

MAR BASELIOS COLLEGE OF EDUCATION, SULTHAN BATHERY, WAYANAD, KERALA

Cycle 1

NAAC ACCREDITATION-2024

SSR- Criterion 1

6.5.2 The institution reviews its teaching learning process periodically through IQAC or any other mechanism

• Any additional information

PERFORMANCE APPRAISAL OF MATHEMATICS OPTION TEACHER

	HING OF MATH	LINATICS		
Instructions:				
 Ten questi 	ons are provided with t	hree responses		
 All question 	ons should be attended.			
2				
Questions				
1.The learning out	comes are clearly defined a	and communicated	to students.	
Agree	Neutral Dis	agree		
2.The lesson plan in	ncludes differentiation for d	liverse learners.		
Agree	Neutral Dis	sagree		
3. The classroom e	nvironment is conducive to	learning.		
Agree	Neutral Dis	sagree		
4. Students are end	couraged to participate and	express their idea	freely.	
Agree	Neutral Dis	agree		
5. Collabrative lear	ning opportunities are prov	ided.		
Agree	Neutral 🚺 Dis	agree		
6 Teacher provided	timely and constructive fee	edback to students		
Agree	Neutral Disa	agree		
7.Instructional mat	erials are assessable to all s	tudents .		
Agree		sagree		
	ncepts are explained clearly		andable manner.	
Agree		agree		
and a second second second second	methods are used in classro		oupo work,Visual aids)	
Agree	1955 D	agree		
	ources and materials availa		ectively.	
Agree	Neutral Dis	agree		
			r lo	
	C (Stall	LE OF CON	. VII	

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF MATHEMATICS

Instructions:

- · Ten questions are provided with three responses
- · All questions should be attended.

Questions

A		100000000000000000000000000000000000000			
Agree	V	Neutral		Disagree	
2. The les	ison plan in	cludes differe	entiation	for diverse l	earners.
Agree		Neutral	V	Disagree	
3. The el	assroom en	vironment is	conduci	ve to learning	g.
Agree		Neutral		Disagree	
4. Studer	its are enco	ouraged to pa	rticipate	and express	their idea freely.
Agree		Neutral	[]	Disagree	
5. Collab	rative learn	ning opportun	ities are	provided.	- L
Agree		Neutral	-	Disagree	·]
6 Teache	r provided	timely and co	nstructi	ve feedback t	to students.
Agree		Neutral	~	Disagree	
100	tional mate	rials are asses		5	
Agree	·	Neutral		Disagree	
	natical con		L		an understandable manner.
	natical con		ameu ci		an understandable manner.
Agree	-	Neutral		Disagree	
9 Diverse	e teaching t	methods are u	sed in cl	assroom (Le	ctures, Groupo work, Visual aids)
Agree		Neutral	~	Disagree	
10 Appro	opriate reso	urces and ma	terials a	vailable are u	stilized effectively.
Agree	14	Neutral	-	Disagree	

No. of Student	Agree	Disagree	Neutral
1	8	0	2
2	7	0	3
3	8	0	2
4	10	0	0
5	6	0	4
6	7	0	3
7	5	1	4
8	10	0	0
9	7	0	3
10	8	0	2
11	7	0	3
12	7	0	3
13	10	0	0
14	10	0	0
15	10	0	0
16	5	0	5
17	6	0	4
18	6	0	4
19	5	0	5

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF MATHEMATICS

PERFORMANCE APPRAISAL OF NATURAL SCIENCE OPTION TEACHER

 TEACHING OF NATURAL SCIENCE Instructions: Ten questions are provided with three responses All questions should be attended. 	
 All questions should be attended. 	
derenene energie et antimite	
Questions	
1. The learning outcomes are clearly defined and communicated to students.	
Agree Neutral Disagree	
2. The lesson plan includes differentiation for diverse learners.	
Agree Neutral Disagree	
3. The classroom environment is conducive to learning.	
Agree Neutral Disagree	
4. Students are encouraged to participate and express their idea freely.	
Agree Neutral Disagree 5. Collabrative learning opportunities are provided.	
Agree Neutral Disagree	
6 Teacher provided timely and constructive feedback to students.	
Agree Neutral Disagree	
7.Instructional materials are assessable to all students .	
Agree Neutral Disagree	
8.Students were prepared to use scientific methods and approaches for their further stu and careers.	idies
Agree Neutral Disagree	
9. Appropriate resources(Laboratory equipment, scientific journals, online tools) are us effectively.	sed
Agree Neutral Disagree	
10.Students are encouraged by teacher to design and conduct their own experiments ar investigations.	nd
Agree Neutral Disagree	

