



No. 27/2, 33rd Cross, 2nd Main Rd, 7th Block,  
Jayanagar, Bengaluru,  
Karnataka 560070



**Matrix 6.3.1:** The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

**Supporting Documents**

1. Documents Related to Staff Welfare Measures
2. Performance Appraisal System



# CITY COLLEGE

Desktop & Printer Facility Provided to Teaching & Non-Teaching Staff



*[Handwritten Signature]*  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 76





05-Jan-2022 2:40:20 pm  
33rd Cross Road  
Jayanagar  
Bengaluru  
Bangalore Division  
Karnataka



05-Jan-2022 2:40:30 pm  
33rd Cross Road  
Jayanagar  
Bengaluru  
Bangalore Division  
Karnataka

*[Handwritten Signature]*  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70



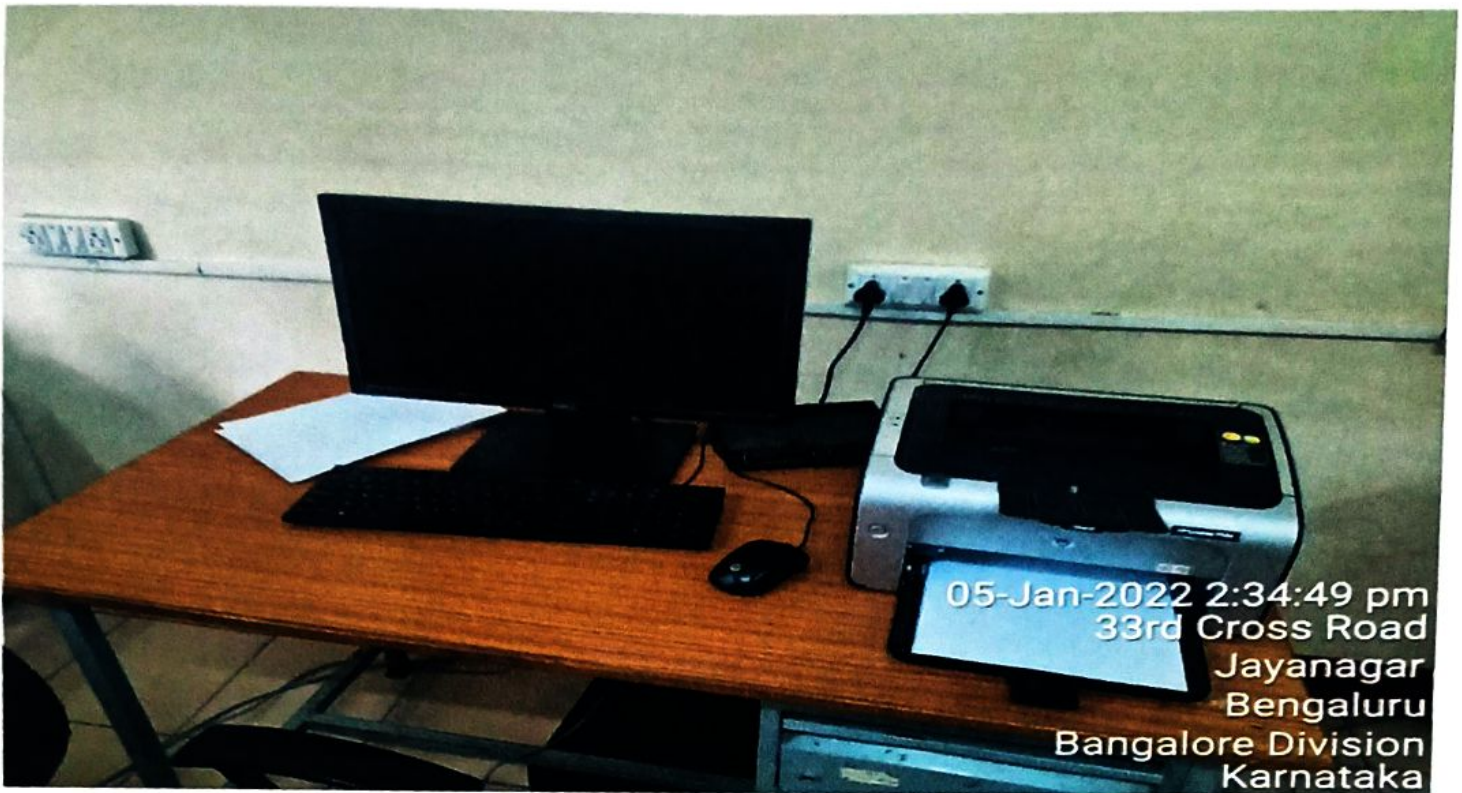


05-Jan-2022 2:40:44 pm  
33rd Cross Road  
Jayanagar  
Bengaluru  
Bangalore Division  
Karnataka



