



Adi Shankara

INSTITUTE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE & Affiliated to APJ Abdul Kalam Technological University
Vidya Bharathi Nagar , Mattoor, Kalady, Ernakulam District, Kerala State Pin: 683574



CRITERIA 6- GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3 Faculty Empowerment Strategies



Performance Appraisal Sample (Teaching Staff)



Faculty Appraisal Document

This appraisal will form the primary basis for determining the performance level that merits continued employment, promotion, annual increment, etc. The document will serve as a reflection of the faculty performance and facilitate means for continuous improvement in their career.

Each year, every faculty member will undergo evaluation to identify and assess his/her strengths and weaknesses in work performance. The appraisal will be carried out by the Faculty Appraisal Panel (FAP) chaired by the Principal.

Faculty Details

Name of the faculty Member	Arya Paul	Academic Year	2020-21
Designation	Assistant Professor	Date of joining ASIET	2/7/12
Department	Electronics and Communication	Date of previous promotion:	

Faculty Performance Index (FPI)

	Wtg	API	A	Wtg	RCI	B	Wtg	IDI	C	Total=A+B+C (100)	Grade
Asst. Professor	5	9.5	47.5	3	8.3	24.9	2	10	20	92.4	Excellent.
Associate Professor/ Professor	3			5			2				

Note:

Asst. Professor - $5 * API + 3 * RCI + 2 * IDI$

Associate Professor/ Professor - $3 * API + 5 * RCI + 2 * IDI$

➤ Academic performance Index- (API)

➤ Research contribution Index - (RCI)

➤ Institutional Development Index- (IDI)

It gives a number out of 100. A grade (Excellent/good/fair/poor) can be given based on this.

Signature

Rajesh
13/7/21

Faculty Appraisal Panel (FAP) Chair



A) Academic Performance Index (API)

SN	CRITERIA	MAX POINTS	POINTS SCORED	EVALUATION STRATEGY						
				Odd semester			Even semester			Average
				Subj 1 (CC)	Subj 2 (CC)	Lab 1 (SC Lab)	Subj 1 (Environment Health & safety)	Subj 2 (Environment Health & safety)	Lab 2 C lab	
1	Result (% of Pass)	10	10	92.85	90.47	100	100	100	100	97.22
				95 - 100 = 10pts 90 - 94 = 8 pts 85 - 90 = 6 pts 80 - 84 = 4 pts 75 - 79 = 2 pts						
2	Good Practices	5	5	<input checked="" type="checkbox"/> Learning materials developed <input checked="" type="checkbox"/> Course notes with evidence of updating / modification with every version <input checked="" type="checkbox"/> Steps to Encourage self-learning <input checked="" type="checkbox"/> Additional topics covered beyond syllabus <input checked="" type="checkbox"/> Quality of question papers <input checked="" type="checkbox"/> Steps taken to Encourage bright students/Assist weak students <input checked="" type="checkbox"/> Case studies/ real life examples show cased in the course <input checked="" type="checkbox"/> Any other relevant item involving pedagogical initiatives. <ul style="list-style-type: none"> • Encouraged group discussions within the class. • Have given course project to enhance their practical skills. • Have made many students certified in NPTEL courses along with me. 						
3	Web Resources	2	2	<input checked="" type="checkbox"/> Usage of ICT techniques in the classroom; Videos/PPTs/simulations/models/ course web page etc In addition, I have created separate course web page for the Lab: S3-Scientific Computing Lab.						
4	Engagement with Outside World	2	2	<input checked="" type="checkbox"/> Resource person for FDPs, Coordinator of FDPs, Conferences, Conference Chair, Invited Talks etc <ul style="list-style-type: none"> • External reviewer of International Journal (IJICSE), National Symposium, University of Technology and applied sciences, Muscat • Reviewer of ACCESS' 21 International Conference 						



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5	Training Programs Participated	6 (4+2)	6	<input checked="" type="checkbox"/> More than 1 week - 4 points <input type="checkbox"/> 3 days - 3 points <input type="checkbox"/> One day- 1 point <input checked="" type="checkbox"/> Outside state - 2 points (min 2 days) FDP on IoT and its application in industry - RAMRAO ADIK Institute of Technology, Navi Mumbai
6	Student Feedback	5	5	<input checked="" type="checkbox"/> >=90 - 5 points <input type="checkbox"/> 80-89 - 4 points <input type="checkbox"/> 70- 79 - 3 points <input type="checkbox"/> 60-69 - 2 points <input type="checkbox"/> <60 - 1 point
7	HOD Appraisal	10	8	Based on self-appraisal/contribution to departmental development activities/ model initiatives etc with justification, Attach separate sheet if required
Total		40	38	
Total (scaled to 10)		10	9.5	

