

**PERFORMANCE BASED APPRAISAL SYSTEM
(PBAS)
Assistant Professors
(2022-23)**

Department :

Faculty Name :

Designation :

Mobile No :



**Anil Neerukonda Institute of Technology & Sciences (Autonomous)
SANGIVALASA-531 162, Bheemunipatnam Mandal, Visakhapatnam District**

Anil Neerukonda Institute of Technology & Sciences (Autonomous)
SANGIVALASA-531 162, Bheemunipatnam Mandal, Visakhapatnam District

Performance Based Appraisal System for Assistant Professors (PBAS)

(As per UGC Guidelines 2010)

Academic Year: 2022-23

Summary Sheet

S.No.	Evaluation parameter	Max API Score	Minimum Score ² required	DFAC score ³	Assessment screening Committee	Faculty Assessment Board
1	Service in the College	50	----			
2	Curricular	600	360			
3	Co-Curricular	100	----			
4	R&D *	150	30/40**			
5.	Administrative and Extra-curricular activities	100	----			
	Total*	1000	550			

***will be revised based on the mandatory requirement of R & D**

****40** points (Min.) for Ph.D. Holders; **30** points (Min.) for Non-Ph.D. Holders for the AY **2021-22 only**

****40** points (Min.) for both Ph.D. Holders & Non-Ph.D. Holders from the AY 2022-23

Signatures:

S.NO	Name of the Member	Signature of the Member

Chairman

Part V is Mandatory

Each item submitted by the faculty should have supporting document.

Data formats with self appraisal will be created for each line entry and will be put on secure intranet

1. API score is the **Appraisal Performance Indicator** score obtained from the Self Appraisal formats in Part – A and Part – B of the PBAS.
2. Minimum Score: This is the minimum score required to enable the DFAC to recommend for annual increment and /or promotion. Also an overall **score of 550** is taken as the minimum cutoff mark. Minimum cutoff points should be attained for Teaching and Learning Processes (Part-1) and R&D (Part -3).

Papers Publication – Desirable requirement:

- a. Asst. Professors with Ph.D Qualification and Asst. professors pursuing Ph.D should publish one in unpaid Scopus/SCI journals as 1st / 2nd author and one in Scopus indexed conferences as 1st / 2nd author.
- b. Other Assistant Professors should publish one paper in Scopus as 1st author or immediate author after students

Further, it is suggested to publish in Q1, Q2 and Q3 Journals to avoid uncertainty of Scopus indexing. The committee may verify the Scopus/SCI database.

3. DFAC Score is given by the Chairman, DFAC, based on the Departmental Faculty Assessment committee (DFAC) assessment, constituted by the Principal.
4. DFAC report along with Summary Sheet should be signed by all the members and forwarded to the **Principal**.
5. **Principal generally concurs with the DFAC committee's API score** unless there is an obvious, abnormal and deliberate hike or lowering of API score or they receive a representation from the faculty member seeking justice.
6. Minimum scores indicated are **provisional** and will be decided by the FAB.
7. The PBAS formats are forwarded by the DFAC to the Principal along with summary sheets and are scrutinized meticulously by the **Appraisal Screening Committee (ASC)** comprising of **Principal as the Chairman, the DEANS as members and the Chairman DFAC as the member and submitted** to the Faculty Assessment Board (FAB).
8. Further, each faculty member should enter **the Self Score by the side of DFAC score box** and submit the same, **to the HOD**.
9. **Overall scores should be computed for maximum of 1000 only.**
10. **DFAC score has to be entered for each item.**

PART - A
General
API Score Max: 50

1.0 Personal Details:

1.	Name	
2.	AICTE Designation	
3.	Name of the Department	
4.	Employee Identification Number	
5.	Date of Appointment to the present post	
6.	Date of birth	
7.	Address	
8.	Contact details	E-mail : Telephone : Mobile :

2.0 Educational qualifications (starting from degree):

Program	Period of study	University	Points/CGPA	Class obtained

3.0 Experience:

S.No.	Designation	Institution	From	To	Service in Years

Points: 5 points for every year of experience in the college and 2.5 points for experience outside the college, subject to a maximum of 50 points will be given.

For example, if a person has 5 years 4 months of experience in the college and 2 years 4 months of experience outside, then the computation is as follows:

$$(5.3 \times 5) + (2.3 \times 2.5) = 22.25$$

SELF SCORES should be entered in ink by the side of the DFAC score against each item by the applicants, along with details.

PART-B**PART I – CURRICULUM- TEACHING & LEARNING PROCESSES****MAXIMUM API SCORE: 600****MINIMUM API SCORE: 360**

(Curriculum teaching learning Process file is required to be maintained by each faculty and proofs for the following)
If a faculty member is on maternity /medical leave in a semester exceeding 1 month, points obtained in the other semester are to be entered in the total column instead of calculating the average of the two semesters. For new entrants also the same is applicable. This clause is applicable throughout the PBAS format for all parts.
For S&H, DFAC will give scores as per guide lines given to them and apply necessary scaling factors.

