



CBCP

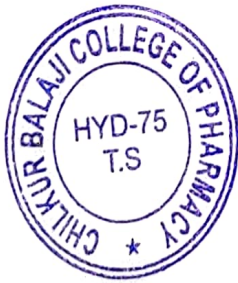
CHILKUR BALAJI COLLEGE OF PHARMACY

(Approved by AICTE, New Delhi, Govt of Telangana & Affiliated to JNT University, Hyderabad)
R.V.S. Nagar, Aziz Nagar (Post), Moinabad Road, Near: T.S Police Academy
HYDERABAD - 500 075.

6.3.5. PERFORMANCE APPRAISAL OF TEACHING FACULTY

SUMMARY OF DOCUMENTS

S. NO	NAME OF THE DOCUMENT
1	DETAILS OF PERFORMANCE APPRAISAL OF TEACHING FACULTY
2	FACULTY APPRAISAL FORM (PART- A)
3	FACULTY APPRAISAL FORM (PART- B)



PRINCIPAL
Chilkur Balaji College of Pharmac.,
R.V.S. Nagar, Aziz Nagar (Post),
Moinabad Road, Near Police Academy,
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6.3.5. Performance Appraisal of Teaching Staff:

CBCP has a well-defined performance appraisal system for Faculty Members. Faculty intending for promotion or increment / special increment required to submit their annual performance appraisal in prescribed format.

The performance appraisal document includes the

1. Details of Professional Experience with related documents
2. Academic Contribution details including Result Analysis, Lab Record Assessment, Course File Completion, Updating & Record Maintenance, attaining Feedback from Stake Holders etc. Additional academic achievements like Fellowships, PG Diplomas, PhD awarded or PhD's guided.
3. Administrative Contributions details including administrative responsibilities at the Institution and Department Level, Involvement in Students Counseling/Mentoring/Motivation, Guest Lectures, Organization of any National / International Conference/Seminar/Workshops, Organization of any Institute Curricular/Co-curricular & Extra Curricular Activities, Accreditation Works, Late Coming Markings (if any)
4. Professional Achievements right from the beginning of their professional carrier and their relative progress between the present position and proposed position during the year under review. The achievements include details of Research Publications, Paper Presentations, Guest Lectures, Professional Awards, Book publications, contribution of Chapters to text books, involvement in Research Projects,
5. Best Practices implemented in Teaching Learning Methodology, Initiatives / innovative measures in teaching and learning.
6. Future plans in terms of goals and their strategy for their achievements and contribution





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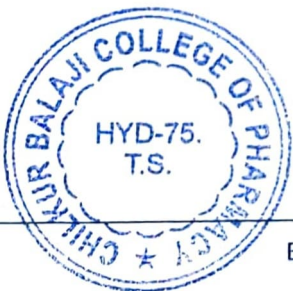
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The performance of all the teaching staff are reviewed by the HODs, Academic Director, Principal and Management Representatives. Faculties were assessed based on their performance, examination results of the students and feedback from respective stake holders. At the ends of each academic year students appraise every faculty member on various descriptions like Teaching methods, Clarity in Expression, Completion of Syllabus in time, Involvement in Practical Training, Interaction with Students etc. Feedback from students were thoroughly analyzed by the concerned team and communicated to the respective faculty to update/ improve /adapt as per the feedback. HOD's appraises the staff based on their work done vis-à-vis Research Publications, Paper Presentations in Conference/ Seminars/Workshops etc., besides overall performance of the students (Theory & Practical).

The Performance Based Appraisal submitted by the respective Faculty Member is verified, checked and appraised accordingly by the HODs, IQAC and the Principal.

Appraisal of Non-Teaching Staff:

Salary appraisal for non-teaching staff is done based on their work involvement, performance and contribution besides the feedback given by the HODs / Administrative Officers and through timely confidential reports obtained by the principal.



