

PART 'A'

YEAR OF PERFORMANCE APPRAISAL:

SECTION – A: GENERAL

1.	Name	:	
2.	Designation	:	
3.	Name of the Department/ Centre	:	
4.	Communication Address	:	
5.	Email Telephone / Mobile number	:	
6.	YEAR OF PERFORMANCE APPRAISAL	:	

SECTION - B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr.No	Nature of Activity	Maximum Score		
		Max. API Score allotted (AP/Asso,P/P)	Self-appraisal Score	Verified API Score
	ESSENTIAL			
a.	Direct Teaching	70/60/60		
b.	Examination duties (Question paper setting, invigilation, evaluation of answer scripts) as per allotment.	20/20/10		
c.	Innovative Teaching- learning methodologies, Up-dating of subject contents/courses, mentoring etc.	10/15/20		
Total		100/95/90		

a. Actual hours spent per academic year÷7.5

b. Actual hours spent per academic year÷7.5

c. Actual hours spent per academic year÷7.5

d. Total number of working days- 241

e. Total number of actual teaching days (Excluding exam & annual gathering)-

Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/ Practical's/Project Supervision/ Field Work.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Sr. No	Nature of Activity	Maximum Score		
		API Score allotted	Self-appraisal Score	Verified API Score
	CO-CURRICULAR AND EXTENSION ACTIVITIES			
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counselling, study visit, Certificate Courses, Bridge Courses, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public/popular lectures /talks /seminars etc.)	15		
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities'. (i) Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular officers for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees.	15		
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15		
d.	Organising Seminars- organising secretary co-ordinations, committee member	05		
	Total	45		

a. Actual hours spent per academic year÷10

b. Actual hours spent per academic year÷10

c. Actual hours spent per academic year÷10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTION

RESEARCH PAPERS PUBLISHED IN U.G.C. NOTIFIED RESEARCH JOURNALS & OTHER RESEARCH JOURNALS

Sr.No	Faculty of Science / Engineering / Agriculture / Medical / Veterinary Sciences	Faculty of Languages/ Humanities / Arts/ Social Sciences / Library / Physical education / Management/ Commerce	Maximum score for University/ College teacher		
			API Score allotted	Self- Appraisal Score	Verified Score
III(A)	Refereed Journals as notified by the UGC	Refereed Journals as notified by UGC			
	No of Papers with impact factor less than 1	No of Papers with impact factor less than 1	5 per Publication		
	No of Papers with impact factor between 1 and < 2	No of Papers with impact factor between 1 and < 2	10 Per Publication		
	No of Papers with impact factor between 2 and < 5	No of Papers with Impact factor between 2 and < 5	15 per Publication		
	No of Papers with impact factor between 5 and < 10	No of Papers with impact factor between 5 and < 10	20 per publication		
	No of Papers with impact factor above 10	No of Papers with impact factor above 10	20 per Publication		
	Nor referred but other reputed Journals	Nor referred but other reputed Journals	10 per Publication		
III (B)	Conference/ Seminars Proceedings- published Full Paper	Conference/ Seminars Proceedings- published Full Paper	10 per Publication		
		Total A+B			

The API for joint publications shall be calculated in the following manner: of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author/ supervisor/mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

Research paper published during the entire service with ISSN

Research papers published in seminar conference proceeding having ISBN.

- **Research Papers Published- Annexure-A**

• **Publication of Books / Chapters**

			API Score Allotted	Self Appraisal Score	Verified Score
III(C)	Text/Reference, Books published by international publishers, with ISBN/ISSN number	Text/Reference, Books published by international publishers, with ISBN/ISSN number	50 Single Author Book		
	Subject Books, Published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications	Subject Books, Published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications	25 Single Author Book		
	Subject Books, published by other local publishers, with ISBN/ISSN number as approved	Subject Books, published by other local publishers, with ISBN/ISSN number as approved	15 Single Author Book		
	Chapters in Books, published by National and international level publishers, with ISBN/ISSN number	Chapters in Books, published by National and international level publishers, with ISBN/ISSN number	International 10 / Chapter National 5/Chapter		

Note : Text Books published during the entire service Reference Books Published during the entire service.

