

THE IIS UNIVERSITY, JAIPUR

FACULTY SELF APPRAISAL REPORT (2015-16)

1. Name of the staff member Mr./Ms./Dr. _____
2. Present Designation & Department _____
3. Period of Association with ICG-The IIS University _____
4. Highest Academic Qualification at the time of recruitment _____
5. Higher / Technical / Professional Qualification _____
acquired during service at this institution

SYLLABI, TEACHING & EVALUATION (ODD and EVEN Semesters 2014-2015)

Q.1(a) UG

April 2015	Sem. / Section	Course title taught	Theory / practical	Lec/lab hrs	Total enrolment/no of students In the class	Pass %	Students passed in I with credit

Dec. 2015	Sem. / Section	Course title taught	Theory / practical	Lec/lab hrs	Total enrolment/no of students In the class	Pass %	Students passed in I with credit

(b) PG

April 2015	Sem. / Section	Course title taught	Theory / practical	Lec/lab hrs	Total enrolment/no of students In the class	Pass %	Students passed in I with credit

Dec. 2015	Sem. / Section	Course title taught	Theory / practical	Lec/lab hrs	Total enrolment/no of students In the class	Pass %	Students passed in I with credit

(c) Any other

Sem. / Section	Course title taught	Theory / practical	Lec/lab hrs	Total enrolment/no of	Pass %	Students passed in I

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				students In the class		with credit

Q. 2 If the pass % in any paper(s) taught by you has been below 75%, what, in your opinion, has been the possible reason?

Q. 3 What strategies do you propose for improving the results of your students?

Q. 4 Were there any posting errors found in your C.A. Booklet/OMRs/Award Sheets or any other examination related documents? If yes, Justify.

Q. 5 Did you receive any grievance against the marks awarded by you in the Continuous assessment test? If yes, how did you resolve the same?

Q. 6 Do you prepare teaching plans before the commencement of Semester and get them approved by Head of your Department? Yes/No.

Q. 7 Do you identify slow and advanced learners in your class and share with your head ? Yes/No

If yes, what plan of action did you devise for dealing with the weak and irregular students in the class?

If no, please explain the reason thereof?

Q. 8 What is your contribution to the development of course material and new courses ? List them.

Q. 9 What are the resources that you make use of to make your teaching interesting and learning student centric?

S.No.	Type of Resources	Specification
1	ICT/E-Resources	
2	Audio-Visual Resources	
3	Journals/Magazines/Etc.	
4	Any Other	

METACAMPUS

Q.10

S.No.	Question	YES/NO
1.	Do you mark attendance regularly in attendance register?	
2.	Do you also mark attendance on loose sheets?	
3.	If yes, how often do you mark attendance in loose sheets?	
4.	Do you mark attendance regularly in Metacampus?	
5.	Has your Metacampus ever been blocked?	

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6.	Number of times Metacampus account was blocked:	
7.	Do you make use of Metacampus for promoting teaching - learning regularly?	
8.	How do you utilize Metacampus for promoting teaching-learning? Give instances	

RESEARCH

1 Research projects

Q.11 List of Major/Minor Projects Sanctioned/Applied For

Status : **Role:**
C: Completed **PI: Principal Investigator**
IP: in Progress **Co PI: Co-Investigator**
T : Terminated

Project Title	Funding Agency	Major/ Minor/ University/ Student project	Amount Sanctioned	Start Date	End Date	Status	Role

Q.12 Consultancy Projects

Consultancy offered (Area)	Name of Organization	Nature of work	Duration with date		Hours per week	Team Size	Finance earned
			Start Date	End Date			

Q.13 Projects outcome/output: Patent/Technology transfer / Product / Process (for Sciences) Major Policy document of Govt. Bodies at Central/State level (for other Disciplines)

Type of project outcome	Collaborative body (if any)	Status International/ National	Nature of work	Duration with date	Finance earned (if any)

Research guidance

Ph. D. : **ROLE :** **STATUS**
S- Supervisor **C-completed**
CS- Co-Supervisor **IP- in progress**
T- Terminated

Q.14

Name of candidate	Name of the Institution	Faculty	Date of Registration	Status	Title	Year in which Ph.D. Thesis submitted/ Awarded

Q.15 M.Phil. :

ROLE : **STATUS:**
S- Supervisor **C-completed**
CS- Co-Supervisor **IP- in progress**
T- Terminated

