE8254/ Basic Electrical and Instrumentation Engineering/45	I/ECE	5	85 	100%	10		10	10		
EE8002/Design of Electrical Apparatus/45	III/EEE	5		100%	10		10	10		
EE8401/Electrical Machines II/60	II/EEE	4		100%	10		10	10		
						Total	50	50		

:60 Periods: -81-100% - 10, 71-80% - 09 &45 Periods: - 91-100% - 10, 81-90% - 09, 71-80% - 08 **Pass % Score

v. FDTP / Conference / Seminar / Workshop Attended:

SI.N	Title of the Course	Institution	Date &	Sponsor	Points Scored		Total Point Scored (Min. 8)	
0			Duration		FDTP / Seminar *	Conf / Workshop* *	Self Evin.	Scr. Com
1.	Facilitating 21 st Century Learners	IECW	6 th & 7 th July 2020	-	FDTP		2	2
2.	Epistemic Access to enhance effective learning, Towards happy living with emotional intelligence	IECW	31.07.202 0- 01.08.202 0	normale mail i	FDP		2	2
3.	Role of internet of things in Smart Grid	IECW	07.08.202 0		Webinar		1	1
4.	God Exists	IECW	22.08.202 0	- W	Webinar	Ph.D.,M.B.A.,M.I	TE.,F.IE.,	1

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PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN. CHINNASALEM-606 201. KALLAKURICHI DT

5.	Risk Management for Effective QMS	IECW	09.09.202	0	FDP	×	1	1
6.	Effective Communication	IECW	7.12.2020- 18.12.202 0	1.1 M 1.4 M	FDP		10	10
	-					Total	17	17

* FDTP / Seminar :More than 1 Week-10 Pts., Less than 1 Week - 1 Pt./ Day

** Conference / Workshop : IC - 5 Pts., NC - 4 Pts., WS - 3 Pts. / Day

vi. Conference Publications: Nil

SI.No	Title of the Conference*	Title of the Paper	Institution	Date & Duration	Sponsor		Scored n. 3) Scr. Com.
		æ:	-	24	-	-	2

*Title: For First Author:-International Conference - 10 Pts., National Conference - 5 Pts. For Others: - 5 & 3 Pts. Respectively

vii. Journals / Book Publications: (If a paper presented in Conference is published, the point would accrue for the journal publication, not for Conference Proceeding)

SI.N o	Title of the Journal / Book	Title of the Paper published	Publisher	Volume / Month / Year	ISSN / ISBN Number	Whether National / International		Scored . 20) Scr. Com.
	(•)				เมืองเรื่องจะ	-	-	1

*Journal: For First Author:-15Pts. /refereedPublication, 10 Pts. / Non-Refereed Publications, 5 Pts. / Other Publications For Others:-10, 5 & 3 Pts. Respectively

*Book : Single Author-25 Pts. / Publication, Others- 15 Pts. / Publication

viii. FDTP / Conference / Symposium / Seminar / Workshop Co-ordinated:

	Title of the Course	- 191	Organized /		-	Enrollment		Points Scor (Min. 15)		
SI. No			Category	Sponsored by	Role*	Duration	Linomient		Self Evin.	Scr. Com.
						Presentation	Participation			
	Andriod App	Webinar	ITEIC & TPC	Organi	27.07.20					
1.	Development			zig	to			3	3	
	Development		Tester Losters	Team	30.07.20	, 01, 004				
	Network	Webinar	ITEIC & TPC		11.08.20		The second second	in an a		
	Intrusion			Organi						
2.	Prevention		A CONTRACTOR OF	zing			personal sectors	3	3	
	Software		No. Your La	Team	•			9		
	Sumologic	_								
	t t		×	E.			Total	6	6	

*Role: Spons.Prog. : Inter College:- Convener - 15 Pts., Faculty-10 Pts. / Each&Intra College:-10 & 5 Pts. Resp. Non-Spons. Prog. : Inter College:-Convener - 10 Pts., Faculty-5 Pts. / Each&Intra College:-5 & 3 Pts. Resp.

