

#### Sri Ramakrishna Mission Vidyalaya College of Education

(An Autonomous College affiliated to the Tamil Nadu Teachers Education University and Re-accredited with A $^{++}$  Grade by NAAC with CGPA 3.82)

Sri Ramakrishna Vidyalaya Post, Periyanaickenpalayam, Coimbatore - 641 020. Phone: 80125 33915 | E-mail: srkvcoen@yahoo.co.in | Website: www.srkvcoe.org NAAC 3<sup>rd</sup> Cycle

Criterion VI Metric 6.3.5

#### **CRITERION VI**

# GOVERNANCE, LEADERSHIP AND MANAGEMENT

**6.3 FACULTY EMPOWERMENT STRATEGIES** 

6.3.5 The Institution has a Performance Appraisal System for Teaching and Non-Teaching Staff

Performance Appraisal Report of any Three Teaching and Three Non – Teaching Staff with Seal and Signature of the Principal

#### SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION



(An Autonomous College Affiliated to the Tamil Nadu Teachers Education University and Re-accredited with A++ Grade by NAAC with CGPA 3.82)

Sri Ramakrishna Vidyalaya Post, Coimbatore - 641 020.

Ph: 8012533915 | E-mail: <a href="mailto:srkvcoen@yahoo.co.in">srkvcoen@yahoo.co.in</a> | Website: <a href="mailto:www.srkvcoe.org">www.srkvcoe.org</a>

## Performance Appraisal Report of Teaching Staff



## SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION (Autonomous)

COIMBATORE - 641020.

## Performance Appraisal Proforma - 2021 -2022

1	Name of the staff	:	Dr. K. SATHEESH KUMAR
2	Designation	:	Asst. Prof
3	Department/Devision	:	Education
4	Teaching Experience (college/University) a. College of Education b. Outside Total	:	26 years (2017)
5	Professional Qualification  a. Additional Qualification		MSCZOO) MACEng) MEd (Spl. En Mphil (Edv) (Phol (Edv)
6	Academic activities a. Courses handling		B.Ed
	b. Heading/assisting in other academic bodies		
	c. Additional responsibilities		retudents Leterary Association
	I. Institution II. Vidyalaya		students Leterary Association Kalaimagal Vieha Inchange Non-Meal Scheme Incharge
		:	
7	Innovative Teaching Methodology Adopted, If any	•	Jes .



Principal 1/C
Sri Ramakrishna Mission Vidyalaya
College of Education (Autonomous)
Coimbatore-641 020.

8	Rosearch Cuidanas (N.L.)			
0	Research Guidance (No.) M.P.Ed.			
	M.Phil.			
	Ph.D	:		
9	Faculty Development Programmes	:		
	(FDP) attended		4	
10	For Continent Courses			
	Online Certificate Courses		1.0	
	Attended/ Completed		)0	
11	Paper presented in Conferences			
	Seminars		5	
12	Publications			
	Edited Books			
	Proceedings			
	Journals		2	
13	a. Projects:	<u>                                     </u>	War.	
	Sanctioned/ Completed			
	Ongoing			
	b. CRE/ Conferences:			
	Organized			
	Proposed	:		
14	No. of video lessons/E-content			
	prepared		3 403	
15	Extension Activities:			
	Organized			
	Planned	:		
	Tartico	1	for two statements of the	
16	Achievements (If Any)		A	
	, and the second of the second	F.	THOU ( Best co-ordinator Aw	jourd
17	Future plans		2017	
- 1	a. Regarding ongoing academic			
	pursuits		Proposing E content	
-		.	Preparing E-content	
	and the second s		Journal Publication	
ŀ	learning process	•	Journal Publication	
1	c. Ways of enriching the	•		
	department with professional	•		
	activities			
	d. Research pursuits	-	e c	
	e. Planning for capacity			
	building and outreaching			
16	activities			
18	General suggestions for the	:	(A) m	
	JICSTON VIDYALAYA COL		ATTO PLAN	

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Principal 1/C
Sri Ramakrishna Mission Vidyalaya
Conege of Education (Autonomous)
Combatore-041 020:

	growth of department/discipline		
19	Suggestions for improving the research potential of the faculty	:	
20	Any other	:	

#### Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:-

Date: -

Name and Signature of the Teaching staff

K. Sattersh kner

#### Enclose:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution

Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Coimbatore-641 020.

Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Coimbatore-641 020.





# SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION (Autonomous) COIMBATORE - 641020.

## Performance Appraisal Proforma – 2020 -2021

1	Name of the staff	:	Dr. N. N. PRAPAKARAN
2	Designation	:	Assistant Professor
3	Department/Devision	:	Education
4	Teaching Experience (college/University) a. College of Education b. Outside Total		2-years 16-years Crandhi TTI 18-years
5	Professional Qualification  a. Additional Qualification	:	M.A., History, M.S.J. Ph.D.
6	Academic activities  a. Courses handling		Development of Moral and social values. Value Education
	<ul><li>b. Heading/assisting in other academic bodies</li><li>c. Additional responsibilities</li></ul>		
	I. Institution II. Vidyalaya		Extension Services.
		8.	
		:	
7	Innovative Teaching Methodology Adopted, If any	•	Utilising ICT



Principal IIC
Sri Ramakrishna Mission Vidyalaya
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Combatore-641 020.

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Principal 1/c
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College of Education (Autonomous)
College of Education (Autonomous)

-	growth of department/discipline		
19	Suggestions for improving the research potential of the faculty	:	workstops will be organi- sed for innovations we research.
20	Any other	:	

#### Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place: - Combatore

Date: - 02 - 08 . 2021

Col port 780

Name and Signature of the Teaching staff

#### Enclose:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses -
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution

Sri Ramakrishna Mission Vidyalava College of Education (Autonomous) Colmbatore-641 020.

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#### SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION

(Autonomous) COIMBATORE - 641020.

## Performance Appraisal Proforma - 2018 - 2019

1	Name of the staff	T :	SAMPATHKUMAR A
2	Designation	- : -	Assistant Professor
3	Department/Devision	1	Education
4	Teaching Experience (college/University) a. College of Education b. Outside Total	:	5
5	Professional Qualification		M.A., M. Se. (Psy), M. Ed., M.A. (Socia)
	a. Additional Qualification		NET-JRF (tam), NET (Edn.)
6	Academic activities  a. Courses handling		Pedagogy of History Curriculum Development and Instruction
	b. Heading/assisting in other academic bodies		
	c. Additional responsibilities  I. Institution  II. Vidyalaya		Examination Section,
		:	
7	Innovative Teaching Methodology Adopted, If any	:	Amo



Principal i/c
Sri Ramakrishna Mission Vidyalaya
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College of Education (Autonomous)

8	Research Guidance (No.)		
0	M.P.Ed.		
ì	M.Phil.		
	Ph.D	<u> </u>	
9	Faculty Development Programmes		
	(FDP) attended		
10	Workshops / Certificate Courses /	1	
	Online Certificate Courses		5
	Attended/ Completed	:	
11	Paper presented in Conferences	:	2
	Seminars		- Lan-
12	Publications		
	Edited Books		
	Proceedings		
	Journals	:	
13	a. Projects:		
	Sanctioned/ Completed		e *
	Ongoing		_
	b. CRE/ Conferences:		major de mais de la compansión de la compa
	Organized		
	Proposed	:	
14	No. of video lessons/E-content		
	prepared *		
	prepared		
15	Extension Activities:		
	Organized		Child Art Competition
	Planned	:	Catal Are Carriage
	Flatuled		
16	Achievements (If Any)	:	
	Tierre (array)		
17	Future plans		
	a. Regarding ongoing academic		Panagina Video Lessons
	pursuits		1 reposit
	b. Innovations in teaching		Personing Video Lessons Pursuing Doctoral Degree
	learning process		Tursuing Doctoral Degree
	c. Ways of enriching the		V
	department with professional	:	
	activities		
	d. Research pursuits		
	e. Planning for capacity		
	building and outreaching		8
	activities		
18	General suggestions for the	:	
	General suggestions for the		N



Principal 1/c
Sri Ramakrishna Mission Vidyalaya
College of Education (Autonomous)
Coimbatore-641 020.

	growth of department/discipline		
19	Suggestions for improving the research potential of the faculty	:	Proposals for Projects
20	Any other	:	

#### Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:-

Date: -

Name and Signature of the Teaching staff

(SAMPATHKUMAR A.)

