

NATIONAL INSTITUTE OF TECHNOLOGY PATNA

Faculty Performance Appraisal Performa

Appraisal Period: January 01, ----- to December 31: -----

Note: Please mention each and every information only for the appraisal period.
(Attach additional sheet, if necessary)

Name:

Designation:

Deptt. /Centre: Department of

If, Joint Faculty (Name of the Department where Joint Faculty)

I INSTRUCTIONAL ELEMENT [Max marks: 25]

(a) Teaching Engagement (only such courses to be considered where at least 5 students are enrolled)

	Course No & Title	Core/ Elective	No of Students	Weekly load L T P	Total theory classes in hours & total lab. classes in hours	Offering for how many years continuously?
UG I						
UG II						
PG						
Ph.D.						
	Course No & Title	Core/ Elective	No of Students	Weekly load L T P	Total theory classes in hours & total lab. classes in hours	Offering for how many years continuously?
UG I						
UG II						
PG						
Ph.D.						

Innovations in teaching (during the reported period):

Details of new laboratory/new experiment developed (if any):

Other Instructional Tasks

(Such as development of Instructional software, Education technology packages (including ETV films, modular courses, practical supervision etc.).

(b) Project and Thesis (Dissertation) Supervision:

Level	Title of Project/Thesis/Dissertation	Names/Roll Nos of Students in each group/ project	Name of other supervisor (s) (if any)	Name of External supervisor (s) (if any)
B Tech Project @ 02 per project/ group				
M Tech/ MSc/MCA/ MBA Project@ 03 per project/ group				

II. RESEARCH PAPERS/PUBLICATIONS [Max. marks: 40]

(a) Ph.D Research Supervision

Sr. N O.	Name of Student & Roll No.	Registration Year and Status (FT with stipend under Institute/TEQIP/Project/PT)	Area of research/Title of thesis undertaken	Other supervisor or (s) (if any), name, department & institute	No. of SCI publications by the student in Journals during the reported period	No. of Scopus publications by the student in Journals during the reported period	Current status: Comprehensive done/Pre-submission done/Thesis submitted/ awarded	Date of Comprehensive done/Pre-submission done/Thesis submitted/ awarded as per latest status.

- (b) Refereed journal papers indexed in WOS quartiles.
 Refereed journal papers with foreign researchers must be highlighted.
<https://www.webofscience.com/wos/author/search> except joint publication with foreign researchers/authors (Published during the appraisal period):

Note:

- *Quartile as per JCR and JCI in WOS are valid to get the marks*
- *Claim of marks can be made only for published journal paper(s) during the appraisal period*
- *Full marks as per the eligible quartile for publication should only be given when publication is only limited to supervisor and their registered students, otherwise all marks as per the eligible quartile will be equally divided among the authors.*

S. No	Details of paper: Authors names (sequence as in paper), Title of paper, Name of journal, Vol. No. (Year) Page nos.	Please mention Quartile of the journal, i.e., Q1, Q2, Q3 and Q4 [Kindly search the quartile of the journal at https://www.webofscience.com/wos/author/search by typing your name (authors details) in search box]	Date of publication (Paper having date of publication after appraisal period should not include)	Is NITP PhD/M Tech/B Tech student involved, if yes, please provide the name and Roll. no.	URL/DOI

(c) Refereed Conference Research Papers (Published during the appraisal period)

Note:

- *Conference proceeding as a paper published in proceeding journal can only be added as conference publication (must be indexed in SCOPUS/Web of Science) and cannot be added as refereed journal paper in II(b) or (c).*
- *Conference proceeding published as a book/book chapter can be added as a conference publication only and must be indexed in SCOPUS/Web of Science.*

S. No	Details of paper: Authors names (sequence as in paper), Title of paper/Name of Conference, Place of conference/ country, (Year), Page nos of proceedings.	Please mention indexed with: SCOPUS/Web of Science/non-indexed	Affiliation of foreign researcher/author (s)	Is NITP PhD/M Tech/B Tech student involved, if yes, please provide the name and Roll. no.	URL/DOI

