NAAC SSR



#### NallamuthuGounderMahalingam College

(An Autonomous Institution, Affiliated to Bharathiar University) 90,PalghatRoad,Pollachi -642001,Coimbatore, Tamil Nadu, India. 95<sup>th</sup> Rank in NIRF -2023 among Colleges in India.



# TEACHING FACULTY 'S SELF-ASSESSMENT THROUGH ACADEMIC PERFORMANCE INDICATOR (API)

Criteria:6.3.1 P a g e | **1** 

### NALLAMUTHU GUUNDER MAHALI

(AUTONOMOUS)

Re-Accredited by NAAC and ISO 9001:2015 Certified institution Affiliated to Bharathiar University. Pollachi - 642001. Combatore (Dt)

### SELF ASSESSMENT REPORT OF THE SF FACULTY FOR THE PERIOD FROM APRIL 2022 TO MARCH 2023

Name and Qualification:

Designation and Departi

Email:

Date of joining NGM

: 01 07 12002

Previous Teaching experience:

Teaching Experience at NGM : 22 years

Note: For all claims of marks it is mandatory to attach documents with Category number at the top of the document for verification

1. Teaching and Learning: (Max 50 Marks)

(1) (a) Work load details (16 Hrs) (Max 10 Marks) (HoD Certificate is Proof) (Attach Proof as Annexure 1 a.)

	(I titlium I 1001 up I himeritare 2 mg	
SI. No.	Details As per regulations 16 hrs for Asst. Professor and 14 hrs for Associate Professor	*
	Nork Load Enclosed	10
		8

1. (b) Subjects Handled (Maximum 10 Marks) (List of papers with codes and semester): (HoD certificate is Proof)

(Attach Proof as Annexure 1 b

S1. No.	Details Same subject should not be handled for more than three times. As far as possible HoD and senior faculty should go to all classes and should take theory only
	List of subjects hardled Enclosed 10
	(8)

## 1. (c) Digital Tolls used (Max 10 Marks) (Enclose Proof as Annexure 10) (HoD Certificate is proof)

(Attach Proof as Annexure 1 c)

SI.	Subject	PPT presentation	Flip Classes	Content Creation		ım Marks = ırk per subj	ect	
No.	- Subject	111 presentation	rup Classes	Comein Cremon		Marks give	n by ERP	Mean
	Croogle Classroom, PpH				Sell	1102	10	
	Photos Atached	-			10	10	10	

1 (d) Creation of Teaching Content (Max 10 Marks)

Creation of ICT mediated Teaching and learning pedagogy content and development of new and innovative courses and curriculum (Max 10) (Attach Proof as Annexure 1 d)

SI.		Maximum Marks = 10 One mark per subject			
No.			Marks given by		
	MOOCs Details	Self	HoD	ERP	Mean
1	Development of complete MOOCs in 4 quadrants. (4 credit course 4 marks per course) Max 4	NIL	0316		
2	Whether MOOCs Mentor (2 Marks)				
3	Number of students completed assignments and final exam ( 10 students 1 Marks) Max 4				

1. (e) Additional academic qualifications after joining NGM

(Attach Evidence as Annexure 1 e) ) Max 10 Marks

SI.	Details of additional qualification (Each 2 Marks)	Maximum Marks = 10 2 mark per one additional qualification				
1,10.		N	Aarks give	n by	Mean	1
	Fridence Attached	Self	HoD	ERP	Mean	
		9	9	(M)		

#### 2 Research & Developments (Max 60 Marks)

2 (a) Research Publications (Max 10) (Attach Proof as Annexure 2 a.)

(Research Papers in Scopus/WoS/UGC care list only will be considered)

SI. No.		Maximum Marks =10					
		N	Aarks give	n by			
	Research Publications	Self	HoD	ERP	Mean		

	M4		-			
( i	Single author (5-Marks for each)					
2	First author (3 marks for each)	3 Articles	10	10		
3	Second author (2 Marks for each)	6 Articles			(b).	
4	Third Author (1 mark for each)					

2. (b) Books Published & Books Translated (10 Marks) (HoD should verify and certify)