Enclose:

- 1. Student related Co-Curricular Activities, Extension and field Based Activities
- 2. Achievements & Awards
- 3. Teaching Learning (Pass Percentage)
- 4. Online Courses
- 5. Projects Applied
- 6. ISR responsibilities
- 7. Membership in outside sports organization/ Others

Countersigned by the Head of the Institution

Principal
Cri Ramakrishna Mission Vidyahus College of Education (Antonomous)
Competence 11 (20).

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Principal / Sri Ramakrishna Mission Vidyalay2 College of Education (Autonomous) Combatore-6-11 020

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Performance Appraisal Report of Non - Teaching Staff



# SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION (Autonomous) COIMBATORE - 641020.

#### Performance Appraisal Proforma - 2021 -2022

#### Performance Appraisal Form for Non-Teaching Staff

1. Name of the Staff

:N. MOHANDASS

2. Position Title

: LAB ASSISTANT

3. Date of Entry into Service

:01-03-2013

4. No. of Years in Service

: 5 years

5. Date of Retirement

:

6. Qualification

: 5.5.L.C

7. Details of Current Responsibilities: Maintanance of Lab and Account

#### I. PROFESSIONAL COMPETENCE

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure	$\sim$				
2	Ability to organize work and carry it out		7			
3	Ability and willingness to take up additional load in times of exigencies		S			
4	Creativity and innovation		7			
5	Ability to learn and perform new duties	$\sim$				/

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Principal 1/C
Sri Ramakrishna Mission Vidyalaya
College of Education (Autonomous)
Colmbatore-641 020.

6	Capacity to supervise*	~	.1		
	(For Supervising Staff Only)				
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?	-	1		

#### II. PERFORMANCE

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?	1	= =			
2	Maintenance of Files/Records	1				
3	Accuracy & Speed of work	1		2		
4	Neatness & tidiness of work	1				
5	Completion of work on schedule	1		- AF		٧
6	Diligence and sense of responsibility		$\Lambda$			

#### III. PERSONAL CHARACTERISTICS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality	./		-		
3	Discipline	$\Lambda$				
4	Integrity and behaviour	*	$\triangle$			



Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Coimbatore-641 020.

#### IV. ATTITUDE TOWARDS CO-WORKERS

SI. No.	Components	Excellent	God	Satisfactory	Average	Poor
1	Cooperation with your colleagues?	540			•	
2	Mutual motivation with your colleagues?		Л		-	

#### V. ATTITUDE TOWARDS PUBLIC

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?	Л	-	*		
2	Rapport with the public when you interact with them?	$\mathcal{A}$		,	-	

VI. STAFF/STUDENTRELATIONS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/work in the interest of students	1				
2	Responsibility towards your tasks/ areas of management assigned to?	1			d d	

#### **Declaration**

I hereby declare that the information provided is true to the best of my knowledge.

Place: Periamoicken palayam

, Bu BoursonBurn

Date: -4-01-2022

Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

S- Pamakrishna Mission Vidvaleva Conege of Education (Autonom. 3)

Coimbatore-641 020.

Sri Ramakrishna Mission Vidyalaya College of Education (Actionomous) Colmbatore-641 020.



#### SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION (Autonomous)

COIMBATORE - 641020.

### Performance Appraisal Proforma - 2018 - 2019

## Performance Appraisal Form for Non-Teaching Staff

1. Name of the Staff

: S. Chinaraj

2. Position Title

3. Date of Entry into Service

: 01.06.2007

4. No. of Years in Service

11 years

5. Date of Retirement

6. Qualification

7. Details of Current Responsibilities: Scavenger

#### PROFESSIONAL COMPETENCE I.

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure		<b>/</b>		_	
2	Ability to organize work and carry it out		20	<i>&gt;</i>		
3	Ability and willingness to take up additional load in times of exigencies			1		
4	Creativity and innovation		`\			
5	Ability to learn and perform new duties		(	2		-

Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Coimbatore-641 020.