*Praveen*  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70





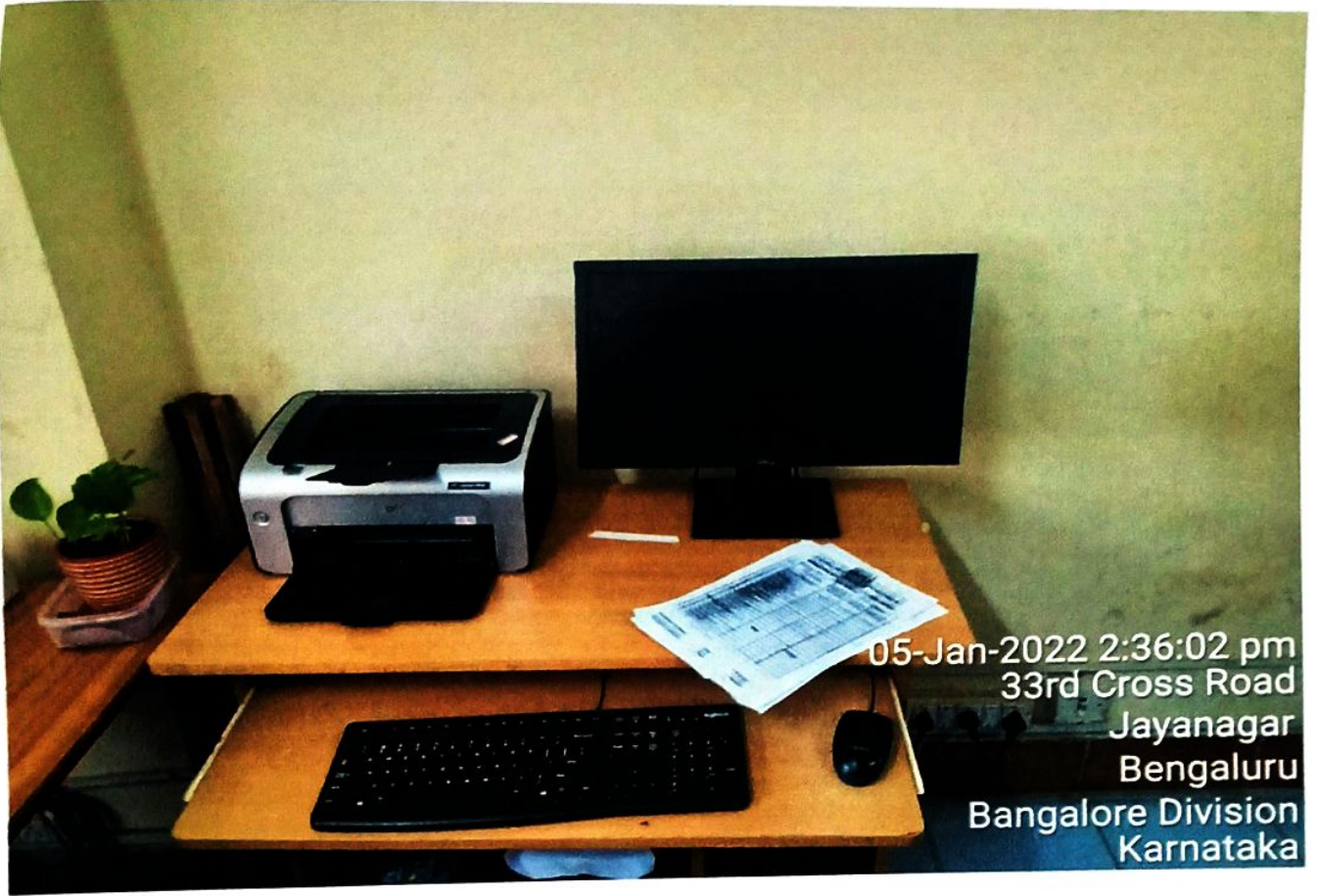
05-Jan-2022 2:34:49 pm  
33rd Cross Road  
Jayanagar  
Bengaluru  
Bangalore Division  
Karnataka



05-Jan-2022 2:35:21 pm  
33rd Cross Road  
Jayanagar  
Bengaluru  
Bangalore Division  
Karnataka

*[Handwritten Signature]*  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70





