



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
3rd 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

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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	:	MSc(Zoo) MA(Eng) MEd(Spl Ed) Mphil(Edu) PhD(Edu)
6	Academic activities a. Courses handling b. Heading/assisting in other academic bodies c. Additional responsibilities I. Institution II. Vidyalaya	:	B.Ed Students Literary Association Kalaimagal Vizha Incharge Non-Meal Scheme Incharge
7	Innovative Teaching Methodology Adopted, If any	:	yes




Principal i/c
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College of Education (Autonomous)
Coimbatore-641 020.

8	Research Guidance (No.) M.P.Ed. M.Phil. Ph.D	:	—
9	Faculty Development Programmes (FDP) attended	:	4
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	:	10
11	Paper presented in Conferences Seminars	:	5
12	Publications Edited Books Proceedings Journals	:	2
13	a. Projects: Sanctioned/ Completed Ongoing b. CRE/ Conferences: Organized Proposed	:	—
14	No. of video lessons/E-content prepared	:	3 nos
15	Extension Activities: Organized Planned	:	
16	Achievements (If Any)	:	TNOU (Best Coordinator Award) 2017
17	Future plans a. Regarding ongoing academic pursuits b. Innovations in teaching learning process c. Ways of enriching the department with professional activities d. Research pursuits e. Planning for capacity building and outreaching activities	:	Preparing E-content Journal Publication
18	General suggestions for the	:	



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Bangalore-560 020

	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:-

K. Sathesh Kumar

Date: -

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



[Signature]

Principal i/c

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

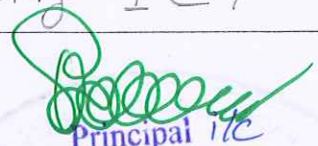


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(Autonomous)
COIMBATORE - 641020.

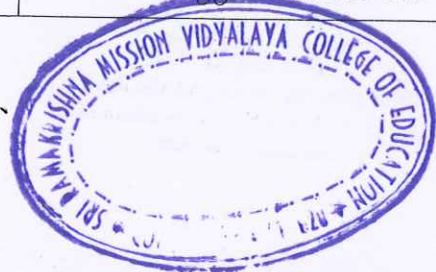
Performance Appraisal Proforma - 2020 -2021

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 Gandhi T T I 18 - years
5	Professional Qualification a. Additional Qualification	:	M.A., History, M.Ed, Ph.D. M.A., Psychology
6	Academic activities a. Courses handling b. Heading/ assisting in other academic bodies c. Additional responsibilities I. Institution II. Vidyalaya	:	Development of Moral and social values. Value Education Extension Services
7	Innovative Teaching Methodology Adopted, If any	:	Utilising ICT




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Coimbatore-641 020.

8	Research Guidance (No.) M.Ed. M.Phil. Ph.D	:	—
9	Faculty Development Programmes (FDP) attended	:	—
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	:	—
11	Paper presented in Conferences Seminars	:	—
12	Publications Edited Books Proceedings Journals	:	—
13	a. Projects: Sanctioned/ Completed Ongoing b. CRE/ Conferences: Organized Proposed	:	—
14	No. of video lessons/E-content prepared	:	—
15	Extension Activities: Organized Planned	:	Medical camps to be organised.
16	Achievements (If Any)	:	
17	Future plans a. Regarding ongoing academic pursuits b. Innovations in teaching learning process c. Ways of enriching the department with professional activities d. Research pursuits e. Planning for capacity building and outreaching activities	:	preparing video content organising webinars and seminars. Applying guidance conducting coaching classes for economically weaker students.
18	General suggestions for the	:	Enriching research activities.



Principal i/c
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Coimbatore-641 020,

	growth of department/discipline		
19	Suggestions for improving the research potential of the faculty	:	workshops will be organized for innovations in research.
20	Any other	:	—

Declaration

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

Place:- Coimbatore

Date: - 02-08-2021



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



Principal i/c

Sri Ramakrishna Mission Vidyalaya
College of Education (Autonomous)
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SRI RAMAKRISHNA MISSION VIDYALAYA COLLEGE OF EDUCATION
(Autonomous)
COIMBATORE - 641020.

Performance Appraisal Proforma - 2018 - 2019

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




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8	Research Guidance (No.) M.P.Ed. M.Phil. Ph.D	:	-
9	Faculty Development Programmes (FDP) attended	:	1
10	Workshops / Certificate Courses / Online Certificate Courses Attended/ Completed	:	5
11	Paper presented in Conferences Seminars	:	2
12	Publications Edited Books Proceedings Journals	:	-
13	a. Projects: Sanctioned/ Completed Ongoing b. CRE/ Conferences: Organized Proposed	:	-
14	No. of video lessons/E-content prepared	:	-
15	Extension Activities: Organized Planned	:	Child Art Competition
16	Achievements (If Any)	:	
17	Future plans a. Regarding ongoing academic pursuits b. Innovations in teaching learning process c. Ways of enriching the department with professional activities d. Research pursuits e. Planning for capacity building and outreaching activities	:	Preparing Video Lessons Pursuing Doctoral Degree
18	General suggestions for the	:	



[Signature]
Principal i/c
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Coimbatore-641 020.

