

PERFORMANCE APPRAISAL REPORT - II SELF APPRAISAL

(To be submitted in duplicate before 30th April)

(Ref. The Vice Chancellor direction vide Circular No. CONCOLE/ TAU/VCD/37 OF 2000 dated 21st January 2000 and subsequent amendment vide circular No. CONCOL/ TAU/VED/310 of 2000 dated 17th Aug 2000)

Period: 1-4-20~~22~~ to 31-03-20~~22~~²³ (Year 20~~22~~ to 20~~22~~²³..)

A. BASIC INFORMATION

- a) Name of the college in full: Vidyavardhini's Annasaheb Vartak College of Arts,
Kedarnath Malhotra College of Commerce, E. S. Andrades
College of Science and Junior College Vasai Road (W) -
Dist. Palghar - 401202
- b) Name of the Teacher : Ms. Snehal Rajan Raut
- c) Designation : Asst. Professor
- d) Department : BMS and BBI
- e) Area of Specialisation : Management, Human Resource, Marketing, Environmental
- f) Date of joining the present college: 01 August, 2017
- g) Honours Conferred : MBA, MMS in operations management studies

B. TEACHING

	No. of Lectures	Number of Tutorials / Practical's Taught in the Year.	Steps taken for the teaching periods missed during absence of leave
Under Graduate	28 (Perweek)	500 (each sem)	Engaging extra lectures for completion of syllabi, and also engaging doubt solving lectures and also for revision
Post Graduate	NIL	NIL	
Any Other	NIL	NIL	

To be filled at the end of every academic year L= Lecture T=Tutorial P= Practical

- b) Regularity and Punctuality: As per record found on performance, there is Punctuality and academics and also for co-curriculum activities.
- c) Details of course teaching plan, synopsis of lecture and reading list supplied to students
- Teaching plan are usually orally discussed of each Academic year. Synopsis of lecture is reported after completion of each lecture and list of reference books are well informed to students.

d) Details of Participation in the following

- i) University Evaluation : Evaluating University exam at UG Level since 2017
- ii) Internal Evaluation : Engaged in internal evaluation to UG level since 2017 for 75-25 marks.

- iii) Paper setting : Appointed as Question Paper setter at
- iv) Assessment of Home Assignments: After completion of portion/syllabus/college level for students given with topics to present by & sy. ppt & case studies as a home assignment
- v) Conduct of Examination : Appointed as monitoring of F.Y, S.Y, T.Y exam.
- vi) Evaluation of Dissertation etc. : N/A

C) DETAILS OF INNOVATION/CONTRIBUTIONS IN TEACHING, DURING THE YEAR

a) Design Curriculum:

Top part of academic body

b) Teaching Experiments:

Adaptive participative learning

c) Laboratory Experiments:

N/A

d) Evaluation Methods:

Following University rule for assessment

e) Participation of resource material including books, reading materials, laboratory, Manuals etc

NIL

f) Remedial Teaching/Students Counselling (Academic)

Counselling of students are done in an unofficial way & did have WhatsApp record of it

g) Any other

Conducted students various activities such as Tree plantation & best of west, make a website of BMS, BBI & BCom students

D) IMPROVEMENT OF PROFESSIONAL COMPETENCE

a) Details regarding orientation/refresher course attended participation in seminar Schools, workshops, seminars, symposia etc. including Open University course / M. Phil, Ph. D.

NIL

E) RESEARCH CONTRIBUTIONS

a) Number of students (M. Phil/ Ph.D.)

Class	At the beginning of the Year	Registered during the Year	Completed during the Year
M. Phil	NIL	NIL	NIL
Ph. D.	NIL	NIL	NIL

b) No. of research papers published (Please enclose list)

NIL

Research Projects

Title of the Project	Name of the funding	Duration
NIL	NIL	NIL

d) Details of Seminar, conference, symposia organised

Arranged seminars on Department Level (BMS & BBI)

e) Patents taken, if any give a brief description.

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No

f) Membership of professional bodies editorship of journals etc.

.....
No

F) EXTENSION WORK/ COMMUNITY SERVICE:

a) Please give a short account of your contribution to:

a) Community work such as values of national integration, secularism, peace, flood or drought relief, small family norms etc.

.....
No

b) Position held/ leadership role played in organization linked with extension work and National Service Scheme (NSS) or NCC or any other similar activity.

I cater the community services through NSS camp at Chandip and actively involved in community

G) PARTICIPATION IN CORPORATE LIFE:

a) College/ University/Institution

Actively involved in almost all college activities work through

b) Co-curricular Activities:

Active member to various committees at college level

c) Enrichment of campus LIFE (Hostel, Sports, Games, Cultural activities)

I encourage students to take part in diverse co-curriculum

d) Students welfare and discipline activities for their self development and also

students welfare are cater through rendering service by for enhancing way of admitting admissions to minority students. (Ext. image of college)

e) Membership/Participation in bodies/committees on education and national development

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No

f) Professional Organization of Teachers

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No

Assessment

a) Step taken by you for the evolution of the course programme taught

Periodic revisions, Q&A sessions, are organised to know the learning

General data level of students & final exam assessment is done according

State brief assessment of your performance indicating to University Norms.

a) Achievements

Attended number of webinars to build competencies in me. & also active peer member of MAAC crit committees

b) Difficulties faced and

Learning ITC during pandemic was a need of an hour &

c) Suggestions for self-improvement

I wish to pursue Ph.D. & encultivate research culture in me. online.

H) GENERAL OBSERVATION

i) Attendance Try to maintain 95% attendance every year.

a) Regularity: I found myself regular in doing work every day.

b) Punctuality: I found myself punctual in doing work before exam.

c) Students - Teachers Relationship: I share good bonding/Relation with all my

ii) College Relationship

iii) Class control

iv) Reading habits and other matters

I never found difficulty in class control. whom I do enjoy reading subjective books. taught.

Place: Vasai (W), Palghar 401202.

Date:

29.04.2023
Signature of the Teacher

EVOLUTION BY THE HEAD OF THE DEPT. OR THE SENIOR MOST LECTURE IN THE DEPT. OR PRINCIPAL

a) State whether facts stated above correct

b) Actual Verification..... Evolution.....

Item	Correct	Exaggerated	Excellent	Very Good	Good average	Poor
A	✓		✓			
B	✓		✓			
C	✓			✓		
D	✓			✓		
E	✓			✓		
F	✓		✓			
G	✓		✓			
H	✓		✓			

*Evaluation is not expected in Column no. A & B

[Handwritten Signature]

Signature of the HOD
Or Senior most Teacher
In Dept. or the Principal

Observation of the Principal

Place: Vasai (West), Palghar-401202.

Date:



[Handwritten Signature]

Signature of the Principal

PRINCIPAL
VIDYAWARDHINI'S A. V. COLLEGE OF
ARTS, K. M. COLLEGE OF COMMERCE
E. S. A. COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR
MAHARASHTRA - 401 202.