



J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY



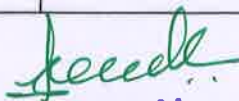
T.N. Palayam (Po), Gobi (Tk), Erode (Dt) – 638 506

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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. V.P Arul Murugan
Qualification	UG: Automobile PG: COO/ IAM Others: -
Designation	Professor./Associate Professor/Assistant Professor
Department	Automobile Engineering
Total Experience in Yrs.	6 yrs.

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge		✓	
2	Analytical & Conceptual Ability			✓
3	Teaching Ability	✓		
4	Interpersonal skill & Flexibility		✓	
5	Leadership ability			✓
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality		✓	


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8.	Awareness of skill sets required by Employers		✓	
9.	Connection with industries and institutions of advanced learning			✓
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

- 1. Consistently exceeds performance exceptions
- 2. Frequently exceeds performance expectations
- 3. Fully successful performance ✓
- 4. Partially meets performance Expectations
- 5. Does not meet expectations

Recommendation

Increment : *Can be Recommended*

Promotion :

Date: 12.05.2022

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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. V. SATHIYAPRIYA
Qualification	UG: CIVIL PG:CE&M Others: -
Designation	Professor./Associate Professor/Assistant Professor
Department	CIVIL ENGINEERING
Total Experience in Yrs.	3 years

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge			✓
2	Analytical & Conceptual Ability			✓
3	Teaching Ability			✓
4	Interpersonal skill & Flexibility		✓	
5	Leadership ability			✓
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality			✓

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8.	Awareness of skill sets required by Employers			✓
9.	Connection with industries and institutions of advanced learning		✓	
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions
2. Frequently exceeds performance expectations
3. ✓ Fully successful performance
4. Partially meets performance Expectations
5. Does not meet expectations

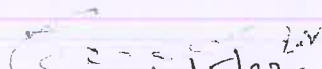
Recommendation

Increment :..... can be Recommended

Promotion :

Date: 12.05.2022


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HOD 4/5/22


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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. S.B. MANOJ KUMAR
Qualification	UG: B.E. CSE PG: M. ^{Phd} E. CSE Others:
Designation	Professor./Associate Professor/Assistant Professor
Department	CSE
Total Experience in Yrs.	10 years

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge		✓	
2	Analytical & Conceptual Ability			✓
3	Teaching Ability		✓	
4	Interpersonal skill & Flexibility			✓
5	Leadership ability			✓
6	Involvement of departmental activities		✓	
7.	Regularity / Punctuality			✓
8.	Awareness of skill sets required by			✓

Sreedh

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	Employers			
9.	Connection with industries and institutions of advanced learning			✓
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions
2. Frequently exceeds performance expectations ✓
3. Fully successful performance
4. Partially meets performance Expectations
5. Does not meet expectations

Recommendation

Increment : *CAN be considered for higher grade*

Promotion :

Date: 12.05.2022

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12/5/22
HOD

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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. [✓] U. SASIKALA
Qualification	UG: B.E PG: M.E Others: -
Designation	Professor./Associate Professor/Assistant Professor [✓]
Department	ECE
Total Experience in Yrs.	10 yrs.

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge		✓	
2	Analytical & Conceptual Ability		✓	
3	Teaching Ability			✓
4	Interpersonal skill & Flexibility			✓
5	Leadership ability		✓	
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality			✓

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8.	Awareness of skill sets required by Employers			✓
9.	Connection with industries and institutions of advanced learning		✓	
10	Students Feedback		✓	

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions
- ✓ 2. Frequently exceeds performance expectations
3. Fully successful performance
4. Partially meets performance Expectations
5. Does not meet expectations

Recommendation

Increment : *Can be recommended.*

Promotion : *Can be recommended.*

Date: 12/15/2022

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Name	Dr./Mr./Mrs./Ms. T.S. THAMBIRAN
Qualification	UG: BE PG: M.E Others: -
Designation	Professor./Associate Professor/Assistant Professor ✓
Department	EEE
Total Experience in Yrs.	11 years.