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN

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CHINNASALEM-606 201. KALLAKURICHIDT

ix. Delivery at Conferences / Workshops/ Seminars/Guest Lectures/Orientation Programmes:

Title of the Conf. / Sem. /		Title of Lecture / Date		Ormanizad by	Points Scored* (Min. 2)		
	Workshop / GL / OP	Role	Date	Organized by	Self Evln.	Scr. Com.	
\overline{Q}	and and		÷	· · · ·	-	14	

*Points: International - 15 Pts., National - 10 Pts., Workshop - 5 Pts., Seminar /Guest Lectures - 3 Pts., Orientation - 2 Pts.,Jury - 1 Pt.

x. Research and Development Activities

torrow	and an and a second	Sponsored / Aided / Funded Projects			Details of Project		Points Scored* (Min. 10)	
SI.No.	Title of the Project	/ Internal Projects / etc.	Period	undertaken		Self Evln.	Scr. Com.	
	-			-		17 h	-	

(For each -10 Pts.)

				\sim
	Min.	Self	Scr.	and in the
Points Earned:	Reqd.	Evin.	Com.	DBulde
	67	79	79	Signature of HOD

xi. Details of Leave Availed:

			2 ×		Total Points Scored			
CL Taken	On-Duty (CD)	Adm. Permission	On-Duty(CA)	Spl. Leave (Med / Mat.)	CL Reserved	LOP	Self Evin.	Scr. Com.
			<i>=</i> :		e - 19 00			

FACULTY ATTENDANCE EVALUATION

*Points Scored: 3 Pts. / CL Reserve&**Points Lost: 3 Pts. / LOP

Points Earned:	Per. Pt. [#]	Self Evin.	Scr. Com.	
	-18	-	-	Sr. Clara
	L	-k-		Signature of Manager

[#] If LOP exceeds 6 days will attract reduction of 3 pts / LOP from total score earned.

ADMINISTRATIVE PERFORMANCE EVALUATION

xii.Administrative Performance:

SI.N	Name of the College	Defet	Points	Activity	Points	Total Points Scored (Min. 3)		
0	Committees	Role*	Scored ·	Done**	Scored	Self Evin.	Scr. Com.	
1,.	Training & Placement Cell	Member	1			1	1	
2.	ITEIC	Member	1			1	1	
	A second literation	ring States 3 1 in	R Certice L. W	no	Total	2	2	

*Role: Chairman - 3 Pts., Member. Sec. - 2 Pts., Member - 1 Pt. & **Aqtivity: C URARIANY, M.E., Ph.D., M.B.A., M.STE, F.E., Format Ref: iecw-iso-f-133 Rev: 02 dt; 02/07/2018 4 IDHAYA FNGG. COLLEGE FOR WOMEN

CHINNASALEM-606 201. KALLAKURICHI D

xiii, Additional Activities

Description	Remarks	Points Scored		
r		Self EvIn.	Scr. Com.	
Do you maintain a work diary? (Y / N) (Yes -1Pt., No – 0Pt.)	N	-	-	
Role in QMS: (Process Owner - 5 Pts, Auditors – 1Pt. /Audit)	: 	<u> </u>		
Personal Contributions: (Other than the above and Regular Department Works)	-	-	.#1	
Any Other Achievements :(Honours, Prizes, Awards, etc.,) (For each -10 Pts.)		a= 3	121	

Points Earned:

Min. Self Scr. Regd. EvIn. Com. 03 2 2

ret

Signature of Vice Principal

Description	Points Earned [®]			
	Min. Reqd.	Self Evin.	Scr. Com	
Academic Performance Evaluation	67	79	79	
Faculty Attendance Evaluation	-18	3	3	
Administrative Performance Evaluation	03	2	2	
TOTAL POINTS SCORED	70	84	84	

\$ Entry in each category is mandatory from item no.iv to xiii.

I hereby declare that all the information given in this appraisal formis true to the best ofmy knowledge and belief. Also, I assure that I will accept the decision made by the scrutinising committee. J. R. Lyd. H Faculty Signature

Date: 30.07. Dod |

Observation and Remarks by PRINCIPAL (Initiative, Behaviour, Interaction, Involvement, Willingness, Dedication, Time Consciousness, Interest, Communicative Skill, Effectiveness and Efficiency) Signature with Date **Remarks by SECRETARY** Signature with Date

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT

ABBREVIATIONS

Adm.	Administration	
CA	College Activity	
CD	Career Development	
CL	Casual Leave	
Email Id	Electronic Mail Identity	
EPF	Employees Provident Fund	
FDTP /	Faculty Development and Training Pr	ogramme
Gen.	General	
LOP	Loss of Pay	
Mat.	Maternity Leave	
Med.	Medical	
Min.	Minimum	
Min. Req.	Minimum Requirement	
PAN	Permanent Account Number	
Pts.	Points	
Per. Pt.	Permissible Point	
Scr. Com.	Screening Committee	
Self Evln.	Self Evaluation	
Spl.	Special	
Spons. Prog.	Sponsored Programme	

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT.