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF NATURAL SCIENCE Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Agree	ng outcomes are clea	Disagree		
	plan includes differe			
Agree	Neutral	Disagree		
3. The class	oom environment is	conducive to learn	ing.	
Agree	Neutral	Disagre		
4. Students	are encouraged to par	rticipate and expre	ss their idea freely.	
Agree	Neutral	Disagree		
5. Collabrati	ve learning opportun	ities are provided.		
Agree	Neutral	Disagree		
6 Teacher pr	ovided timely and co	nstructive feedbac	k to students.	
Agree	Neutral	Disagree		
7.Instruction	al materials are asses	sable to all studen	ts .	
Agree	Neutral	Disagree		
8.Students w and careers.	vere prepared to use s	cientific methods	and approaches for	their further studies
Agree	Neutral	Disagree		
9.Appropria effectively.	te resources(Laborato	bry equipment, scie	ntific journals, onl	line tools) are used
Agree	Neutral	Disagree		
10.Students investigation	are encouraged by tea	acher to design and	i conduct their own	n experiments and
Agree	Neutral	Disagree		- 11
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		Sel Course		Mar Datelios College of Ed
		E The		Sulthan Bathery - 673 Wayanad, Kerala
	ALC: NO. OF THE OWNER.	21 (105		the state of the s

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF NATURAL SCIENCE

No. of students	Agree	Disagree	Neutral
1.	6	0	4
2.	6	0	4
3.	6	0	4
4.	7	0	3
5.	5	0	5
6.	9	0	1
7.	9	0	1
8.	7	0	3
9.	5	0	5
10.	7	0	3
11.	6	0	4
12.	6	0	4
13.	6	0	4
14.	6	0	4
15.	6	0	4
16.	8	0	2
17.	8	0	2

PERFORMANCE APPRAISAL OF SOCIAL SCIENCE OPTION TEACHER

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF SOCIALSCIENCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Questions

Agree		Neutral	Disagree	
2.The les	sson plan i	includes differentia	tion for diverse learners	
Agree		Neutral	Disagree	
3. The cl	assroom e	environment is cond	ducive to learning.	
Agree		Neutral	Disagree	
4. Studer	nts are en	couraged to partici	pate and express their id	lea freely.
Agree		Neutral	Disagree	7
5. Collat	orative lea	rning opportunities	are provided.	
Agree		Neutral	Disagree	
6 Teache	er provideo	d timely and constr	uctive feedback to stude	ents.
Agree		Neutral	Disagree	
7.Instruc	tional mat	terials are assessabl	le to all students .	_
Agree		Neutral	Disagree	
8.Real w	orld exam	ples and current ev	ents are integrated to m	ake the material relevant.
Agree		Neutral	Disagree	
9.Opport	tunities for	r students to share	their findings and presp	ectives with peers are provided.
Agree		Neutral	Disagree	
10.Diffe	rent presp	ectives and viewpo	ints are considered and	discussed in classroom.
Agree	1	Neutral	Disagree	
	-			
			1000	Principal
			(Mar Baselies College of Education
				Sulthan Bathery - 673 592 Weymad, Revala
			(alles)	-

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF SOCIALSCIENCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Questions

Agree	Neutral Disagree	
and the second se	olan includes differentiation for diverse learners.	
Agree	Neutral Disagree	
3. The classroo	om environment is conducive to learning.	
Agree	Neutral Disagree	
4. Students ar	re encouraged to participate and express their idea freely.	
Agree	Neutral Disagree	
5. Collabrative	e learning opportunities are provided.	
Agree	Neutral Disagree	
6 Teacher prov	vided timely and constructive feedback to students.	
Agree	Neutral Disagree	
7.Instructional	I materials are assessable to all students .	
Agree	Neutral Disagree	
8.Real world e	examples and current events are integrated to make the material relevant.	
Agree	Neutral Disagree	
9.Opportunitie	es for students to share their findings and prespectives with peers are provided.	
Agree	Neutral Disagree	
10.Different p	respectives and viewpoints are considered and discussed in classroom.	
Agree	Neutral Disagree	
	Principal or foration	
	Prihipal Mar Baselios College of Education Sar Baselios College of Education Salthan Bathery - 673 592 Sulthan Bathery - 673 592	
	(I E Salthan Barnes Salthan Barnes Wayanad, Xerala	
	III S	

No. of students	Agree	Disagree	Neutral
1.	8	1	1
2.	6	1	3
3.	6	1	3
4.	5	2	3
5.	8	0	2
6.	5	1	4
7.	10	0	0
8.	4	0	6
9.	2	0	8
10.	6	0	4
11.	1	3	6
12.	4	0	6
13.	7	0	3
14.	0	3	7
15.	6	0	4
16.	10	0	0

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF SOCIAL SCIENCE

PERFORMANCE APPRAISAL OF PHYSICAL SCIENCE OPTION TEACHER

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF PHYSICAL SCIENCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Question	100 million (1990)	anna ara alaarb	u defined and com	municated to students.	
	arning outc	Neutral	Disagree	municated to students.	
Agree					
2.The les	son plan in	cludes differenti	ation for diverse l	amers.	
Agree		Neutral	Disagree		
3. The cl	assroom en	vironment is con	nducive to learning	14 ¹	
Agree		Neutral	Disagree		
4. Studer	nts are enco	ouraged to partic	ipate and express	their idea freely.	
Agree	T	Neutral	Disagree		
5. Collab	orative learn	ning opportunitie	s are provided.		
Agree	M	Neutral	Disagree		
6 Teache	r provided	timely and const	ructive feedback t	o students.	
Agree		Neutral	Disagree		
7.Instruc	tional mate	rials are assessal	ble to all students .		
Agree		Neutral	Disagree		
8.Real-w	orld examp	les and applicat	ions are used to ill	istrate scientific principles.	
Agree		Neutral	Disagree		
9.Approp effective		rces(Laboratory	equipment,scienti	fic journals,online tools) are used	
Agree	M	Neutral	Disagree		
10.Stude investiga		ouraged by teach	er to design and c	induct their own experimenys and	
Agree	\square	Neutral	Disagree	E Pil	
			Tel	Prindpal Mar thatelins College of Education	1
			H.E.	Mar Batelina Cong. 9 Sulthan Bathery - 673 592 Wayanad, Xerala	1

