

SAMPLE APPRAISAL FORM



RISE KRISHNA SAI GANDHI GROUPS OF INSTITUTIONS: ONGOLE - AP
FACULTY ANNUAL APPRAISAL REPORT
FOR THE ACADEMIC YEAR – 20 – 20 (JUNE – 20 to APRIL – 20)

Name : _____ Date of Birth : _____
Designation : _____ Highest Qualification : _____
Department : _____ Date of Joining the Institution : _____
Present post held from: _____

PRIMARY WORK
(Attach extra sheet wherever necessary)

I. Instructional work assigned							
S.No	Year/ Semester/	Course code Title	Total No. of classes engaged	Class Stre ngth	Result (Pass %)	Average Grade/ Marks	Average student feedback
1							
2							

II. Supervisory support provided:							
A) M.E./M.Tech./M.S.Theses: NA							
	S.No.	Name of the Student	Date of Registration	Co- Supervisor	Current Status	Date of Submission	
B) Project work at B.Tech./MCA/MBA Level							
S.No	Project Title		Organization/Industry			Batch size	
1							
2							
3							
4							

III. Responsibilities Undertaken

NCC/NSS/NSO/Warden/Guidance/Counseling/Cultural/Sports/HOD : NA

S.No.	Position	Period	REMARKS

- Special achievements, if any may be described on a separate sheet

IV. Activities Organized:

(Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes etc.) : NA

S.No.	Title	Duration	Major Sponsor(s)	Level (International/National)	REMARKS

V. Research papers/Books published/Conferences/Articles/Monographs etc. :NA

S.No.	Title	Author (s)	Journal/Conference details/Publisher	Level (International, National, Text, Reference, etc.)	Mark yes, if refereed

VI. Sponsored Projects /Consultancy: NA

S.No.	Project Title	External Funds Received	Position	Sponsor	Date of Commencement	Duration (Yrs.)	Status (Completed/on Going)

VII. Participation: (Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes/Training etc.) : NA

S.No.	Title	Duration	Institution

VIII. Over all self appraisals

I did my best during the academic year for the betterment of the students and the institution.

Date:

Signature

FORM – B

(To be filled by the Head of the Department/Principal)

ANNUAL APPRAISAL REPORT FOR THE ACADEMIC YEAR 20 - 20

Name of the Faculty _____ :

Designation _____ :

I. Attitude and Interpersonal Skills (Give ratings on a five point scale with '5' being the best and '1' the poorest):

1.	Initiative: a self-starter; able to work without constant supervision	
2.	Responsibility: Understands duties; accepts responsibilities readily	
3.	Punctuality: arrives on time, Generally available for students during working hours	
4.	Commitment: Committed to his/her work	
5.	Loyalty: Supports and follows institute's policies and guidelines	
6.	Development: Keeps knowledge up to date	
7.	Oral communication: Speaks effectively with supervisor, colleagues and students	
8.	Written communication	
9.	Team work: effective in a team	
10.	Leadership: gives clear directions and listens to co-workers	
11.	Relationship with fellow faculty and staff	
12.	Maturity	
13.	Temperament	
14.	Relationship with students	
	Total	

II. Brief Comments by the Head of the Department

III. Remarks of Principal (if any)

Signature of the
Head of the Department/Coordinator

Signature of the Principal

FILLED IN
SAMPLE APPRAISAL FORMS



RISE KRISHNA SAI GANDHI GROUPS OF INSTITUTIONS ONGOLE –AP

FACULTY ANNUAL APPRAISAL REPORT

FOR THE ACADEMIC YEAR 2022-2023 (JUNE 2022to APRIL 2023)

Name : Dr.M.Ganapathi Date of Birth : 04/04/1974
Designation : Asso.Professor Highest Qualification : **Ph.D**
Department : S&H (Mathematics) Date of Joining the Institution: 26/07/2021
Present post held from:

PRIMARY WORK

(Attach extra sheet wherever necessary)

