

State University of Performing & Visual Arts, Rohtak

Self Appraisal Proforma

Session – _____, Semester - _____

1. General Information

- a) Name _____
- b) Position held _____
- c) Department & Faculty _____
- d) Nature of Appointment _____
- e) Date of appointment on present position _____
- f) Year of Joining _____
- g) Area of Specialization _____
- h) Address (Residential) _____
- i) Contact No _____
- j) E-mail _____

2. Teaching

- i) Classes Taught

ii)

Course/Module	Theory (Hours)	Practical (Hours)	Tutorial (Hours)	Total Hours per Week	Total Hours per Semester
Under - Graduate					

3. Research Work

- i) Books Published
- ii) Papers Published

4. Seminar/Conferences/Workshop Attended

- i) National
- ii) International

5. Seminar/Conferences/Workshop Organised

- i) National
- ii) International

6. Patents taken, if any, give a brief description.

7. Detail of Membership of Academic and Professional Bodies Editorship of Journals, etc.

8. Extension work/Community Service done, such as:

Community work such as values of National Integration, secularism, democracy, socialism, Humanism, peace, scientific temper, flood or Drought relief, Swachh Bharat, gender sensitization & Environment. Any other (specify-)

9. Participation in corporate Life:

Please give a short account of your contribution to:

(if applicable, otherwise mark N.A)

- a) College/University/Institution
- b) Co-curricular activities
- c) Enrichment of Campus Life
(Hostels, sports, games, cultural activities)
- d) Students Welfare & Discipline
- e) Membership/participation in Bodies/committees on Education and national Development.
- f) Professional organization of Teachers

10. Administrative Assignments

11. University assignments done during the year

- i. University Evaluation
- ii. Internal Evaluation
- iii. Paper Setting
- iv. Assessment of Home Assignments
- v. Conduct of Examinations
- vi. Evaluation of Dissertation etc.
- vii. Field Work/Supervised/Project guided
- viii. Any other Activity

12. Details of innovations/contribution in Teaching during the year:

- i. Design of Curriculum:
- ii. Teaching methods:
- iii. Laboratory experiments:
- iv. Projects handling:

- v. Evaluation methods:
- vi. Preparation of resource material
Including books, Reading materials,
Laboratory manuals etc.
- vii. Remedial Teaching/Student
Counseling (academic)
- viii. Any other

13. Improvement of Professional Competence:

- i. Details regarding refresher/orientation
courses attended, participation in
workshops, seminars, symposia etc.
- ii. Improvement in Academic Qualification
M Phil/Ph.D/Diploma/Degree
- iii. Any other

14. Assessment:

- a) Special Assistance to Students
(other than classwork)
- b) Steps taken by you for the evaluation
of the course programme taught.
- c) Any other aspect.

15. General

State brief assessment of your performance indicating:

- a) Achievements
- b) Difficulties faced
- c) Suggestion for self-improvement.

(Signature of the Teacher)

Remarks by the Chairperson/HoD

1. Punctuality
2. Sincerity
3. Academic Contribution
4. Interface with Students
5. Interface with Colleagues
6. Innovative Skill Developed
7. Contribution to extra co-curricular activities
8. Contribution to the Dept./Faculty
9. Contribution to University corporate life
10. Contribution to outreach activities

Signature of Chairperson/HoD

Remarks by the Faculty Coordinator

Signature of Faculty Coordinator

Signed by University Authority

Signature with Seal of University Authority