



**SUPPORTING DOCUMENTS**

**CRITERIA NO :6** Governance, Leadership and Management  
**KEY INDICATOR:6.3** Faculty Empowerment Strategies  
**METRIC NO. 6.5.1** Institutions Performance Appraisal System for teaching and non-teaching staff

<b>Exhibit No:</b>	<b>Document Name</b>	<b>Page No.</b>
6.3.5-A	Sample Forms of API	1

# **Sample Forms of API**

Academic Performance Indicator (API)

*This assessment is carried out at the end of the academic year for the purpose of evaluating the faculty members in terms of their academic and administrative capability for their possible career advancement.*

Name of the Faculty:

Dept:

Completed AY:

Assessment Criteria	Parameters	Execution Details	Min Points	Points Scored	Proof attached ( )
<b>1. Research Activities</b>	<i>Journal paper publication (1 per year – within first 3 author)</i>				
	Refereed journal as per Annex 1 of AU		20		
	Refereed journal as per Annex 2 of AU		15		
	Non-refereed journal but recognized and reputed having ISBN/ISSN no.		10		
	National journals of reputed publishers having ISBN/ISSN no.		10		
	International conference proceedings (full paper only)		5		
	<i>Book/Manual Publication (1 per year – upto 3 author)</i>				
	Subject books by reputed publishers with ISBN/ISSN no.		20		
	Subject books by local publishers with ISBN/ISSN no.		10		
	Laboratory/ other technical manual with ISBN/ISSN no.		10		
	<i>Funding proposals, consultancy and revenue generation (1 per year)</i>				
	Proposals for research projects submitted to funding agencies		15		
	Proposals for organizing technical events ( conference, seminar, workshops etc.) submitted to funding agencies		10		
	Consultancy work obtained from industries/agencies		10		
	Other revenue generation activity		10		
	<i>Patents filed/granted (1 per year)</i>				
	No. of Patent applications (provisional/complete) filed		5		
	No. of Patent applications published		10		
	No. of Patent applications granted		15		
	<i>Ph.D.</i>				
Registered for Ph.D.		20			
Completion of course work		20			
Submission of Thesis		40			
	<b>Sub Total</b>				

2. Professional Upgradation	Guest lecture delivered in other institution/Industry ( 1 per year)		5		
	One week STTP attended( 1 per year)		10		
	Training program/ Conferences/ Seminar/Workshop attended ( 1 per year)		10		
	Conference/Seminar/workshop organised( 1 per year)		5		
	No. of NPTEL/SWAYAM etc. online courses completed ( 1 per year)		10		
	Member in professional bodies ( 1 per year)		10		
	No. of meeting attended in professional bodies ( 1 per sem)		5		
	Member in other bodies in institution/industry ( 1 per year)		5		
	<b>Sub Total</b>				
3. Service	Instrumental in signing MoU with industries/agencies ( 1 per year)		5		
	No. of industries visited ( 2 per sem)		5		
	Inplant training/ Internship arranged ( 5 students per sem)		5		
	Academic/administrative responsibilities at department level (other than mentorship) ( 3 per sem)		5		
	Academic/administrative responsibilities at institution level (1 min per year)		5		
	Admissions I year/Lateral entry/Transfer students ( 02 per year)		20		
	VAP conducted for our students ( 1 week per year)		10		
	<b>Sub Total</b>				
4. Academic Achievement	Student feedback (>80% min in ODD or EVEN sem)		10		
	Mentoring of students (15 students per sem)		5		
	Handled refresher courses/arrear coaching/hostel coaching ect. ( 1 per sem-anyone)		10		
	Pass percentage in theory courses (>85% per course) in the previous 2 semesters		10		
	Pass percentage in analytical courses (>75% per course) in the previous 2 semesters.		10		
	New laboratory setup ( Other than for curriculum) ( 1 per year)		15		
	New experimental setup in laboratory ( 1 per sem)		10		
	Student project guidance in Techday –Selected as best project in department		15		
	Student project guidance where students won accolades ( 1 per sem)		10		
	<b>Sub Total</b>				
	<b>Total score</b>				

Encl: Proof for the above claim.