I. Instructional work assigned

S.No.	Year/Semester	Course code Title	Total number of Classes engaged	Class Strength	Result (Pass %)	Average Grade/Marks	Average student feedback
1	I/I CSE-I	M-I	80	57	45.61	B	GOOD
2	I/I CSE-II	M-I	82	41	39.02	B	GOOD
3	I/II CSE-I	M-II	78	57	75.86	A	GOOD
	I/II CSE-II	M-II	76	41	82.93	A	GOOD

II. Supervisory support provided:

A) M.E./M.Tech./M.S.Theses:

S.No.	Name of the Student	Date of Registration	Co-Supervisor	Current Status	Date of Submission
	NO				

B) Project work at B.Tech./MCA/MBA Level

S.No	Project Title	Organization/Industry	Batch size
1	NO		

III. Responsibilities Undertaken

NCC/NSS/NSO/Warden/Guidance/Counseling/Cultural/Sports/HOD

S.No.	Position	Period	REMARKS
1	MENTOR/COUNSELLOR	I SEM	
2	MENTOR/COUNSELLOR	II SEM	
3	DISCIPLINE COORDINATOR	2022-2023	
4	GRIEVANCE & REDRESSAL COMMITTEE COORDINATOR	2022-2023	

Special achievements, if any may be described on a separate sheet

IV. Activities Organized:

(Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes etc.)

S.No.	Title	Duration	Major Sponsor(s)	Level (International/National)	REMARKS
	NO				

V. Research papers/Books published/Conferences/Articles/Monographs etc.

S.No.	Title	Author (s)	Journal/Conference details/Publisher	Level (International, National, Text, Reference, etc.	Mark yes, if refereed
	NO				

VI. Sponsored Projects /Consultancy:

S.No.	Project Title	External Funds Received	Position	Sponsor	Date of Commencement	Duration (Yrs:)	Status (Completed/on Going)
	NO						

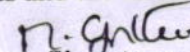
VII. Participation: (Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes/Training etc.)

S.No.	Title	Duration	Institution
1	EFFECTIVE ENGINEERING TEACHING IN PRACTICE	4 WEEKS	NPTEL
2.	INTEGRATED APPROACHES OF STOCHASTIC MODELLING AND DATA SCIENCE FOR SUSTAINABLE DEVELOPMENT	07/09/2022-11/09/2022	SV UNIVERSITY, TIRUPATHI
3.	TECHNICAL WRITING USING LATEX (ONLINE)	30/03/2023 -05/03/2023	VIT-AP UNIVERSITY

VIII. Over all self appraisals

I did my best during the academic year for the betterment of the students and the institution.

Date: 2/6/2023.


Signature

FORM – B
(To be filled by the Head of the Department/Principal)

ANNUAL APPRAISAL REPORT FOR THE ACADEMIC YEAR 2022- 23

Name of the Faculty : Dr.M.Ganapathi

Designation : Associate Professor

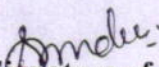
I. Attitude and Interpersonal Skills (Give ratings on a five point scale with '5' being the best and '1' the poorest):

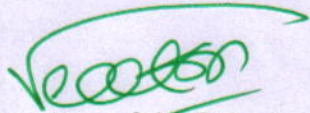
1.	Initiative: a self-starter; able to work without constant supervision	5
2.	Responsibility: Understands duties; accepts responsibilities readily	5
3.	Punctuality: arrives on time, Generally available for students during working hours	4
4.	Commitment: Committed to his/her work	5
5.	Loyalty: Supports and follows institute's policies and guidelines	4
6.	Development: Keeps knowledge up to date	3
7.	Oral communication: Speaks effectively with supervisor, colleagues and students	4
8.	Written communication	4
9.	Team work: effective in a team	5
10.	Leadership: gives clear directions and listens to co-workers	4
11.	Relationship with fellow faculty and staff	5
12.	Maturity	5
13.	Temperament	3
14.	Relationship with students	4
	Total	60

II. Brief Comments by the Head of the Department

He is Good in all aspects.

III. Remarks of Principal (if any)


Signature of the
Head of the Department/Coordinator


Signature of the Principal

PRINCIPAL
RISE KRISHNA SAI GANDHI
GROUP OF INSTITUTIONS
VALLURU:: ONGOLE.