Refreshment provided to staff two times a day



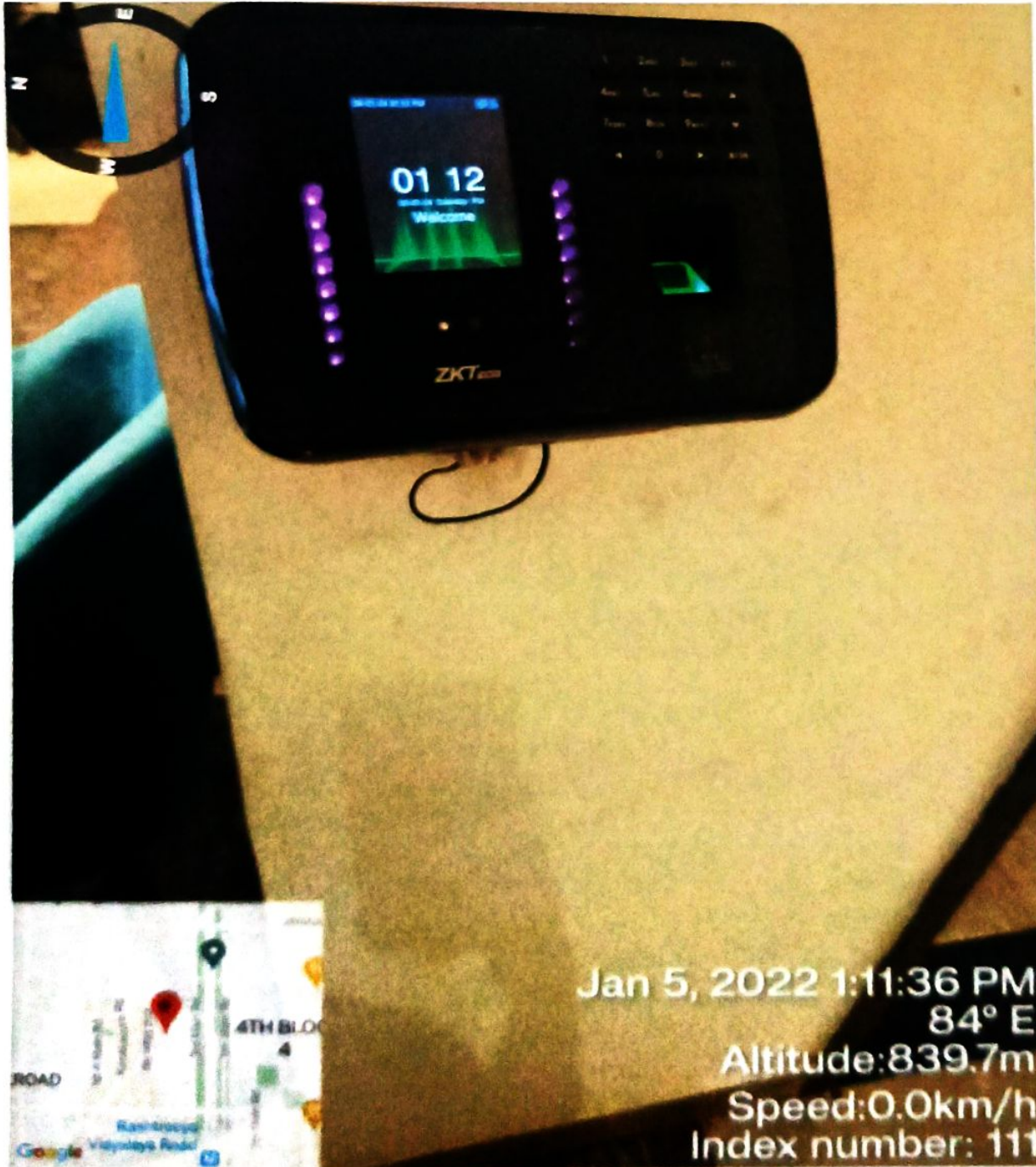
  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70



**CITY COLLEGE**

**E-Governance in Operations.**

**Biometric Machine to track Log in and Log out time of the Employee**



*[Handwritten Signature]*  
**Principal**  
**CITY COLLEGE**  
**Jayanagar, Bangalore - 70**





Teaching & non-Teaching Staff will be provided with College Blazers

*[Handwritten Signature]*  
Principal  
**CITY COLLEGE**  
Jayenagar, Bangalore - 7, 8





Teaching Staff has been provide with stationary for day to day work flow

*[Handwritten Signature]*  
Principal  
CITY COLLEG  
Jayanagar, Bangalore





No. 27/2, 33rd Cross, 2nd Main Rd, 7th Block, Jayanagar, Bengaluru, Karnataka 560082  
Affiliated to Bangalore University

## Report on Eye Check-up Camp

**Date: 01-July-2022**

**Time: 10.30 am To 03.30 pm**

**Venue: CITY College JAYANAGAR**



*[Signature]*  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70.



**The principal of City College Jayanagar, Dr. Veena Angadi, oversaw the creation of the Free Eye Check-Up Camp concept. Ms. Monica Kalluri, our vice president, offered her tremendous support for running the programme.**

**The opening remarks were delivered by Hemanth and Swaroop, third-year BBA students. The NSS coordinator, Dr. Sanganagouda, and Mr. Vijay Kumar provided an introduction to the Nethradhama Eye Hospital (Dr. Mano). Later, Dr. Mano and his team spoke to our faculty and students on the value of regular eye exams.**

**After examining All the teaching & Non-Teaching staff members, they advised monthly checkups, medication, and surgery for a small number of them in order to preserve their vision for a longer period of time. Dr. Mano also provided a special concession of 50% to all of our faculty members.**

  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 79

  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 79



**GROUP PERSONAL ACCIDENT POLICY - SCHEDULE**

**Intermediary Code** BR118000  
**Intermediary Name** Pioneer Insurance & Reinsurance Brokers Pvt Ltd.  
**Contact**

**Policy Number** AC00064626000100  
**Name and Address of the Insured** CHIV COLLEGE  
No. 27/2, 33RD CROSS,  
2 MAIN ROAD, 7TH BLOCK  
Jayanagar  
BENGALURU 560070  
**Period of Insurance:**  
**From** 17/04/2024  
**To** 16/04/2025

INSURED PERSON DETAILS	
No. of persons covered: 1694	
As per Specification attached	

SUMINSURED DETAILS	
Total Sum Insured	Rs. 347,270,000.00

PREMIUM DETAILS	
Premium	Rs. 28,840.00
TPA Fees	Rs. 0.00
NCST	Rs. 2,996.00
CCST	Rs. 2,996.00
Total	Rs. 34,832.00

Table of Benefits	
Benefit 1 to 3(students) Benefit 1 to 3 (Parents)	
As per Group Personal Accident Policy Terms and Conditions attached	

This Schedule is subject to the Group Personal Accident Policy Terms and Conditions and the following endorsements attached herewith:

PA3, PA12, PA13, PA14, PA15, PA18, Premium Adjustment Clause. Animal bite unless accidental in nature, insect bite, bird bite and kinds stand excluded.
---

**THIRD PARTY ADMINISTRATOR:** N/A

**Address:**  
N/A

**Phone:**  
**Website:**

Please quote the Policy Number in all your correspondence.