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF PHYSICAL SCIENCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Agree		Neutral	Disa	agree [
2.The le	sson plan ir	ludes differer	itiation for di	iverse learr	ners.		
Agree		Neutral	Disa	agree [
3. The c	lassroom er	vironment is c	onducive to 1	learning.			
Agree	M	Neutral	Dis	agree			
4. Stude	ents are enc	ouraged to part	icipate and e	xpress thei	r idea freel	y.	
Agree	7	Neutral	Disa	agree	_		
5. Colla	brative lear	ning opportunit	ies are provi	ded.			
Agree		Neutral	Disa	ngree	-		
6 Teach	er provided	timely and con	structive feed	dback to stu	idents.		
Agree		Neutral	Disa	gree [-		
7.Instru	ctional mate	erials are assess	able to all stu	udents .			
Agree	M	Neutral	Disa	gree			
8.Real-v	vorld examp	ples and applica	itions are use	d to illustra	ite scientifi	c principles.	
Agree		Neutral [Disa	igree			
9.Appro effective		irces(Laborator	y equipment,	scientific j	ournals,onl	ine tools) are used	
Agree		Neutral	Disa	igree			
10.Stude investige		ouraged by tead	ther to design	n and condi	act their ow	n experimenys and	
Agree	V	Neutral [Disa	gree [the P	
				See .		Mar Baseller College Suthan Bashery Weyanad, J	

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF PHYSICAL SCIENCE

No. of students	Agree	Disagree	Neutral
1.	7	0	3
2.	10	0	0
3.	6	0	4
4.	6	0	4
5.	7	0	3
6.	9	0	1
7.	6	0	4
8.	7	0	3
9.	6	1	3
10.	6	0	4
11.	10	0	0
12.	10	0	0
13.	10	0	0
14.	10	0	0
15.	9	0	1
16.	8	0	2
17.	10	0	0
18.	6	0	4
19.	8	0	2
20.	9	0	1

PERFORMANCE APPRAISAL OF ENGLISH OPTION TEACHER

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF ENGLISH

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Questions

-

Agree		Neutral	· · · · ·	Disagree	· · · · · ·			
19 Television	V							
2.Does th	ie lesson p	lan includes d	ifferenti	ation for dive	erse learners'	?		
Agree		Neutral		Disagree				
3.Is the c	lassroom e	environment co	onduciv	e to learning	?			
Agree		Neutral		Disagree				
4.Are stu	dents enco	ouraged to part	icipate	and express t	heir idea free	ly?		
Agree		Neutral		Disagree				
5.Are col	llabrative l	earning oppur	tunities	provided?				
Agree		Neutral		Disagree				
6.Does to	eacher prov	vide timely and	d constr	uctive feedba	ick to studen	ts?		
Agree	\square	Neutral		Disagree				
7.Are ins	tructional	materials asse	ssable to	o all students	?			
Agree		Neutral		Disagree				
8.Do tead	cher effecti	vely explain a	nd mod	el language o	concepts?			
Agree	∇	Neutral		Disagree				
9.Does th	te teacher	asks questions	that pro	omote critical	l thinking an	d language	e developme	ent?
Agree		Neutral		Disagree				
10.How o	effectively	teacher comm	unicate	with student	s?			
Agree	\square	Neutral		Disagree				
	L							0
							Fa	Jal-
			1	104			Princips	1
			11	An .			aselios Collegi	of Education
			1.			S	Ushan Bathety Wayanad, S	· 5/3 334

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF ENGLISH

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Questions

1.Are the	e learning ou	itcomes clear	rly define	ed and comm	unicated to students?
Agree		Neutral		Disagree	
2.Does th	ne lesson pla	in includes d	ifferentia	tion for dive	rse learners?
Agree		Neutral		Disagree	
3.Is the c	lassroom en	wironment c	onducive	to learning?	
Agree	~	Neutral	[]	Disagree	
4.Are stu	idents encou	traged to part	ticipate a	nd express th	neir idea freely?
Agree	VI	Neutral		Disagree	
5.Are col	llabrative les	arning oppur	tunities p	provided?	
Agree	1	Neutral		Disagree	
6.Does to	eacher provi	de timely an	d constru	ctive feedba	ck to students?
Agree		Neutral		Disagree	
7.Are ins	structional n	naterials asse	ssable to	all students	?
Agree	17	Neutral		Disagree	
8.Do tead	cher effectiv	ely explain :	and mode	el language c	oncepts?
Agree	∇	Neutral		Disagree	
9.Does th	teacher as	sks questions	that pro	mote critical	thinking and language development?
Agree	V	Neutral		Disagree	
10.How e	effectively to	eacher comn	nunicate	with students	s?
Agree	$\overline{\mathbf{A}}$	Neutral		Disagree	
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		1.980	O HIR CA		Principal
		13/ 7	the V		Mar Pasellos College of Educe
		Sel 1		1	Sulfan "atheny - 673 592
		1000	142 20		Trans and Agricon

