



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)



C) Format of Performance Appraisal form



Teaching Staff

Performance Appraisal					
S.No.	Parameters	Points	Assessment		
			Self Assessment	HOD	Director
1	Teaching				
	Feedback from the students 90% & Above - 25 80% - 89% - 20-24 70% - 79% - 15-19 Less than 70% - 0	25			
	Exam Results (Internal and external Combined)				
	a) Percentage of students passed 100 % - 15 95% - 99% - 13 90% - 94% - 10 85% - 89% - 07 Less Than 85 % - 0	15			
	b) Average percentage of marks of students who passed in the subject 80% and above - 15 70% - 80% - 13 60% - 70% - 10 below 60 % - 0	15			
	No of classes not taken in Semester/Trimester All Scheduled Classes taken -10 points 1-5 Classess not taken - 8 pts 6-10 Classess not taken - 6 pts above 10 Classess not taken - 0 Pts	10			
Innovative teaching Method used (Quizzes/Class activity/ Case study/Role Play/individual Presentation/ Group Discussion) No of Innovative methods used in class per	10				

	semester				
	Extra study Material (Digitalized Notes, Video lectures, PPT, Illustrations or examples) Excellent-5 Good-4 Fair-3	5			
	Projects Reports supervised Excellent-5 Good-4 Fair-3	5			
	Course Manual Preparation Excellent-5 Good-4 Fair-3	5			
	Course Outcome Assesment Report	5			
	Remedial /Advanced classes No of classes as per schedule Study material to weak students	5			
	Total	100			
2	<u>Research</u>				
	Paper Publication ABDC (A & B) - 30 Scopus - 15 Web of Sc. -10	30			
	Books (Single Author/Editor) Single author - 15 2nd author -10 3rd author - 5	15			

	Articles/Chapters in Books/Radio Programme production/Corporate Film/Paper in Conf. Proceeding 1st Author -5 2nd & 3rd Author-02	5			
	Research Projects Ongoing/Completed Projects/Consultancy Single - 15 Member -10	15			
	Case Publication With Teaching Notes in the Case Centre/IVEY League/Emerald/ Sage/MOOC Produced	15			
	Resource person in FDP/MDP/ conference	5			
	Refresher/ MOOCS/ seminar/ online certification courses/ workshop attended/Ph.D completed	5			
	Total	90			
3	<u>Contribution to Management of Institution</u>	-			
	Head of The Committee 20 points and Member 5 points				
	Coordinator Class/Coordinator International Relations/Accreditation Coordination/CSR Committee/ IIC/ARIIA Committee/Examination Committee/Academic Committee /Time Table /Digital Media Committee/Sports committee/Alumni committee	20			
	Various Clubs Coordinator/Editorial Committee 8M/Editorial Committee Institutional Publications/	10			
	Paid FDP for participants organising Coordinator (5 points per FDP)	10			

	Organising Seminar/Conference(International)	20			
	Organisation Seminar/Conference(National)	10			
	FDP session taken	5			
	Total	75			
4	<u>Corporate Interaction</u>				
	Student Placed - Summer Internship (5 per student)	5			
	Student Placed - Final Placement (10 points per student)	10			
	Corporate Guest invited for Seminar/Conference/Guest Lecture (5 points per guest GM/VP and above)	5			
	Corporate Training / MDP / Executive education (Paid Participant invited for MDP 2 pts per person)	20			
	Corporate Consultancy secured	20			
	Mentoring Session with Corporate in a semester/trimester All Scheduled Session taken -10 points 1-3 Session not taken - 8 pts 3-5 Session not taken - 6 pts above 5 Session not taken - 0 Pts	10			
	Corporate MOU signed (per MoU 10 points)	10			
	Total	80			
5	<u>Miscellaneous</u>				
	Participation in State /Centre Bodies/Committees on Education, Research and National Development	5			

	Admission per student @ 5 points	5			
	Digital Branding activity including website updation/Event Promotion on Social Media	5			
	Total	15			
6	PEER Review*				
	Subject Knowledge and Development	5			
	Interpersonal relationship and initiatives	5			
	Total	10			
7	Behavioral Competency (To be filled by Reporting Officer)				
	Potential of faculty a) Knowledge b) Development c) Oral and Written Communication (5 points for each)	10			
	Attitude a) Initiative b) Planning and organizing c) commitment and sense of responsibility (5 points for each)	10			
	Interpersonal Relationship a) Team Work b) Leadership c) Attitude towards Seniors d) relationship with students (5 points for each)	10			
	Total	30			
Grand Total		400			

Note

- 1 The relevant evidences to be attached in support of the claim
- 2 This is the basis for Annual performance appraisal and the best faculty award for each year
- 3 The incentives would be given as per the notified policy



Overall Appraisal

Score	Grade	Meaning of Grade
Above 90%	A+	Excellent
80% to 89.9%	A	Very Good
70% to 79.9%	B+	Good
60% to 69.9%	B	Average
Below 60%	C	Below Average

* To be Supervised by the Director filled by Peer Group.