IN WITNESS WHEREOF, this Policy of Insurance has been signed on 16/05/2024

Receipt No. CICC230259

GSTIN No. : 29AABCR7106G1Z1 PAN Number: AABCR7106G

Consolidated Stamp Duty paid to Government of Tamil Nadu  
Issued at: Chennai

Policy Servicing Office: NO.30 3rd Fl, JMR City Centre, Rajaraj Mohan Roy Road, Sampangirama Nagar, BANGALORE, Karnataka-560027

For Royal Sundaram General Insurance Co. Limited

Digitally Signed:  
GOPALAN SURESHKUMAR  
20.05.2024@01:12:43 IST



**Specification attached to and forming part of Policy No. AG00064626000100**  
**Name of the Insured : M/s. City College**

Sl. No.	Designation	Basis of Sum insured	No. of Students/Parents/St affs	Sum Insured (Rs.)
1	Students	SI INR 2,00,000 per individual	847	16,94,00,000
2	Parents	SI INR 2,00,000 per individual	847	16,94,00,000
Total			1694	33,88,00,000

**For Royal Sundaram General Insurance Co. Limited**

Digitally Signed:  
GOPALAN SURESHKUMAR  
20/05/2024@01:11:59 IST

**Authorised Signatory**





Royal Sun

**ROYAL SUNDARAM GENERAL INSURANCE CO. LIMITED**

(Formerly known as Royal Sundaram Alliance Insurance Company)

Registered Office : 21, Patullos Road, CHENNAI – 600 002.

Corporate Office : "Vishranthi Melaram Towers", 2/319, Rajiv Gandhi

Salai, Karapakkam, Chennai 600 097. Ph: 91-44-7117 7117, 1860 425 0000.

Email:customer.services@royalsundaram.in|Website:www.royalsundaram.in

IRDA Regn. No. 102|CIN-U67200TN2000PLC045611

#### **Group Personal Accident Policy – Endorsements**

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#### **Endt. No.PA13 – Process for Mid term Inclusion / Deletion for Unnamed policies for Educational Institutions**

Inclusion and Deletion of Students is not permissible during the course of the policy .

Inclusion and Deletion of Staff would be effected on a monthly basis.

Inclusion would be effected from the first day of month for total number of Staff joined during the month,

Deletion would be effected from the last day of the month for total number of staff resigned during the month,

provided, only if the number of inclusions and deletions for each month is declared by the Insured within 7 working days from the 1<sup>st</sup> day of the succeeding month and subject to availability of sufficient premium deposit to effect the inclusion.

In case of delay in declaration, the inclusion would be effected from the date of declaration, subject to availability of sufficient premium deposit to effect the inclusion.

In case the premium deposit is not sufficient, inclusion would be effected from the date of payment of premium.



Date: 20/04/2023

To,

**CITY COLLEGE**

27/2, 33RD CROSS, 2ND MAIN RD, 7TH BLOCK  
JAYANAGAR, BENGALURU, KARNATAKA  
Bangalore, KARNATAKA, INDIA, PIN -560082

Dear Customer,

Welcome to SBI General. Thank you for choosing SBI General's Group Personal Accident Insurance Policy. We are delighted to have you as our esteemed Customer.

We enclose the following documents pertaining to your Policy:

- Policy Schedule
- Policy Clauses & Wordings
- Grievance Redressal Letter

We have taken care that the documents reflect details of risk and cover as proposed by you. We request you to verify and confirm that the documents are in order. Please ensure safety of these documents as they form part of our contract with you. For all your future correspondence you may have with us, kindly quote your Customer ID and Policy Number.

**Your Customer ID : C14144**

**Your Policy Number : 4102230400000188-00**

The Postal Address of your SBI General Branch that will service you in future is:  
Bangalore, Ground and 1st Floor, Rukmini Towers 3-1, Platform Road/Railway Approach  
Road, Seshadripuram, Bangalore, Bangalore, Karnataka, India-560020-,

In case of any queries or suggestions, please do not hesitate to get in touch with us.  
You can contact us at [customer.care@sbigeneral.in](mailto:customer.care@sbigeneral.in) or call our Customer Care Number 1800-102-1111 / 1800-22-1111

We look forward to a continuing and mutually beneficial relationship.

Yours sincerely,



Authorized Signatory

SBI General Insurance and SBI are separate legal entities and SBI is working as Corporate Agent of the company for sourcing of insurance products

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SBI General Insurance Company Ltd., Registered Office & Corporate Office: SBI General Insurance Company Ltd. 9th Floor, A&B Wing, Fulcrum Building, Sahar Road, Andheri East, Mumbai - 400099.





# Jayanagar Education Society (R)

ನಂ 27/2, 33ನೇ ಅಡ್ಡರಸ್ತೆ, 2ನೇ ಮುಖ್ಯರಸ್ತೆ, 7ನೇ ಬ್ಲಾಕ್, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560070. ☎ : 080 26649277  
No 27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Road, 7<sup>th</sup> Block, Jayanagar, Bangalore - 560070 ☎ : 080 26649277

Date: 22-04-2024

## CIRCULAR

All the Teaching and Non-Teaching staff members of City College, City PU College and Brooklyn National Public School, are requested to open Zero Balance Salary Account at Kotak Mahindra Bank, Jayanagar 7<sup>th</sup> Block Branch, 2<sup>nd</sup> Main, 7<sup>th</sup> Block, Jayanagar, Bengaluru - 70, which is very close to the College and School for operational convenience.

