



# LENDI INSTITUTE OF ENGINEERING AND TECHNOLOGY

An Autonomous Institution

Approved by AICTE & Permanently Affiliated to JNTUK, Kakinada

Accredited by NAAC with "A" Grade

Jonnada (Village), Denkada (Mandal), Vizianagaram Dist – 535 005

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## Self-Appraisal Report of Faculty – Asst / Asso // Professor

### Faculty Details

Name of the Faculty	
Present Designation	
Date of Joining	
Designation at the time Joining in the Institution	
Promotions	Designations: _____ Date: _____
Present Pay Details	Scale of Pay Basic: _____ Band Pay: DA: _____ HRA: Gross: _____
Total Teaching Experience	
Date of Birth	
Qualifications	
Area of Specialization in PG/Ph.D.	
Area of Research Interest	
Research Experience	
Residential Address	
Aadhar Number	
PAN Number	

**Part-A TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES [125M]**

**1) Academic Performance [50M]**

S.No	Name of the course Handled	% of Lecture Completed	Year & Sem	No. of students	Distinctions Percentage	First classes Percentage	Pass Percentage	Faculty Score	Verified Score
	<b>Total Score</b>								

*\*Formula for Each Subject:*

**Pass=30, First Class=5, Distinction =15**

**2) Feedback [10M]**

S.No	Name of the course Handled	Year-Sem	No. of students	Feedback %

**3) Reading material/Additional support/ knowledge resources provided to the students [20]**

S. No.	Course /Paper	No. of Students	Success Percentage	Additional Resource provided	Max Marks	Faculty Score	Verified Score
1				Lectures or other teaching duties in excess of norms (Evening classes/ Remedial Classes/Training classes)	Outstanding: 5 Average : 3 Modest: 1		
2				Initiatives & Support to slow learners	Outstanding: 5 Average : 3 Modest: 1		
3				Initiatives & Support to advanced learners	Outstanding: 5 Average : 3 Modest: 1		
4				Support to the student for Paper Publications	Outstanding: 10 Average : 5 Modest: 3		
5				MOOCs Mentor Certifications	Outstanding: 5 Average : 3 Modest: 1		
6				Support to the student for outside events	Outstanding: 5 Average : 3 Modest: 1		
	<b>Total Score</b>						

**4) Use of Participatory and innovate Teaching –Learning Methodologies, Updating of subject content, Course Improvement etc [25]**

S.No	Short Description		Faculty Score	Verified Score
1	Innovative teaching-learning methodologies	Outstanding: 5 Average : 3 Modest: 1		
2	Preparation of learning Modules	Outstanding: 5 Average : 3 Modest: 1		
3	Interactive teaching-learning methodologies	Outstanding: 5 Average : 3 Modest: 1		
4	Use of ICT in teaching-learning process	Outstanding: 5 Average : 3 Modest: 1		
5	Updating Course material design, Quality of Course file and course improvements	Outstanding: 10 Average : 5 Modest: 3		
6	Instruction as per curriculum	Outstanding: 5 Average : 3 Modest: 1		
<b>Total Score (Max. Score : 25)</b>				

**5) Conduct of Internal examinations and Assignments – Quality of Paper Setting and Evaluation [20]**

S.No	Type of Examination	Description	Max Marks	Faculty Score	Verified Score
1	<b>Internal Examinations</b>	Quality of Question Paper setting	Outstanding: 5 Average : 3 Modest: 1		
2	<b>Internal Examinations</b>	Quality of Evaluation of Answer Scripts	Outstanding: 5 Average : 3 Modest: 1		
3	<b>Assignments</b>	Quality of Question Paper setting	Outstanding: 5 Average : 3 Modest: 1		
4	<b>Assignments</b>	Quality of Evaluation of Answer Scripts	Outstanding: 5 Average : 3 Modest: 1		
5	<b>Practical/Skilled course</b>	Quality of Evaluation	Outstanding: 5 Average : 3 Modest: 1		

**Note:**

Outstanding: 90%-100% improvement

Average : 70-90% improvement

Modest : 50-70 % improvement

Less than 50 % no Marks

## PART-A PERFORMANCE SCORE

Table 1: Marks distribution for Part-A

Category	Total Marks	Obtained Marks
1. Academic Performance	<b>50</b>	
2. Feedback	<b>10</b>	
3. Reading material/Additional support/ knowledge resources provided to the students	<b>20</b>	
4. Use of Participatory and innovate Teaching –Learning Methodologies, Updating of subject content, Course Improvement etc.	<b>25</b>	
5. Conduct of Internal examinations and Assignments – Quality of Paper Setting and Evaluation	<b>20</b>	
<b>TOTAL</b>	<b>125</b>	