RISE KRISHNA SAI GANDHI GROUPS OF INSTITUTIONS: ONGOLE - AP
FACULTY ANNUAL APPRAISAL REPORT
FOR THE ACADEMIC YEAR - 2021 - 2022 (JUNE - 2021 to APRIL - 2022)

Name : CH.HARI KRISHNA

Date of Birth : 10/06/1982

Designation : ASST.PROF .

Highest Qualification : M.TECH

Department : CSE

Date of Joining the Institution: 24/05/2012

Present post held from: 24/05/2012

PRIMARY WORK

(Attach extra sheet wherever necessary)

I. Instructional work assigned

S.No	Year/ Semester	Course code Title	Total No. of classes engaged	Class Stre ngth	Result (Pass %)	Average Grade/ Marks	Average student feedback
1	II - I (CSE)	Data Structures	74	107	85	B	Good
2	III - I (CSE)	DBMS	72	103	78	B	Good
3	II - II (CSE)	DBMS	78	107	82	B	Good

II. Supervisory support provided:

A) M.E./M.Tech./M.S.Theses: NA

S.No.	Name of the Student	Date of Registration	Co- Supervisor	Current Status	Date of Submission	

B) Project work at B.Tech./MCA/MBA Level

S.No	Project Title	Organization/Industry	Batch size
1	Student Assessment and Management		4

III. Responsibilities Undertaken

NCC/NSS/NSO/Warden/Guidance/Counseling/Cultural/Sports/HOD : NA

S.No.	Position	Period	REMARKS

- Special achievements, if any may be described on a separate sheet

IV. Activities Organized:

(Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes etc.) : NA

S.No.	Title	Duration	Major Sponsor(s)	Level (International/National)	REMARKS

V. Research papers/Books published/Conferences/Articles/Monographs etc. :NA

S.No.	Title	Author (s)	Journal/Conference details/Publisher	Level (International, National, Text, Reference, etc.)	Mark yes, if refereed

VI. Sponsored Projects /Consultancy: NA

S.No.	Project Title	External Funds Received	Position	Sponsor	Date of Commencement	Duration (Yrs.)	Status (Completed/on Going)

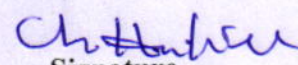
VII. Participation: (Seminars/Workshops/Conferences/Symposia/Continuing Education Programmes/Training etc.) : NA

S.No.	Title	Duration	Institution

VIII. Over all self appraisal

I did my best during the academic year for the betterment of the students and the institution.

Date: 03/06/2022


Signature

FORM – B
(To be filled by the Head of the Department/Principal)

ANNUAL APPRAISAL REPORT FOR THE ACADEMIC YEAR 2018- 19

Name of the Faculty : Ch. Hari Krishna

Designation : Assoc Prof

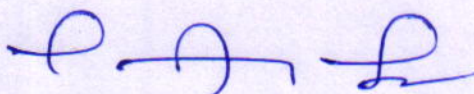
I. Attitude and Interpersonal Skills (Give ratings on a five point scale with '5' being the best and '1' the poorest):

1.	Initiative: a self-starter; able to work without constant supervision	5
2.	Responsibility: Understands duties; accepts responsibilities readily	5
3.	Punctuality: arrives on time, Generally available for students during working hours	5
4.	Commitment: Committed to his/her work	5
5.	Loyalty: Supports and follows institute's policies and guidelines	5
6.	Development: Keeps knowledge up to date	4
7.	Oral communication: Speaks effectively with supervisor, colleagues and students	5
8.	Written communication	4
9.	Team work: effective in a team	5
10.	Leadership: gives clear directions and listens to co-workers	5
11.	Relationship with fellow faculty and staff	5
12.	Maturity	5
13.	Temperament	5
14.	Relationship with students	5
	Total	68

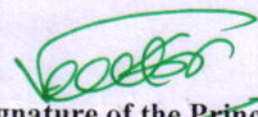
II. Brief Comments by the Head of the Department

Good Faculty. Good in all aspects.

III. Remarks of Principal (if any)



Signature of the
Head of the Department/Coordinator



Signature of the Principal

PRINCIPAL
RISE KRISHNA SAI GANDHI
GROUP OF INSTITUTIONS
VALLURU:: ONGOLE.