Salaries for the month of April 2024 will be credited to your account in Kotak Mahindra Bank only in the first week of May 2024.

No salaries will be credited to your SBI account from May 2024.

Those who do not open the account in Kotak Bank their salaries will be delayed until such staff members open account in Kotak Mahindra Bank.

Mr. Harish, Branch Manager will coordinate in opening of accounts tomorrow 23-04-2024 onwards to facilitate the opening of Staff Accounts.

All Staff members are requested to co-operate.

For Jayanagar Education Society (R)

  
K.R. Paramahansa  
President





# AMC-CITY-BROOKLYN-CAMBRIDGE

## List of Holidays (2024)

No	Month & Date	Day	Holiday
1	January 15th	Monday	Sankranthi
2	January 26 <sup>th</sup>	Friday	Republic day
3	April 9 <sup>th</sup>	Tuesday	Ugadi
4	May 1 <sup>st</sup>	Wednesday	May Day
5	August 15 <sup>th</sup>	Thursday	Independence day
6	September 7 <sup>th</sup>	Saturday	Ganesh Chaturthi
6	October 2 <sup>nd</sup>	Wednesday	Gandhi Jyanthi
7	October 11 <sup>th</sup>	Friday	Ayudha Pooja
8	October 12 <sup>th</sup>	Saturday	Vijaya Dashami
10	November 1 <sup>st</sup>	Friday	Rajyotsava Day
11	November 2 <sup>nd</sup>	Saturday	Balipadyami
12	December 25 <sup>th</sup>	Wednesday	Christmas

### Summer vacation

From April 29<sup>th</sup> to May 1<sup>st</sup> (3 days)

### Winter Vacations

From Dec 24<sup>th</sup> to 26<sup>th</sup> (3 days)



CHAIRMAN

# **Report On Team Out Bonding Program for Faculties**

**(Sky Blue Orchids RESORT ON 01st Nov 2022)**



**CITY  
COLLEGE**

**PREPARED BY  
CHETHAN V K  
Asst. Prof  
CITY COLLEGE  
BANGALORE**





## CITY COLLEGE

No.27/2,33<sup>rd</sup> cross, 2<sup>nd</sup> main Rd, 7<sup>th</sup> block, Jayanagar, Bangalore-560082

### Team Building Program for Faculties Report

**Date:** 01st Nov 2022

**NO.of faculties:** 19

**Venue:** Sky Blue Orchids Resort, Kanakapura, Bangalore.

#### **Purpose of the Team Building Program:**

From our experience teachers alike have a great time on our group Team Building Activities. Not only is it a fun and a hugely memorable time, there are constant opportunities for teachers to expand our own individual tacit knowledge crucial to higher level learning and problem solving skills. Teachers take what they've learnt back into everyday life and this impacts them for months and years to come. We know though that there are times when teachers such as yourself sigh at the idea of organising an opportunity like this. We understand that there is a lot of time and effort spent to make teachers carry lifetime memories.



  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 7U

## OBJECTIVES OF THE EXCURSION:

1. Improves critical thinking skills
2. Experiential learning takes place
3. Teachers worldview is expanded
5. Greater bond between teachers
6. Learning local culture
7. Faculties are encouraged to learn and enhance
9. Lifelong memories are made

## Team Building Program AGENDA

PARTICULARS	TIME
Start from college	7:30
Break- fast in Resort	8:30 to 9:00
Adventures in resort	10 to 1:30
Lunch	1:30 to 2:30
Water games	2:30 to 6:00
Back to Bangalore	7:30



  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70



## List of activities included.

### Adventure:

Rappelling, Zip line ,Trekking

### Water Activities:

Rain dance, Kayaking, Swimming in natural lake

Outdoor games

Cricket, Volleyball, Badminton, Football, Human football



**Team building** activities can help to increase teachers motivation and nurture a successful organisation culture in a number of ways. When a group of people successfully complete a team building activity it creates momentum and makes them feel good about themselves - it increases teachers' confidence in their, and their team's, ability and it also shows employees that the organisation is willing to invest in them.


  
Principal  
CITY COLLEGE  
Mysanagar, Bangalore



**These activities** can range from a short problem to solve which can be done online to face to face games like a scavenger hunt. And whilst some people see team building as a ‘nice break’ from regular work, they do have a purpose. This is to develop the skills and knowledge of your staff as well as help build rapport between your teams.



**One of the** most important benefits of a properly planned team building activity is greater collaboration between faculties. Collaboration is about knowing who has what knowledge (or can answer a question), trusting them and their experience and being able to get access to that person when you need it. By creating activities that people enjoy and can experience as a group, faculties can build relationships and develop networks of contacts outside their day-to-day role that will help them in the future.

  
Principal  
CITY COLLEGE  
Bangalore, Bangalore



**Mud games includes**

**Mud volleyball, Mud kabaddi**



*Jane*  
Principal  
**CITY COLLEGE**  
Gayanagar, Bangalore - 77



**Team building** activities can be a powerful way to develop collaboration and trust, improve motivation, nurture strengths, and address weaknesses. However, they need to have a real purpose and be properly planned in order to make a genuine impact.

**Conclusion:**

**The faculties** will need to work as a team with other colleagues outside of their normal day to day group work. Not only that, but they make lifelong memories along with the college team members, which is no doubt a team bonding experience in itself.

All in all, we hope you can picture the exciting times to be had on your very own group team bonding activities with our faculties. All the preparation is well worth the benefits gained during the visit and beyond. The real world can be a great way to spark their interest.