No. of students	Agree	Disagree	Neutral
1.	9	0	1
2.	7	0	3
3.	2	0	8
4.	4	2	4
5.	4	0	6
6.	2	2	6
7.	4	0	6
8.	3	2	5
9.	2	4	4
10.	10	0	0
11.	1	5	4
12.	4	0	6
13.	9	0	11
14.	7	0	3
15.	5	0	5
16.	6	0	4
17.	4	0	6

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF ENGLISH

PERFORMANCE APPRAISAL OF COMMERCE OPTION TEACHER

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF COMMERCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Agree	2	Neutral	Disagre	e 🔲			
2.The less	on plan i	ncludes different	iation for diver	se learners.			
Agree		Neutral	Disagre	e 📃			
3. The cla	saroom e	nvironment is co	nducive to lear	ning.			
Agree		Neutral	Disagro	e l			
4. Student	s are ene	couraged to partic	cipate and expr	ess their idea	freely.		
Agree		Neutral	Disagre	c			
5. Collabr	ative lear	ning opportunitio	es are provided	8 e ¹¹			
Agree	2	Neutral	Disagre	e			
6 Teacher	provided	timely and cons	tructive feedba	ck to students			
Agree	1	Neutral	Disagree				
7.Instructi	onal mate	erials are assessa	ble to all stude	nts .			
Agree	\square	Neutral	Disagre	0			
8 Lesson p	plan is str	uctured to build	progressively c	n previous kr	nowledge.		
Agree		Neutral	Disagre	e			
9.Practical lessons.	applicati	ions, such as real-	-world busines	s scenarios ar	e incorpora	ited into the	
Agree		Neutral	Disagre	e			
10.Curren	t business	s trends and exam	nples are used	to maintain in	terest and	engagement.	
Agree		Neutral	Disagre	e 📃			
			G			Sultine fin	

CHECKLIST FOR A CONSTRUCTIVIST TEACHING OF COMMERCE

Instructions:

- Ten questions are provided with three responses
- All questions should be attended.

Questions

1.The learning outco	omes are clearly def	ined and comm	unicated to stude	nts.
Agree	Neutral	Disagree		
2.The lesson plan inc	cludes differentiation	for diverse lea	mers.	
Agree	Neutral	Disagree		
3. The classroom env	vironment is conduci	ive to learning.		
Agree	Neutral	Disagree		
4. Students are enco	suraged to participate	e and express th	eir idea freely.	
Agree	Neutral	Disagree		
5. Collabrative learn	ing opportunities are	provided.		
Agree	Neutral	Disagree		
6 Teacher provided t	imely and constructi	ive feedback to	students.	
Agree	Neutral	Disagree		
7.Instructional mater	rials are assessable to	o all students .		
Agree	Neutral	Disagree		
8 Lesson plan is stru	ctured to build prog	ressively on pre	vious knowledge	e.
Agree	Neutral	Disagree		
9.Practical application lessons.	ons, such as real-wor	Id business scer	narios are incorp	orated into the
Agree	Neutral	Disagree		
10.Current business	trends and examples	s are used to ma	untain interest au	nd engagement.
Agree	Neutral	Disagree		
)	The Arming of the second

REVIEW OF TEACHING LEARNING PROCESS OF TEACHER OF COMMERCE

No. of students	Agree	Disagree	Neutral
1.	10	0	0
2.	10	0	0
3.	10	0	0
4.	10	0	0
5.	10	0	0
6.	10	0	0
7.	10	0	0
8.	8	0	2
9.	7	0	3
10.	6	0	4
11.	6	0	4
12.	7	0	3
13.	6	0	4
14.	4	0	6
15.	7	0	3
16.	9	0	1
17.	7	0	3

