



MARRI LAXMAN REDDY INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(AN AUTONOMOUS INSTITUTION)

(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)

Accredited by NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

DEAN – SKILL EXCELLENCE & ADVANCED LEARNING (SEAL)

PERFORMANCE EVALUATION SHEET

Maximum Attainable Score: 300 Marks

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
1	Skill Development & Technical Training	1. Semester-wise boot camps, technical/value-added training delivered against approved plan	≥95% of planned programmes	18%	54	Approved plan; schedules; programme reports
		2. 45-hour coding boot camps and coding challenges/hackathons conducted	≥2 coding boot camps/year; ≥2 competitions/semester			Schedules; attendance; results; reports
		3. Training in emerging technologies and professional tools, aligned with academic calendar	≥4 emerging-tech programmes/year; 100% calendar compliance			Brochures; attendance; completion records
		4. Student participation, completion and competency improvement	≥80% targeted participation; ≥90%			Attendance; certificates; pre/post assessments

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
			completion; $\geq 20\%$ improvement			
2	Centres of Excellence & Industry-Supported Laboratories	1. Approved CoEs operational, accessible and utilized across departments	100% approved CoEs operational; $\geq 75\%$ facility utilization	14%	42	CoE orders; utilization registers
		2. CoE-based student/faculty training, certifications, projects and industry activities	$\geq 70\%$ eligible students trained; ≥ 2 industry activities/semester			Training records; certificates; activity reports
		3. Periodic review of CoE outcomes, infrastructure and industry relevance	≥ 2 reviews/semester; $\geq 95\%$ operational availability			Review minutes; asset/availability records
		4. Access to relevant software, cloud, simulation, AI/ML and computing platforms	$\geq 95\%$ availability for scheduled programmes			Licences; access logs; platform usage reports
3	Advanced Learning & Faculty Capacity Building	1. Advanced-learning programmes mapped to current industry needs and curriculum	≥ 2 /semester; 100% mapped to relevant courses/COs/POs/PSOs	14%	42	Curriculum mapping; programme reports
		2. Faculty FDPs, workshops, technical certifications and train-the-trainer initiatives	≥ 2 faculty programmes/semester; ≥ 1 train-the-trainer/semester			FDP reports; attendance; certificates

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
		3. Internal faculty expertise and knowledge-sharing to sustain SEAL delivery	≥10 internal resource persons/year; ≥1 sharing session per trained faculty/semester			Trainer database; session reports
		4. Faculty competency improvement following training	≥20% improvement in assessed competencies			Assessment and feedback reports
4	Student Projects, Innovation & Industry Engagement	1. Project-based, experiential and challenge-based learning facilitated through SEAL/CoEs	≥2 activities/semester	14%	42	Activity and project reports
		2. Student participation in hackathons, interdisciplinary projects and industry challenges	≥50% of targeted students; ≥10 industry-linked projects/year			Participation records; project briefs
		3. Projects advanced to prototypes, IPR, publications or incubation	≥25% of identified projects prototyped; ≥5 IPR referrals/patent filings and ≥5 publications/year			Prototype records; IPR documents; publications; incubation referrals
		4. Industry collaboration, expert engagement and certification opportunities	≥2 collaborations/MoUs/year; ≥4 expert sessions/year; ≥60% targeted students			MoUs; session reports; certification records

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
			earn industry-recognized certifications			
5	Infrastructure, Procurement & Resource Utilization	1. Annual assessment and timely provision of equipment, licences and technology resources	Annual assessment completed; $\geq 95\%$ approved procurement on schedule	10%	30	Needs assessment; purchase orders; installation records
		2. Utilization and sharing of laboratories, software, cloud and computing resources	$\geq 75\%$ software utilization; $\geq 70\%$ cloud/computing utilization; all eligible departments covered			Usage reports; facility registers
		3. Maintenance, operational availability and downtime control	100% scheduled AMC/preventive maintenance; $\geq 95\%$ availability; $< 5\%$ downtime			AMC records; maintenance logs; downtime register
6	Monitoring, Assessment & Continuous Improvement	1. Pre/post assessment, feedback and outcome analysis for major programmes	100% major programmes assessed; $\geq 90\%$ feedback coverage	10%	30	Assessment reports; feedback analysis
		2. Learning outcomes, certification results and student satisfaction	$\geq 85\%$ programmes meet outcomes; satisfaction $\geq 4/5$			Outcome analysis; certification data; surveys

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
		3. Periodic reviews, benchmarking and corrective-action closure	≥2 benchmarking exercises/year; ≥90% corrective actions completed on time			Review minutes; benchmarking reports; ATRs
7	Accreditation, Documentation & Regulatory Compliance	1. SEAL evidence for NBA, NAAC, AICTE, NIRF, university and institutional audits	100% required evidence available and audit-ready	10%	30	Evidence repository; audit checklists
		2. Accuracy and timely submission of SEAL data, records and compliance responses	≥99% data accuracy; 100% submissions on time			Verified data; submitted reports; compliance records
		3. Internal documentation reviews and closure of observations	≥2 reviews/semester; 100% observations closed within stipulated timelines			Audit reports; compliance reports; ATRs
8	Performance Reporting, Strategic Planning & Knowledge Sharing	1. Semester-wise and annual SEAL performance reporting to Principal/Director/Management	100% reports submitted on time; 1 consolidated annual report	10%	30	Semester reports; annual SEAL report
		2. Monthly coordination reviews with Deans, HoDs and CoE/Project Coordinators	≥2 review meetings/month; action items tracked to closure			Meeting minutes; action tracker

S. No.	Key Result Area (KRA)	Key Performance Indicators	Attainable Goal	Weightage %	Max. Marks	List of Proofs Enclosed
		3. Evidence-based action plans and impact assessment for employability, innovation and industry readiness	≥90% approved actions completed on time; annual impact assessment			Action plans; ATRs; impact report
		4. Annual documentation and knowledge sharing with Dean–IQAC	100% annual documentation; ≥2 best practices/case studies and ≥2 knowledge-sharing sessions/year			Annual documentation; case studies; IQAC submission and session records
	GRAND TOTAL		100%		300	

FINAL EVALUATION SUMMARY – DEAN (SEAL)

Key Result Area	Weightage	Maximum Marks
Skill Development & Technical Training	18%	54
Centres of Excellence & Industry-Supported Laboratories	14%	42
Advanced Learning & Faculty Capacity Building	14%	42
Student Projects, Innovation & Industry Engagement	14%	42
Infrastructure, Procurement & Resource Utilization	10%	30
Monitoring, Assessment & Continuous Improvement	10%	30
Accreditation, Documentation & Regulatory Compliance	10%	30
Performance Reporting, Strategic Planning & Knowledge Sharing	10%	30
TOTAL	100%	300

Note: All achievements must be supported by verifiable documentary evidence. Evaluation shall be based on approved targets, programme outcomes, resource utilization, industry relevance, compliance and continuous improvement.

The Dean–SEAL shall present an annual performance review highlighting achievements, gaps, corrective actions and priorities for the next assessment period.