  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70

  
PRINCIPAL





## CITY College

7<sup>th</sup> Block Jayanagar Bangalore - 082

### Report on Activity for Non teaching staff

**Date of the Event** : September, 12th 2022  
**Day of the Event** : Monday  
**Name of the Activity** : Passing the ball  
**Number of Participants** : 13

#### OBJECTIVE OF THE SESSION:

- To understand the Physical fitness of our staff.
- To Know the logical thinking of our staff.
- To Increase the bonding towards our institution.
- The loyalty of the work will increase towards the institution.

#### BRIEF OUTLINE ABOUT THE SESSION:

The Event Passing the ball is played to our non teaching staff in our college premises. the main intention is of recognizing the talent of our staff & rewarding them with goodies which activates the change in the mindset of our staff and encourage towards greater work in their domain.

#### PHOTOS OF THE SESSION:

  
**Principal**  
**CITY COLLEGE**  
**Jayanagar, Bangalore**



  
Activity In-charge

  
Principal

  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore-70

Principal  
CITY COLLEGE  
Jayanagar, Bangalore-70





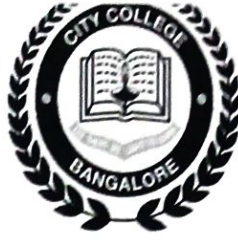
**CITY College**  
*7<sup>th</sup> Block Jayanagar Bangalore - 70*

**Circular**

**This is to inform all the non-teaching staff of City College. That the College is organizing Passing the ball Competition on 12<sup>th</sup> September 2022 at 2:15 pm onwards so kindly do participate in the Activity.**

  
Principal

  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore 70



## **CITY College**

*7<sup>th</sup> Block Jayanagar Bangalore - 082*

### **Report on Activity on Musical Chair Competition**

**Date of the Event** : March, 14th 2024  
**Day of the Event** : Thursday  
**Name of the Activity** : Musical Chair  
**Number of Participants** : 11

#### **OBJECTIVE OF THE SESSION:**

- To Overcome the mental weakness
- To Know the Strength & Weakness of the participant
- To Understand the dedication of the staff towards the work.
- The loyalty of the work will increase towards the institution.

#### **BRIEF OUTLINE ABOUT THE SESSION:**

The Event Musical chair is played to our non-teaching staff in our college Campus. the main intention is of recognizing the talent of our staff & rewarding them with goodies which activates the change in the mindset of out staff and encourage towards greater work in their domain.

*City College  
Jayanagar Bangalore*



**PHOTOS OF THE SESSION:**



  
**Activity In-charge**


  
**Principal  
Principal  
CITY COLLEGE  
Jayanagar, Bangalore-75**

**CITY College**  
*7<sup>th</sup> Block Jayanagar Bangalore - 082*



**Circular**

**This is to inform all the non-teaching staff of City College. That the College is organizing Musical Chair Competition on 14<sup>th</sup> March 2024 at 2:00 pm onwards so kindly do participate in the Activity.**

  
**Principal**  
**Principal**  
**CITY COLLEGE**  
**Jayanagar, Bangalore-70**





**CITY  
COLLEGE**

No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bangalore 70

**PERFORMANCE APPRAISAL  
FORMS (TEACHING)**



No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bengaluru 70

*Performance Appraisal of teaching staff for the academic year.....*

1. Name of the staff :
2. Designation :
3. Department :
4. Date of Joining of CCJ :
5. Subjects Handled: (for last 2 semester)

Sl. No.	Class	Subject	Results Secured

6. Teaching Methodology applied: (put tick)

PPT	ICT	Chalk & Talk	Seminar/ Presentation

7. Usage of ICT :

8. Academic Performance: ( previous two semesters)

Name of the Subject Taught	Class	% of Result

9. Number of Papers published in the past one year:

Sl. No.	Title of the Project	Name of the Publisher





No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bengaluru 70

Consolidated Performance Appraisal Report for Teaching Staff Academic Year – 2023-2024

SI NO	Name of the Faculty	Performance out of 50	Comments & Recommendation
1	Mrs Roopashree T V	30	Head's Dep and TT of (am and) get
2	Mr Sunil B M	39	work ad for LIC AICTE NATE well
3	Dr Sanganagouda Shivanighi	35	NEL coach and examination
4	Mr Rajesh G	33	conducted various Sports Events and other
5	Mrs Deepashree B R	34	well placement and UAI work
6	Mr Sudarshan V	38	PG coordin and TT and structure
7	Dr Netravathi S	32	worked in Li card NATE
8	Dr Shaikh Imran Abdul Rahim	33	conducted Hindi Programs
9	Mr Chethan V K	39	PG Examinat and I V in the college
10	Mr Ashkar Ali	35	English factuel work part
11	Mr Arun Shaji	35	Sport and English Activite
12	Ms Namratha K	32	Viva voce in charge for PG
13	Mrs Bhavay khala H V	36	conducted various Activitie
14	Ms Nischatha V	38	Active work in Carpet Applie in
15	Mrs Swetha	30	Examination Carthe
16	Mrs Roopa Reddy	30	coordinat work

  
Principal

Principal  
CITY COLLEGE  
Jayanagar, Bengaluru - 70



Vice-President



No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bengaluru 70

Performance Appraisal of teaching staff for the academic year.....