	(Attach Proof as Annexure 2 b.)	Marks given by			Mean
	Books Published & Translated	Self	HoD	ERP	
1	International Publishers (5 Marks per primary author, 2 Marks for second author) for each book		1		
2	National Publishers (3 Marks per primary author, 2 Marks for second author) for each book	10	10		
3	Chapter of a book translated (2 marks per chapter)			(8)	
4	Full Book translated ( ( 5 marks for Primary author, 2 marks for co author) for each book				. •

(c) Research Guidance (10 Marks) (Attach Proof as Annexure 2 c)

	Self	HoD	ERP	Mean
Consultancy 5 marks for more than INR 50 K per year				
PhD Guidance (10 per awarded and 5 per submitted) . 2x5	10	10		
MPhil Guidance (2 marks per awarded )			(10)	
Research Projects completed (only for PI 5 marks for grants more than I L and less than 10 L. 10 Marks for more than 10L) 50 % for ongoing	, .		10	P = 1

(d) Invited lectures / Resource Person / paper presentation in Seminars/ confer (Attach Proof as Annexure 2 d) (Max: 10)

	Self	HoD	ERP	Mean
International (held Abroad) (7 per invitation)	,			
International (Held in India) 5 per invitation Resource Person of				
National & State University (3 per invitation)	10	10	1 (19)	

2 (e) Conference/seminar / workshop/ Attended: (Evic	dence as Annexure 2 e)(Max 10)
	Maximum Marks ≈10
Details	
onal Level= 2 : International Level= 5 : Refresher = 2 ;	Marks often by

SI.	Details  National Level= 2: International Level= 5: Refresher = 2;						
	No.	Online participation = 1 mark per program (not exceeding 5 marks)		Marks give	en by	$\overline{}$	
		Offine participation 1 mark per pregram	Self	HoD	ERP	Mean	
		International-1 Online -3			16	-	
		National - 4	10	10	16	/_	

### 2 (f) Conference / seminar / workshop/ Organised: (Evidence as Annexure 2 f)(Max 10)

SI.	Details National Level= 2; International Level= 5; Refresher = 2;		Maximi	ım Marks =	:10
No.	Online participation = 1 mark per program (not exceeding 5 marks)		Marks give	n by	J. V.
		Self	HoD	ERP	Mean
	National level conference Organizal -6				1
		10	10	1/12	1

3 Outreach activities (30 Marks)

	3 (a) Awards and Fellowships (Max 10) (For Evidence Attach Annexure	e 3a)		15.15	
SI.	Details of Awards and fellowships		Maximum	Marks = 10	
No.		Self	Marks given	by ERP	Mean
	Nation Buildon Award, Smart Engelson Award, Proud winner front			1/2	\
	International (5 per award) & National 2 marks per award	6	6	(h	)
1			ainting ate		

3 (b) Membership or Fellowship in Professional /Academic bodies . societies etc (Attach evidence as Annexure 3 b) ( Max : 10)

SI.	Details			um Marks = ks per activi	
No.			Marks give	en by	Mean
		Self	HoD	ERP	Mean
	Evidence Attached				
	EVIGENCE	10	[0		6) (

### 3 (c) Value added course handled: (Attach evidence as Annexure 3 c) (Max: 10)

SI No.	Details			Marks = 10 irse per se	
No.		Mar	ks given b	у	1
		Self	HoL)	ERP	Mean
			10	6	1
	Evidence Attached 2 coyrses	صا	10	1	()

