



VARDHAMAN COLLEGE OF ENGINEERING

(AUTONOMOUS)

Shamshabad, Hyderabad - 501 218

AWARD OF POINTS FOR FACULTY SELF APPRAISAL

Faculty self-appraisal is for 400 points. The faculty performance in the areas of teaching, research and other administrative support will be considered. They are expected to achieve the following points for the sanction of yearly increment and additional incentive increments (if any) based on the performance.

S. No	Grade	Points to achieve		
		Professors	Associate professors	Assistant professors
1	Outstanding	≥ 300	≥ 260	≥ 220
2	Very Good	260-299	220-259	180-219
3	Good	220-259	180-219	140-179
4	Average	180-219	140-179	100-139
5	Poor	< 180	< 140	< 100

The focus of the faculty evaluation in teaching and learning/ research/ extension activities / involvement etc during the year starting from 1 July, 2017 to 30 June, 2018(one academic year) is based on the following criteria from C1 to C18.

Criteria	Description	Points
C1	Loss of pay (1 st July 2017 to 30 th June 2018) For "N" number of Loss of pays in an academic year Points = $5 - N \times 0.5$ If number of loss of pays is more than 10 then negative points will be awarded Proof: report from CMS	5 (max)
C2	Involvement in the departmental (faculty)/ Institution level activities (HODs and Deans) Enclosure of proof required: A letter of recommendation from HOD/ Principal Format to be uploaded (Minimum 50% of marks are to be scored)	40 (max)
	Institutional activities (Faculty) - by Principal	20 (max)
C3	Result Analysis	20 points (max)
	I semester - 10 points (max)	
	II semester – 10 points (max) If more than two subjects are taken average is considered.	
	Points will be calculated as per the table -1	

Table 1:

S. No	Non-Engineering course		Engineering courses	
	Result Analysis (%)	Points awarded	Result Analysis (%)	Points awarded
1	>90	10	> 80	10
2	>80 -<=90	8	>70 -< =80	8
3	>70 -<= 80	6	>60 -<=70	6
4	>60 - <=70	4	>50- <=60	4
5	<60	0	<50	0

Enclosure of proof required: Result analysis and follow up statement signed by HOD for each course separately.

C4:	Lecture Notes, Lab Manuals, Complete Course File	Max 10 points
<p>As teacher is expected to teach one theory course in the odd semester and one course in even semester, the distribution of points can be 5 points for each course taught with lecture notes provided to the students, along with course file In case, if a teacher is allotted two courses in each semester, the points distribution may vary.</p> <p>Lecture notes should be neatly typed / Hand written.</p> <p>Enclosure of proof required: Lecture notes in PDF format for each of the course taught.</p> <p>Imp note: If the Lecture notes is neatly hand written and available in spiral binding carries more weightage. (if the notes is prepared by more than one faculty, points will be shared)</p> <p>HOD 's authentication is required</p>		
Semester	Number of Courses	Distribution of points
Odd Semester	1	5 max
Even Semester	1	5 max

C5	Students' feedback on teaching	20 Points Max	
<p>Students' perception of learning experience in class is sometimes the most direct way to weigh the effectiveness of teaching methods. What students perceive and experience in class directly determines how effectively they are learning. The award of points is as follows:</p>			
S. No	Semester	Number of Courses	Distribution of points
1	Odd Semester	1	10
2	Even Semester	1	10

Award of Points		
S. No	Student Feedback (%)	Points awarded
1	91 – 100	10
2	81– 90	8
3	71– 80	6
4	60 - 70	4
5	0-59	0

Note:

1. Enclosure of proof required: Feedback analysis (Minimum 60% feedback is essential in order to validate other points i.e. all other points will be nullified if feedback is less than 60%).
2. If a faculty teaches more than one theory subject in a semester, average is considered.
3. If a faculty is not given any theory subjects and only labs are given, HOD can assign points based on his regularity to the laboratory, continuous evaluation, helping the students in the lab, knowledge / command over the subject related to the lab.

C6: Research Publications (50 points).