1. Name of the staff: Namrata
2. Designation : Assistant Professor
3. Department : Commerce & Management
4. Date of Joining of CCJ : 23/1/2023
5. Subjects Handled: (for last 2 semester)

Sl. No.	Class	Subject	Results Secured
1	<u>IV Sem</u>	<u>Strategic Brand Management</u>	<u>60%</u>
2	<u>IV sem</u>	<u>International Business dynamics</u>	<u>70%</u>
3	<u>I sem</u>	<u>Intellectual property rights</u>	<u>60%</u>
4	<u>I sem</u>	<u>Marketing for customer value.</u>	<u>79%</u>

6. Teaching Methodology applied: (put tick)

PPT	ICT	Chalk & Talk	Seminar/ Presentation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

7. Usage of ICT :

8. Academic Performance: ( previous two semesters)

Name of the Subject Taught	Class	% of Result
<u>Strategic brand management</u>	<u>IV sem MBA</u>	<u>99%</u>
<u>International Business dynamics</u>	<u>IV sem MBA</u>	<u>98%</u>

9. Number of Papers published in the past one year:

Sl. No.	Title of the Project	Name of the Publisher
<u>1)</u>	<u>A study on cybercrime</u>	<u>Namrata</u>
<u>2)</u>	<u>A study on hybrid work during Covid time.</u>	<u>Namrata</u>



10. Details of FDP's/Workshops:

Attended - 2 FDP's

11. Number of Conferences attended in the past one year:

Name of the Programme	Place where it is held	Name of the Organizing Body	Dates/Duration
Embracing Digital Transformation in business	Kristu Jayanti College	Kristu Jayanti College	30/11/2024
—	—	—	—

12. Membership /Participation in committees on Education and national Development:

13. Editorship of Journals:

14. Students Welfare and Discipline activities:

15. Other Relevant Information/Awards, Recognition received: (Previous Two Semester)

Sl.No	Details (year, type, Value, Etc...)	Remarks
	—	—
	—	—

16. Other College Activities Conducted and Participated in the Academic Year.

Date: 16/8/24

Principal

Signature of the Faculty

Vice-President

No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bengaluru 70

Performance Appraisal of teaching staff for the academic year. 2023-24

1. Name of the staff: Deepashree BR
2. Designation: Assistant Professor
3. Department: Management
4. Date of Joining of CCJ: 17/7/2022
5. Subjects Handled: (for last 2 semester)

Sl. No.	Class	Subject	Results Secured
1.	MBA I <sup>st</sup>	Accounting for managers	99%
2.	MBA II <sup>nd</sup>	Marketing research & Matrix	100%
3.	MBA II <sup>nd</sup>	E&E	100%
4.	MBA III <sup>rd</sup>	BV&VBM	98%

6. Teaching Methodology applied: (put tick)

PPT	ICT	Chalk & Talk	Seminar/ Presentation
✓	✓	✓	✓

7. Usage of ICT: Yes

8. Academic Performance: ( previous two semesters)

Name of the Subject Taught	Class	% of Result
MRM	IV <sup>th</sup> Sem	100%
E&E	II <sup>nd</sup> Sem	100%

9. Number of Papers published in the past one year:

Sl. No.	Title of the Project	Name of the Publisher
1.	IPOX	UGC - case journals
2.	Fintech vs Banking	UGC - case journals



10. Details of FDP's/Workshops:

1. On Research methodology
2. International conferences

11. Number of Conferences attended in the past one year:

Name of the Programme	Place where it is held	Name of the Organizing Body	Dates/Duration
Research methodology	online	DSC	5 days
AJ	online	excler	5 days

12. Membership /Participation in committees on Education and national Development: NO

13. Editorship of Journals: NO

14. Students Welfare and Discipline activities: NO

15. Other Relevant Information/Awards, Recognition received: (Previous Two Semester)

Sl.No	Details (year, type, Value, Etc...)	Remarks
	—	—
	—	—

16. Other College Activities Conducted and Participated in the Academic Year.

attended paper presentation in 2024

Date: 12/8/24

  
Principal

  
Signature of the Faculty

  
Vice-President

**A Sample  
Feedback form for Teaching Staff**





# CITY COLLEGE

## A02|Students Feedback Form - City College Jayanagar

Mrs.Roopashree T V - Department of Commerce & Management

The objective of this form is to collect feedback from students studying in City College for strengthening the quality of the teaching-learning environment. The information collected will be kept highly confidential and for the objective use of the College only.

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### Question Title

1. Name of the Student

### Question Title

2. Roll Number

### Question Title

\* 3. How knowledgeable was your teacher in their subjects?

- Extremely knowledgeable
- Very knowledgeable
- Somewhat knowledgeable
- Not so knowledgeable
- Not at all knowledgeable

### Question Title

\* 4. How well did your teacher answer students' questions ?

- Extremely well
- Very well
- Somewhat well
- Not so well
- Not at all well

**Principal**  
**CITY COLLEGE**  
**Jayanagar, Bangalore - 70**

**Question Title**

\* 5. How well did your teacher encourage asking questions?

- Extremely well
- Very well
- Somewhat well
- Not so well
- Not at all well

**Question Title**

\* 6. How organized and prepared was your teacher in the class?

- Extremely organized
- Very organized
- Somewhat organized
- Not so organized
- Not at all organized

**Question Title**

\* 7. How punctual was your teacher to class on time and ended the class on time?

- Extremely punctual
- Very punctual
- Somewhat punctual
- Not so punctual
- Not at all punctual

**Question Title**

\* 8. How easy or difficult was it to get in contact with your teacher outside of class for any academic detail?