MAR BASELIOS COLLEGE OF EDUCATION

SULTHAN BATHERY

INSTITUTIONAL PERFORMANCE APPRAISEL SYSTEM FOR TEACHING STAFF 2022-23

TEMPLATE

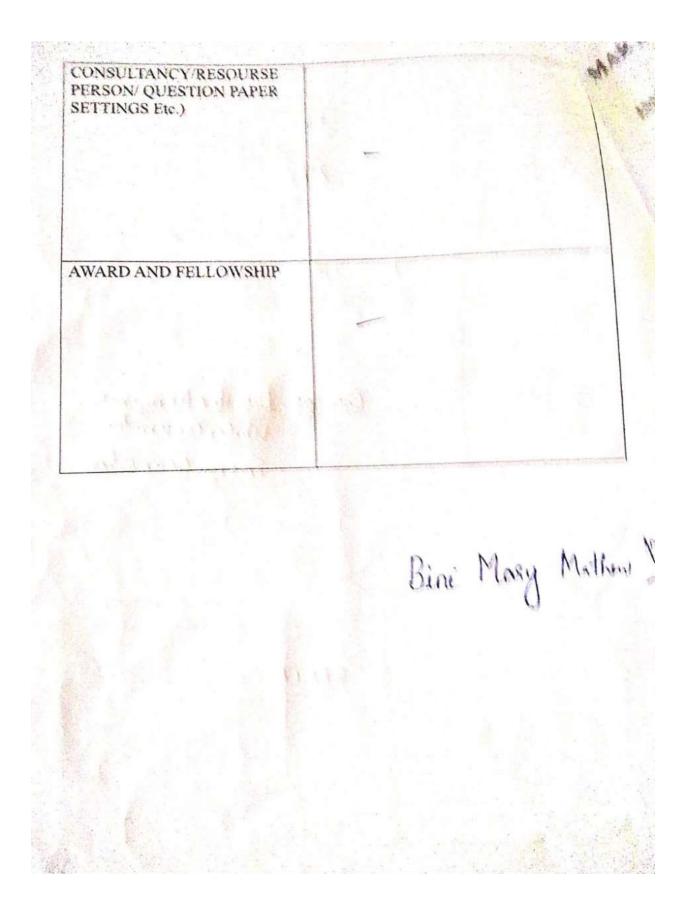
FACULTY PERFORMANCE APPRAISAL REPORT

NAME OF THE TEACHER : BINI MARY MATHEW DESIGNATION: Asst Prof. In general Education .

QUALIFICATION	M.Sc. M.Ed.
COURSE ATTENDED (orientation, refresher, short term, workshop, seminars, webinars)	Orientation. Sconinals Webinnes.

PUBLICATIONS (journals, books, chapter in book) PERFORMENT PARTY PERI 111 Nil PAPER PRESENTATIONS (National/ international) Nil AVERAGE TEACHING HOURS 16 PER WEEK

A THINK ALL THE AVAILABLE	I have a second se
REMPUTAL TEACHING OFFERED PER WEEK EXTRA TEACHING HOURS OFFERED PER WEEK	2. 2 hs
RESEARCH PROJECTS (completed / ongoing)	
OFFICIAL POSITIONS HELD INSIDE THE COLLEGE	Con al Disates Mongement
INSIDE THE COLLEGE	Con of Disaster Manyment Wales Conservation : Sperzy Conservation.
MEMBERSHIP IN ACADEMIC/PROFESSIONAL 30DIES/NGO Ect.	SFCTA-
XTENSION ACTIVITIES(URRICULUM EVELOPMENT/	jui o



MAR BASELIOS COLLEGE OF EDUCATION

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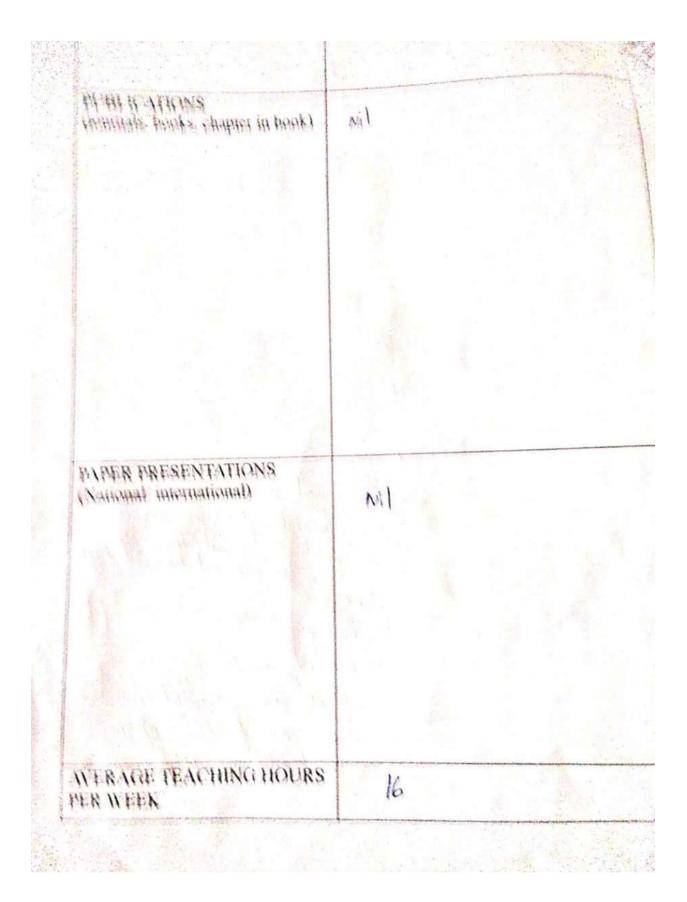
SULTHAN BATHERY