[Table 1 To be filled by HoD]

## PART-B

### CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES [50]

S.No	Type of Activity	Average Hrs./Week	Max Marks	Faculty Score	Verified Score
<b>(i) Extension, Co-curriculum &amp; Field based activities[20]</b>					
1	Career counseling		Outstanding: 5 Average : 3 Modest: 1		
2	Class teacher/coordinator		Outstanding: 3 Average : 2 Modest: 1		
3	MOOCs courses completed	Yearly	Two: 5 One: 2		
4	Students Mentoring for NPTEL		Outstanding: 3 Average : 2 Modest: 1		
5	Students Mentoring for Internship		Outstanding: 3 Average : 2 Modest: 1		
6	NSS coordinator		Leading role: 2 Member : 1		
7	Field work /Student visits organized		Leading role: 2 Member : 1		
8	Cultural activities		Leading role: 5 Member : 2		
9	Sports activities		Outstanding: 3 Average : 2 Modest: 1		
10	Collaboration with industry for sponsoring student courses/projects/innovative initiatives		Outstanding: 5 Average : 3 Modest: 1		

11	Awareness on Outcome Base Education & Co/PO assessment methodology		Outstanding: 10 Average : 5 Modest: 3		
<b>Total (Max. 20)</b>					
<b>(ii) Contribution to Corporate Life and Management of the Institution[15]</b>					
1	Administrative responsibility		Leading role: 5 Member : 2		
2	Spot Coordinator/ Assistant coordinator		Leading role: 5 Member : 2		
3	Committees organized in the academic year		Leading role: 5 Member : 2		
4	Placement training in the academic		Leading role: 5 Member : 2		
5	NAAC Coordinator		Leading role: 5 Member : 2		
6	NBA Coordinator		Leading role: 5 Member : 2		
7	Femina wing		Leading role: 5 Member : 2		
8	Any other contribution		Leading role: 5 Member : 2		
<b>Total (Max. 15)</b>					
<b>(iii) Professional Development Activities[15]</b>					
1	Memberships		Two: 5 One: 2		
2	FDPs organized	Yearly one	Leading role: 5 Member : 2		
3	FDPs attended	Yearly	Two: 5 One: 2		
4	Conferences organized (International)	Yearly one	Leading role: 10 Member : 5		
5	Conferences organized (National)	Yearly one	Leading role: 5 Member : 2		
6	Delivering invited talks/keynote speeches/guest lectures at other institutes		Each : 2		
7	Guest lecturers organized		Leading role: 5 Member : 2		
8	Resource Persons for International/National activities		5		
9	Any other		Leading role: 5 Member : 2		
<b>Total (Max. 15)</b>					
<b>Total Score ( i + ii + iii) (Max. 50)</b>					

**Note:**

Outstanding: 90%-100% improvement

Average : 70-90% improvement

Modest : 50-70 % improvement

Less than 50 % no Marks

**PART-C**  
**Research, Publications & Academic Contributions [75]**

S.No.	Activity	Details	Max. Score	Faculty Score	Verified Score
1.i	Research Papers Published in Refereed Journals (SCI/Scopus/Web of Science)		30		
1.ii	Book chapters in Edited Volumes		10		
1.iii	Books published as single author or as editor		10		
1.iv	Patents / IPRs / Copyrights		5		
2	Projects – Completed / Ongoing		10		
3	Consultancies- Completed / Ongoing		10		
4	Research Guidance (Ph.D. / PG Projects)		10		
5	Papers Presented in Conferences / Seminars		10		
6	Invited lectures or presentations for Conferences/ Symposia		5		
<b>Total score (Max. 75)</b>					

**Note: Score for papers****SCI Journal: 20/Paper; Web of Science/Scopus Journal: 15/Paper; UGC Journal: 10/Paper****Scopus or Web of Science Conference/Book chapter: 10/Paper****Book Inter National publisher: 25/Book; Book National publisher: 15/Book****Book local publisher: 10/Book****If the Author is First/Corresponding/Guide Score is Maximum score****Score for remaining Authors if total Authors up to four = Maximum score/2****Score for remaining Authors if total Authors up more than four = Maximum score/3****Score for Ph.D Guided: 10/ Ph.D Completed****Score for Ph.D Guided: 7/ Ph.D Thesis submitted****Score for M. Tech Guided: 3/ M. Tech completed**