Website: www.iecw.edu.in

Email ID: idhaya@iecw.edu.in

TECHNICAL STAFF APPRAISAL FORM -FILLED DOCUMENT



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM + 606 201, VILLUPURAM DISTRICT.

TECHNICAL STAFF APPRAISAL FORM

(From 1stJuly 2020 to 31stJune 2021)

INDIVIDUAL DATA

Name	P.DHANALAKSHMI
Gender	FEMALE
Marital Status	MARRIED
Email Id	dhanamusic@gmail.com
PAN Number	ECEPD4103F
Blood Group	O POSITIVE
Emergency Contact (Name, Relationship and Address)	9585856002 (R.SAKTHIVEL,HUSBAND)
Residential Address	PETHASAMUTHIRAM, THOTTAPADI PO, CHINNASALEM TK, KALLAKURICHI DT.
Present Designation and from which Date	LAB INSTRUCTOR, 05.07.2007

E BATHA	
Department	CSE
Date of Birth & Age	07.06.1983 & 38
Mobile Number	9585856001
Aadhar Card No.	6844 2344 0971
Passport Number	2
Religion	HINDU
Community	MBC(V)
Communication Address	PETHASAMUTHIRAM, THOTTAPADI PO, CHINNASALEM TK, KALLAKURICHI DT.
Date of Joining	09.07.2007

i. Particulars of Educational Qualifications:

Degree/Diplo ma/ Trade Certificate	Specialization	Year of Passing	College/ Institution	Board / University	% of Marks /Grade
B.Sc	COMPUTER SCIENCE	2003	DHANALAKSHMI SRINIVASAN COLLEGE OF ARTS & SCIENCE, PERAMBALUR	BHRATHISAN UNIVERSITY	60%
M.SC	COMPUTER SCIENCE	2010	Dr.R.K.SHANMUGAM COLLEGE OF ARTS & SCIENCE, KALLAKURICHI	THIRUVALLUVAR UNIVERSITY	76%
B.Ed	COMPUTER SCIENCE	2012	SRI BALAJI COLLEGE OF EDUCATION A.VASUDEVANUR	TAMIL NADU UNIVERSITY	72%
M.Phil	COMPUTER SCIENCE	2014	Dr.R.K.SHANMUGAM COLLEGE OF ARTS & SCIENCE, KALLAKURICHI	THIRUVALLUVAR UNIVERSITY	75%

ii. Particulars of Additional Qualifications:

Category	Specialization	Year of Passing	College/Ins titution	% of Marks /Grade
Visual BASIC 6.0	COMPUTER COURSE	2002	CSE CENTER	A
			ALL ANT ME	Ph.D.,M.B.A.,M.ISTE,F.IE;

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PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN 1 CHINNASALEM-606 201. KALLAKURICHI DT iii. Academic Experience:

	Name of the College Designation Joining Date Date Date	Delieving Data	Experience*			
Name of the College		Date	Relieving Date	Years	Months	Days
IDHAYA ENGINEERING COLLEGE FOR WOMEN	LAB INSTRUCTOR	09.07.2007		14	1	21
Total					1	21

iv. Industrial Experience:

Name of the		signation Nature of Work Joining Relieving Date Date	Joining Rel	Relieving	Experience*		
Organisation	Designation		Years	Months	Days		
	02.00	8	•	-		-	-
	p.,.m.t	Lev and	-				
2011 - 10 10 10	CASE IN LA	Total					

v. Practical Workload:

S. No.	Subject Code / Title	Class	Hours/Week
1.	CS8662 MOBILE APPLICATION DEVELOPMENT LAB	III / CSE & IT	3
2.	CS8582 OBJECT ORIENTED ANALYSIS AND DESIGN LAB	III/IT	3
3.	CS8711 FOSS AND CLOUD COMPUTING	III/CSE & IT	3
4.	CS8381 DATA STRUCTURES LABORATORY	II/CSE & IT	3
5.	GE8161 PROBLEMS SOLVING AND PYTHON PROGRAMMING LAB	I/CSE,IT,ECE,EEE	3
6.	CS8261C PROGRAMMING LABORATORY	I-CSE&IT	3

vi. Workshop/Training Attended:

SI. No	Title of the Course	Institution	Date & Duration	Sponsor
1.	WORKSHOP ON NAAC ACCREDIATION	IECW	08.04.2021	-

Dr.R.GURUMANI, M.E. Ph.D. M.B.A. MISTE, F.E., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT.