Name of candidate	Name of the Institution	Faculty	Date of Registration	Status	Title	Year in which Ph.D. Thesis submitted/ Awarded

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Q.16. Post-Doctoral Degree (Self)

Name of the Institution	Faculty	Date of Registration	Status of Thesis (Completed/Pursuing)	Title	Year of Award of Degree	Name of Supervisor(s) (Along with designation and official address)

Q.17 Post-Doctoral work Supervised

Name of candidate	Faculty	Name of the Institution/ Funding agency	Title	Supervisor/Co-supervisor	Date of Registration	Status – Submitted/Ongoing

Q.18 PG Dissertations Supervised

Name of candidate	Name of the Institution	Faculty	Date of Registration	Status	Title	Year in which Ph.D. Thesis submitted/ Awarded

Publication

Q.19 Publications in Refereed Journals (Print/ e-journal)

S.No.	First Author	Co-authors	Title of Publication	Name of the Journal	Details of Journal					Impact Factor/ H Factor	URL (if any)
					Status International/ National/ State	Vol. (No.)	Page No.	Year	ISSN No.		

Q.20 Papers/Articles Published elsewhere (Non-Refereed Journals/ Magazines/ Newspapers etc.)

S.No.	First Author	Co-authors	Title of Publication	Name of Magazines etc. in which it is published	Details of Journal					
					Status International/ National/ State	Name	Edition/ Vol. No.	Page No.	Year	ISSN/ISBN No.

Q.21 Research Papers Published in Conference/ Seminar/ Workshops/ Symposium Proceedings

S. No.	First Author	Co-Authors	Title of Paper in the Proceedings	Name of the Conf./Seminar/Workshop	Name of the Organising Institution	Status International/ National/ State	Date(s)	ISSN No.

Q.22 Monographs

Title	Publisher	Status International/ National/ State	Year

Q.23 Fully Authored Books

S.No.	First Author	Co-authors	Name of the Book	Publisher	Year of Publication	Status International/ National/ State	ISBN No.

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Q.24 Books Edited

S.No.	First Editor	Co-Editor	Name of the Book	Publisher	Year of Publication	Author	Status International/ National/ State	ISBN No.

Q.25 Chapters in Edited Books

S.No.	First Author	Co-Author	Name of the Book	Title of Chapter	Publisher	Year of Publication	Status International/ National/ State	ISBN No.

Q.26 Serving on Editorial Board

Name of Journal/ Book	Institution / Organisation	Designation	ISBN No./ISSN No.	Year	Impact Factor	Vol. No.

Q.27 Editing of the proceedings of Seminar/Symposia/Conference/Workshop etc.

S.No.	Name of the Seminar/Symposia/ Conference/Workshop	Name of the Organising Institution	Date(s)	Status International/ National/ Regional/ State	First Editor	Co-Editor	Year of Publication	ISBN No.

Q.28 Peer Reviewing of Papers

S.No.	Title of Paper	Name of Journal	Year of Publication	Refereed/ Non-Refereed	Author	ISBN No.

Q.29 Peer Reviewing of Project Proposals/Evaluation of Project Completion Report

S.No	Evaluation of Project Completion/ Project Proposals	Title of Project	Granting Institution	Name of Investigator with affiliations	Name of co-investigator (if any)	Amount granted	Year

Participation/presentation in Conferences etc.

Q.30 Resource Person / Expert in Seminars/Workshops/Conferences/Symposia

S.No.	Topic of which lecture was delivered	Name of the Conf./Seminar/Workshop	Name of the Organizing Institution	Status International/ National/ State	Date(s)	Invited in Capacity of

Q.31 Training Course / Conference /Seminar / Workshop Organized (As Coordinator / Convener / Organising Secretary)

S.No	Name of the event	Type of event	Name of the Organising Institution	Status International/ National/ State	Date(s)	Position in the organising committee

Q.32 Papers Presented in Conferences / Seminars / Symposia

S. No	First Author	Co-authors	Name of the Conference	Name of the Organising Institution	Date(s)	Year	Title of the paper presented	Oral/Poster	Status International/ National/ State/ Local

Q.33 Seminars/Workshops/Conferences/Symposia attended

S.No.	Name of the Conf./Seminar/Workshop	Name of the Organising Institution/ Society	Status International/ National/ State	Date(s)	Year