Item No	Item					Max Score 70	
1.1	Teaching weekly load allotted by Department as per curricular time table <ul style="list-style-type: none"> A minimum of 16 <i>periods</i> per week is mandatory as per UGC guidelines 2018. For those personnel who are allotted administrative duties, the number of hours of teaching load may be decided by HOD in consultation with the Principal. 					1.1(a) - 40 1.1(b) - 30	
		Sem-I		Sem-II		Total	Average of weekly load
		Subjects Title	Weekly Load*	Subjects Title	Weekly Load		
1.1(a)		1.Theory 1					
		2.Theory 2					
		3.Lab 1					
		4.Lab 2					
		5.Tutorial					
1.1(b)		1.Major project					
		2.Any other**					
		Grand Average Load					
	<p><i>Note: Includes Theory(1,2), Lab(3), Tutorial(4), Term Paper(1), Mini Project (2)& Major Project(3) given in the curriculum only. 'Any other' can be included duly authorized by the Principal. 16 periods are taken as maximum.</i></p> <p>Any Other** - authorized by chairman PBAS standing committee with the approval of Principal</p> <p><i>DFAC Score =(Grand Average Load/21)*70 ----- Round off to the nearest integer</i></p> <p><i>*No of Periods</i></p>						
	<input type="text"/>					Score DFAC	
1.2	Lectures actually taken as fraction of lectures allocated. How many total lecture periods have been taken in the previous two semesters (Enter Number)?					Max Score 30	

1.5	Internal exam / Evaluation duties for continuous assessment <i>Each duty = 1 point /invigilation duty. Each internal evaluation = 1 point each of Assignment test, home assignment test, sessional and exams.</i>		Max Score 40														
	<table border="1"> <thead> <tr> <th>S. No</th> <th>Number of duties carried out in Sem I and 2</th> <th>Evaluation done as per schedule or not?</th> <th>Any Reprints received from DFAC/COE*</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S. No	Number of duties carried out in Sem I and 2	Evaluation done as per schedule or not?	Any Reprints received from DFAC/COE*												
S. No	Number of duties carried out in Sem I and 2	Evaluation done as per schedule or not?	Any Reprints received from DFAC/COE*														
	Score- DFAC																
1.6	Use of innovating teaching methodologies	Sem 1 Score	Sem2 Score	Total Score	Max Score												
	<p>ICT based teaching methodology (Tick whichever is applicable) over two semesters.</p> <p>(i) PPT(with own annotations and assessment based on content & number of the slides) (5)</p> <p>(ii)Visuals(Topic Related Video/simulation for Lecture demo) (5)</p> <p>(iii) Innovative/New Delivery Methods with documentations (10)</p> <p>*** At least one from each category shall use for some of the topics in the course delivery</p> <p>Teaching Methods [Teacher-Centered]:Direct Instruction (Low Tech) , Flipped Classrooms (High Tech), Kinesthetic Learning (Low Tech)</p> <p>Teaching Methods [Student-Centered]:Differentiated Instruction (Low Tech) , Inquiry-Based Learning (High Tech) Expeditionary Learning (Low Tech) , Personalized Learning (High Tech), Game-Based Learning (High Tech)</p> <p>Blended Learning Models: Face-to-Face Driver Model, Rotation Model, Flex Model, Online Lab Model, Self-Blend Model, Online Driver Model etc.,</p> <p>Uploading of lecture Videos in YouTube/ College website -5/video 30 Max</p> <p>Video Guidelines: (v) MOODLE Usage - per subject per sem 5 points 10 max Moodle guidelines:</p> <p>Without proof =0 points</p>				60												
	<p>1. Xerox copies of PPTs should be included in the Course file.</p> <p>2. Proof certified by HOD to be attached.</p> <p>3. Add both sems and take average.</p>				Score- DFAC												
1.7	Design of new Experiments in the lab related to course outcomes/ Product developed/ Working models developed etc., For each activity per sem= 5 points/(for 10 M items): 10points/(for 20 M items):		Max Score 50														
	<table border="1"> <thead> <tr> <th>S. No</th> <th>Item</th> <th>Semester I</th> <th>Score</th> <th>Semester II</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Working models (Max – 10M)</td> <td>-do-</td> <td></td> <td>-do-</td> <td></td> </tr> </tbody> </table>	S. No	Item	Semester I	Score	Semester II	Score	1	Working models (Max – 10M)	-do-		-do-					
S. No	Item	Semester I	Score	Semester II	Score												
1	Working models (Max – 10M)	-do-		-do-													

2	Career oriented** (Max – 20M)	-do-		-do-			
3	Additional experiments beyond curriculum (any two experiments) (Max –10M)	-do-		-do-			
4	Job oriented Certificate Courses*** (Value Added Courses) (Max – 20M)						
5	Any Other						
Total							

**Minimum duration of 10 periods /course.
(GATE/Domain Knowledge/Verbal/Aptitude/Reasoning)
***Minimum duration of 30 periods in any one semester beyond college hours
Any Other - authorized by chairman PBAS standing committee with the approval of Principal

--	--	--

1.8	Counseling with proper records.		Max Score 30
------------	---------------------------------	--	---------------------

S. No.	Item	Semester I (No)	Semester II(No)	Total No. of sessions taken	Score	
a)	How many counseling sessions done? For each Counseling session = 5 points					Counseling record should be in faculty hand writing only. Otherwise not to be considered
Note: Maximum 14 sessions per semester (a statement on progress of student after counseling) >75% of counselling sessions – full points 50%- 75% Counselling Sessions – 20 points <50% counselling Sessions – Zero points Note : To check the students regularity Counselling records must be counter signed by HoD twice in a Semester						