6	Capacity to supervise* (For Supervising Staff Only)		<b>√</b> :	
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?			

#### II. PERFORMANCE

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?		1			
2	Maintenance of Files/Records		$\checkmark$	5		
3	Accuracy & Speed of work		~			
4	Neatness & tidiness of work			✓		
5	Completion of work on schedule				- - -	1111
6	Diligence and sense of responsibility				V	

#### III. PERSONAL CHARACTERISTICS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance	~				
2	Punctuality		~			
3	Discipline	4	1			
4	Integrity and behaviour	47	~	-		

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Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Combatore-641 020.

#### ATTITUDE TOWARDS CO-WORKERS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?		V		•	
2	Mutual motivation with your colleagues?			V		

#### ATTITUDE TOWARDS PUBLIC

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?	30 5				-
2	Rapport with the public when you interact with them?					

#### STAFF/STUDENTRELATIONS VI.

SI.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/work in the interest of students	r				•
2	Responsibility towards your tasks/areas of management assigned to?	,			·	

#### **Declaration**

I hereby declare that the information provided is true to the best of my knowledge.

Place: Periyanai chenpalayam

S. 5000000

Date: -

\* COIMBATORE . SA

Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

Sri Radardene Mass of Midy (dy)

Principal 1/C Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Combatore-641 020.



#### SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION (Autonomous)

COIMBATORE - 641020.

### Performance Appraisal Proforma - 2018 - 2019

### Performance Appraisal Form for Non-Teaching Staff

1. Name of the Staff

2. Position Title

: P. Thangavel : watch man Cum Office Assistant

3. Date of Entry into Service

: 01.02.2011

4. No. of Years in Service

: 8 years

5. Date of Retirement

6. Qualification

: 4th Stardard.

7. Details of Current Responsibilities: Office Assistant

#### I. PROFESSIONAL COMPETENCE

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure	/				
2	Ability to organize work and carry it out	/				
3	Ability and willingness to take up additional load in times of exigencies	~				
4	Creativity and innovation		<b>/</b>			
5	Ability to learn and perform new duties	/				

Sri Ramakrishna Mission Vidyalaya College of Education (Autonomous) Countatore-641 020,

6	Capacity to supervise* (For Supervising Staff Only)		3	
7	You possess good knowledge (theory, hand on) for all aspects of the job to perform your job functions satisfactorily?			*

#### II. PERFORMANCE

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?		<b>/</b>			
2	Maintenance of Files/Records	~			MG I H	
3	Accuracy & Speed of work	/				
4	Neatness & tidiness of work	~				
5	Completion of work on schedule		1	c-id-	· [=,F(;)	-
6	Diligence and sense of responsibility	4,	<b>/</b>	100		

#### III. PERSONAL CHARACTERISTICS

SI.	Components	Excellent	Good	Satisfactory	Average	Poor
No.	Components	BACCHETT	dood	Datistactory	Average	
1	Attendance	. ✓				
2	Punctuality	/				
3	Discipline	~		- Q =		
4	Integrity and behaviour		_ =			

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Principal 1/2
Sri Ramakrishna Mission Vidyalaya
College of Education (Autonomous)
Coimbatore-641 020.

#### IV. ATTITUDE TOWARDS CO-WORKERS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?	~				
2	Mutual motivation with your colleagues?		<b>/</b>			

#### V. ATTITUDE TOWARDS PUBLIC

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public (parents, Business Associates, Vendors, Well Wishers of the College)?	<b>√</b> .	3			-
2	Rapport with the public when you interact with them?					

#### VI. STAFF/STUDENTRELATIONS

SI. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/work in the interest of students					2
2	Responsibility towards your tasks/areas of management assigned to?			9		

#### Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:-

Date: -

P. Thangarel

Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

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