(d) Books/Monographs/chapters (other than conference proceedings)– Authored/Edited

Text book authored:

Sr. no.	Title of the book	Author (s) name	Publisher name & Country	ISBN No. & Year	Is it Scopus indexed	URL/DOI

Book Edited:

Sr. no.	Title of the book	Editor (s) name	Publisher name & Country	ISBN No. & Year	Is it Scopus indexed	URL/DOI

Book chapter authored:

Sr. no.	Author(s) name	Title of the book Chapter	Book name	Start-end page no.	Publisher name & Country	ISBN No. & Year	Is it Scopus indexed	URL/DOI

III SPONSORED R & D CONSULTANCY & EXTENSION ELEMENTS

(a) Sponsored Research Projects from any Govt. agency/industry/institute: (Project under TEQIP/Institute grant shall not be considered for marks):

- 01 mark for each submitted research project (maximum up to 02 marks) to any Govt. agency/industry/institute during the period of reporting. (Note: Date of submission should be between the period of appraisal. Status of project, i.e., accepted against the submitted application are not eligible against this point).
- 03 marks for completion/ongoing status, of each sponsored research project with grant \leq Rs. 5 lacs during the period of reporting.
- 04 marks for completion/ongoing status, of each sponsored research project with grant between Rs. 5 to Rs. 10 lacs during the period of reporting.
- 05 marks for completion/ongoing status, of each sponsored research project with grant \geq Rs. 10 lacs during the period of reporting.

Note:

1. Sponsored research project from industry: With the condition that for a research project, grant from the industry must be received in the institute account will only be considered as "Sponsored research project from industry".
2. Faculty as a PI/Co-PI of an external sponsored research projects submitted from any institute other than NIT Jalandhar: With the condition that for such a research project, complete grant/share of grant from the funding agency must be received in the institute (NIT Jalandhar) account will only be considered.

S.No.	Title of Project	Funding Agency	Financial Outlay	Start date	End date	Name of P.I and other Investigators	PI institute name	Status: Started/ completed/in progress	Did NIT Patna received any fund, if yes, mention the amount

(b) Consultancy Projects:

S. No.	Title of Project	Funding Agency	Financial Outlay	Year of start & total period	Name of PI and other Investigators	Status: started or completed or in progress

(c) IPR and Technology Transfer:

Note: IPR containing "Institute name as Applicant or one of the Applicants" will only be considered.

S. No.	Title of IPR	Date of registration/filing	Date of publication	Date of grant	Grant No.	Name of Applicant	Name of Inventor(s)

(d) Startup:

S. No.	Name of startup	Place of incubation (e.g., TBI NIT Patna or other)	Date of registration as firm/company as per Indian govt. act	Name of owner (s) and founder (s)	Annual Income (INR)	PAN no of reg. startup

(e) Internships offered during the appraisal period

S. No.	Name of registered student	Qualification of students, e.g., BTech/MTech/PhD	Affiliation of the student	Title of project during training	Start date	End date

(f) Setting-up of industry sponsored laboratory in the institute during the appraisal period :

S. No.	Name of the industry	Fund received in the institute account during appraisal period	Name of equipment installed	Place of equipment installed

IV: ORGANIZATION/PARTICIPATION OF COURSES/CONFERENCES/SEMINAR/WORKSHOP AND OTHER EXTENSION WORKS

- (a) Workshop or Faculty Development program or short- term courses of min 05 working days duration offered as coordinator or convener ,For conducting national programs like Global Initiative of Academic Networks etc. as course coordinator a) Program of two weeks duration b) Program of one week duration, National or International conference organized as Chairman or Secretary , National conference/ workshop/webinar/expert lecture by eminent person

National/International	Your role	Name of the event, e.g., Conf./Course	Sponsored by	Start Date	End Date	No. of participants

(b) Continuing Education/QIP Short Term Lectures/ Special Lectures:

S. No.	Title of Lecture/ Lecture Series	Date, Place and Programme where lectures delivered

- (c) MOOC/NPTEL/online courses like Coursera

Course Type	Course Title	L-T-P	Level (UG/PG)	Duration (in weeks)	Successful completion [Yes/No]

