



SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

UG Block Vensai Projects, Kompally, Secunderabad, Telangana - 500100.



Cycle-1 NAAC Accreditation 2023

Criteria 6 - Governance, Leadership and Management

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Submitted to



National Assessment and Accreditation Council

Filled Faculty Appraisal Form



S. P. Sampathy's Siva Sivani Educational Society (2906/97)
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FACULTY PERFORMANCE APPRAISAL FORM

(To be filled by the Faculty Concerned)

PART A

GENERAL INFORMATION AND ACADEMIC BACKGROUND:

Academic Year – 2021 – 2022.

1. Name of the Faculty (in block letters) **VANAJA. P.**
2. Department: **Management.**
3. Highest Qualification: **M. Phil.**
4. Total Teaching Experience in Years: **20 years.**
5. Date Of First Appointment in SSDC & Designation: **June 1st 2017**
6. Present Designation As On Date: **Faculty.**
7. No. Of Casual Leaves Taken During the Academic Year: **5.**
8. No. Of Duty Leave Taken During the Academic Year: **- NIL -**
9. No. Of Maternity Leaves **—**
10. No. Of Special Leaves during COVID and Natural Calamities (Incessant Rains) **3.**
11. No. Of Sick Leaves during the Academic Years **2.**

Signature of the Faculty:

Signature of the HOD:

Signature of the Principal:
PRINCIPAL
Siva Sivani Degree College
Kompally, Medchal-Malkajgiri (Dt)-500100

NH – 44, Kompally, Secunderabad – 500 100. Telangana, INDIA
Mobile: - +91-9247048112. Website: ssdc.ac.in



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PART B

EVALUATION CRITERIA AND RATING

Section 1: Teaching Learning, Co-curricular & Professional Development Activities

Sl.No	Description Of Performance	Maximum Score	Score Of the Faculty	Score By HOD
1	Average Of student Feedback of all Theory/Lab/Practical Subjects handled in Semester	10	9	9
2	Performance based on University Exam Result Of the Subjects Taught	30	29	29
3	Contribution towards student centric development Programme (CRT/CSR)	30	30	30
4	Self-Development Of The Faculty (Articles-Publications)	10	—	—
5	General Characteristics: Punctuality: 4/4 Discipline: 4/4 Willingness to accept responsibility 4/4 Involvement in Co-Curricular Activities: 3/4 Completion Of The Assigned Task 3/4	20	18	20
TOTAL SCORE		100	86	88

Signature Of Faculty:

Signature Of HOD:

Mamathap

Signature Of Principal:

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Section – II Research, Publications and Academic Contributions

Sl.No	Description Of Performance	Of	Maximum Score	Score Of Faculty	Score by HOD
1	Publication of Research Papers in Reputed Journals /SCOPUS/UGC		20	—	—
2	Research Guidance to Students towards Academic Contribution		10	—	—
3	TOTAL Sub Total Of B		30 100+30=130	—	—

Section – III: Assessment by Head of the Department

1. Efficiency Shown In Performing The Given Task: ✓
Excellent/Good/Average/Poor
2. Willingness To Shoulder Responsibilities: ✓
Excellent/Good/Average/Poor
3. Loyalty To The Institution ✓
Excellent/Good/Average/Poor
4. Level Of Sincerity, Dependability & Cooperation: ✓
Excellent/Good/Average/Poor
5. Additional Remarks By the HOD Yes/No
Efficient, dedicated and hard working.

Specimen Of Principal

Stamp of College

Signature Of Faculty

Signature Of HOD

Signature Of Principal

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PART - C

Sl.No	Description	Maximum Score	Score
1	HOD's Appraisal	10	8.8
2	Principal's Appraisal	10	9.5
	TOTAL -	20	
	SUBTOTAL B+C	130+20=150	88 + 18.3 = 106.3 / 150.

140 & Above = Excellent Good between 120-140 Average 119-80 Below 80

Remarks by HOD with Signature:

Request to take up Research and publication of Articles.

Recommendations By HOD:

Remarks By Principal:

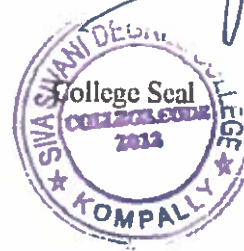
Recommendation By Principal:

To attend more FDP programs, and paper publications.

Comments by Concerned Faculty With the Signature:

I Agree/Disagree with the final assessment as above. *P. Vijay*

Mamatha P
Principal
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Mamatha P
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DATA SHEET FOR FACULTY PERFORMANCE APPRAISAL

Academic Year 2021-2022.

Name Of The Faculty: VANAJA..P.

Section I: Teaching, Learning, Co-Curricular and Professional Development Activities

1. Average Of Students Feedback of all Theory/Lab/Practical subjects handled in the Academic Period

Sl.No	Class	Name Of The Subject Handled	Students Feedback (Scale Out Of 10)
1.	I B.Com	Hon. Business Economics	9.2
2.	III B.Com	Tax. Customs and Procedures	9.5
3.	III B.Com	A. Indian Economy.	9.3
4.	CRT.	CRT Case Study.	10
5.	III BBA.	BBA Marketing	9.4.

Principal

College Seal

2. Performance Based On the University Examination Results of the Subjects Taught:

Sl.No	Class	Name Of the Subject Handled	Pass Percentage (Scale Out Of 10)
1	I B.Com	Hon. Business Economics	8.5
2	III B.Com.	Tax. Customs & Procedures.	8.
3	III B.Com.	A. Indian Economy.	9.
4	CRT.	CRT Case Study.	—
5.	III BBA.	BBA Marketing	9.5.

Mamathy

Principal

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Mamathy

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3. Examination Invigilation duties: Internal and External

Semester	No. Of Internal/External Exam Duty	No. Of Invigilation's performed	Percentage (Scale Out of 10)
ODD	44.	44	10
EVEN	44.	44	10.

Principal

College Seal

4. Contribution towards the development of the Department and Institution

Sl.No	Programme/Committee Name	Role Asst Coordinator/ Coordinator/ Member/	Department	Points (Scale Out Of 10)
1	Cultural	Coordinator	Management	9.
2	Committee			
3				
4				
5				
6				
7				

Namathap

Principal

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5. Self-Development Of The Faculty:

SL.No	Name Of The Course/ Award/Conference/FDP	Organizer/Participant	Duration	Points (Scale Of 10)
1.	Awareness Program	Participant	5 days	7
2.	On Artificial			
3.	Intelligence.			
4.				
5.				
6.				

Principal

College Seal

Section –II: Research, Publications and Academic Contributions
Publication of Research Papers

SL.No	Title Of The Article	Name Of The Journal with ISSN and DOI	Publication Month/Year	Points (20) Scopus-10, UGC-5, Peer reviewed - 3
1				
2				
3	—	NIL.	—	
4				
5				
6				

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Research Guides – Projects for Students - Externals (Elective and Specializations)

SL.No	Title Of The Project Topics	No. Of Students Submitted	Project Month/Year	Points Scale Of 10
1	Study On Role of	- 25 -	Feb. 2022.	10/10.
2	Consultancy In			
3	Overseas Education.			
4	Impact of Media Advertisip			
5	on Consumer Buying			
6	Behaviour.			

Name of the Faculty: Vanaja . P.

Signature of the Faculty with Date:

P. Vanaja
14/08/2022

Signature of the HOD with Date:

Signature of the Principal with Date:

Mamatha
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