4 | Page

I.   D	4 Operation and administration (1914x 20) 4 (a) Attendance of the faculty. (Evidence as Annexure 4 a) ( Details (For 100 %: 10; for 90%: 9; For 80%: 8 Marks. For others No.	M		n Marks	
o M	arks)	Self	rks give HoD	ERP	Me
		Q)	9	(8)	
	4 (b) Contribution to College administration in working in var by Principal (Evidence as Annexure 4 b) 2 Marks per activit	ious com y (Max :	mittees 10)	formed	-10
SI.		N	Taximu	m Marks	5 – 10
No	Details	Self	HoD	en by ERP	M
	Evidence Attached	10	10	(8)	
	5 Student activities (30 Marks Ma 5 (a)No. of the Tutorial / Remedial hours handled per week, if no, (Evidence as Annexure 5 a) (Proof: Xerox of attendance and H	ximum give reas oD certifi	ons cate) (N	Max 10) m Marks	=10 per w
Sl. No	5 Student activities (30 Marks Ma	ximum give reas oD certifi	ons cate) (Maximu mark p	ven by	er w
Sl. No	5 Student activities (30 Marks Ma 5 (a)No. of the Tutorial / Remedial hours handled per week, if no, (Evidence as Annexure 5 a) (Proof: Xerox of attendance and H	ximum give reas oD certifi	ons cate) (N	er hour p	=10 per w
SI. No	5 Student activities (30 Marks Ma 5 (a)No. of the Tutorial / Remedial hours handled per week, if no, (Evidence as Annexure 5 a) (Proof: Xerox of attendance and H	ximum give reas oD certifi One	ons cate) (Maximu mark p	ven by	er w
Sl. No	5 Student activities (30 Marks Ma 5 (a)No. of the Tutorial / Remedial hours handled per week, if no, (Evidence as Annexure 5 a) (Proof: Xerox of attendance and H  Details,	give reas oD certifi One Sel f	ons cate) (Maximu mark p farks giv HoD	ver hour proven by ERP	M M
SI. No	5 Student activities (30 Marks Ma 5 (a) No. of the Tutorial / Remedial hours handled per week, if no, (Evidence as Annexure 5 a) (Proof: Xerox of attendance and H  Details,  Remedial class attendance enclosed  5 (b) Result Details Enclose details of both odd and even semest Percentage of pass in each paper must be enclosed) (Evidence as A	ximum give reas oD certifi One M Sel f	ons cate) (Maximu mark p farks giv HoD	ver hour proven by ERP	; ;

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/..../ Special Special

5 Placement (Evidence as Annexure 5 c) (Max 10)

Sl. No	Details _	e e e e e e e e e e e e e e e e e e e	2 n	Maximun narks for	n Marks 0 to 5 st	=10 udents
·			M: Self	arks give HoD	n by   ERP	Mean
,	OFFO Letters Enclosed		lo	10	اط	Man- helip po

### Consolidated Marks Obtained by Faculty

\				94.
S.No			Marks	Maximum
	Description of Item	<i>;</i>	Obtained	marks
1	Teaching and Learning	30	39/	50
, 2	Research & Developments	54	600	60
3	Outreach activities	14	2/2	30
4	Operation and administration	· Wb	NA \	20
5	Student activities	248	530	30
	Marks obtained by Faculty	->	174	190

#### Declaration by Fcaulty and HoD

Faculty has attached evidence for all the above entries and hereby declare that the above details furnished by him are true to the best of his knowledge. As a part of self-evaluation the faculty has given marks correspondingly. The HoD verified all the documents and given marks based on the documents.

Name & Sign of ERP Coordinator

### 6. Evaluation by Dean:

Based on Behaviour, Cooperation, attitude, dedication, participation in team

Marks given by the Dean (Max 10)

Grand Total Marks obtained by the faculty (Maximum 200)

Average percentage marks

(Maximum 100)

Recommendations by the Committee::: >

Dean (R)

Dean (A)

Principal

Management Representative

### Guidelines to fill up the Self-Assessment form

1. Write /Print continuous Page Number and item number on the top right corner of all pages of your report

2. Kindly include Content page as below

•		merade Content page as seron	AND THE RESIDENCE OF THE PARTY
	S.No	Description of contents	Page no.
	1	Publications	
	2		

- 3. Keen blank page just before next new item
- 4. Items 1(a) to 5 (c)

Items	Description	
	Teaching & Learning (50 Marks)	
1a	Work load Full Work load will get full marks HoD Certificate	16 hours
1b	Subjects handled HoD Certificate	Minimum 2 theory
1c	Digital Tools used by Faculty	PPT, Online Classes, Web hosting,
1d	Creation ICT teaching and learning pedagogy → MOOCs	MOOCs . Mentor, pass % of stude
-	registrations only	D. death and of avaluation
1e	Additional Qualifications	During the period of evaluation
	Research and Development (60 Marks)	THE OWNER OF THE ATTENDED
2a	Research Publication	Only Scopus/WoS/UGC /First page
2b	Books published and translated	First page
2c	Research Guidance	Viva letters
2d	Invited lectures /Resource persons/paper presentation	Invitation letters and papers
2 e	Conference /seminar/ Workshop attended and presented paper	Invitation letters and papers
2f	Conference /seminar/ Workshop organized at NGM College	Sanction letter from sponsoring age
	Outreach activities ( 30 Marks)	
3a	Awards and fellowships	Letters
3b	Membership or fellowship in professional bodies, societies etc	Certificates
3c	Value Added Course Handled	HoD certificate
	Operation and Administration (20 Marks)	
4a	Attendance of the faculty	ERP /HoD certificate
4b	Contribution to college administration in working in various	Principal order
	committees	
	Student Activities (30 Marks)	
5a	Tutorials and Remedial Hours handled per week	HoD certificate
5b	Result Details	HoD certificate
5c	Placement .	Offer letters,