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge			✓
2	Analytical & Conceptual Ability		✓	
3	Teaching Ability			✓
4	Interpersonal skill & Flexibility			✓
5	Leadership ability			✓
6	Involvement of departmental activities		✓	
7	Regularity / Punctuality	✓		

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8.	Awareness of skill sets required by Employers		✓	
9.	Connection with industries and institutions of advanced learning	✓		
10	Students Feedback		✓	

Overall Assessment relating to goals / Performance Exceptions

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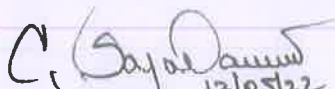
Recommendation

Increment :..... Recommended

Promotion :..... Recommended

Date: 12.05.2022


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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. ¹ D. NIVESHINI
Qualification	UG: B.TECH (IT) PG: M.TECH (IT) Others:
Designation	Professor./Associate Professor/Assistant Professor
Department	IT
Total Experience in Yrs.	3 YEARS

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge		✓	
2	Analytical & Conceptual Ability			✓
3	Teaching Ability			✓
4	Interpersonal skill & Flexibility		✓	
5	Leadership ability			✓
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality		✓	
8.	Awareness of skill sets required by			✓

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	Employers		✓	
9.	Connection with industries and institutions of advanced learning			✓
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions
2. Frequently exceeds performance expectations
3. Fully successful performance ✓
4. Partially meets performance Expectations
5. Does not meet expectations

Recommendation

Increment *can be Recommended*

Promotion

Date: 12.5.2022

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Name	Dr./Mr./Mrs./Ms. S. KARTHICEYAN
Qualification	UG: B.E PG: M.E Others:
Designation	Professor./Associate Professor/Assistant Professor
Department	MECHANICAL ENGINEERING
Total Experience in Yrs.	9 yrs 7 months

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge			/
2	Analytical & Conceptual Ability		/	
3	Teaching Ability			/
4	Interpersonal skill & Flexibility		/	
5	Leadership ability		/	
6	Involvement of departmental activities			/
7.	Regularity / Punctuality			/

Sreedh

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8.	Awareness of skill sets required by Employers		✓	
9.	Connection with industries and institutions of advanced learning			✓
10	Students Feedback		✓	

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions ✓
2. Frequently exceeds performance expectations
3. Fully successful performance
4. Partially meets performance Expectations
5. Does not meet expectations

Recommendation

Increment : Can be Recommended.

Promotion :

Date: 12.5.2022

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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. E. MATHIVANAN
Qualification	UG: BA PG: MA-MPHW Others: -
Designation	Professor./Associate Professor/Assistant Professor ✓
Department	SSH (ENGLISH)
Total Experience in Yrs.	3 years

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge		✓	
2	Analytical & Conceptual Ability			✓
3	Teaching Ability		✓	
4	Interpersonal skill & Flexibility			✓
5	Leadership ability		✓	
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality		✓	

E. Mathivanan
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8.	Awareness of skill sets required by Employers			✓
9.	Connection with industries and institutions of advanced learning		✓	
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

1. Consistently exceeds performance exceptions
2. Frequently exceeds performance expectations
3. Fully successful performance ✓
4. Partially meets performance Expectations
5. Does not meet expectations

Recommendation

Increment : Can be recommended

Promotion :

Date: 12.05.2022

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REPORT OF HOD – (Confidential)

Name	Dr./Mr./Mrs./Ms. <i>M. Senthil Kumar</i>
Qualification	UG: <i>BEA</i> PG: <i>MCA</i> Others:
Designation	Professor./Associate Professor/Assistant Professor ✓
Department	<i>MCA</i>
Total Experience in Yrs.	<i>10 yrs.</i>

S.NO	Observations	Average	Competent	Outstanding
1	Subject Knowledge	<i>4</i>		✓
2	Analytical & Conceptual Ability		✓	
3	Teaching Ability			✓
4	Interpersonal skill & Flexibility			✓
5	Leadership ability			✓
6	Involvement of departmental activities			✓
7.	Regularity / Punctuality			✓

Senthil Kumar

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8.	Awareness of skill sets required by Employers		✓	
9.	Connection with industries and institutions of advanced learning		✓	
10	Students Feedback			✓

Overall Assessment relating to goals / Performance Exceptions

- 1. Consistently exceeds performance exceptions
- 2. Frequently exceeds performance expectations
- 3. Fully successful performance ✓
- 4. Partially meets performance Expectations
- 5. Does not meet expectations

Recommendation

Increment : Can be recommended.

