

01 Jan - Nov 2019

01 July to 30 Nov

**REPORT OF THE HOD ON FACULTY APPRAISAL**  
**(To be filled by the HOD in respect of each Faculty based on his/her Self Appraisal)**

Name of the Faculty Member: ..... Deptt. Law .....

Criterion	Score Awarded (on a scale of 1 to 10)
Commitment to Teaching / Academics	07
Participation & Contribution towards Deptt / Institute Activities	05
Degree of Self Initiative / Innovation	04
Willingness to Accept & Carry out Responsibilities Assigned	04
Communication Skills	05
Relationship with Students	06
Relationship with Colleagues (Team Work)	05
Relationship with other Deptts , Outside Organisations, Networking	05
Students Feedback	06
General conduct/Behaviour/Willingness to accept Challenges/ Responsibilities taking initiative etc.	04
Punctuality and Commitment for Classes / Teaching / Activities.	06

General Remarks of the HOD (not covered above)

Though Ms. [Name] is a good teacher, but besides that there is no self initiative/innovation in her. Hesitant to take up any assignment. She is in her own world and runs a parallel administration. No care for Chair of Command. Flatly refuses to the instructions given by the Director, creates a very bad impression among other faculty members and not good for the institution. She thinks, as she is having good relations with D.G./A. D.G. and need not care for her Director. Unable to carry on with her. Her presence may harm the overall growth of the institution. (Name & Signature of the HOD)

157

[Signature]

Date: 27.11.2019

Note: Based on the Self Appraisal of the Faculty, to be filled by his/her HOD and sent to the Dean Academics in a Sealed Cover.

27/11/19  
HOD (Academics), Faculty,  
Council,  
30/11/19



**REPORT OF THE HOD ON FACULTY APPRAISAL**  
**(To be filled by the HOD in respect of each Faculty based on his/her Self Appraisal)**

Name of the Faculty Member: ..... Deptt. LAW.....

Criterion	Score Awarded (on a scale of 1 to 10)
Commitment to Teaching / Academics	8
Participation & Contribution towards Deptt / Institute Activities	8
Degree of Self Initiative / Innovation	5
Willingness to Accept & Carry out Responsibilities Assigned	7
Communication Skills	6
Relationship with Students	5
Relationship with Colleagues (Team Work)	6
Relationship with other Deptts , Outside Organisations, Networking	5
Students Feedback	5
General conduct/Behaviour/Willingness to accept Challenges/ Responsibilities taking initiative etc.	4
Punctuality and Commitment for Classes / Teaching / Activities.	5

64/110

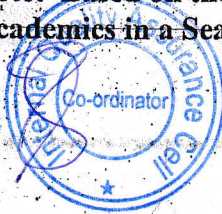
General Remarks of the HOD (not covered above)

*No. 110, a very docile and submissive faculty. Always ready to work for welfare of the institution. Hard working and good in computer handling. Punctual in classes and good delivery of contents in class. She only lacks control over the students, may be she is the coordinator of his chambers class. She can be relied upon for support and cooperation.*

Date: 07.07.2019.

*[Signature]*  
 (Name & Signature of the HOD)

**Note: Based on the Self Appraisal of the Faculty, to be filled by his/her HOD and sent to the Dean Academics in a Sealed Cover.**



**REPORT OF THE HOD ON FACULTY APPRAISAL**  
**(To be filled by the HOD in respect of each Faculty based on his/her Self Appraisal)**

Name of the Faculty Member: ..... Deptt. Law .....


Criterion	Score Awarded (on a scale of 1 to 10)
Commitment to Teaching / Academics	8
Participation & Contribution towards Deptt / Institute Activities	8
Degree of Self Initiative / Innovation	6
Willingness to Accept & Carry out Responsibilities Assigned	8
Communication Skills	6
Relationship with Students	6
Relationship with Colleagues (Team Work)	6
Relationship with other Deptts , Outside Organisations, Networking	6
Students Feedback	6
General conduct/Behaviour/Willingness to accept Challenges/ Responsibilities taking initiative etc.	6
Punctuality and Commitment for Classes / Teaching / Activities.	6

72/110

General Remarks of the HOD (not covered above)

Mr. ...., a good academician and teacher, very sincere and committed with the institution. Always ready to follow the instructions, an asset to the institution. Can be relied upon wherever required. Takes part in seminars/conferences inside & outside the institute. Good rapport with students & faculty members. Can be rated as best faculty among the existing lot.

Date: 8.07.2018

  
 (Name & Signature of the HOD)

**Note: Based on the Self Appraisal of the Faculty, to be filled by his/her HOD and sent to the Dean Academics in a Sealed Cover.**



01 Jan - Nov. 2019

01 July to 30 Nov

**REPORT OF THE HOD ON FACULTY APPRAISAL**  
**(To be filled by the HOD in respect of each Faculty based on his/her Self Appraisal)**

Name of the Faculty Member: Ms. [Name] ..... Deptt. Law .....

Criterion	Score Awarded (on a scale of 1 to 10)
Commitment to Teaching / Academics	07
Participation & Contribution towards Deptt / Institute Activities	07
Degree of Self Initiative / Innovation	07
Willingness to Accept & Carry out Responsibilities Assigned	07
Communication Skills	07
Relationship with Students	07
Relationship with Colleagues (Team Work)	07
Relationship with other Deptts, Outside Organisations, Networking	06
Students Feedback	06
General conduct/Behaviour/Willingness to accept Challenges/ Responsibilities taking initiative etc.	07
Punctuality and Commitment for Classes / Teaching / Activities.	07

General Remarks of the HOD (not covered above)

75

Ms. [Name] joined recently, but proved an asset to the institution. A good / sincere teacher, with lot of initiative, ready to take up any assignment. Good in communication / computer. Strict with students. Handling many activities in the institution. Needs motivation & needs to be retained.

Date: 27.11.2019.

*[Handwritten initials]*  
30/11/19

*[Signature]*  
(Name & Signature of the HOD)

Note: Based on the Self Appraisal of the Faculty, to be filled by his/her HOD and sent to the Dean Academics in a Sealed Cover.

4/5 marks

Leadership, Attendance, PhD Research, Academic Performance; Classwork ↑