			DFAC <input style="width: 50px;" type="text"/>
--	--	--	--

1.9	Pass Percentage <65%=Nil, 65-75%=10 Points, 76-85%=30 Points, 86-90%=50 Points, >90% = 70 Points.		Max Score 70
------------	--	--	---------------------

		Semester I		Semester II		Avg. % of Passes
		Subjects	% pass	Subjects	% pass	
Grand Average %						

1.10	Student feedback on teaching(Subject wise and semester wise including Lab) (<65%=Nil, 65-75%=10 Points, 76-85%=30 Points, 86-90%=50 Points, >90% = 60 Points)		Max. Score 60
-------------	--	--	----------------------

	Subject Name	Feedback Point in Sem I	Subject Name	Feedback points in Sem II		
--	--------------	-------------------------	--------------	---------------------------	--	--

	<table border="1"> <tr><td>Subject 1</td><td></td><td>Subject 1</td><td></td></tr> <tr><td>Subject 2</td><td></td><td>Subject 2</td><td></td></tr> <tr><td>Subject 3</td><td></td><td>Subject 3</td><td></td></tr> <tr><td>Lab 1</td><td></td><td>Lab 1</td><td></td></tr> <tr><td>Lab 2</td><td></td><td>Lab 2</td><td></td></tr> <tr><td>Average Points</td><td></td><td>Average points</td><td></td></tr> <tr><td colspan="2">Grand Average points</td><td></td><td></td></tr> </table>	Subject 1		Subject 1		Subject 2		Subject 2		Subject 3		Subject 3		Lab 1		Lab 1		Lab 2		Lab 2		Average Points		Average points		Grand Average points							
Subject 1		Subject 1																															
Subject 2		Subject 2																															
Subject 3		Subject 3																															
Lab 1		Lab 1																															
Lab 2		Lab 2																															
Average Points		Average points																															
Grand Average points																																	
	Round off to the nearest integer.				DFAC	<input type="text"/>																											
1.11	<p><i>Project Guidance (Major project UG and PG)</i></p> <p>1. Project score in final exam >90% or Excellent = 15 Points; 81-90% or A+ = 10 Points; 70 – 80% or A = 7.5 Points; < 70% = 5 points. (Maximum marks – 30)</p> <p><u>Note:</u> Add 5 points for every additional project beyond 2 projects, subject to a maximum of 4 projects</p> <p>Additional points will be given if the Project leads</p> <p>2. Model/Design/Software Development/Industry Problem- -20 points/Project (or)</p> <p>3. Paper Publication (Free Scopus) - 30 points (or)</p> <p>4. Scopus indexed conference Paper Presentation /Publication - 20 points</p> <p>(This publication is not considered in Part - 3) (If resulted in publication in a Scopus journal/Conference attach proof)</p>			Max Score	50																												
	<table border="1"> <thead> <tr> <th>S.No.</th> <th>Project Score in Sem</th> <th>Average Score in a batch</th> <th>Project Score in Sem II</th> <th>Average Score in a batch</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Batch-I</td> <td></td> <td>Batch-I</td> <td></td> </tr> <tr> <td>2</td> <td>Batch-II</td> <td></td> <td>Batch-II</td> <td></td> </tr> <tr> <td>3</td> <td>Batch-III</td> <td></td> <td>Batch-III</td> <td></td> </tr> <tr> <td></td> <td>Average of allotted batches</td> <td></td> <td>Average of allotted batches</td> <td></td> </tr> </tbody> </table> <p>Average score of both semesters - points = <input type="text"/></p> <p>(If resulted in publication in a reputed journal attach proof)</p>					S.No.	Project Score in Sem	Average Score in a batch	Project Score in Sem II	Average Score in a batch	1	Batch-I		Batch-I		2	Batch-II		Batch-II		3	Batch-III		Batch-III			Average of allotted batches		Average of allotted batches				
S.No.	Project Score in Sem	Average Score in a batch	Project Score in Sem II	Average Score in a batch																													
1	Batch-I		Batch-I																														
2	Batch-II		Batch-II																														
3	Batch-III		Batch-III																														
	Average of allotted batches		Average of allotted batches																														
	<p>The points obtained by students in a batch should follow gradation and also that given in a department across all student batches should follow some gradation ; Otherwise DFAC to apply the normal distribution gradation formula</p>				DFAC	<input type="text"/>																											
1.12	<p><i>Feedback from students on project guidance after the Project Internal Evaluation (Max 10)</i></p> <p>Student feed back on project guidance (subject wise and semester wise) (<65%=Nil, >65-<=75%=10 Points, >76- <=90%=15 Points, >90% = 20 Points)</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>Sem I</th> <th>Average Score in a batch</th> <th>Sem II</th> <th>Average Score in a batch</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Batch-I</td> <td></td> <td>Batch-I</td> <td></td> </tr> </tbody> </table>					S.No.	Sem I	Average Score in a batch	Sem II	Average Score in a batch	1	Batch-I		Batch-I																			
S.No.	Sem I	Average Score in a batch	Sem II	Average Score in a batch																													
1	Batch-I		Batch-I																														