INSTITUTIONAL PERFORMANCE APPRAISEL SYSTEM FOR TEACHING STAFF 2022-23

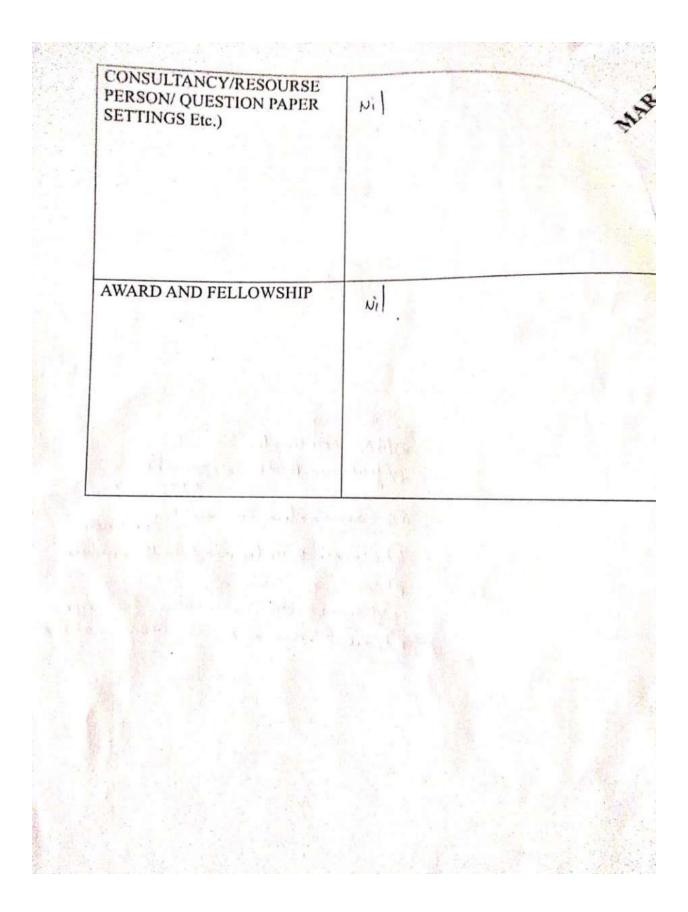
TEMPLATE

FACULTY PERFORMANCE APPRAISAL REPORT

NAME OF THE TEACHER : DESIGNATION:	SATAKALA. M Asst Brof in Physical Science.
QUALIFICATION	Msc, M.ed H.phil.
COURSE ATTENDED (orientation, refresher, short term, workshop, seminars, webinars)	in global tends and second dupt. dagt 2. Energing tends in education 2. Energing tends in education
	Jourdations of reindful colucation within the framework of the National colucation Policy 2020



1		
OFFE	EDIAL TEACHING RED PER WEEK A TEACHING HOURS RED PER WEEK	1. 1 hour 2. 2 hour.
RESEA	ARCH PROJECTS	
(compl	eted / ongoing)	angeing.
OFFICI		
INSIDE	AL POSITIONS HELD THE COLLEGE	Nie Pircipil. DIRAC coordinates Desvance Redressal connite Convener
		DExamination committee
		5) women Development cell-convergen
		DOBC Cell - Convenor DAdmission committee - Convenor
1000		5) couser Research committee - con
MEMBEI ACADEN BODIES/I	IIC/PROFESSIONAL	
CURRICUI	ON ACTIVITIES(LUM MENT/	mil.