Note: For placement submit a table like the following with HoD certificate

S.No	Name of student	Roll number	Cell number	Company address	Salary Package per annum
	٠,				
	7.4				

Name and Signature of HoD with DeptS Seal

One page write up by the faculty on the help rendered to the students to get placement -> certified by HoD

### Contents

			Page No.
No	Items	Description of contents	01
1	la	Work load	
2	1b	Subjects handled	05
3	1c	Digital Tools used	08
4	ld	Creation ICT teaching and learning pedagogy -> MOOCs	_
·		Registrations only	9.0
5	1e	Additional Qualifications	29
6	- \2a	Research Publication	42
7	2b	Books published and translated	74
8		Research Guidance	94
	9 2d	Invited lectures/Resource persons/paper presentation	102
1	10 2e	Conference/Seminar/Workshop attended and presented paper	137
i	1 2f	Conference/Seminar/Workshop organized at NGM College	153
1	2 3a	Awards and fellowships	168
1	3 3b	Membership or fellowship in professional bodies, societies etc	174
1.	4 3c	Value Added Course Handled	18
1:	5 4a	Attendance of the faculty	144
16	5 4b	Contribution to College administration in working in various	19
		Committees  Tutorials and Remedial Hours handled per week	20
17			2
18	5b	Result Details	1
19	5c	Placement Details	1
20		Faculty Development Programmes Attended	
21		External Examiner in Other Colleges	2



No.

### NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



(AUTONOMOUS)

Re-Accredited by NAAC and ISO 9001:2015 Certified Institution

Affiliated to Bharathiar University, Pollachi-642 001; Coimbatore (Dt.)

### SELF ASSESSMENT REPORT OF THE SF Faculty FOR THE

PERIOD FROM	M APRIL 2022 TO MARCH 2023
Name and Qualification:	
Designation and Department	
Email:	Mobile Number
Date of joining NGM :	•
Previous Teaching experience:	
Teaching Experience at NGM:	
Note: For all claims of marks it is mand at the top of the document for verificat	datory to attach documents with Category number ation
(1)(a)Work load details (16 (Attach	Learning: (Max 50 Marks) 6 Hrs) (Max 10 Marks) (HoD Certificate is Proof) h Proof as Annexure 1 a.) Details of or Asst. Professor and 14 hrs for Associate Professor
1. (b) Subjects Handled (List of papers with co	( Maximum 10 Marks) odes and semester) : (HoD certificate is Proof)
	Proof as Annexure1b
(Attach l	
	Details aree times. As far as possible HoD and senior faculty should go to all classes an should take theory only
	aree times. As far as possible HoD and senior faculty should go to all classes an

# (c) Digital Tolls used (Max 10 Marks) (Enclose Proof as Annexure 10) (HoD Certificate proof)

(Attach Proof as Annexure1 c)

Sl. No.	Subject	PPT presentation	Flip Classes	Content Creation	Marks given by		0 et Mean
					Self	HoD	
		,					

1(d) Creation of Teaching Content (Max 10 Marks)

Creation of ICT mediated Teaching and learning pedagogy content and development of new and

	innovative courses and curriculum (Max10) (A	Attach Pro	oot as A	innexure 1a)	
SI. No.			Maximum Marks =10 One mark per subject		
				Marks given by	Man
	MOOCs Details		Self	HoD	Mean
1	Development of complete MOOCs in 4 quadrants.(4 credit course 4 marks per course) Max4	ï			
2	Whether MOOCs Mentor (2Marks)				
3	Number of students completed assignments and final exam ( 10 students1Marks) Max4	l			