		2	Batch-II		Batch-II		
		3	Batch-III		Batch-III		
		Average			Average		
		Grand Average					
		Feedback format will be released.					DFAC <input type="text"/>

1.13 NPTEL/MIT/COURSERA/edx/UDACITY lectures (60)

Global Professional Certification /exam which leads to students career oriented/job oriented /project guidance/Own research: 60 points

(Example :Domain Specific Certifications Only

For CSE/IT :CCNA/JAVA/Oracle/Salesforce/AWS/ Certified Scrum Master/ Certified Ethical Hacker/VMware/Microsoft/Redhatetc.,)For CE/ME -Auto CAD/ESRI etc.,

For each course with online exam

- Full course of at least 40 periods/8 weeks and based on end course exam conducted and relevant to the course handling/Project guidance/Research.
- Performance in the course end exam is more than 90% =50 points;
- If less performance reduce points proportionately and rounded off.

For Courses in Teleconference mode or Courses without exam

- For specialization course with Capstone Project with 90% performance and relevant to the course handling/Project guidance/Research a maximum of 50 points may be given.

Add both sem scores if applicable and take average. DFAC

- 1.14 Involvement of Faculty in syllabus framing (30)**
- i. New course - 30 points
 - ii. 20% - 50% changes in exiting course - 20 points
 - iii. Minor changes - 5 points

Proof: Certified by HOD

PART-2
TEACHING& LEARNING PROCESSES
CO-CURRICULAR .
MAXIMUM API SCORE: 100
Minimum API SCORE:

Note: 1. All Co-Curricular activities given below have to be supported by proof certified and authenticated by HOD and filed in a separate file neatly.

Note 2: S.No. 6 is Mandatory.

S.No		Max Score		Score-DFAC
1	Membership of professional societies (Mention)) (Max : 10 Points) International=5; National=2.5 points IEEE/ASME/ASCE /ACM/CSI/ membership -10 points a) b) Activities conducted through Professional Society/Membership - 5 marks for each activity, in addition to the above.	15		<input type="text"/>
	*Online memberships –no weightage			
2	Departmental development of facilities over previous two semesters (Tick)	20		
	(i) Principal participant = 5 points; others = 2.5 points per semester (for each activity given below ;)			
	Development of facilities	SEM - I	SEM – II	
	a) Laboratory infrastructure up gradation/New Experiment Setup Including MODROB (Utilization of budget)			
	b) Common student facilities – Class Room Services, Basic Amenities, Seminar/Common Halls etc.			
	c) Addition & use of new software			
	d) Any Other - authorized by chairman PBAS standing committee with the approval of Principal-Modernization of Labs			
				SCORE-DFAC <input type="text"/>
3	a) Attending Conf/ Seminars/ workshops/ FDPs/skill dev/ STC/ certificate courses/Industrial training and other similar items etc:: (Provide details) Proof to be attached in detail with title and dates duly attested by HOD. Foreign Countries: 30 points i)At premier institutions such as NITs/IITs/IIITs/R&D organizations/ Training in Industry ii) At Universities and other affiliated/autonomous institutions (below 200 NIRF Rank)			Max Score 60 (Both a & b)

1-2 Days-2.5 Points ; 3-5 Days-5 Points; 6-10 Days-10 Points; 10-15 Days-15 Points;

iii) Within college or colleges with NAAC ‘A’ and above grade-

1-2 days – 2 Points; 3-5 days - 4 Points; 6-10 days – 6 Points; 10-15 days – 8 Points;
> 15 days – 10 Points

Impact of participation (outcome) from the above programs **– 10 Marks**
(10 Marks will be given satisfying Conditions 1 and 2 below)

Note:

1. Participation must be relevant to faculty specialization – Research/course handling/project guidance
2. impact of participation of current year or previous year to be submitted as an outcome of new theory/lab course handling with modern tools/technology and current trends usage in student’s project guidance/quality research publications.

Dates		No of Days	Title, Place, Month & year
From	To		

b) Organizing (at ANITS) Conf / Seminars/ workshops/ FDPs/ skill dev/ certificate courses etc/ Training industry personnel (Participation as organizing committee member)

Conferences :: National – 20/ International - 40 Points

STC/ Sem/ WS/ Skill Dev/ certificate courses :

National- 1-2days – 10, 3-5 Days – 15 points; > 5days -20 points

International- 2 x National

Training industry personnel/ Corporate Training

3-5 Days – 10 points; 6-10 days – 20 points; 10-15 days – 25 points; >15 days – 30 points

With sponsorship from Industry/Funding agencies –double the above points

Proof to be attached in detail with title and dates duly attested by HOD.