MAR BASELIOS COLLEGE OF EDUCATION

SULTHAN BATHERY

INSTITUTIONAL PERFORMANCE APPRAISEL SYSTEM FOR TEACHING STAFF 2022-23

TEMPLATE

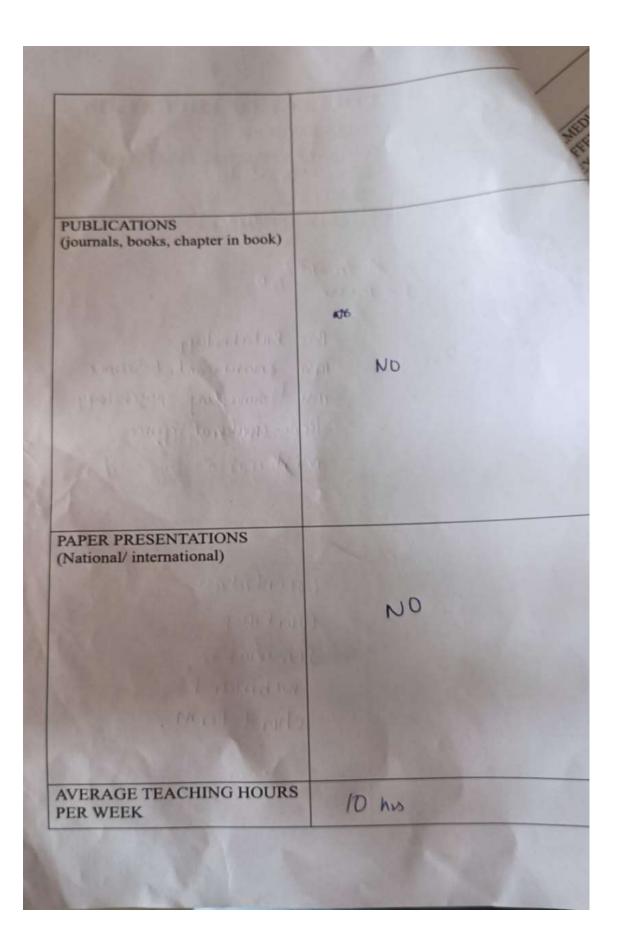
FACULTY PERFORMANCE APPRAISAL REPORT

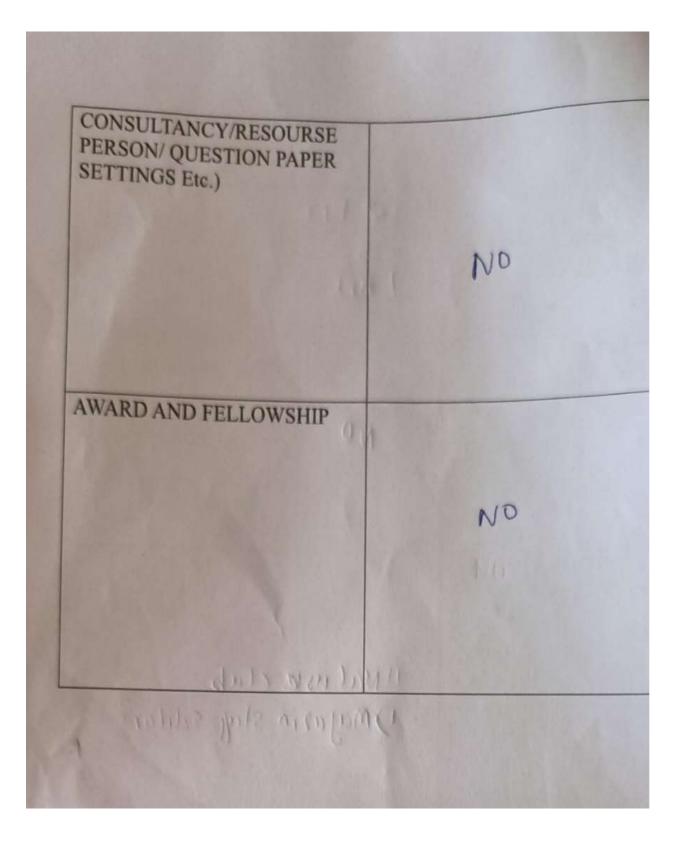
NAME OF THE TEACHER : As ha . P. L

DESIGNATION: ASSI . Prototes	
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SUL

QUALIFICATION	BSC Biotechnology MSC Environmental Scrence MSC Councelling psychology BED Natural Scrence MED.
COURSE ATTENDED (orientation, refresher, short term, workshop, seminars, webinars) () ()	orrentation workmop seminars webinars short term.





Performance Appraisal Form for Non-Teaching Staff

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I Name of the F			
I. Name of the Faculty	-	LEELA	THOMA
2. Position Title		STAFF	(NON)
3. Date of Entry into Service	11	2015-	
4. No. of Years in Service	1	9	
5. Date of Retirement		1.1	
6. Qualification	-	SSLC	
7. Details of Current Responsibilities	-	CLEAN	ING

51. Poor Excellent Good Satisfactory Average No. 1 Knowledge of rules, regulation 1 and procedure 2 Ability to organize work and ~ carry it out 3 Ability and willingness to take up additional load in times of exigencies Creativity and innovation 4 1 5 Ability to learn and perform new duties dapacity to supervise* 6 (For Supervising Staff Only) o you possess good knowledge 7 (theory, hands on) for all aspects of the job to perform your job functions satisfactorily?

PROFESSIONAL COMPETENCE

II. PERFORMANCE

SL No.		Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?			1		
2	Maintenance of Files/Records		12	18 1 1	12	fe
3	Accuracy & Speed of work		Li'l		11	
10	Neatness & tidiness of work	14	1		1	

	Completion of work on schedule	/				1	ST.
6	Diligence and sense of responsibility	TICS				- queene	
ETT.		Excellent	Good	Satisfactory	Averag	ge Poor	1
SL.		Exaction					-1
B	Anendance	~				-	1020
2	Panentality	~			-	-	
3	Discipline	~		-	-		-
Ľ	Integrity and behaviour		\checkmark				-
127	ATTITUDE TOWARDS CO)-WORK	ERS		1.	E E	Poor
IV. Sl. Na	ALTIOPE TOWNED	Excellent	Good	i Satisfactor	y Aver	rage F	001
1	Cooperation with your onlinements		~				U
2	Minual motivation with your colleagues?						-
V.	ATTITUDE TOWARDS P	UBLIC					-
SIL No.		Excellen	f Goo	od Satisfacto	ory Av	erage	Poo
I	Cooperation to the needs of the public(Parents, Business Associates, Vendors, Well Wishers of the College)?		~				
3	Rapport with the public when you interact with them?			-			
AL.	STAFF STUDENT RELA	TIONS					
SIL No.		Excelle	nt Go	ood Satisfad	ctory	Average	F
1	Ability to engage, motivate, supervise, and effectively work in the interest of students?	\sim					
3	Responsibility towards your tasks' areas of management assigned to?	~	-			1 and	1

