



THE COCHIN COLLEGE

Koovapadam, Kochi-2

Affiliated To Mahatma Gandhi University

Re-accredited by NAAC With B+ Grade



Fourth Cycle
NAAC Accreditation 2024

Criterion 1 Curricular Aspects

1.1 - Curricular Planning and Implementation

Metric No. 1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment.

Teacher's Performance Record

Submitted to



National Assessment and Accreditation Council



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

TEACHERS PERFORMANCE RECORDS

A teacher's performance record is a comprehensive document that tracks and evaluates an educator's effectiveness in the classroom. This record includes various metrics such as student achievement data, classroom observations, lesson planning, and instructional strategies. It often encompasses feedback from peers, administrators, and students, as well as professional development activities and contributions to the school community. Maintaining a detailed performance record helps identify areas of strength and opportunities for improvement, ensuring that teachers can provide the highest quality education to their students. The performance records are not only used for assessment but also for recognizing outstanding teaching. Teachers who consistently demonstrate excellence in their roles are acknowledged and rewarded, serving as role models for their peers. Conversely, the records help identify areas where teachers may need additional support or professional development, ensuring that the overall teaching quality remains high. Teacher performance records play a significant role in career progression within the institution. They are used as a basis for decisions related to promotions, tenure, and other professional advancements, ensuring that these decisions are fair, transparent, and based on merit.

At The Cochin College, the systematic approach to maintaining teacher performance records reflects the institution's commitment to educational excellence. By regularly evaluating and improving teaching practices, the college ensures that it continues to provide a high-quality education that meets the evolving needs of its students.

Teacher performance records at The Cochin College are a vital tool in maintaining educational standards and fostering a culture of continuous improvement. They ensure that both teachers and students thrive in an environment dedicated to academic excellence.





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UGC Regulation 2018 : Option A

Mahatma Gandhi University, Kottayam

Proforma for promotion under UGC Career Advancement scheme.

(In accordance with UGC 2018 regulation)

Read: 1) GO(P)No 13/2019/H.Edn. Dtd 29-06-2019, 2) GO(P)No 23/2019/H.Edn. Dtd 29-06-2019, 3) GO(P)No. 29/2019/H.Edn. Dtd 30-09-2019. 4) U.O. No. 5020/ACL/2019/MGU dated 19-10-2019

Name of the College : THE COCHIN COLLEGE
 The college is with minority status : No
 Department/ Subject : ZOOLOGY
 (As per the university approval order)
 Proposal for promotion of : Dr. MANJU V SUBRAMANIAN
 Promotion as : Assistant Professor (Stage II to Stage III/
 Academic Level 11 to 12)

Assistant Professor (stage I to Stage II/ Academic Level 10 to 11)

Assistant Professor (Stage II to Stage III/ Academic Level 11 to 12) ✓

Assistant Professor to Associate Professor (Stage III to Stage IV/ Acd Level 12 to Acd Lvl 13A)

Associate Professor to Professor/equivalent cadres (Stage V/Acd Level 13A to 14)

(Please indicate (✓) whichever is applicable)

Period of Assessment of Promotion:
 From - 1 January 2019 To - 31 Dec 2023

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1	Name (English Block Letters)	Dr MANJU V SUBRAMANIAN ✓
	Malayalam	മാനു മഞ്ജു വി സുബ്രഹ്മണ്യൻ
2	Father's Name	A SUBRAMANIAN ✓
3	Date and Place of Birth	02 MAY 1980, COCHIN ✓
4	Gender	FEMALE
5	Nationality	INDIAN
6	Religion	HINDU
7	Indicate Category: SC/ST/OBC/OEC/General category	OBC
8	Whether differently abled? (Divyang)	NA
9	Current Designation & AGP/Academic Level	Assistant Professor (Stage II/ Academic Level 11)
10	Date of last Promotion with Post/ Grade promoted to with UO reference. (if applicable)	1 January 2019, Assistant Professor (Stage II/ Academic Level 11) UO: No. 245/AC B 5/2020/MGU Dated: 16/01/2020 ✓
11	Designation and grade pay/Academic Level to which promotion required?	Assistant Professor (Stage III/ Academic Level 12)
12	Date of Eligibility of Promotion	1 January 2024 ✓

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Figure 1: Teachers Performance Record





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UGC Regulation 2018 : Option A

Annual Self-Assessment for the Performance Based Appraisal System (PBAS)

Option A

(As Per UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in University Departments and Measures for the Maintenance of Standards in Higher Education, Regulations, 2018 : Option-A)

PART B: ASSESSMENT CRITERIA FOR ACADEMIC/RESEARCH SCORE
(Please see detailed instruction of this PBAS Proforma before filling out this section)

CATEGORY: I. TEACHING

I a. Lectures, Seminars, Tutorials, Practicals, Contact Hours

Year	Mode of Activity*	Total class Assigned	Number of classes engaged as per documented record	$\frac{\text{Number of classes engaged}}{\text{Total class Assigned}} \times 100$	Grading
January 2019-May 2019	L	10 hours/week	10 hours/week	100	Good
January 2019-May 2019	P	6 hours/week	6 hours/week	100	Good

*Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours (C)

OVERALL GRADE FOR Category I: Good

- *Good : 80% and above performance.
 Satisfactory : 70 % to 80% performance.
 Not satisfactory : less than 70% performance

For Details see Appendix II Table :01

Name & Signature of the subject experts of Screening/Selection Committee

Dr. Biju John
Associate Professor & HOD (Retd.)
St. Mary's College,
Manarcad.

Mm
18/01/2024

Dr. P. Shylaja Kumari
Dr. P. Shylaja Kumari
Associate Professor
Government Arts and science College
Elanthoor
Pathanamthitta

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Figure 2: Teachers Performance Record