Coordinator=100%; Others = 50%; Offline=100%, Online=50%

Dates		No of Days	Title, Place, Month & year
From	To		

If knowledge gained is introduced into your class room lecture/Lab add 10 points to the above

- c) Lecture material to be shown attested by HOD
- d) Lecture given in college to colleagues : PPT to be shown attested by HOD
- e) Introduced in practice attested by HOD

				SCORE- <input style="width: 50px; height: 20px;" type="text"/>
		Max Score		
4	Guest Lectures attended or delivered / product Demos attended and student activities each 10 points :	30		
	Guest Lectures Attended - 3 points/Lecture Guest Lectures Organized - 8 points/Lecture	Number	Points	<input style="width: 50px; height: 20px;" type="text"/>

	<p>Note : for above parameters Maximum Marks – 15 Guest Lectures Delivered - 20points/Lecture At premiere institutions within NIRF Ranking 150 10 points at private(local) institutions Invited lecture at IEEE/ASME/ASCE/Sci/Scopus supported : Abroad – 20 points ; within country – 15 points Certified by HoD for each lecture,</p>												
5	Accompanied students on industrial tours - only industry related over previous two semesters : 10 points each(one day trip) and 15 points each(more than 1 daytrip)	15											
	<table border="1"> <thead> <tr> <th>Date</th> <th>Place</th> <th>Local/Outside</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Add 10 points for tours of duration equal to or more than 7 days.</p>	Date	Place	Local/Outside									
Date	Place	Local/Outside											
		Max Score											
6	Student innovations; Guidance (Mandatory)	40											
	<p>(a)Participation in State/National/IIT/NIT/BITS events with models(Participation -15 points, First Prize-40 Points, 2nd and 3rd Prizes winning – 30 points; other Prizes – 15 points) (b)Motivating Students10 points (i)Organize Student innovation sessions -3 points each session with participation of at least 10 students with record signed by students and authenticated by HOD leading to application of at least 2 Minor/Major projects or one Patent application within the Academic year. OR (ii) Brain storming Sessions - 3 points each session with participation of at least 10 students with the participation of HoD and with record authenticated by HOD leading to application of atleast 2 Minor/Major projects Give details with dates below:</p>			Score – DFAC									
7	Consultancy (participation) Give details with dates below authenticated by HOD. <Rs. 50,000/- 10 points ; 50,000 to 1,00,000 – 15 points ; 1,00,000 to 3,00,000 – 20 points ; 3,00,000 to 5,00,000 – 30 points; 5,00,000 to 7,00,000 – 35 points; 7,00,000-10,00,000 -40 points; > 10,00,000 – 50 points	50											
8	Awards/Recognitions received by Govt./ Govt. recognized bodies 15 Marks/ Each Award	15		Score – DFAC <input type="text"/>									
9	Involved in signing MoU and related activity Each Mou 10 Marks Each Activity related to MoU 5 Marks (MoU signed in this academic year only considered)	15											
10	Knowledge sharing with other departments: Short term training courses both theoretical and experimental for	30		Score – DFAC									

	<p>faculty and students of other departments in our college: 3-5 Days – 15 points; 6-10 days – 20 points;>10days – 30 points. Student/faculty feedback to be taken: (<3.5=0, 3.5-4.0=50%, 4.0-4.5=75%, 4.5-5.0=100% of the above points points) HOD to certify</p>			<table border="1"><tr><td data-bbox="1401 129 1535 197"></td></tr></table>	

PART-3**R &D RELATED CONTRIBUTIONS****MAX. API SCORE: 150 MIN. API SCORE: 40/30****(Over previous two semesters)****Note: Open an R&D file and all proofs should be filed neatly in this file****Without Proof No points are given****40 points (Min.) for Ph.D. Holders; 30 points (Min.) for Non-Ph.D. Holders for the AY 2021-22 only****40 points (Min.) for both Ph.D. Holders & Non-Ph.D. Holders from the AY 2022-23**

Item No	Item	Max Score	Scores																														
3 (A) Metrics for minimum score (1 to 10)																																	
1.	Publications of Books / Book chapters / lecture notes	Max Score 100	Score- SELF: Score-DFAC:																														
a)	a) Whole Book solo = 50 points; b) Joint author= 30 points; c) Book chapter/ Lecture Notes = 20 points (LAMBERT Excluded); Books with ISBN/ISDN only (Elsevier/springer/IEEE/Wiley etc.,)	No. of books : No. of chapters:																															
b)	<p>Journals</p> <table border="1" style="width: 100%;"> <thead> <tr> <th colspan="2">Publications</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td colspan="2">1.IEEE transactions/ ASME/ASCE = 70 Points;</td> <td></td> </tr> <tr> <td colspan="2">2.SCI /SCIE indexed/ACM journals = 60 Points;</td> <td></td> </tr> <tr> <td colspan="2">3.Scopus indexed(unpaid) = 40 Points;</td> <td></td> </tr> <tr> <td colspan="2">4.Web of Science/ UGC Care list =20 Points;</td> <td></td> </tr> <tr> <td colspan="3">(Details of publications are mandatory as per the table below)</td> </tr> <tr> <th>S .No</th> <th>Authors, Title, Journal name, Year- Include papers in your R&D file</th> <th>Impact factor</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Faculty of our Institute - 1st author =100% points, 2nd author = 50% points, 3rd author = 30% for SCI/SCIE/Scopus. • Joint authorship within parent department or with other departments of the college in the case of outcome of sponsored / funded research project - 100% points for 1st author, 60% points for 2nd author and 40% for 3rd author. • Joint authorship with outside institutions with NIRF ranking less than 200 will carry 100% points for 1st author, 50% points for 2nd and 30% points for 3rd author of our Institute. (outside author must be within four authors) • Faculty acting as Guide / Co-guide for outside Research Scholars for their PhD will carry 50% points. 	Publications		Score	1.IEEE transactions/ ASME/ASCE = 70 Points;			2.SCI /SCIE indexed/ACM journals = 60 Points;			3.Scopus indexed(unpaid) = 40 Points;			4.Web of Science/ UGC Care list = 20 Points;			(Details of publications are mandatory as per the table below)			S .No	Authors, Title, Journal name, Year- Include papers in your R&D file	Impact factor											
Publications		Score																															
1.IEEE transactions/ ASME/ASCE = 70 Points;																																	
2.SCI /SCIE indexed/ACM journals = 60 Points;																																	
3.Scopus indexed(unpaid) = 40 Points;																																	
4.Web of Science/ UGC Care list = 20 Points;																																	
(Details of publications are mandatory as per the table below)																																	
S .No	Authors, Title, Journal name, Year- Include papers in your R&D file	Impact factor																															