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FACULTY APPRAISAL FORM

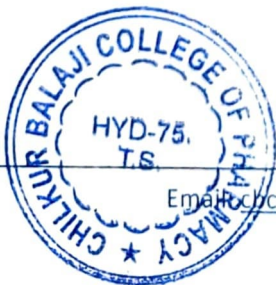
PART-A

NAME OF THE FACULTY :
AGE: SEX:
NAME OF THE DEPARTMENT :
PRESENT DESIGNATION : PRESENT SALARY:
TOTAL EXPERIENCE :
DATE OF JOINING :
AADHAR NUMBER : PAN NUMBER:
PCI REGISTRATION NUMBER : JNTUH ID:
QUALIFICATION AT THE TIME OF JOINING:

(Mention against each degree: Full time/part-time/correspondence /distance education etc)

Course	Diploma/ SSC	UG (B. Pharm)	P.G. (M. Pharm/ Pharm. D)	Ph.D.	Others (NET/SET/GA TE)
Date of Completion					

ADDITIONAL QUALIFICATION OBTAINED AFTER JOINING THE INSTITUTE:



Email: chcpedu.org@gmail.com

Website: www.chilkurbalajipharmacy.com

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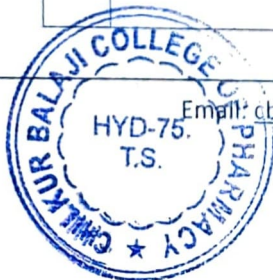
RESEARCH PAPER PUBLICATION IN LAST 3 YEARS (NATIONAL/ INTERNATIONAL)

A) Journals

S. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether Peer reviewed, Impact factor, if any	No. of Co-authors	Whether you are the main author?

B) Conference (National/International)

S. No.	Title with page no.	Details of Conference Publication	Whether Peer reviewed,	ISSN/ISBN No.	No. of Co-authors	Whether you are the main author ?



Email: cbcpedu.org@gmail.com

Website: www.chilkurbalajipharmacy.com

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SEMINAR & WORKSHOP IN LAST 3 YEARS (ATTENDED/ORGANIZED)

Sr. No.	Program	Duration	Organized by

PLACEMENT CONTRIBUTION:

SPECIFIC WORK DONE FOR ADMINISTRATION:

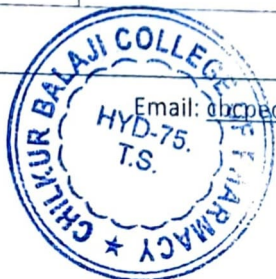
MOU WITH DIFFERENT INDUSTRY & INSTITUTE IN LAST 3 YEARS:

a) MOU WITH INDUSTRY

b) MOU WITH OTHER INSTITUTIONS/ UNIVERSITIES

RESEARCH PROPOSALS, FUNDS/GRANTS IN LAST 3 YEARS:

Sr. No.	Title	Agency	Period	Grant/Amount mobilized (Rs. lakh)



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PATENTS/BOOK'S PUBLICATION (IF ANY):

ANY ADDITIONAL RESPONSIBILITY IF YOU WISH TO STATE:

PLANS FOR NEXT ONE YEAR TARGET:

- A) RESEARCH/CONSULTANCY:
- B) PUBLICATIONS:
- C) ADMISSION:
- D) PLACEMENTS:
- E) ACTIVITIES AT DEPARTMENT & COLLEGE LEVEL:
- F) INTERACTION WITH ALUMNI:
- G) CONTRIBUTION IN NEWSLETTERS OF THE DEPARTMENT /INSTITUTE:
- H) ANY OTHER

PLACE:

DATE:

SIGNATURE

NOTE: SUBMIT SUPPORTING DOCUMENTS FOR YOUR CLAIM



Email: cbcrcol.org@gmail.com

Website: www.chilkurbalajipharmacy.com

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FACULTY APPRAISAL FORM

PART-B (Annual Confidential Report)

NAME OF STAFF:

DESIGNATION:

NAME OF THE INSTITUTE/DEPARTMENT:

1. PUNCTUALITY AND COMMITMENT:

2. STRENGTHS OF FACULTY
IN CLASS

OUT OF CLASS

3. WEAKNESS OF FACULTY
IN CLASS

OUT OF CLASS

4. INVOLVEMENT IN EXTRA AND CO-CURRICULAR ACTIVITIES:

5. LOYALTY TOWARDS DEPARTMENT AND INSTITUTE:

6. WILLINGNESS TO WORK AFTER OFFICE HOURS:

7. SUGGESTIONS FOR IMPROVEMENT:

DATE

SIGNATURE OF HOD/PRINCIPAL



Email: cbcp@jntu.org

Website: www.chilkurbalajicollegeofpharmacy.org

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