1. (e)Additional academic qualifications after joining NGM (Attach Evidence as Annexure 1e) Max 10 Marks

Sl. No.	Details of additional qualification (Each 2Marks)	2 mar	10 nalification	
		N	larks given by	Mean
		Self	HoD	Ivican

#### 2 Research & Developments (Max 60 Marks)

2(a) Research Publications (Max10) (Attach Proof as Annexure 2a.)
(Research Papers in Scopus/WoS/UGC care list only will be considered)

	(Research 1 april 11 Stop as 11 to 1							
SI. No.			Maximum Marks = 10					
140.		N	larks given by	Maan				
	Research Publications	Self	HoD	Mean				

			- 1		
-	Single	e author (5 Marks for each )			
	First	author (3 marks for each)			-
1	Seco	nd author (2 Marks for each)			
	Thir	d Author (1 mark for each)			
	1	2. (b) Books Published & Books Translated (10 Marks) (Attach Proof as Annexure 2b.)		ould verify and	certify)
_		(Attach 11002	Self	HoD	Went
		Books Published & Translated			-
1	In	aternational Publishers (5 Marks per primary author, 2 Marks or second author) for each book			
2	N	lational Publishers (3 Marks per primary author, 2 Marks for econd author) for each book			
			1 1		_
3	· \c	Chapter of a book translated (2 marks per chapter)			
	4	Chapter of a book translated (2 marks per chapter)  Full Book translated (5 marks for Primary author, 2 marks for coauthor) for each book			
	4	Full Book translated (5marks for Primary author, 2marks for	Self	HoD	Mean
	4	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks) (Attach Proof as Annexure2c)	Self	HoD	Mean
	4	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks)	Self	HoD	Mean
P	PhD G	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks) (Attach Proof as Annexure2c)  Consultancy 5 marks for more than INR50 K per year	Self	HoD	Mean
P	PhD G	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks)	Self	HoD	Mean
P N R	PhD G	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks)			
P N R	PhD G	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks)			
P N R	PhD G	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2 (c) Research Guidance (10Marks)	ition in S	Seminars/con	fer
P N R 1	PhD G MPhil Researe Landl	Full Book translated (5marks for Primary author, 2marks for coauthor) for each book  2	ition in S	Seminars/con	fer

### 2 (e) Conference /seminar/workshop/Attended: (Evidence as Annexure2e) (Max 10)

Sl. No.	Details National Level=2; International Level=5; Refresher=2;		Maximum Marks=10		
	Online participation =1 mark per program(notexceeding5marks)	Self	Marks given by HoD	Mean	

#### 2 (f)Conference/seminar/workshop/Organised: (Evidence as Annexure 2f) (Max 10)

Sl. No.	Details National Level=2;International Level=5;Refresher=2;		Maximum Marks=10		
	Online participation =1 mark per program(notexceeding5marks)	Marks given by		Mean	
		Self	HoD	Mean	
		11(1)			

3 Out reach activities (30 Marks)

	3 (a)Awards and Fellowships (Max10)(For Evidence Attach Annexure 3a	) 	Maximum Marks=1(	)
SI. No.	Details of Awards and fellowships	Marks given by		Mean
		Self	HoD	Modif
	International (5per award) & National 2 marks per award			

# 3 (b) Membership or Fellowship in Professional / Academic bodies. Societies etc (Attach evidence as Annexure3b) (Max:10)

S1.	Details		Maximum Marks=102 mark per activity		
No.	· · · · · · · · · · · · · · · · · · ·		Marks given by	Mean	
		Self	HoD		

### 3 (c) Value added course handled: (Attach evidence as Annexure3c) (Max:10)

Sl. No.	Details	2 Marks per course per sec		Maximum Marks=10 2 Marks per course per section  Marks given by		ction
		Self	HoD	Mean		
		The streng statement of the strength of the state	AlDaga			

4 | Page

### 4 Operation and administration(Max 20 Marks) 4(a) Attendance of the faculty. (Evidence as Annexure 4a) (Max:10)

SI. Details (For 100% : 10;	for90%: 9; For80%:8Marks. For others No	Maximum Marks=10			
No Marks)		Ma Self	rks given by HoD	Mean	

4 (b) Contribution to College administration in working in various committees formed by Principal (Evidence as Annexure 4b) 2 Marks per activity (Max: 10)