Faculty are encouraged to publish research papers in reputed peer reviewed Journals and / or Conferences i.e. SCI / Scopus indexed / web of Science/ICI. The weightage for the journal publication is 25 points and for conference is 15 points. In order to maintain standard in publications, certain stipulations are fixed as detailed below:

S. No	Description	Max Points	Marks for the first/main author 60%	Marks for co-authors The remaining 40 % marks are equally distributed
1	IEEE xplore / Scopus indexed / Association of Civil Engg/ Mechanical Engineering/ Springer / Conference	15	9	If two co-authors points will be distributed like 3+3 or if only one co-author 6 points
2	SCI/Scopus/ WoS / Extended SCI Journal	25	15	If two co-authors 5+5 or if only one co-author 10 points
3	Citations (Calendar Year : 2017)	10	1 point per citation (Only Scopus citations will be considered) scopus author citation page is to be enclosed	

Total points will be subjected to a maximum of 50

C7 participation in Seminars, workshops and faculty development programs: (30 points max)

Description	Duration	Points
Participation in STTPs	Two weeks	20 points /each
Participation in FDP	One week	10 points /each
Participation in workshop /seminar	Less than one week	5 points (maximum) each

Enclosure of proof required: Participation certificates or prize winning certificates issued by the competent authority.

C8: Co-ordinator for FDPs/ Workshop (organizing members cannot claim any points) (30 points max) or Workshops / seminars conducted for the students

Description	Duration	Points
For STTPS	Two weeks	20 points /each
FDP	One week	10 points /each
For workshop /seminar	Less than one week Each day carries upto one point	5 points (maximum) each

Note: if it is sponsored by any agency 5 points will be augmented

C9: Invited talks/ awards: (maximum points: 30)

Description	Level	Points
Invited talks given / Award for seminars/ conferences/ symposia / chairing sessions / Guest lecture	International	20 points /each
	National level	10 points /each
	College level	5 points each

C10: Student counseling (20 points)/ Effective ness of the counseling

If all the students cleared all the subjects till now = 20 points

Otherwise prorata basis. (HOD should give authentication)

Vardhaman College of Engineering

Hyderabad

Mentoring

Name of the department:

Name of the Faculty:

Details of the students

S.NO	Roll No	Name of the student	Number of Backlogs till now

Marks awarded by the HOD: (Max: 20)

HOD can assign points based on how regular the faculty is in counseling

HOD SIGNATURE**C11: Sponsored Projects (20 points)**

More than 10 lakhs: 20 points

More than 5 lakhs and less than 10 lakhs: 10 points

Less than 5 lakhs: 5 points

(For Co-PI ----- > 50 % of the above points will be considered)

C12: Students Project Guidance: (10 points) (Points will be awarded based on Quality/ outcome/ societal cause/ environmental concern/ EPICS guide/ CIE mentor)

HOD recommendation is to be enclosed.

UG: 5 points per batch

PG: 5 points per student

Additional student projects / Products can claim 5 points each subjected to maximum of 10 (if main project is not given)

C13: Ph.D guidance: (5 points) (only once – in the year of allotment)

C14: Books Publication: (Maximum 20 points)

International Publishers:	20 points
National:	10 points per book
Local publisher:	5 Points per book

(if there are more than one author: points will be shared among all authors equally)

C15: Patent filing: (20 points) (if more than one investigator, points will be shared equally)

C16: Certifications :(10 points) (NPTEL/ MOOCs like COURSERA/EDX etc) (certification should be in this academic year only)

C17: Consultancy (max 20 points): Up to Rs 2,00, 000/- 10 points can be claimed (points will be shared all the faculty, if more than one PI involve in consultancy)

C18: Professional body membership: 20 points (max)

IEEE (10 points)/ISTE (10 points) /IETE (5 points)/ASME (10 points) /CSI (10 points) /ASCE (10 points) /IE (I) (5 points) / ACM (10 points)

Deductions (these points will be deducted from the above total): 20 points will be deducted for every memo received with regard to Examination duties / Evaluation / Indiscipline / Not honoring the duties assigned. **HOD recommendation is to be enclosed.**

Any other relevant information not covered above

S. No	Information

Co-ordinator, IQAC

PRINCIPAL

Date: