

KAMMAVARI SANGHAM GROUP OF INSTITUTIONS

STAFF SELF APPRAISAL REPORT

2022-2023

KSIT

Field	Data	SCORE
Name		
Present Address, Mob.No., e-mail id.		---
Age and Date of Birth		
Qualification		
Designation and Department		
Teaching Experience (After PG)		
Other Experience(If any)		
List of Subjects Taught till date (use separate sheet if necessary)		
Number of FDPs attended since joining service (Attach Separate List)		--
*Subjects taught in the Assessment Year and percentage pass (Both Theory & Practical) (10marks for each x Percentage) If Online please indicate.		/40
Details of UG Projects Guided (5 marks/ project guided) Provide Titles (HOD to endorse)		10
Details of PG Projects Guided (5 marks/ project guided) Only for MBA/M.Tech. Provide Titles (HOD to Endorse)		10
Percentage of classes held (No. of classes taken/no. of classes allocated x 5) Give details. HOD to Endorse.		5
Student Feedback for Offline / Online classes. (Avg.Percentage x 5 marks) Give details. HOD to verify.		/5

*Marks to be awarded for subjects for which end exam was conducted

Details of students mentored during current assessment year. (Furnish details)		--
Details of Participation in <u>VTU</u> Bodies (2 Marks) Furnish details and proofs.		2
Details on Examination related Activity (2marks each) Marks only for external responsibility.)		/8
List of FDPs attended during the Assessment year (5 marks each) (Attach Certificate copies) Provide Title, dates etc. HODs to verify		/10
Financial Assistance received during current year for attending FDPs		--
Status of Ph.D. [Attach proof for each stage and for every claim] Ph.D. Completed – 10 marks.	<ol style="list-style-type: none"> 1. Awarded (2 marks) 2. Thesis Submitted and awaiting reports (1 mark) 3. Thesis Preparation (2 Mark) 4. Experimentation/Data Collection in completed (1 mark) 5. Comprehensive viva voce completed (1 mark) 6. Appeared for Course work exams (1 mark) 7. Applied for registration formalities (1 mark) 8. Identified Guide/Research Centre and preparing research Proposal (1mark.) 9. Not thought of pursuing Ph.D. (zero) 	/10
Research Publications: (5 marks each) Provide Full Details. HODs to verify. [Attach copies of Title Page]		/10
Seminars / Workshops / Conferences attended (5 Marks each) Data to be verified by HODs. [Attach Certificate Copies]		/10
Financial Assistance received during current year for attending such events.		--

Registered as Research Guide (Reasons for not registering)		-
Research Scholars registered with details		/5
Details of Patents Applied for (If any) One application 5 marks Provide Details.		/5
Academic Programs organized and supported during current year.(Only FDP/Workshop/Seminar / Conference) . Do not include Webinars.	1.	/5
Details of programs attended for skill development like MOOCs, MOODLES, COURSERA, NPTEL and others (Only programs >= 20 hours need to be considered.		/5
Details of Utilization of NPTEL and other Online materials for augmenting own lectures. Provide proof for using this in the classroom. HOD to Verify.		/5
Details of Project Proposal submitted during the current year. (At least one) Provide Details		/5
Details of Project Funds Received. (including KSCST & VTU financial assistance)	Rs.	/5
Consultancy Revenue Generated	Rs.	/5
Details of Participation in cultural events during the current year		
Additional Responsibilities in the Department/ College Example: Head, Coordinator , Accreditation etc.(2marks for each responsibility)		/10
Details of Live Membership for Professional Bodies (IEEE CSI SEA ISTE)(2marks for first		/5

membership & 3 marks for second membership)		
Contribution to Cultural / Sports Events (Furnish Details) [Marks to be granulated based on the responsibility and participation by the HOI.]		/5
Contribution towards Branding, Admissions, etc [Marks to be granulated based on the responsibility and participation by the HOI.]		/10
TOTAL		/190

Date:

Signature of faculty

Comments from the HOD:

Signature of the HOD

Comments of the Principal after the discussion:

Signature of the Principal

CEO

Proof

Annexure – 1/2/3/4/5/6/

KAMMAVARAI SANGHAM GROUP OF INSTITUTIONS

K.S. INSTITUTE OF TECHNOLOGY

#14, RAGHUVANAHALLI, KANAKAPURA MAIN ROAD, BANGALORE-560109.

NON-TEACHING STAFF SELF ASSESSMENT INVENTORY

(COMMON TO OFFICE STAFF/LIBRARY STAFF/LABORATORY STAFF/DRIVERS)

ASSESSMENT YEAR 2022-2023

1.	Name of Employee	
2.	Date of Joining KSGI	
3.	Qualification	
4.	Designation	
5.	Present place of work.	
6.	Date of Reporting at present place.	
7.	Experience in the present place of work	
8.	Roles & Responsibilities assigned	
9.	Nature of duties being performed	
10.	Details of Training Attended	1.
11.	Training requirement (If Any)	
12.	My Health Status	•
13.	Employee Satisfaction Level	•
14.	Reporting Superior	•
15.	Reporting Superior's	

	comments	
16.	HOD's comments	
17.	Principal's Observations.	
18.	CEO's comments	
19.	Management's Decision	

Date of Submission:

Signature of Employee

Forwarding Officer.