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

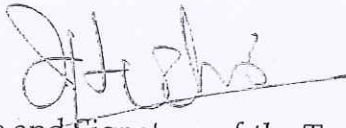
Declaration

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

Place:-

Date: -

Enclose:


Name and Signature of the Teaching staff
(SAMPATHKUMAR A.)

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

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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. MOHAN DASS
2. Position Title : LAB ASSISTANT
3. Date of Entry into Service : 01-03-2018
4. No. of Years in Service : 5 years
5. Date of Retirement : —
6. Qualification : S.S.L.C
7. Details of Current Responsibilities: Maintenance of Lab and Accounts

I. PROFESSIONAL COMPETENCE

Sl. 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		✓			
5	Ability to learn and perform new duties	✓				




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

II. PERFORMANCE

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

III. PERSONAL CHARACTERISTICS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance	✓				
2	Punctuality	✓				
3	Discipline	✓				
4	Integrity and behaviour		✓			



[Signature]
Principal i/c
Sri Ramakrishna Mission Vidyalaya
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IV. ATTITUDE TOWARDS CO-WORKERS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?		✓			
2	Mutual motivation with your colleagues?		✓			

V. ATTITUDE TOWARDS PUBLIC

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

VI. STAFF/STUDENT RELATIONS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students	✓				
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:- Perianaickenpalayam R.N. Srinivasan

Date:- 4-01-2022 Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

Sri Ramakrishna Mission Vidyalaya
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Coimbatore-641 020.

Principal i/c.

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COIMBATORE - 641020.

Performance Appraisal Proforma - 2018 - 2019

Performance Appraisal Form for Non-Teaching Staff

1. Name of the Staff : S. Chinaraaj
2. Position Title : Scavenger
3. Date of Entry into Service : 01.06.2007
4. No. of Years in Service : 11 years
5. Date of Retirement : -
6. Qualification : 4th std
7. Details of Current Responsibilities: Scavenger

I. PROFESSIONAL COMPETENCE

Sl. 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		✓			
5	Ability to learn and perform new duties			✓		




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

II. PERFORMANCE

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

III. PERSONAL CHARACTERISTICS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance	✓				
2	Punctuality		✓			
3	Discipline		✓			
4	Integrity and behaviour		✓			




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 College of Education (Autonomous)
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IV. ATTITUDE TOWARDS CO-WORKERS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?		✓			
2	Mutual motivation with your colleagues?			✓		

V. ATTITUDE TOWARDS PUBLIC

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

VI. STAFF/STUDENT RELATIONS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students			✓		
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:- Periyanaickenpalayam

S. Srinivasan

Date: -

Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

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



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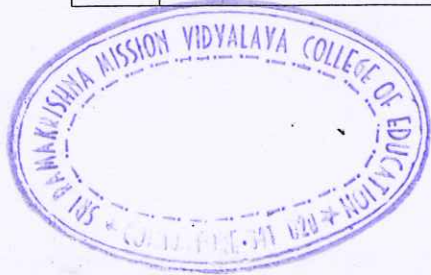
Performance Appraisal Proforma - 2018 - 2019

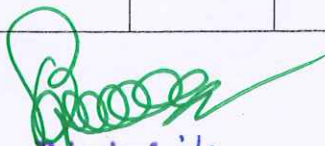
Performance Appraisal Form for Non-Teaching Staff

1. Name of the Staff : P. Thangavel
2. Position Title : 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 Standard.
7. Details of Current Responsibilities: Office Assistant.

I. PROFESSIONAL COMPETENCE

Sl. 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		✓			
5	Ability to learn and perform new duties	✓				




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

II. PERFORMANCE

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

III. PERSONAL CHARACTERISTICS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Attendance	✓				
2	Punctuality	✓				
3	Discipline	✓				
4	Integrity and behaviour	✓				




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IV. ATTITUDE TOWARDS CO-WORKERS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?	✓				
2	Mutual motivation with your colleagues?		✓			

V. ATTITUDE TOWARDS PUBLIC

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

VI. STAFF/STUDENT RELATIONS

Sl. No.	Components	Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively/ work in the interest of students	✓				
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:-

P. Thangavel

Date:-

Name and Signature of the Non - Teaching staff

Countersigned by the Head of the Institution

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



[Signature]
Principal

Sri Ramakrishna Mission Vidyalaya
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