Promotion :

Date: 12.5.2022



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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: Sathis Kumar	2.Date of joining the post: 5-6-21
3.Designation: Lab Assistant	4.Department / Section: Automobile
5.Academic / Technical Qualification: Dip/mch	6.Previous Experience if any: 4
7.Details of the Present duties: Automobile Lab Assistant	
8. Completion of higher studies if any: —	

Signature of the Candidate

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TO BE FILLED BY THE HEAD OF THE DEPARTMENT

OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	5	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	5	
Ability to supervise & guide students	4	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	5	
Completion of Work on time	5	
Diligence and sense of responsibility	4	
Initiative	3	



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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	5	
Discipline	4	
Interaction with colleagues	4	
Interaction with students	5	


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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: SATHISH KUMAR	2.Date of joining the post: 16.08.2021
3.Designation: LAB TECHNICIAN	4.Department / Section: CIVIL ENGINEERING.
5.Academic / Technical Qualification: DCE	6.Previous Experience if any: NIL
7.Details of the Present duties: Maintaining the Lab Records & Machines	
8. Completion of higher studies if any: NIL.	


Signature of the Candidate


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OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	3	
Ability to organize work and carry it out	4	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	3	
Ability to supervise & guide students	5	

PERFORMANCE:

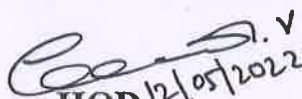
CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	5	
Perfection in Work	4	
Completion of Work on time	4	
Diligence and sense of responsibility	3	
Initiative	5	

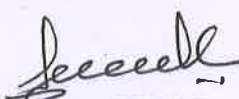


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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	4	
Punctuality	4	
Discipline	5	
Interaction with colleagues	4	
Interaction with students	5	


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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: A. Suganthi	2.Date of joining the post: 11.08.2020
3.Designation: Lab Tech	4.Department / Section: CSE
5.Academic / Technical Qualification: BCA	6.Previous Experience if any: -
7.Details of the Present duties: CSE Lab Tech	
8. Completion of higher studies if any: -	

Signature of the Candidate

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TO BE FILLED BY THE HEAD OF THE DEPARTMENT

OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	4	
Ability and willingness to take up additional load in times to exigency	5	
Creativity and Innovation	4	
Ability to supervise & guide students	5	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	4	
Completion of Work on time	5	
Diligence and sense of responsibility	4	
Initiative	5	



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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	4	
Punctuality	5	
Discipline	4	
Interaction with colleagues	5	
Interaction with students	4	

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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: V. Manju	2.Date of joining the post: 23.8.2021
3.Designation: B.E (ECE)	4.Department / Section: ECE
5.Academic / Technical Qualification: B.E	6.Previous Experience if any: Nil
7.Details of the Present duties: ECE Lab Teach	
8. Completion of higher studies if any: Nil	

V. Manju
Signature of the Candidate


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OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	4	
Ability and willingness to take up additional load in times to exigency	5	
Creativity and Innovation	3	
Ability to supervise & guide students	4	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	5	
Completion of Work on time	5	
Diligence and sense of responsibility	4	
Initiative	4	



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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	5	
Discipline	5	
Interaction with colleagues	5	
Interaction with students	4	

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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: SIVARAM P	2.Date of joining the post: 11.04.2022
3.Designation: LAB TECHNICIAN	4.Department / Section: EEE
5.Academic / Technical Qualification: B.Sc (19)	6.Previous Experience if any: -
7.Details of the Present duties: Lab technician EEE dept	
8. Completion of higher studies if any:	


Signature of the Candidate


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TO BE FILLED BY THE HEAD OF THE DEPARTMENT

OBSERVATION BY HEAD OF THE DEPARTMENT


(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	5	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	4	
Ability to supervise & guide students	5	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	5	
Completion of Work on time	5	
Diligence and sense of responsibility	4	
Initiative	4	


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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	5	Keen on time for attendance.
Discipline	5	
Interaction with colleagues	5	
Interaction with students	5	