B) Research Contribution Index (RCI)

SN	CRITERIA	MAX POINTS	POINTS SCORED	EVALUATION CRITERIA
1	JOURNAL PUBLICATION/ book publication/ conference	10	8	<input type="checkbox"/> SCI/SCIE (5 copies) Indexed journals- 5 to 10 pts <input checked="" type="checkbox"/> I/C publication- 3 to 5 points (2 Scopus indexed) <ul style="list-style-type: none"> Arya Paul, "A Novel IoT-Based Solution for Respiratory Flow Diagnosis", Internet of Things and Its Applications. EAI/Springer Innovations in Communication and Computing. Springer, Cham, 2021 Arya Paul, "A Review on RPL Objective Function Improvements for IoT Applications," 2021 2nd International Conference on Advances in Computing, Communication, Embedded and Secure Systems -Submitted <input type="checkbox"/> Other publications- 2 points
2	Funded projects/program	5	5	<input type="checkbox"/> <1 Lakh = 3 pts <input checked="" type="checkbox"/> >2 Lakh = 5 pts <ul style="list-style-type: none"> AICTE -GOC funded ACCESS' 21 International Conference, ATAL-AICTE funded ATAL FDP <input type="checkbox"/> Proposal submitted - 2 points
3	Conferences/ workshop organized/ reviewer	5		<input checked="" type="checkbox"/> Organizing chair- 5 points



			5	<input checked="" type="checkbox"/> Chair in committee- 3points <input checked="" type="checkbox"/> Member of committee- 1 point <input type="checkbox"/> Reviewer PhD thesis- 3 points <input type="checkbox"/> Reviewer SCI/SCIE indexed journal- 1 point
4	Recognised Professional activities	5	5	<input checked="" type="checkbox"/> Office bearer /Membership – 5 points The Institution of Engineers (India) Membership
5	Research progress	5	2	<input checked="" type="checkbox"/> Course work completed <input type="checkbox"/> Comprehensive evaluation completed <input type="checkbox"/> Advanced stage with publications <input type="checkbox"/> Post PhD publications
Total		30	25	
Total (scaled to 10)		10	8.33	

C) Institutional Development Index (IDI)

SN	CRITERIA	MAX POINTS	POINTS SCORED	Roles and contribution to be clearly specified
1.	COMPLETION OF ASSIGNED WORK	5	5	<input type="checkbox"/> Time-Table Co-coordinator <input type="checkbox"/> Library – in-charge <input type="checkbox"/> I Yr. Co-ordinator <input checked="" type="checkbox"/> Lab in-charge <input type="checkbox"/> Class Co-ordinator <input checked="" type="checkbox"/> Project in-charge <input checked="" type="checkbox"/> Alumni Co-ordinator <input checked="" type="checkbox"/> NBA Co-ordinator <input checked="" type="checkbox"/> Placement Co-ordinator <input checked="" type="checkbox"/> Group Tutorship/ Mentoring responsibilities <input type="checkbox"/> Seminar in-charge <input type="checkbox"/> Disciplinary/Welfare/ Committee Member <input checked="" type="checkbox"/> Accompanying Industrial Visits <input type="checkbox"/> Other responsibilities such as Exam Cell Coordinator/member, Chief Examiner etc., <input checked="" type="checkbox"/> NAAC Criteria Coordinator, <input checked="" type="checkbox"/> Linways Admin of ECE <input checked="" type="checkbox"/> NBA Criteria 1 Coordinator
2.	CO AND EXTRA CURRICULAR ACTIVITIES	5	5	Taking responsibilities (<u>office bearer</u>) in <input type="checkbox"/> Clubs <input checked="" type="checkbox"/> Professional Societies <input type="checkbox"/> Event Managers of cultural programmes <input type="checkbox"/> Hostel Warden / Dy. Warden, etc <input checked="" type="checkbox"/> Student Union activities <ul style="list-style-type: none"> • Organized talks and workshops in association with professional societies. • Acted as Committee member of different student