Date:

<b>Other Achievements and Awards</b>			15 for each accolade		
	<b>Cumulative Score</b>				

Signature of the faculty

Recommendation of the HoD:

HoD (Sign with seal)

Decision:

Principal

Managing Trustee / Chairman


**Academic Performance Indicator (API)**

*This assessment is carried out at the end of the academic year for the purpose of evaluating the faculty members in terms of their academic and administrative capability for their possible career advancement.*

**Name of the Faculty: Mr.P.A.EDWIN FERNANDO**
**Dept: CIVIL ENGINEERING Completed AY:2018-2019 even & 2019-2020 odd**

Assessment Criteria	Parameters	Execution Details	Min Points	Points Scored	Proof attached (√)
<b>1. Research Activities</b>	<i>Journal paper publication (1 per year – within first 3 author)</i>				
	Refereed journal as per Annex 1 of AU	-	20		
	Refereed journal as per Annex 2 of AU	-	15		
	Non-refereed journal but recognized and reputed having ISBN/ISSN no.	6	10	60	
	National journals of reputed publishers having ISBN/ISSN no.	-	10		
	International conference proceedings (full paper only)	1	5	5	
	<i>Book/Manual Publication(1 per year – upto 3 author)</i>				
	Subject books by reputed publishers with ISBN/ISSN no.	-	20		
	Subject books by local publishers with ISBN/ISSN no.	-	10		
	Laboratory/ other technical manual with ISBN/ISSN no.	-	10		
	<i>Funding proposals, consultancy and revenue generation ( 1 per year)</i>				
	Proposals for research projects submitted to funding agencies	-	15		
	Proposals for organizing technical events ( conference, seminar, workshops etc.) submitted to funding agencies	1	10	10	
	Consultancy work obtained from industries/agencies	-	10		
	<b>Other revenue generation activity</b>	2	10	20	
	<i>Patents filed/granted ( 1 per year)</i>				
	No. of Patent applications (provisional/complete) filed	-	5		
	No. of Patent applications published	-	10		
	No. of Patent applications granted	-	15		
	<i>Ph.D.</i>				
Registered for Ph.D.	-				
Completion of course work	-	20			
Submission of Thesis	-	20			
	<b>Sub Total</b>	-	40		



2. Professional Upgradation	Guest lecture delivered in other institution/Industry ( 1 per year)	-	5		
	One week STTP attended( 1 per year)	-	10		
	Training program/ Conferences/ Seminar/Workshop attended ( 1 per year)	9	10	90	
	Conference/Seminar/workshop organised( 1 per year)	8	5	40	
	No. of NPTEL/SWAYAM etc. online courses completed( 1 per year)	-	10		
	Member in professional bodies( 1 per year)	1	10	10	
	No. of meeting attended in professional bodies( 1 per sem)	1	5	5	
	Member in other bodies in institution/industry( 1 per year)	-	5		
	<b>Sub Total</b>				
3. Service	Instrumental in signing MoU with industries/agencies( 1 per year)	2	5	10	
	No. of industries visited( 2 per sem)	5	5	25	
	Inplant training/ Internship arranged ( 5 students per sem)	5	5	25	
	Academic/administrative responsibilities at department level (other than mentorship) ( 3 per sem)	HoD in charge, placement coordinator Alumni coordinator AICTE & Anna university affiliation Industrial visit coordinator In plant coordinator Project coordinator	5	35	
	Academic/administrative responsibilities at institution level (1 min per year)	-	5		
	Admissions I year/Lateral entry/Transfer students ( 02 per year)	PG-8 UG-7 Lateral-01 Transfer-02	20	360	
	VAP conducted for our students ( 1 week per year)	-	10		
	<b>Sub Total</b>				
4. Academic Achievement	Student feedback (>80% min in ODD or EVEN sem)	-	10		
	Mentoring of students (15 students per sem)	2	5	10	
	Handled refresher courses/arrear coaching/hostel coaching ect. ( 1 per sem-anyone)	-	10		
	Pass percentage in theory courses (>85% per course) in the previous 2 semesters	-	10		
	Pass percentage in analytical courses (>75% per course) in the previous 2 semesters.	-	10		
	New laboratory setup ( Other than for curriculum)( 1 per year)	-	15		

	New experimental setup in laboratory( 1 per sem)	-	10		
	Student project guidance in Techday –Selected as best project in department	4	15	60	
	Student project guidance where students won accolades( 1 per sem)	2	10	20	
	<b>Sub Total</b>				
	<b>Total score</b>				
<b>Other Achievements and Awards</b>	Secured first price in project expo at mangayarkarasi college of engineering Madurai out of 168 projects all over tamilnadu	1	15 for each accolade	15	
	<b>Cumulative Score</b>				<b>800</b>

Encl: Proof for the above claim.

Date: 1/3/2021

  
Signature of the faculty

**Recommendation of the HoD:**

Publish in refereed journal as per Annex 1 at AU and to complete Ph.D.

  
04/03/2021  
HoD (Sign with seal)

**Head of the Department  
Department of Civil Engineering**

**Akshaya College of Engineering and Technology  
Kinathukadavu, Coimbatore - 642 109**

**Decision:**

Principal	Managing Trustee / Chairman
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