

Government Arts College (Autonomous),Coimbatore-18

Performance Teacher Appraisal Report



i) General Information

- a) Name : **Dr.S.SUNDARA RAJAN**
Mobile no. 9952337047
- b) Address (Residential) : 9/15, 3rd street, Viswanathapuram,
Thudiyalur., Coimbatore 641034.
- c) Designation : Associate Professor
- d) Department : Public Administration
- e) Date of Birth : 31.07.1970
- f) Area of Specialization : Public Administration.

A). Academic Qualifications:

Exam Passed	Subject	Board / Universit y	Year	Division / Grade/ Merit
High School SSLC	Tamil, English, Mathematics, Science and Social Science	Board of Secondary Education, Tamil Nadu	1985	First Class
Higher Secondary or PUC	Maths,Physics, Chemistry,Biology	Board of Higher Secondary Education, Tamil Nadu	1991	Third Class
B.A.,History	History	Bharathidasan University	1995	I Class

M.A.,Public Administration	Public Administration	University of Madras	1997	II Class
M.Phil	Public Administration	University of Madras	1998	II Class
Ph.D	Public Administration	University of Madras	2004	Commended

ii). Research Experience & Training

S.L No	Research Stage	Title of Work/Thesis	University where the work was carried out
1	M. Phil	Organisation and Management of Thanjavur District Central Cooperative Bank Ltd.	University of Madras
2	PhD	Training, Motivation and Development in Xerox Software Centre at Gurguan A Study on HRM	University of Madras
3	Post-Doctoral	----	----
4	Publication (Give a list separately)	Appendix A	
5	Research Guidance (Give names of Students guided successfully)	Appendix B	
6	Training (Please specify)	Appendix c	

B) Research Projects Carried Out

Title of the Project	Name of the Funding Agency	Duration	Remarks
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C) Seminars, Conference, Symposia, Workshop, etc attended

Sl. No.	Name of the Seminar Conference/ Symposia Workshop etc.	Name of the Sponsoring Agency	Place and Date

iii) Teaching Experience

SL No.	Courses / Classes Taught	Name of the University/Institution	Duration	
			From	To
1.	U. G (B.A.,Public Administration / B.Sc., etc. Pass) (B.A./ B.Sc., etc. Hons.)	Government Arts College (Autonomous), Coimbatore	26.02.2011	Till Date
2.	P.G (M.A Public Administration/M.Sc./MC A etc)	Government Arts College (Autonomous), Coimbatore	26.02.2011	Till Date

3.	M. Phil	Government Arts College (Autonomous), Coimbatore	2012	Till Date
4.	Any other Ph. D	Government Arts College (Autonomous), Coimbatore	2012	Till Date

Total Teaching Experience

- a) Under-Graduate (Pass) : 08 Years and 3 Months
- b) Under-Graduate (Hons) : ----
- c) Post-Graduate : 08 Years and 3 Months

G) Innovations/ Contributions in Teaching

a) Design of Curriculum	:	Designed syllabus for B.A., M.A., (Public Administration) Courses.
b) Teaching Methods	:	Lecturing, critical study, Group discussions, Intellectual debates and Interactions, Seminars.
c) Laboratory Experiments	:	NA
d) Evaluation Methods	:	Assessment Tests, Seminar, Participation in the debate, Address the grievances and Addressing and representing the social issues, oral presentation of the understanding of the paper,, Assist the teacher in the subject by collection of materials on current administration and politics and assess the Student on exposing democratic values and Periodically assessed development of the

quantitative changes in the “out look” as a students of the Higher Education. Evaluation of the Project works of UG and PG students.

- E Preparation of resource Material including books, reading materials, Laboratory Manuals etc., :
1. Mainly prescribed Text books
 2. Current Events including politico Administrative Decisions of the Government including the topics pertaining to the Syllabus
 3. Journals and Magazines particularly The Hindu/Frontline/The Week/Out Look
 4. Internet and News papers
- f) Remedial Teaching/Student Counseling (Academic) :
- Assist them in understanding the subject in serving the needs of common people under the government Machinery, Need of the youth contribution to the nation building, explain the position of the ignorance of them and practice them to understand the need of the rectifying their own shortcomings to their learning.
- g) Any other :
- Periodically advising the students in making aware of getting reasonable employment, knowing them the difficulty in getting the employment, advising them to obtain basic computer literacy and typing skills in both in Tamil and English language, Cultivating them in the balanced ways to approach the job market,
- Advising suitable students to prepare for UGC/NET, SLET, UPSC, TNPSC and other competitive exams. Finally Guide them to start small level own occupation by their won strength of the students.