		M	aximum Marks=	=10
Sl. No	Details		rks given by HoD	Mean
		Self	ПОБ	

5 Student activities (30 Marks Maximum)

5(a) No. of the Tutorial/Remedial hours handled per week, if no, give reasons (Evidence as Annexure 5 a) (Proof: Xerox of attendance and HoD certificate)(Max10)

Sl. No	Details	Maximum Marks =10 One mark per hour per week  Marks given by Mean
		Self HoD Weath

5 (b) Result Details Enclose details of both odd and even semester of the assessment year Percentage of pass in each paper must been closed) (Evidence as Annexure 5 b). Calculate the average and give marks (Max; 10)

Sl. No	Details (100%=10.0; 75% to 99% =7.5;50% to 74% =5.0; Below 50%= 0.0;(calculate the average pass in all papers handled))	Maximum Marks=10  Marks given by Mean		
		Self	HoD	

5 Placement (Evidence as Annexure 5c) (Max10)

		Tracement (Evidence as Annexate 50) (Max 20)	T .	Maximum Marks	s=10
Sl. No		Details	2 mai	arks for 0 to 5 s	tudents
, ·		Ma Self	arks given by HoD	Mean	

### **Consolidated Marks Obtained by Faculty**

S.No	Description of Itams	Marks Obtained	Maximum marks
	Description of Item	Obtained	
1	Teaching and Learning		50
2	Research & Developments		60
3	Outreach activities		30
4	Operation and administration		20
5	Student activities		30
	Marks obtained by Faculty →		190

#### **DeclarationbyFcaultyandHoD**

Faculty has attached evidence for all the above entries and hereby declare that the above details furnished by him are true to the best of his knowledge. As a part of self-evaluation the faculty has given marks correspondingly. The HoD verified all the documents and given marks based on the documents.

Name & Sign. of Faculty

Name & Sign. Of HoD

#### 6.Evaluation by Dean:

Based on Behavior, Cooperation, attitude, dedication, participation in team

Grand Total Marks obtained by the faculty (Maximum200)

Average percentage marks

(Maximum100)

Recommendations by the Committee:::

**Principal** 

**Management Representative** 

### Guidelines to fill up the Self-Assessment form

 Write / Print continuous Page Number and item number on the top right corner of all pages of your report

2. Kindly include Content page as below

	Description of contents	Page no.
1	Publications	
2		

- 3. Keep blank page just before next new item
- 4. Items1(a)to5 (c)

Items	Description		
	Teaching & Learning(50Marks)		
1a	Work load Full Work load will get full marks HoD Certificate	16 hours	
1b	Subjects handled HoD Certificate	Minimum2 theory	
1c	Digital Tools used by Faculty	PPT, Online Classes, Web hosting, etc	
1d	Creation ICT teaching and learning pedagogy → MOOCs registrations only	MOOCs, Mentor, pass % of students	
1e	Additional Qualifications	During the period of evaluation	
	Research and Development(60Marks)		
2a	Research Publication	Only Scopus / WoS / UGC / First page	
2b	Books published and translated	First page	
2c	Research Guidance	Viva letters	
2d	Invited lectures / Resource persons / paper presentation	Invitation letters and papers	
2 e	Conference/seminar/Workshop attended and presented paper	Invitation letters and papers	
2f	Conference/seminar/Workshop organized at NGM College	Sanction letter from sponsoring agency	
	Outreach activities (30Marks)	Sanction letter if our spoulding agency	
3a	Awards and fellowships	Letters	
3b	Membership or fellowship in professional bodies, societies etc	Certificates	
3c	Value Added Course Handled	HoD certificate	
	Operation and Administration (20Marks)	110D certificate	
4a	Attendance of the faculty	Attendance In-charge	
4b	Contribution to college administration in working in various committees	Principal order	
	Student Activities (30Marks)		
5a	Tutorials and Remedial Hours handled per week	HoD certificate	
5b	Result Details	HoD certificate	
5c	Placement	Offer letters.	

Note: For placement submit a table like the following with HoD certificate

S.No.	Name of student	Roll number	Cell number	Company address	Salary Package per annum
		as i ser ding			

Name and Signature of HoD with Dept. Seal

One page write up by the faculty on the help rendered to the students to get placement →certified by HoD