Performance Appraisal Form for Non-Teaching Staff

1. Name of the Faculty

2. Position Title

3. Date of Entry into Service

4. No. of Years in Service

5. Date of Retirement

6. Qualification

: : Degoee

: Boniya vaeghese : Junious Dricoundand : 13/2/2023 : 19eas

7. Details of Current Responsibilities :

SI. No.		Excellent	Good	Satisfactory	Average	Poor	-
l	Knowledge of rules, regulation and procedure		/			1	4
2	Ability to organize work and carry it out		/			+	-
3	Ability and willingness to take up additional load in times of exigencies		~	1	-	-	\neg
4	Creativity and innovation		~	1	-		
5	Ability to learn and perform new duties		~	1		+	
6	capacity to supervise* (For Supervising Staff Only)		~	1		-+	
7	 you possess good knowledge (theory, hands on) for all aspects of the job to perform your job functions satisfactorily? 				-		
	PERFORMANCE	1	1.0	1 C. C.F.	August Aug	erage	Poor
l. o.		Excelle	nt Go	od Satisfac		ciago	-
	Awareness of policies and procedures of the institution?		V	4			1-
	Maintenance of Files/Records		~	1			+
	Accuracy & Speed of work			1			+
	Neatness & tidiness of work			\square			

5	Completion of work on schedule		1	-			1	isterious	1
•	Diligence and sense of responsibility		1						
11.	PERSONAL CHARACTER	ISTICS					-		
51. No.		Excellent	Good	Sa	tisfectory	Aver	age	Poor	
1	Attendance		1						_
2	Punctuality		1	1					_
3	Discipline		1						-
4	Integrity and behaviour		1						
IV.	ATTITUDE TOWARDS CO)-WORK	ERS			-		Pool	-
SI.		Excellent	Good	S	atisfactory	Ave	rage	Poor	-
1	Cooperation with your colleagues?		1	-		-		-	-
2	Mutual motivation with your colleagues?		1		_			1	
V.	ATTITUDE TOWARDS P	UBLIC	Ta	T	Satisfactor	VA	verage	e Po	our
SI. No.		Excellen	t Goo	d	Satisfactor	,		+	
1	Cooperation to the needs of the public(Parents, Business Associates, Vendors, Well Wishers of the College)?		1		/				_
3	Rapport with the public when		-	/		1	_	1	_
/I.	STAFF/STUDENT RELA	TIONS			1		Aver	ane	Poor
51. No.		Excelle	nt Go	bod	Satisfac	tory	Ave	age	-
1	Ability to engage, motivate, supervise, and effectively work in the interest of students?		~	/			-		-
	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.

Mare Badhery Date 22/7/24

Name and Signature of the non-teaching and?

Songa Vabylese

Performance Appraisal Form for Non-Teaching Staff

1. Name of the Faculty:Ailson K: Fa2. Position Title:Office Supervision for dealer3. Date of Entry into Service:Office Supervision for dealer4. No. of Years in Service::5. Date of Retirement::6. Qualification::7. Details of Current Responsibilities::

Sl. No.		Excellent	Ound	Satisfactory	leverag	te Pres	'
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	~				1	
4	Creativity and innovation	V			1	-	_
5	Ability to learn and perform new duties	~			-	-	
6	capacity to supervise* (For Supervising Staff Only)		12		-	1	_
7	 you possess good knowledge (theory, hands on) for all aspects of the job to perform your job functions satisfactorily? 						
Ι.	PERFORMANCE						1
si. No.		Exceller	it Goo	od Satisfact	ory A	retage	Poor
1	Awareness of policies and procedures of the institution?	~					+
	Maintenance of Files/Records	V				- W	1
	Accuracy & Speed of work	2		1			1
1.1	Neatness & tidiness of work	V	-	16			

I. PROFESSIONAL COMPETENCE

16	Dilignur and sense of	~							No.
a l	nesponshilty	ISTICS							
RBA	PERSONAL CHARACTER	Exceilent	Good	S	atisfactory	Aver	age	Poor	1
Sil.		LADON	-	+		-		1	-
1	Arendance	~		-		-		1	
2	Purchality	~				-		1	
3	Discipline	\checkmark				-		-	
<u>r</u>	Integrity and behaviour		~						-
IV.	ATTITUDE TOWARDS CO	D-WORK	ERS	5		1.		P	oor
SIL No.	AFTITODE TO MEDI	Excellent	God	bd	Satisfactor	y Av	rag	er	001
1	Cooperation with your collengues?		~	1			Re.	+	1
2	Minual motivation with your onlinemes?								
V.	ATTITUDE TOWARDS P	UBLIC							-
SL.	AIMODETO	Excellen	t Go	bod	Satisfacto	ry /	Avera	ige	Po
1	Cooperation to the needs of the public (Parents, Business Associates, Vendors, Well Wishers of the College)?		~	/					
3	Rapport with the public when you interact with them?				1				
VI	STAFF STUDENT RELA	TIONS						1	
SIL. No.		Excelle	nt C	3000	I Satisfac	tory	Ave	erage	1
1	Ability to engage, motivate, supervise, and effectively work in the interest of students?	~	-			1			
	Responsibility towards your tasks areas of	14	/						CALL AND

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

knowledge.

Place: 5. 2. 07.2024

mlsm. 168'

Name and Signature of the non teaching staff