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Q.34 List of FDP attended

S.No.	Name of the FDP	Name of the Organizing Institution	Status International/ National/ State	Date(s)

Q.35 List of Refresher/Orientation Courses attended

S.No.	Nature of the Courses	Name of the Organising Agency	Date(s)		Year
			From	To	

Q.36 Awards/ Honours/ Recognitions

S.No.	Name of the event	Category	Name of the Organising Institution	Status International/ National/ State	Date(s)	Award/ Honour/ Recognition

Others

Q.37 Interdisciplinary Research

Topic	Institution/Department	Name of Faculty/Student

Q.38 Recognition from Professional Body / Agency

Recognition	Nature of Recognition	Professional Body/Agency

Q.39 Collaboration & Linkages for Research

Area/Topic	Organisation	Period	Detail pertaining to Finance/Sponsorship	Whether MOU has been signed (name Organisation)	Date

Q.40 Extension Activities organized for Community other than NSS/NCC/Cultural /NEN

Name of activity	Nature of activity (Demo/Poster making/Slogan/ Popular lectures/Quiz)	Venue of event	Beneficiaries	Duration with date

Q.41 Membership of Professional Bodies

S.No.	Name of Professional Body	Duration of Membership (Mention Year)

Q.42 Membership of Academic Bodies

S.No.	Name of Academic Body	Tenure

LIBRARY

Q. 43 Mention the average time spent, in a week, by you in the library?

Q. 44 What books, (other than the textbooks), Journals & websites did you refer to during the year of review to increase your professional competence? List few of them along with the source.

1. _____
2. _____

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3. _____
4. _____
5. _____

Q. 45 List at least three online journals which you referred to on Inlibnet/ Questia/Delnet/Any Other.

1. _____
2. _____
3. _____

Q. 46 Other sources of information consulted by you, please specify.

1. _____
2. _____
3. _____

Q. 47 Suggestions for improving the facilities in the Library.

Q.48 COMMITTEE WORK : (March 2014 to May 2015)

Formed by	Position	Type of committee
University	Coordinator	Statutory
Department	Convenor	Standing
Any Other	Member	Adhoc
		Annual

Q. 49 Terminated

S.NO.	Name of the Committee	Formed by	Position	Type	Approx no of meetings attended	Your Contribution

Q. 50 Based on your area(s) of interest, which committee would you like to be associated with in the next session?

**Q. 51 Are you prepared to share any additional responsibility for smooth functioning of the University?
Yes/No**

If yes, what are your areas of interest?

LEAVES

Q. 52 Leaves availed during the year

Types of leaves	No
Casual Leave	
Medical Leave	
Academic Leave	
Duty Leave	
Any other	

Q. 53 Are you regular in coming to the University.

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Q. 54 Do you come to the University on time?(YES / NO /SOMETIMES (No.)

Q. 55 Have you been marked repeatedly for coming late to the University?

Q. 56 If Yes, What has been your endeavour to rectify your late coming?

Q. 57 Do you seek permission from the authorities in case of early departure?

Type

Q. 58 How often do you leave the campus early?

Q. 59 Do you always reach your classes on time ?If no, why?

**STRENGTHENING FINANCIAL POSITION OF THE INSTITUTION:
YOUR ENDEAVOURS TOWARDS ACHIEVING ACADEMIC EXCELLENCE BY WAY OF ORGANIZING
WORKSHOPS/CONFERENCES/SEMINARS/SYMPOSIUMS ETC.**

Q. 60

S.No.	Name of the Seminar/Symposia/ Conference/Workshop	Date(s)	Status International/ National/ Regional/ State	Funding Agency	Position in the organizing committee	Status

MISCELLANEOUS

Q. 61 Do you give private tuitions?

If yes, give the details of the students, classes and the money being charged?

Q.62 What kind of Inter Personal relations do you have with :

(a) Students _____

(b) Colleagues _____

(c) H.O.D _____

(d) Deans _____

Q. 63 Have you been served any letter asking you to explain yourself or has any disciplinary action been taken against you during the current academic year? Yes/No.

If yes, describe the matter and your view point in brief.

Q. 64 specify the areas of your success and failures during the year:

Q. 65 What steps do you plan to take to improve upon your past achievements and guard against past failures?

Q. 66 Do you feel you should be granted annual increment? Justify.

Date_____

Signature of the Faculty