


**Dr. Ambedkar Memorial Institute of IT & Mgmt Science, Jagda Bourkela 42**  
**ANNUAL FACULTY PERFORMANCE REPORT**

	Performance Parameters	Norms	No. of hours during the year as per time table	Actual Performance	Weightage	Performance Marks
<b>I.</b>	<b>Direct Teaching: (25 points) { Provide details in Additional Sheet}</b>					
(a)	No. Of classes taken/practical classes taken / Tutorial/ SA/LSA classes taken	100% as per time table			14	
(b)	No. Of seminar/workshop Conducted	24 hours per year			5	
(c)	Readiness of Teaching Material/ Lesson Plan Compliance Status	100%			2	
<b>II</b>	<b>Examination: (5 points) { Provide details in Additional Sheet}</b>					
(a)	No. Of Unit Test Conducted	1/semester			1	
(b)	Invigilation Duties /Other Exam Duty	100%			1	
(c)	Answer Script Evaluation/ Question Setter/ Chief Examiner	Within 7 days after test			1	
(a)	Pass percentage of students	100%			1	
(b)	Avg. Percentage of Marks	60%			1	
<b>III</b>	<b>Learning Outcome: (20 points) { Provide details in Additional Sheet}</b>					
(a)	Pass percentage	100%			5	
(b)	Avg. Percentage of Marks	60%			5	
(c)	Students about 60% mark	100%			5	
(d)	Student below 40% mark	0%			4	

  
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<b>IV</b>	<b>Co-curricular/Field Activity (10 points) { Provide details in Additional Sheet}</b>				
	No. Of Remedial/Revision Classes/Study Tour/Industry Visit/Cultural Activities/ Sports Activities/ NSS/CSR Activities	3 per Paper			10
<b>V.(a)</b>	<b>Contribution to College Management ( 10 points) { Provide details in Additional Sheet}</b>				
	Responsibilities of HOD/Exam/Sys Main../ Magazine/Journal Editor/ Participation in inquires, counseling, admission & student induction activities/any other promotional activities	100% Efforts to Responsibility			10
<b>V.(b)</b>	<b>Contribution to College Management (5 points) { Provide details in Additional Sheet}</b>				
	Seminar Convener/Parent-Teacher Meeting/Student Council Meeting	12 per year			5
<b>VII</b>	<b>Professional Development Activities (5 points): { Provide details in Additional Sheet}</b>				
	No of Seminar/FDP/ Workshop Attended	2 per year			5
<b>VII</b>	<b>Research Publications (10 points) : { Provide details in Additional Sheet}</b>				
	Research article in refereed/ other journals	2 per year			10
<b>VIII</b>	<b>General (10 points) : { Provide details in Additional Sheet}</b>				
	Adherence to college guidelines & discipline , Attendance, Punctuality , IT and Communication Skills, Leave taken	100%			10
<b>Total Score ( I – VIII)</b>					

*P. S. Patra*

**PRINCIPAL**  
 Dr. Ambedkar Memorial Institute of IT & Management Science  
 Jagda Rourkela-42      Signature of the Faculty

Reviewer Comments with Full Signature