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Evaluation Parameters:

S. No.	Parameters -	Marks
1.	Discipline & Regularity	4
2.	Integrity	3
3.	Interest in Learning	4
4.	Knowledge up-gradation	4
5.	Technical Competency	4
6,	Communicative Skills	3
7.	Responsibility / Response to authority	4
8.	Taking Initiatives	3
9.	Team Spirit	4
10.	Potentiality	4
11.	Coordination with peers	4
12.	Interaction with Faculty	4
13.	Interaction with Student	4
14.	Laboratory Maintenance	5
15.	Maintenance of Stock register, Records and files	5
	Total	57

Note: Excellent - 5, Very Good - 4, Good - 3, Need Improvement - 2, Not Satisfied - 1

S. Jay M Head of the Department

xi. Details of Leave Availed:

FACULTY ATTENDANCE EVALUATION

Adm. Spl. Leave **On-Duty** On-CL CL Taken Permissio (Med / LOP Duty(CA) (CD) Reserved n Mat.) -.

31 clara Signature of Manager N Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT.

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ADMINISTRATIVE PERFORMANCE EVALUATION

vii.Administrative Workload:

S.No	Description	Role*	Activity Done
		1. INTERNAL QUALITY	
		ASSURANCE	1.Internal and External Academic & Administrative
1	College Committees: (Mentioned in the College	CELL –IAAA & EAAA - In-charge	audit reports prepared for the AC 2020-2021
	Calendar)	2. ISO- Internal Audit - In-charge	2. Internal Audit schedule prepared for the AC 2020-2021
2	Personal Contributions: (Other than the above and Regular Department Works)	IT Support & Maintenance – LAB I &II In-charge	Maintenance of the systems

Signature of Vice Principal

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P. phe

Faculty Signature

belief. Also, I assure that I will accept the decision made by the scrutinising committee.

Date: 30.7.2021

Observation and Remarks by PRINCIPAL Signature with Date **Remarks by SECRETARY** Signature with Date Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-506 201. KALLAKURICHI DT. Format Ref: iecw-iso-f-133 dt. 27/01/2017

ABBREVIATIONS

Administration
College Activity
Career Development
Casual Leave
Electronic Mail Identity
Employees Provident Fund
Faculty Development and Training Programme
General
Loss of Pay
Maternity Leave
Medical
Minimum
Minimum Requirement
Permanent Account Number
Points
Permissible Point
Screening Committee
Self Evaluation
Special
Sponsored Programme

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE, F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHIDT.



IDHAYA ENGINEERING COLLEGE FOR WOMEN

CHINNASALEM - 606 201, VILLUPURAM DISTRICT.

TECHNICAL STAFF APPRAISAL FORM

(From 1stJuly 2020 to 31stJune 2021)

INDIVIDUAL DATA

Name	R.RAJESWARI	Department	ECE
Gender	FEMALE	Date of Birth & Age	13.05.1985 & 36
Marital Status	MARRIED	Mobile Number	9688575842
Email Id	tamizhbaala@gmail.com	Aadhar Card No.	537638794160
PAN Number	ETGPR5259M	Passport Number	
Blood Group	B+ve	Religion	HINDU
Emergency Contact (Name, Relationship and Address)	9629643241 (V.BALASUBRAMANIYAN , HUSBAND)	Community	BC(THULUVA VELLAR)
Residential Address	PAPPANKULAM STREET, THIYAGADURUGAM(PO) KALLAKURICHI DT.	Communication Address	PAPPANKULAM STREET, THIYAGADURUGAM(PO) KALLAKURICHI DT.
Present Designation and from which Date	LAB INSTRUCTOR, 14.07.2008	Date of Joining	14.07.2008

i. Particulars of Educational Qualifications:

Degree/Diploma/ Trade Certificate	Specialization	Year of Passing	College/ Institution	Board / Universit y	% of Marks /Grade
D.E.C.E	Diploma Electronics and Communication	2009	MURUGA POLYTECHNIC COLLEGE	STATE BOARD	85%

ii. Particulars of Additional Qualifications: NIL

Category	Specialization	Year of Passing	College/In stitution	% of Marks /Grade
- ·	-		-	122

iii. Academic Experience:

Name of the College	Designation	Joining	· Relieving Date	Polioving Data		Experience*	
Name of the Conege	Designation	Date		Years	Months	Days	
IDHAYA ENGINEERING COLLEGE FOR WOMEN	LAB INSŢRUCTOR,	14.07.2008	-	13	1	22	
	Total			i			

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DHAYA EMGINEERING COLLEGE FOR WOMEN

Industrial Experience:

Name of the	Destauration	tion Noture of Mark Joining	Relieving	Experience*			
Organisation	Designation	Nature of Work	Date	Date	Years	Months	Days
-	-	- Alle	unim	-	-	< •	-
2	10.11	Total	21 E			-	-
	1	and Arrest large					

iv. Practical Workload:

S. No.	Subject Code / Title	Class	Hours/Week
1.	EC8661-VLSI LAB	III/ECE	3
2.	EC8563-COMMUNICATION NETWORK	III/ECE	3
3.	EC6711-EMBEDDED LAB	IV/ECE	3
4	EC8562-DSP LAB	III/ECE	3
5.	EC8761-ADVANCED COMMUNICATION LAB	IV/ECE	3
6.	EC 8681-MICROPROCESSOR&MICROCONTROLLERS	E HII/CSE,III/IT,III/EE	3
7.	CU5161 -M.E-COMMUNICATION LAB	1/I/ECE	3
8.	CU5211-M.E-RF SYSTEM DESIGN LAB	II/II/ECE	3

v. Workshop/Training Attended:

SI. No	Title of the Course	Institution	Date & Duration	Sponsor
1.	WORKSHOP ON NAAC ACCREDIATION	IECW	08.04.202	-

·			Dr.R.GURUMANI, M.E., Ph.D., M.B.A., MISTE, F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201, KALLAKURIO			
			CHININAGINE			

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Evaluation Parameters:

S. No.	Parameters	Marks
1.000	Discipline & Regularity	4
2.	Integrity	3
3.	Interest in Learning	4
4.	Knowledge up-gradation	4
5.	Technical Competency	3
6.	Communicative Skills	3
7.	Responsibility / Response to authority	4
8.	Taking Initiatives	4
9.	Team Spirit	4
10,	Potentiality	3
11.	Coordination with peers	4
12.	Interaction with Faculty	4
13.	Interaction with Student	4
14.	Laboratory Maintenance	3
15.	Maintenance of Stock register, Records and files	4
	Total	

Note: Excellent – 5, Very Good – 4, Good – 3, Need Improvement – 2, Not Satisfied - 1

Head of the Department

FACULTY ATTENDANCE EVALUATION

xi. Details of Leave Availed:

CL Taken	On-Duty (CD)	Adm. Permission	On-Duty(CÅ)	Spl. Leave (Med / Mat.)	CL Reserved	LOP
	2	* 1.6/11/00	a.	2	-	ш)

Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M Stonathere of Manager PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHIF

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ADMINISTRATIVE PERFORMANCE EVALUATION

5

vi. Administrative Workload:

S.No	Description	Role*	Activity Done
1	College Committees: (Mentioned in the College Calendar)	Admission cell	2020-2021 Address Proof incharge Asst.
2	Personal Contributions: (Other than the above and Regular Department Works)	ECE- DEPT	File & Records Maintenance

Signature of Vice Principal

I hereby declare that all the information given in this appraisal form is true to the best ofmy knowledge and belief. Also, I assure that I will accept the decision made by the scrutinising committee.

Faculty⁰Signature

Date: 30.07.2021

Observation and Remarks by PRINCIPAL Signature with Date **Remarks by SECRETARY** Signature with Date Dr.R.GURUMANI, M.E., Ph.D., M.B.A., M.ISTE., F.IE., PRINCIPAL IDHAYA ENGG. COLLEGE FOR WOMEN CHINNASALEM-606 201. KALLAKURICHI DT

ABBREVIATIONS

Adm.	Administration
CA	College Activity
CD	Career Development
CL	Casual Leave
Email Id	Electronic Mail Identity
EPF	Employees Provident Fund
FDTP	Faculty Development and Training Programme
Gen.	General
LOP	Loss of Pay
Mat.	Maternity Leave
Med.	Medical
Min.	Minimum
Min. Req.	Minimum Requirement
PAN	Permanent Account Number
Pts.	Points
Per. Pt.	Permissible Point
Scr. Com.	Screening Committee
Self Evln.	Self Evaluation
Spl.	Special
Spons.Prog.	Sponsored Programme

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