- Very easy
- Easy
- Neither easy nor difficult
- Difficult
- Very difficult
- Not applicable (I did not attempt to get in contact with this instructor outside of class)



**Principal**  
**CITY COLLEGE**  
**Gayanagar, Bangalore - 78**



**Question Title**

\* 9. Was the speed with which your teacher presented the course material too fast, too slow, or about right?

- Much too fast
- Too fast
- The right amount
- Too slow
- Much too slow

**Question Title**

\* 10. Does the teacher use modern teaching aids, handouts, blackboard, PowerPoint presentation, etc during the class?

- Extremely well
- Very well
- Somewhat clearly
- Not so concerned
- Not at all concerned

**Question Title**

\* 11. Does your teacher use innovative teaching Methods?

- Extremely well
- Very well
- Somewhat clearly
- Not so concerned
- Not at all concerned

**Question Title**

\* 12. Does your teacher help in the approach toward the varied academic interests of students?

- Extremely Helpful
- Very Helpful
- Somewhat Helpful
- Not so concerned
- Not at all concerned



**Question Title**

\* 13. Does your teacher shows equal respect to various cultural backgrounds, gender, individuals, religion, and race

- Extremely respectful
- Very respectful
- Somewhat respectful
- Not so concerned
- Not at all concerned

**Question Title**

\* 14. Are you satisfied with the learning atmosphere in the college?

- Yes
- No

**Question Title**

\* 15. The staff/ faculty who had influenced /motivated, you from City College, if any?(  
Descriptive)

**Question Title**

\* 16. Do you believe that you have developed /developed your skills & and personality after /during your tenure of education at CCJ?

- Yes
- No

Done

**Link for the online feedback for a faculty**

<https://www.surveymonkey.com/r/R8DRJ2L>



**Principal  
CITY COLLEGE  
Jayanagar, Bangalore - 70**





No.27/2, 33<sup>rd</sup> Cross, 2<sup>nd</sup> Main Rd, 7<sup>th</sup> Block, Jayanagar, Bengaluru 70

Consolidated Performance Appraisal Report Non-Teaching staff for the Academic Year – 2023-2024

SI NO	Name of the Staff	Performance	Comments & Recommendation
1	Ms Harsha	42/50	Good and 1/2 salary
2	Ms Roopa	36/50	Average as per stand
3	Ms Sri lakshmi	39/50	Above Average as per stand
4	Mr Manjunath	40/50	Good
5	Mr Gangadhar	35/50	Below standard
6	Mr Santosh	37/50	Good need to improve

Principal

Vice-President



# CITY COLLEGE

Address: No. 27/2, 33rd Cross, 2nd Main Rd, 7th Block, Jayanagar, Bengaluru, Karnataka 560082

## Performance Appraisal of non-teaching staff for the academic year 2023-24

- Name of the Staff : GANGADHARA C
- Designation: F.A. (UNIVERSITY SECTION)
- Date of Joining of CCJ : 22/AUG/2023
- Performance Assessment

	Rating				
Job knowledge	5(5)	5(5)	5(5)	5(5)	5(5)
Quality of work	5(5)	5(5)	5(5)	5(5)	5(5)
Initiative and motivation	5(4)	5(4)	5(4)	5(4)	5(4)
Behavior	5(5)	5(5)	5(5)	5(5)	5(5)
Approachability	5(5)	5(5)	5(5)	5(5)	5(5)
Sticking to timeline	5(5)	5(5)	5(5)	5(5)	5(5)
Problem - Solving Skills	5(5)	5(5)	5(5)	5(5)	5(5)
Communication Skills	5(5)	5(4)	5(5)	5(5)	5(5)
Willingness to help	5(5)	5(5)	5(5)	5(5)	5(5)
Professionalism and Etiquette	5(5)	5(5)	5(5)	5(5)	5(5)

<b>Rating Guidelines</b> (For reference only)	<b>5=Excellent</b> <b>4=Very Good</b> <b>3=Average</b> <b>2= Good</b> <b>1= Poor</b>
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Overall Comments on performance ( to be filled by Principal and Management Committee)

To be improved





# CITY COLLEGE

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## Performance Appraisal of non-teaching staff for the academic year 2023-2024

1. Name of the Staff: Hanisha R.
2. Designation: Accountant
3. Date of Joining of CCJ: 29.06.2022
4. Performance Assessment

	Rating				
Job knowledge	5( 5 )	5( )	5( )	5( )	5( )
Quality of work	5( 5 )	5( )	5( )	5( )	5( )
Initiative and motivation	5( 5 )	5( )	5( )	5( )	5( )
Behavior	5( 5 )	5( )	5( )	5( )	5( )
Approachability	5( 5 )	5( )	5( )	5( )	5( )
Sticking to timeline	5( 5 )	5( )	5( )	5( )	5( )
Problem - Solving Skills	5( 5 )	5( )	5( )	5( )	5( )
Communication Skills	5( 5 )	5( )	5( )	5( )	5( )
Willingness to help	5( 5 )	5( )	5( )	5( )	5( )
Professionalism and Etiquette	5( 5 )	5( )	5( )	5( )	5( )

<b>Rating Guidelines</b> (For reference only)	<b>5=Excellent</b> <b>4=Very Good</b> <b>3=Average</b> <b>2= Good</b> <b>1= Poor</b>
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Overall Comments on performance ( to be filled by Principal and Management Committee)

worked hard with major Responsibility