2.	Papers presented in Conferences/ Symposia & published in Journals	Max Score 80	Score- SELF: Score-DFAC:
	<p>1.Papers presented in Conferences in India IEEE,ASME, ASCE, SCI, Scopus Supported</p> <p>a)Without Student-In IITS/ NITS / Institutes less than NIRF 100 and offline presentation- 10 points</p> <p>b)With Student-</p> <p>(i) NIRF <= 200- 10 points,</p> <p>(ii) If IIT/NIT/NIRF <=100- 15 points.</p> <p>(iii) Either in less than NIRF 200 or Scopus supported-10 points (in the case of student only) (offline -100% ; online -50% with student only)</p> <p>2.Paper Published: With/without Student- IEEE, ASME, ASCE, Scopus Supported- 30 points.</p> <p>3.Papers Presented outside the Country Top 500 Universities & reputed such as IEEE, ASME, ASCE, SCI, Scopus Supported Conferences.</p> <p>a)Without Student- 30 points (offline only) Either Top 500 Universities or Scopus supported- 20 points (offline only)</p> <p>b) With Student- 30 points (Offline-100% / Online-50%) Either Top 500 Universities or Scopus supported- 20 points (Offline-100%, Online-50% , along with student)</p> <p>4.Paper Published: With/without Student- IEEE, ASME, ASCE, Scopus Supported- 30 points</p> <p>Note: Faculty author immediately after a PG student / 3 or 4 UG students will be considered as 1st author.</p> <p>When students are guided by two faculties in the same dept. 100% of points will be given to 1st author, no points for 2nd author, in the case of UG students.</p> <p>When students are guided by two faculty from different depts. 1st author will be given 100% of points and 2nd author will be given 50% of points, in the case of both PG & UG students.</p>		<p>Score- SELF: Score-DFAC:</p> <p>Score- SELF: Score-DFAC:</p> <p>Score- SELF: Score-DFAC:</p> <p>Score- SELF: Score-DFAC:</p>
3	<p>Project guidance to PG students, Jointly with other department faculty of the Institution and leading to publications in Scopus or SCI Journals / patents. (Both HODs should certify). One faculty from each dept. will be considered.. 1st author will be given 100% of points and 2nd author will be given 50% points.</p> <p>(points distribution guidelines are same as 1 (b) & 5)</p>	Max points: 60	Score- SELF: Score-DFAC:
4	Sponsored Research projects	Max Score 80	Score- SELF: Score-DFAC:

a)	<p>Sanctioned - Attach Proof</p> <p>Active Participation as certified by PI and HOD</p> <p>(i) More than Rs.20 Lakhs- 80 Points</p> <p>(ii) >Rs.10.0 Lakhs – 20 Lakhs - 60 Points</p> <p>(iii) >Rs.5.0 Lakhs -10 Lakhs- 40 Points</p> <p>(iv) >Rs.2.0 Lakhs - Rs.5.0 Lakhs - 25 Points</p> <p>(v) >Rs.1.0 - 2Lakhs - 15 Points</p> <p>(vi) Rs. 0.50- 1.0 Lakh - 10 Points</p> <p>Note: 1st year – 100%, 2nd & 3rd years -50%. (max 3 years)</p> <p>For any project -- 100% points for PI, 75% points for CO-PI. 50% points will be equally distributed in the case of Key Contributors. (Key contributors should be duly certified by HOD.)</p>		
(b)	Joint Collaborative Projects Sanctioned (with IITs, NITs & NIRF less than 200) -20% more		
5.	<p>Patents (Indian / International – standard patents only) <i>(Innovative patents are not considered)</i></p> <p>Each Patent Granted = 60 points</p> <p>Each patent First Examination Report response filed= 50 points</p> <p>Each patent Hearing/post hearing= 40 points</p> <p>Each Patent filed with Number allotted= 30 points.</p>	Max Score 60	Score- SELF: Score-DFAC:
6	<p>Start-ups (attach proof)</p> <p>Start-up Registered = 10 points</p> <p>Registered with Start-up India Registration and MSME = 15 points</p> <p>Start-up Successfully launched & turnover < Rs 2 Lakhs = 20 points</p> <p>Start-up Successfully launched & turnover Rs.2.1 – 5.0 Lakhs = 30 points</p> <p>Start-up Successfully launched & turnover more than Rs. 5Lakhs = 40 points</p>	Max Score 40	Score- SELF: Score-DFAC:
7	<p>Ph.D – Registration & pursuing</p> <ul style="list-style-type: none"> • Registration of Ph.D (Part time/full time) -20 points • Thesis submitted - 30 points • Ph.D. Awarded - 20 points • Thesis submitted & awarded (in the same academic year) - 50 points <p>(Applicable for year of registration / submission / award)</p>	Max Score 50	Score- SELF: Score-DFAC:
8	<p>National/ International fellowship for advanced research – 20 Points</p> <p>Note: Attested by Principal will be only considered.</p>	Max Score 20	Score- SELF: Score-DFAC:
9	<p>Incubation Centre established - 40 Points</p> <p>For physical establishment only</p>	Max Score 40	Score- SELF: Score-DFAC:
10	<p>Centre of Excellence established- 40 Points</p> <p>For physical establishment only</p>	Max Score 40	Score- SELF: Score-DFAC:
<p>3(B) Metrics not in minimum score (11 to 15) (The following Metrics are not included in minimum score of R&D)</p>			
11	<p>Reviewer of Journal paper</p> <p>IEEE /ACM /ASME /ASCE /SCI / SCIE Jr papers - 20% of Jr points</p>	Max Score 15	Score- SELF: Score-DFAC:

	Unpaid Scopus papers - 10% of Jr points		
12	<p>Sponsored Research projects</p> <p>I) Applied but awaiting sanction - 20 % of 4(a) for AICTE/UGC/DST projects Valid for 1 year from date of application only.</p> <p>II) DRDO/ISRO/National R&D institutions - 30 % of 4(a) Valid for 1 year from date of application only.</p> <p>If more delay is there, seek Principal's approval in writing <u>Project proposal restrictions</u> : (At proposal stage only) For any project -- 100% points for PI & 50% points for CO-PI or one Key Contributor will be considered Project proposals should be duly certified by head of the Institution</p>	Max Score 40	Score- SELF: Score-DFAC:
a)			
b)	<p>Joint collaborative projects – applied</p> <p>i) Joint Collaborative Projects with other Institutions/ Industries submitted to National Institutions /Ministries - add 25% more points over 12(a)</p> <p>ii) Joint Investigators with other departments of ANITS submitted to National Institutions / Ministries – add 10% more points over 12(a)</p>		
13	<p>Chairing sessions on invitation/ Invited speaker / Key Note Speaker / resource person (Not more than two invitations will be considered)</p> <ul style="list-style-type: none"> • Abroad (IEEE, IEE, ASME, ASCE, SCI, Scopus Supported) - 30 points • India(IIT/NITs/Institutions with NIRF ranking within 100) - 20 points • Within the state with NIRF ranking within 200 - 10 points <p>Note: If it is online = 50% of above points</p>	Max Score 30	Score- SELF: Score-DFAC:
14	<p>Ph. D guidance</p> <ul style="list-style-type: none"> • Each scholar - part time or full time / scholar - 10 Points • Thesis submission completed / scholar - 30 Points • Ph. D awarded / scholar - 10 Points • Thesis submitted and awarded / scholar in the same academic year - 40 Points <p>(Applicable for year of registration / submission / award)</p>	Max Score 40	Score- SELF: Score-DFAC:
15	Editor for Book / Conference proceeding – 20 Points	Max Score 20	Score- SELF: Score-DFAC:

PART-4**Academic Administration, Institutional duties and extracurricular activities
And social responsibility.****Maximum API Score: 100(Over previous two semesters)****Max Score****50****1 Department al Administration**

Each activity = 5 points ; Coordinator =100%; others = 50%

S.No.	Activity	SEM-I	SEM-II	Total number
1.	In-charge of time tables (5/sem)			
2.	Attendance in-charge(5/sem)			
3.	Mini / Major Project Coordinator/ Review Members 5/sem			
4.	Exams In-charge 10/sem			
5.	Library in-charge 2.5/sem			
6.	Lab In-charge 5/sem			
7.	Discipline(class teacher) 5/ sem			
8.	Professional Society Related Coordinators (Based on the events conducted)/Department Association 10/sem			
9.	Module / Course Coordinator* 5/sem			
10.	Departmental R&D Coordinator 5/sem			
11.	Media Coordinator 5/sem			
12.	Departmental News Letter Editor/Members 5/sem			
13.	ISO (Coordinator) 5/sem			
14.	Techfest/Annual Day Coordinator- 5/Year			
15.	Alumni Coordinator 5/sem			
16.	NBA/NAAC Participation(10 /sem)			
17.	Grievance cell 5/sem			
18.	Anti-ragging Committee 5/sem			
19.	Vigilance 5/sem			
20.	Programme Coordinator(15 /sem)*			
21.	Academic Coordinator			
22.	Induction Program coordinator 5/year			
23.	Any Other - authorized by chairman PBAS standing committee with the approval of Principal			
24.	Total			

