

Appendix- 2: Sample formats for Teacher appraisal Reports

(Source: UGC)

Format- 1

PERFORMANCE APPRAISAL REPORT

FOR SELF APPRAISAL OF TEACHERS

i) **General Information**

a) Name : Prof. Sandhya .S.Palled

b) Address (Residential) : S.S.Palled

AT/Post: Dambal

TQ: mundargi

Dist: Gadag -582113

Ph. No. : 8951817716

c) Designation : Assistant Professor

d) Department : Sociology

e) Date of Birth : 13-06-1995

f) Area of Specialization : Sociology of marginalized groups

A) Academic Qualifications

Exam Passed	Board/ University	Subjects	Year	Division/Grade Merit etc.
High School	K S. E Board, Bangalore	Kan, Eng, Hin, Math, Science, Social. Science	April-2011	First Class
Higher Secondary or Pre-degree	K. P. U Board Bangalore	Kan, Eng, History, Sociology , Education , Economic	March-2013	First Class
Bachelor's Degree (s)	B.A. KU Dharwad	Kan, Eng, Education Sociology, History	May-2016	First Class with Distinction
Master's Degree (s)	M.A. K U D CAMPUS, Dharwad	Sociology	April 2018	First Class
Bachelor's Education	B.Ed	K. V. V. S JP COLLEGE OF EDUCATION GADAG	2021	First Class with Distinction

* **Teachers** already in employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

ii) Research Experience & Training

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil or equivalent		
Ph.D.		
Post-Doctoral		
Publications (give a list separately)		
Research Guidance (give names of students guided successfully)	Research Guidance -06	KUD –K.S.S Arts Commerce Science College And PG Center Gadag.
Training (please specify)		
Refresher Courses/ Orientation Courses		
IV. FDP		

Publication

ii) Non –refereed but recognized and reputable journals and periodicals , having ISBN/ISSN numbers.

S No	Title with page No's	Journals / Periodicals	ISSN/ISBN No	Remarks
1				
2				

B) Research Projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks

C) Seminars, Conferences, Symposia Workshops etc. attended and Presented papers

Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency	Place and Date
I.SEMINARS:		
	1.	
II.Conference:		
III. Symposia:		
III.WORKSHOP		

Courses Taught	Name of the University/ College / Institution	Duration
iv) U.G. (B.A./B.Sc., etc. Pass) (B.A./B.Sc. etc. Hons.)	K S S College, Gadag.	-1 Years -1 Years
v) P.G. (M.A./ M.Sc., etc.)	K S S College, PG Center Gadag.	3 years
vi) M.Phil		

iii) Teaching Experience

vii) As a BOS Member				

Total Teaching Experience : 03 Years

a) Under-graduate (Pass) : 01 Years

b) Under-graduate (Hons): _____

c) Post-graduate : 03 years

viii) Innovations/Contributions in Teaching

a) Design of Curriculum :

b) Teaching methods :

c) Laboratory experiments :

d) Evaluation methods Objective, Descriptive short answer, essay, check list, Seminar observation, , Homework, Group discussion, Field study, etc

e) Preparation of resource material : PPT, You Tube Channel, Charts, , Internet

f) Including books, reading materials,: Encyclopedia, Articles, Reading Resource books Journals, Magazines, Materials, and various teaching aids Laboratory manuals etc. : text books etc, used.

g) Remedial Teaching / Student : Remedial Classes
Counseling (academic) Conducted to students, Guidance and Counseling to the student. Regularly Providing books and tips to low IQ Students.

h) Any Other : Seminars, Tutorials, Tests, Group discussion, Field work, Education Tours conducted to the students,

ix) Extension Work/Community Service:

- a) Please give a short account of your contribution to:
- i) Community work : such as values of National Integration, Swaccha Bharat Abhiyan, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.
 - ii) National Literacy Mission
- b) Positions held/Leadership role played in organizations linked with Extension Work and National Service Scheme (NSS), or NCC or any other similar activity :

D. Participation in Corporate Life:

Please give a short account of your contribution to :

- a) College/University/Institution:
- b) Co-curricular Activities : Programmes conducted open Indian Constitution Day
- c) Enrichment of Campus Life:
(Hostels, sports, games, cultural activities).
- d) Students Welfare and Discipline
 - * Counseling and guided to the students for the placement and PG courses.
- e) Membership/Participation in Bodies/Committees on Education and National Development
- f) Professional Organization of Teachers.