ix) Extension Work/ Community Service:

- a) Please give a short account of your contribution to:
- i) Community work such as values of National integration, secularism, Democracy, socialism, humanism, Peace, scientific temper, flood or Drought relief, small family norms etc. : Creating awareness about the basic values, Interpersonal skills, social skills and Social behavior among students and members in the community
 - ii) National Literacy Mission : Creating awareness about the importance and value of the political and Administrative literacy of the subject in claiming to assist the common masses in getting service from the government apart from getting the job or career .
- b) Positions held / leadership role played in organizations linked with Extension work and National Service scheme (NSS) or NCC or any other Similar activity.
- 1. Acting as bus pass in charge coordinator . Academic year of 2011-12
 - 2. Ragging Committee member (Academic year of 2016-17, 2017-18,2018-19
 - 3. Class Tutor for UG and PG students.

D.Participation in corporate life:

Please give a short account of your contribution to

- a) College / University/ Institution : Helping the Principal, HOD in the Departmental activities, Maintaining Discipline in the campus, Motivating the Students to join all the extra curricular activities
- b) Co-curricular Activities : Handling soft skill classes and Handling fr coaching class for TNPSC Exams to the Students nts .
- c) Enrichment of Campus Life : Helping/assisting/guiding the Principal, HOD, Colleagues and students to enrich the campus life.
(hostels, sports, games, cultural activities)
- d) Students welfare and Discipline : Helping the college administration in the maintenance of student's discipline and the tutorial system that helps in interacting with the students.

To make the students to realize their duties and responsibilities. I also insist the Importance of discipline as source of power to achieve.

To allow students to meet me at any time to get my guidance and counseling.
- e) Membership/ Participation in Bodies / Committees on Education and National Development : Member-Board of studies, Syllabus framing, External and Internal examiner in Theory examination for various colleges and University

f) Professional Organization of Teachers : ----

a) Membership of Professional Bodies, Societies etc : ----

b) Editorship of Journals : ----

F) Any other information : Along with my Colleagues arranged lectures of skilled persons regularly in various fields related to the subject in our department.

Signature of the Teacher

APPENDIX – A

1. PUBLICATION (International/National)

- a) Kaveripakkam College Journal of Management Research – March 2014, 2018 – National Journal
 - i) Social responsibility of NGO .

- b) AI International Journal of Multidisciplinary Research – ISSN 2348-6724 – Feb 2015 – International Journal.
 - i) Deeper feelings of inmates in old age Homes.

- c) Journal of Social Science and computations Sep 2018.
 - i) Upliftment of women Self Help Groups

APPENDIX – B

Research Experience and Guidance

M. Phil (Public Administration)

SL No.	Name of the Scholar	Year	FT/PT	Name of the University	Pursuing/Completed/Awaiting for Viva
1.	Komala eswari	2014	FT	Bharathiar	Awarded
2.	Mohammed Ibrahim	2014	FT	Bharathiar	Awarded
3.	Saheethabanu	2014	FT	Bharathiar	Awarded
4.	Latha	2015	FT	Bharathiar	Awarded
5.	Megala	2015	FT	Bharathiar	Awarded
6	Ramachandran	2016	FT	Bharathiar	Awarded
7.	Sindhuja	2016	FT	Bharathiar	Awarded
8.	Boopathy	2016	FT	Bharathiar	Awarded
.9	Bharath	2017	FT	Bharathiar	Awarded
10.	Shahul Hameed	2018	PT	Bharathiar	Report Submitted

Ph. D (Public Administration)

SL No.	Name of the Scholar	Year	FT/PT	Name of the University	Pursuing/Completed/Awaiting for Viva
1	Nagaraj	2015	FT	Bharathiar	Doing
2	R.Sangeetha	2015	FT	Bharathiar	Doing
3	S.Deepa	2015	FT	Bharathiar	Completed
4	Kasi Nathan	2015	FT	Bharathiar	Doing
5	Meialagan	2015	PT	Bharathiar	Completed
6	Magudapathy	2017	PT	Bharathiar	Completed

APPENDIX – C

Training

Name of the Training Programme	Place	Duration of Training Programme
Refresher Course	UGC - Academic Staff College ,University of Madras Chennai	05.02.2015 to 25.02.2015

APPENDIX – D

Seminars, Conference, Symposia, Workshop, etc attended

Seminars:

1. Madurai Kamaraj University – Indian Constitution and Nation Building : Vision & Mission of Dr.B.R.Ambedkar – “Preamble the bedrock of the Indian Constitution”- November 2017.