III(D) RESEARCH PROJECT						
(i)	Sponsored Project	(a) Major Projects with grants above Rs.30 Lakhs	Major Projects with grants above Rs.5 Lakhs	20/ Project	$P_1 \times 20 =$	
		(b) Major Projects with grants above Rs.5 Lakhs up to 30 Lakhs	Major Projects with minimum of Rs.3 Lakhs up to Rs.5 Lakhs	20/ Project	$P_2 \times 15 =$	
		(c) Minor projects with grants above Rs. 1 Lakh up to Rs.50000	Minor Project with grants above Rs.50,000 to 1,00,000	10/ Project	$P_3 \times 10 =$	
III(D) (ii)		Ongoing Major Projects	Ongoing Major Projects	10 Per Project		
		Ongoing Minor Projects	Ongoing Minor Projects	5 per Project		
III(D) (iii)	Consultancy Project	Amount mobilized with minimum of Rs.10 Lakhs	Amount mobilized with minimum of Rs.2 Lakhs	10 per every Rs.10 Lakhs and Rs.2 Lakhs Respectively	$R \times 10 =$	
III(D) (iv)	Projects Outcome/ Output	Patent/Technology transfer /Product/Process [a] No. of International level output= [b] No.of. International level output=]	Major Policy document prepared for [a] International bodies like WHO/UNO/UNESCO/UNICEF etc. Central/State Govt./ Local Bodies= [b]No./Central Govt.= [c]No./State Govt.= [d] No./Local bodies=	30/ international level; 20/national level/central Govt. State Govt. Local bodies	30 20 10 5	
III(D) (v)		Ongoing major projects		10		
		ongoing minor projects		5		

Research Guidance						
III(D) (i)	M. Phil.	Degree awarded No.of Candidates	Degree awarded No.of Candidates	5/Candidate		
III(D) (ii)	Ph.D.	[a] Degree Awarded No.of Candidates b) Thesis submitted No.of Candidates]	[a] Degree Awarded No.of Candidates b) Thesis submitted No.of Candidates]	15/Candidate 10/Candidate		

Total Number of M. Phil Students awarded M.Phil Degree under the guidance -

Total Number of M. Phil Students awarded Ph.D. Degree under the guidance -

Fellowship, awards and invited lecturers delivered in conference/ seminar						
III(F) (i)	Fellowship awards	International awards / fellowship	International awards / fellowship	15 each awards / fellowship		
		National awards / fellowship	National awards / fellowship	10 each awards / fellowship		
		State/ University awards/ fellowship	State/ University awards/ fellowship	5 each award/ Fellowship		
III(F) (ii)	Invited Lectures / Research Papers/ Resource Person	International	International	7 each		
		National	National	5 each		
		State	State	3 each		
		University	University	2 each		

Participated in Seminar / Conferences & Presented Research Paper during the entire Service- 37

Participated in Seminar / Conferences & Worked as Resource Person during the entire Service-

Note- The Score under this category shall be restricted to 20% of the minimum fixed for category 3rd

Faculty Development Program						
III(G) (i)	Orientation / Refresher Courses Completed- Not less than one week	Course in the Subject	Organised by & Duration	10		
	1 to 2 week			15		
	More than 2 week	04 th - 24 th January 2006	Ahmednager college Ahmednagar, Savitribai Phule Pune University, Pune	20		

Total of III (A+B+C+D+E+F)

Grant Total of Category I +II+III

Signature of H.O.D./Principal/ Director

Signature of the Teacher

Date:

Part 'B'

Assessment of Teaching, Extension & Research Activities based on verified API Score

Teaching Category of Part A		Extension Category of Part A	
Grade	Verified API Score	Grade	Verified API Score
Outstanding	115-125	Outstanding	40-50
Very Good	105-114	Very Good	34-39
Positively Good	95-104	Positively Good	24-33
Good	85-94	Good	22-27
Average	75-84	Average	15-21
Below Average	0-74	Below Average	0-14

	Outstanding (A+)	Very Good (A)	Positively Good (B+)	Good (B)	Average (B-)	Below Average (C)
Teaching						
Extension						
Research						
Administration						

1) Justification of Assessment of work as outstanding / below average

2) Comments of H.O.D.