E. (a) Membership of Professional Bodies, Societies etc.

- (b) Editorship of Journals

F. Any other information

(Signature of the Teacher)

Format- 2**PERFORMANCE APPRAISAL REPORT
FOR SELF APPRAISAL OF TEACHERS****A. General Information**

- a) Name : Prof. Sandhya .S.Palled
- b) Date of Birth : 13-06-1995
- c) Address (Residential) : S.S.Palled
AT/Post:Dmabal
TQ : Mundaragi
Dist: Gadag -582113
Ph. No. : 8951817716
- d) Designation : Assistant Professor
- e) Department : Department of Sociology
- f) Area of Specialization : Sociology of Deviance
- g) Date of Appointment : 2021
- (i) in the institution : 2021
- (ii) in the present post : Assistant Professor
- h) Honors Conferred : ----

B. Teaching

(a) Classes Taught

Class	Periods		
UG B.A. (Pass) B.A,-I Semester to VI Semester and Non Semester	Assigned per week **L T/P (1)	Taught in the year **L T/P (2)	Steps taken for the teaching of periods missed during absence or leave (3)
B.A,-I Semester to VI Semester and Non Semester	Theory/ Practical 16 Hrs	Theory/ Practical 16X8 = 128 Hrs	Adjust to other staff members
ii) PG (M.A./M.Sc.etc.) iii) M.Phil iv) Any other			

* (To be filled at the end of every academic year)

** L=Lecture T=Tutorial P=Practical

b) Regularity and Punctuality : Yes

c) Details of course teaching plan, synopses of lecturers, and reading lists supplied to students : Yes

d) Details of participation in the following : Yes

(i) University Education : Yes

(ii) Internal Evaluation : Yes

(iii) Paper Setting : -

(iv) Assessment of Home assignments : Yes

(v) Conduct of Examinations : Yes

(vi) Evaluation of Dissertation etc. : -

C. Details of Innovations / Contribution in Teaching, during the year :

a) Design of curriculum: Yes (Design and Redesign of curriculum regularly).

b) Teaching methods : Yes

LCD Projector, Google Class Room, Computer and other teaching aids and modern teaching methods used in class rooms.

c) Laboratory experiments :

d) Evaluation methods : Yes

Objective, Descriptive short answer, essay, check list, seminar observation, workshop assignment, Homework, etc used in college

- e) Preparation of resource material including books, Reading materials, laboratory manuals etc. : Yes

Resource books Journals, Magazines, Encyclopedia, Articles, Reading materials and various teaching aids text books etc, used.

- f) Remedial Teaching / Student Counseling (academic)

Conducted to students, Guidance and Counseling to the student. Regularly providing books and tips to low IQ Students.

- h) Any other: Seminars, Tutorials, Tests, Group discussion, Field work, conducted to the students.

D. Improvement of Professional Competence:

- (a) Details regarding refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposia etc. including open university courses / M.Phil., Ph.D.

E. Research Contributions:

- a) Number of students (M.Phil./ Ph.D.)

At the beginning of the year		Registered during the year	Completed during the year
M.Phil			
Ph.D.			

- b) No. of research papers published (please enclose list)

S No	Title with page No's	Journals / Periodicals	ISSN/ISBN No	Remarks
1				
2				

- c) Research Projects:

Title of the Project	Name of the funding Agency	Duration	Remarks

- d) Details of Seminars, Conferences, Symposia organized
- e) Patents taken, if any, give a brief description
- f) Membership of Professional Bodies, Editorship of Journals etc.

F. Extension Work/Community Service

- a) Please give a short account of your contribution to:
 - i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.
 - ii) National Literacy Mission
- b) Positions held/Leadership role played in organizations linked with Extension work and National Service Scheme (NSS), or NCC or any other similar activity.

G. Participation in Corporate Life:

Please give a short account of your contribution to:

- a) College/University/Institution
- b) Co-curricular activities
- c) Enrichment of campus life
(hostels, sports, games, cultural activities)
 - 1. Chairman, Science Association.
- d) Students welfare and Discipline
- e) Membership/Participation in Bodies/Committees on :
Education and National Development :
- f) Professional Organizations of Teachers

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H. Assessment

- a) Steps taken by you for the evaluation of the course programme taught

I. General Data

State brief assessment of your performance indicating

- (a) achievements,
- (b) difficulties faced and
- (c) suggestions for improvement.

(Signature of the Teacher)

J. * Verification of factual data

- A. General Information
- B. Teaching
- C. Details of Innovations/Contribution in teaching, during the year
- D. Improvement of Professional competence
- E. Research contributions
- F. Extension work/community service
- G. Participation in Corporate Life

(Signature of the Person authorized*)

*By a person to be nominated by Principal/Vice-Chancellor.