*As per defined Duties and Responsibilities

**Score-
DFAC**

2 Institutional level administration (Tick)

Max Score
30

S.No.	Activity	SEM-I	SEM-II	Total number
1.	<i>NBA Participation(NBA Common Criteria Preparation Coordinators) 10</i>			
2.	NAAC 10/sem			
3.	Autonomous/Examination Section 10/sem			
4.	R&D Committee Member 5/sem			
5.	<i>Maintenance of Central facilities (telephone, internet, electrical, water works, hostel, Sports etc.) 5/sem</i>			
6.	<i>Grievance cell anti ragging 5/sem</i>			
7.	<i>ISO Coordinator 10/sem</i>			
8.	<i>IIC coordinator 20/Year</i>			
9.	<i>NIRF coordinator 20/Year</i>			
10.	<i>EDC coordinator 5/sem</i>			
11.	<i>AQAR coordinator 20/Year</i>			
12.	<i>IQAC coordinator 20/Year</i>			
13.	<i>IPR coordinator 10/ sem</i>			
14.	<i>Alumni coordinator 10/sem</i>			
15.	Planning and Evaluation Committee- Coordinator-10/year			
16.	Grievance Redressal Committee- Coordinator-10/year			
17.	Examination Committee- Coordinator-10/year			
18.	Admissions Committee- Coordinator-10/year			
19.	Library Committee- Coordinator-10/year			
20.	Student Welfare Committee -Coordinator-10/year			
21.	Internal Complaint Committee (Sexual Harassment Committee Coordinator-10/year			
22.	Ethics Committee -Coordinator-10/year			
23.	Academic Audit Committee -Coordinator-10/year			
24.	Other Backward Classes cell (OBC) Coordinator-10/year			
25.	SC/ST Committee Coordinator-10/year			
26.	Minority Cell Coordinator-10/year			
27.	Anti-Ragging Committee Coordinator-10/year			
28.	Any other such as Hostel Warden etc.,			
29.	Attendance Convener			
30.	Total			

Note: Committee coordinators should show the minutes along with ATR for a min. no of two meetings in a year
Coordinator – 100%, Members-25%.

Score-
DFAC

Max Score

20

3 Institutional Events Organization members, Sports Participants

(Each activity = 5 Points/sem)

S.No.	Activity	SEM-I	SEM-II	Total number
1.	Annual day			
2.	Tech fest			
3.	Commemorative days			
4.	Cultural activities			
5.	Sports participation			
6.	1 st year incharge 10/sem			
7.	Startup coordinator 5/sem			
8.	Any Other as approved by Chairman PBAS and by Principal approved			
9.	Total			

***Coordinator = 100% points; Others = 50% points**Score-
DFAC
4 NSS / NCC / Other Service activities

Max Score 20

(Each activity = 5 points/sem for others) (Tick)

S.No.	Activity	SEM-I	SEM-II	Total number
1.	NCC / NSS activities			
2.	NSS/ NCC Coordinator(20)			
3.	Women grievance cell activities			
4.	Health camps			
5.	Blood camps			
6.	Service to poor			
7.	Service to Disabled			
8.	Charity camps/ Fund raising etc.			
9.	Any Other Extension/ Outreach activities as approved by Chairman PBAS and by Principal approved			
10.	Total			

Note: All the above events have to be sponsored by the college /department HOD and should involve students as an organized activity.

DFAC Score

5 Training & other Misc. activities: Max Score 40

Coordinator =100%; others = 50%

S.No.	Activity	SEM-I	SEM-II	Total number
1.	Training and placements- Departmental T&P Coordinator=20 points; others = 10 points			
2.	<i>Institute Newsletter Editorial board: 10 points; ArticleContributors:5 points(From Dept);</i>			
3.	<i>Material contribution to news letter/Annual Day Report/House Journal from Department (5 points)</i>			
4.	Any Other as approved by Chairman PBAS and by Principal approved			
5.	Total			

Score-
DFAC

“Any Other “ given at various places above, should be recommended by the Chairman PBAS standing Committee and approved by the Principal

Part – V

Annual Confidential Report to be filled in by the HOD
Anil Neerukonda Institute of Technology and Sciences
Qualitative Assessment of Faculty

Tick appropriate box; Maximum Points = 200

Outstanding= 10; Excellent=9; Very Good=8; Good = 7; Average=6; Poor = 5

S.No.	Faculty Attributes	Outstanding	Excellent	Very Good	Good	Average	Poor	Can't say
1.	Motivational levels as a teacher							
2.	Intellectual abilities							
3.	Works hard							
4..	Adequacy of Domain Knowledge							
5..	Ability to learn about related topics quickly and deliver							
6.	Voracious reader of technical papers/Books							
7.	Working in a group							
8.	Working Solo							
9.	General Disposition towards students							
10.	General Disposition towards colleagues							
11.	General Disposition towards superiors							
12.	Welcomes to shoulder additional responsibilities							
13.	Initiative							
14	Emotionally attached to the college and takes pride in the college							
15.	Punctuality							
16.	Methodical and organized							
17.	Made for teaching							
18.	R&D orientation							
19.	Understanding of Outcome based education							
20	Corrects oneself upon advise							
	Total Number of Ticks							
	Total points							

- Quantitative conversion of qualitative parameters is done to help categorize faculty. These points do not add to the PBAS parts 1 -4.
- Pen Picture of faculty with recommendation of suitability of faculty to draw increment or/ and getting promotion may be given. Adverse remarks if any have to be justified with proof as far as possible. FAB will scrutinize.
- Grand Total of above: Signature of HOD with stamp:

Forwarded to A.O.: Any remarks in service record (mention date) to be inserted by A.O. & signed.

Dean R&D :

Principal's Remarks:

Chairman , FAB