3) Remark & Suggestion

Signature of H.O.D.

Remarks of the Principal /Director

College Seal

Signature
Principal / Director

Savitribai Phule Pune University
Shree Pandurang Gramin Vikas Pratishthan Sanchalit
Dilip Walse Patil Arts, Commerce & Science College
 Nimgaon Sawa.Tal-Junnar, Dist-Pune 410504
TEACHER'S ASSESSMENT & CONFIDENTIAL REPORT
 For The Year Of 20 - 20

- A)**
- 1) Name of Teacher
 - 2) Nature of Appointment PP/CHB4College/Sr.College
 - 3) Effectivness in teaching the subject to the students Poor/Fair/Average/Normal/Good
 - 4) Quality of Teaching Poor Fair/Avrage/Normal/Good
 - 5) Preparation of Topics (Observed in class) Poor Fair/Avrage/Normal/Satisfactory/Good
 - 6) Sincerity Correctness & uptodateness in Teaching Satisfactory/Not Satisfactory/bslow Average/Fair/poor/So-se/Good
 - 7) Regularity in Teaching Satisfactory/Not Satisfactory
 - 8) General behaviour with the students inside the class
 - 9) General behaviour with the Students outside the class
 - 10) Response of the students (during the period)
 - 11) Knowledge of the subject (Topics)
 - 12) Guidance, Extra coaching help extended to the students in the subject
 - 13) Representation of the Topics on the black-bord (points, notes, sketches etc on bord)
 - 14) Class control Poor, Fair, Good/Stisfactory Not
- B) Over-all General Impression**
- a)
- 1) Relation the students
 - 2) -do-other teachers in the subjects
 - 3) -do-teachers of other subjects
 - 4) Administrative Staff
 - 5) Local public

- b) 1) Impression of Students
- 2) -do-Teachers of the same subject
- 3) -do-Administrative office
- 4) -do-Teachers of the other subject
- 5) -do-Public in General
- 6) -do-H.O.D.

4) Regularity/ Attitude/Meticulousness in preparation of records
(presenty of students, Marklist, Tutorials/ discussion of result etc.

5) Participations in extracurriculars activities
its extent, nature & final performance

6) Partipation in co-curricular activites

7) Completion of portions in all report

50% 60% 75% 90% 100%

8) Completion of portion in time

Yes/No

9) Suggestion given by H.O.D. of Senior Collegeos

10) Suggestions of H.O.D.

Followed/not followed

11) Whether need constant Supervisions

12) Reaction of the Teacher of suggestions.

13) Impression of the H.O.D.

14) Recommendation of H.O.D.

15) Additional Remarks (if any) of H.O.H.

16) Final Remarks of H.O.H.

May be allowed to continue/May not be allowed to continue

Date:

Sign. of H.O.D.

(Prof.)

Head

(Prof.)

श्री पांडुरंग ग्रामीण विकास प्रतिष्ठान संचलित
दिलीप वळसे पाटील कला, वाणिज्य व विज्ञान महाविद्यालय निमगाव सावा .
ता .जुन्नर, जि .पुणे .
गोपनीय अहवाल

१. सेवकाचे नाव :.....
२. हुद्दा :.....
३. शैक्षणिक पात्रता :.....
४. नेमणुक दिनांक :.....
५. एकूण सेवा :.....
६. इतर संस्थेतील अनुभव :.....
७. कामाबाबतचा अभिप्राय :.....
 १. खाते :.....
 २. कामावर वेळेत येतात काय ? :.....
 ३. कॉम्प्युटरवर काम करतात काय ? :.....
 ४. गैरहजर असण्याचे प्रमाण :.....
 ५. वरिष्ठांशी वागणुक :.....
 ६. कामाबाबत वरिष्ठांचा अभिप्राय :.....
 ७. नेमणुक मुदतवाढ देणेबाबत :.....
विभागप्रमुखांचा अभिप्राय :.....
 ८. पगारवाढ देणेबाबत :.....
विभागप्रमुखांचा अभिप्राय :.....

दिनांक :

विभाग/ शाखाप्रमुख सही व शिक्का