- (d) Visit to Outside Institute/ Organization other than delivering expert lecture

Inst. /Organization visited	Purpose of visit	Start date	End date	Was it approved/financed by the institute or project, give details

- (e) Outreach

(Such as involvement with outside institutes - Network / Joint Projects, International & National Academics, Professional Societies, Industry / Govt./ Public/ Community Service, Editorial & Renewing work, Editing of proceedings, Development of national code of standards, members of advisory committee/BOS/Senate/BOG/professional bodies/Governing Council/Selection Committees/Chief Guest/Editorship of journal/Reviewer of journal, membership of Professional bodies/award/recognition/fellow member of any professional bodies or societies/getting fellowship during the appraisal period from any professional bodies or societies, MOU initiated, etc.)

V MANGEMENT & INSTITUTIONAL DEVELOPMENT ELEMENTS [Max. marks: 15]

- (a) Institute Level: (Max 10 marks)
 *[02 marks/semester for Head of the Department, Dean, Chief Warden, Professor In charge (Training and placement), Advisor (Estate), Chief Vigilance Officer, PI (Exam), TEQIP (Coordinator), etc. such as Chief Proctor.]
 *[01 mark/semester @ each for Warden, Assistant warden, Associate Dean, Chairman or Convener institute academic committees, Faculty In charge Computer Center or Information and Technology Services or Library or Admission or student activities and other Institutional activities like Coordinator/Incharge IIC/SC/ST cell, NCC, Annual report, Technical Events, Cultural events, NKN, GIAN, Yoga, Raj Bhasha, security .
 Other assignments: [0.5 Marks/semester Chairman and Convener of different standing committee and special committee (Ex-officio status will not be considered). Faculty in charges (Each for one year duration) of different Units or equivalent.
- (b) Department/ Centre's Level: [Maximum 05 marks]
 *[0.5 Mark/semester for each Departmental activities identified by Head of the Department like lab in charges, or department level committee for a minimum period of one year.

VI SELF APPRAISAL

(Comments on the work including particulars of circumstances for not being able to undertake activities in some elements) [Max. 500 words]

VII COMMENTS/ SUGGESTIONS FOR FUTURE WORK

(Including difficulties faced, if any, and suggestions for improvement, training, infrastructure etc. for professional growth and for achievement of excellence) [Max. 500 words]

VIII MARKS CLAIMED BY FACULTY MEMEBER

S. No.	Component	Max. marks	Marks claimed
1	INSTRUCTIONAL ELEMENT	25	
2	RESEARCH PAPERS/PUBLICATIONS	40	
3	SPONSORED R & D CONSULTANCY & EXTENSION ELEMENTS	14	
4	ORGANIZATION/PARTICIPATION OF COURSES/CONFERENCES/SEMINAR/ WORKSHOP AND OTHER EXTENSION WORKS	06	
5	MANGEMENT & INSTITUTIONAL DEVELOPMENT ELEMENTS	15	
	GRAND TOTAL	100	

(Signature of faculty member with date)

IX FORWARDING, APPRAISAL & FOLLOW UP

- A) **Forwarded by Head of Department/ Centre:**
(With comments, if necessary, about the information given)

(Signature of H.O.D. with date)

- B) **Comments of Appraisal Committee to be communicated to the faculty member**

S.No.	Component	Max. marks	Marks claimed	Marks Awarded
1	INSTRUCTIONAL ELEMENT	25		
2	RESEARCH PAPERS/PUBLICATIONS	40		
3	SPONSORED R & D CONSULTANCY & EXTENSION ELEMENTS	14		
4	ORGANIZATION/PARTICIPATION OF COURSES/CONFERENCES/SEMINAR/ WORKSHOP AND OTHER EXTENSION WORKS	06		
5	MANGEMENT & INSTITUTIONAL DEVELOPMENT ELEMENTS	15		
	GRAND TOTAL	100		

(Counter sign of the faculty member with date)

Signature of Appraisal Committee with date

C) Follow up Action:

D) Comments of external expert(s):

DIRECTOR/ DIRECTOR'S NOMINEE