**1. Research Papers Published in Refereed Journals**

S.No.	Title with page no.	Journal	ISSN / ISBN No.	Whether SCI/ESCI/ Scopus/ UGC. Impact factor, if any	No. of Co-authors	Whether you are the main author	Faculty Score	Verified Score

**B (i) Articles / Chapters published in Books**

S.No.	Title with page no.	Book Title, editor & publisher	ISSN / ISBN No.	Whether peer reviewed	No. of authors and date of publications	Whether you are the main author	Faculty Score	Verified Score
1								

**B. (iii) Books published as single author or as editor:**

S.No.	Title with page no.	Type of Book & Authorship	Publisher ISSN / ISBN No.	Whether peer reviewed	No. of Co author and date of publications	Whether you are the main author	Faculty Score	Verified Score
1								

**B (ii) Full papers in Conference Proceedings**

S.No.	Title with page no.	Details of conference Publications	ISSN / ISBN No.	No. of Co-authors and date of publication	Whether you are the main author	Faculty Score	Verified Score

**C (i & ii) Ongoing Research projects and consultancies:**

S.No	Title	Agency	Period	Grant/Amount Mobilized (Rs Lakhs)	Faculty Score	Verified Score

**C (iii & iv) Completed Projects and Consultancies:**

S.No	Title	Agency	Period	Grant/Amount Mobilized (Rs Lakhs)	Whether Policy Documents / Patent as outcome	Faculty Score	Verified Score

**D. Patents**

S.No	Title	National/Interna	Application no.	Dated	Faculty	Verified
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		<b>tional</b>			<b>Score</b>	<b>Score</b>

**(D) Research Guidance:**

S.No	Number Enrolled	Thesis Submitted	Degree Awarded	Faculty Score	Verified Score
<b>M. Tech</b>					
<b>Ph.D or Equivalent</b>					

**E (i) Training Courses, Teaching –Learning - Evaluation Technology, Faculty Development Programmes**

**Faculty Development Programmes Organized**

S.No	Programme	Duration	Organized by	Faculty Score	Verified Score

**E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia**

S.No	Title of the paper presented	Title of Conference / Seminar etc	Date (s) of the event	Organized by	Whether International/ National Level	Faculty Score	Verified Score

**E (iii) Invited Lectures and Chairmanships at National or international Conference / Seminars**

S.No	Title of Lecture / Academic Session	Title of Conference / Seminar etc	Date (s) of the event	Organized by	Whether International/ National	Faculty Score	Verified Score
<b>1</b>							

**SUMMARY OF API SCORES**

S.No	Criteria	Max Marks for Last Academic Year 2024-25	Obtained Marks for Last Academic Year 2024-25	Total – API Score for Assessment period
<b>I</b>	<b>Teaching, Learning and</b>	<b>125</b>		

	<b>Evaluation related activities</b>			
<b>II</b>	<b>Co-curricular, Extension, professional development etc.,</b>	<b>50</b>		
	<b>Total I + II</b>			
<b>III</b>	<b>Research and Academic Contribution</b>	<b>75</b>		

#### DECLARATION BY FACULTY

I hereby declare that the information provided is true to the best of my knowledge and is supported by relevant documents.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### **PART-D** **Observations by the Head of the Department**

<b>S.No</b>	<b>Activity</b> <b>Note: Outstanding (10 Points), Very Good (8 Points), Good (6 Points), Average (5 Points), Poor (0 Points)</b>	<b>Marks by HOD</b>
1	Late comer monitoring	
2	Student absents Monitoring	
3	Attendance Monitoring	
4	Counselling file Management	
5	Academic counselling	
6	Personnel counselling	
7	Discipline and anti-ragging	
8	Parents interaction	
9	Adoption students counselling	
10	Capacity to motivate students	
11	Student seminar guidance	
12	Students Mentoring for NPTEL	
13	Students Mentoring for Internships	
14	Support for curriculum development	
15	Other encouragement to the students	
	<b>Total</b>	
	<b>TOTAL MARKS (Max 25)</b>	

**Recommendations of Head of the Department/Committee**

**Head of the Department**

**Co-Ordinator for Review Committee**

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**Recommendations of the Principal**

**Principal**

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