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Sreedh
PRINCIPAL

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PRINCIPAL
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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: S.Nanthini	2.Date of joining the post: 2.04.2022
3.Designation: IT LAB TECH	4.Department / Section: IT
5.Academic / Technical Qualification: BSc	6.Previous Experience if any: -
7.Details of the Present duties: IT LAB TECH	
8. Completion of higher studies if any: -	

S. Nanthini
Signature of the Candidate

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TO BE FILLED BY THE HEAD OF THE DEPARTMENT

OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	5	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	4	
Ability to supervise & guide students	4	

PERFORMANCE:


CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	3	
Completion of Work on time	4	
Diligence and sense of responsibility	5	
Initiative	4	




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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	5	
Discipline	5	
Interaction with colleagues	5	
Interaction with students	4	


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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: <i>S. Deepa.</i>	2.Date of joining the post: <i>4.6.2022</i>
3.Designation: <i>lab tech</i>	4.Department / Section: <i>mechanical.</i>
5.Academic / Technical Qualification: <i>B.E</i>	6.Previous Experience if any: <i>NO</i>
7.Details of the Present duties: <i>mech lab tech</i>	
8. Completion of higher studies if any: <i>M.E. Manufacturing Engineering</i>	

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Signature of the Candidate

Keedh

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OBSERVATION BY HEAD OF THE DEPARTMENT

(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	3	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	5	
Ability to supervise & guide students	5	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	5	
Perfection in Work	4	
Completion of Work on time	3	
Diligence and sense of responsibility	3	
Initiative	4	



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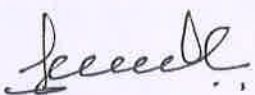
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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	4	
Discipline	3	
Interaction with colleagues	4	
Interaction with students	5	


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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: <i>G. B. Belakrishnan</i>	2.Date of joining the post: <i>04.08.2010</i>
3.Designation: <i>lab. Assistant / chemistry lab</i>	4.Department / Section: <i>S&H</i>
5.Academic / Technical Qualification:	6.Previous Experience if any: <i>-</i>
7.Details of the Present duties: <i>chemistry - lab assistant</i>	
8. Completion of higher studies if any: <i>-</i>	

G. Bela Krishnan
Signature of the Candidate

[Signature]
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OBSERVATION BY HEAD OF THE DEPARTMENT


(Rating: poor-1, Average-2, Good-3, Very good-4, Excellent-5)

PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	3	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	3	
Ability to supervise & guide students	3	

PERFORMANCE:

CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	4	
Completion of Work on time	4	
Diligence and sense of responsibility	3	
Initiative	3	


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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	4	
Discipline	4	
Interaction with colleagues	5	
Interaction with students	5	

M. *Bunny* *12/5/22*
HOD

Keerthi
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6.3.5 PERFORMANCE APPRAISAL FOR NON-TEACHING STAFF

1.Name: <i>A. Nithya.</i>	2.Date of joining the post: <i>10.08.2020</i>
3.Designation: <i>BSC (CS)</i>	4.Department / Section: <i>MCA</i>
5.Academic / Technical Qualification: <i>(CS).</i>	6.Previous Experience if any: <i>Nil.</i>
7.Details of the Present duties: <i>Lab (MCA).</i>	
8. Completion of higher studies if any: <i>—</i>	

Nithya.
Signature of the Candidate

Keedh
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PROFESSIONAL COMPETENCE:

CATEGORY	RATING (1-5)	REMARKS
Practical Knowledge/ Experience	4	
Ability to organize work and carry it out	4	
Ability and willingness to take up additional load in times to exigency	4	
Creativity and Innovation	3	
Ability to supervise & guide students	5	

PERFORMANCE:


CATEGORY	RATING (1-5)	REMARKS
Maintenance of files / Records/Equipments	4	
Perfection in Work	4	
Completion of Work on time	3	
Diligence and sense of responsibility	5	
Initiative	4	

Sreedh
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PERSONAL CHARACTERISTICS:

CATEGORY	RATING (1-5)	REMARKS
Attendance	5	
Punctuality	5	
Discipline	5	
Interaction with colleagues	5	
Interaction with students	5	


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