TOTAL	10	10	activities/events
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Self-Appraisal Report - Faculty Development Plan

Name of Faculty member	Dept.	Designation	Date of joining ASIET	Date of last promotion	Contact numbers
Arya Paul	ECE	Assistant Professor	02/07/12		9947337135

This document should concisely capture your goals and action plan for the academic year under the categories listed below:

1. Teaching effectiveness Enhancement – Steps taken

- Constantly encouraging and assisting weak students with active mentoring
- Different types of learning activities such as group discussion, quizzes, reading, tests, problem solving are incorporated.
- Active usage of 'Linways' – Learning management system of ASIET
- Many students did their MOOC courses and got certified (especially NPTEL) with myself as the mentor
- Preparation of course materials in advance
- Recommended and shared standard and quality references for students
- Solution set and scheme of every tests are shared to the students after the exams
- Shared previous years' question papers with students
- Course projects are given
- Bridge and add on courses were conducted during the semester break.
- Contents beyond syllabus are incorporated in the subjects
- Lab manuals are updated every year indicating the version number.
- Post lab exercises were added in labs to enhance the level of thinking of the students.
- Separate quizzes are conducted through 'Linways' in Labs



2. Scholarly Activities -- Research, funded projects, publications, attending STTPs etc.

RESEARCH

Currently doing Ph.D at Amrita Viswa Vidyapeetham University – Completed Course work

PUBLICATION

- ✓ Arya Paul, "A Novel IoT-Based Solution for Respiratory Flow Diagnosis", Internet of Things and Its Applications. EAI/Springer Innovations in Communication and Computing. Springer, Cham, 2021
- ✓ Arya Paul, "A Review on RPL Objective Function Improvements for IoT Applications," 2021 2nd International Conference on Advances in Computing, Communication, Embedded and Secure Systems (ACCESS), 2021 -submitted

FUNDED PROJECTS

Currently one on going funded project - Development of a smart portable IoT device for better diagnosis and control of asthma and COPD Funded by CERD, KTU

FUNDED PROGRAMMES

AICTE sponsored ACCESS' 21 International Conference

ATAL sponsored FDP on AI Enabled IoT Networks

STTPs

- ✓ Attended 6 days AICTE sponsored FDP on IoT and data science (28/12/2020 -2/1/2021)
- ✓ Attended 2 days FDP on Introduction to Machine learning using python (August 2020)
- ✓ Attended ATAL FDP on Robotics (7/9/2020 -11/9/2020)
- ✓ FDP on Pervasive Industrial Competence (August 2020)
- ✓ AICTE STTP on Trends in Antenna design (August 2020)



3. Service -- Dept., College, and Community (student counselling, clubs, administrative/documentation support, organizing events, training programmes, public relations and any other voluntary service)

- NBA core committee member
- NBA criteria 1 coordinator
- Admission Cell Core committee for 2020 admission
- ERP (Linways) admin of the department
- Reviewer of ACCESS' 20 & ACCESS 21 Conference
- Resource person in workshop on Prevailing technologies in VLSI, Embedded, Photonics, and IoT, ASIET.
- Placement Training coordinator from the department
- Coordinator and Organizing Chair of ACCESS' 21 International Conference
- Got funding from AICTE for the above mentioned Conference
- Handles the charge of writing minutes of meeting in the absence of the primary person designated
- Member of Alumni cell of the department
- Faculty advisor of 2019-23 batch
- Applied for funding from DST, KTU, IEI, AICTE etc.
- Organized workshops and talks, placement training programmes for students

4. Any other notable contribution/achievement

- Certified for NPTEL course on Problem solving through programming in C with score of 100%
- Certified for NPTEL course on Computer Networks and Internet Protocol with score of 100% (GOLD Score)
- Certified for NPTEL course on Python for Data Science with SILVER score
- Got appreciation for being NPTEL mentor
- Got funding from AICTE for organizing Conference
- Got funding from ATAL for organizing FDP
- Project 'Intravenous drip system' selected to state level YIP 2020 (K-DISC): acted as mentor
- Project 'Intravenous drip system' has won best idea pitch award for ASIET I2P Contest: acted as mentor
- Received Technical sponsorship from IEEE for conference

Arupa Paul
Signature of faculty Member / Date: 13/7/21

Ragesh
Signature of HOD / Date: 13/7/21