

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: 1-4-2022 to 31-03-2023 (Year 20.22 to 20.23)

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 : Dr. Suresh M. Surve.
- c) Designation : Asst. prof. in political science
- d) Department : political science
- e) Area of Specialisation : International relations
- f) Date of joining the present college: 15/01/2021 (This year. 07 sept)
- g) Honours Conferred : -

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	09 (officially given) 06 Extra. 07. Eco.	130 in each semester	1) Taken extra lectures 2) Separate lectures for weak students.
Post Graduate	1 (DOL lecture)	20 Lectures	3) separate lectures for vernacular medium.
Any Other	10 Lecture	10	1) Remedial coaching. 2) Guided and encouraged for competitive exam preparations

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

- b) Regularity and Punctuality: Yes, it is maintained in conducting lectures and completion of curriculum activities.
- c) Details of course teaching plan, synopses of lecture and reading list supplied to students
 - 1) Teaching plan is prepared.
 - 2) Suggested to students, Read more and more reference books.

d) Details of Participation in the following

- i) University Evaluation : Yes
- ii) Internal Evaluation : Done.

- iii) Paper setting : Done (F.Y. / S.Y. / T.Y.B.A.) & M.A.
- iv) Assessment of Home Assignments: Yes
- v) Conduct of Examination : Yes
- vi) Evaluation of Dissertation etc. :

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

- a) Design Curriculum: Yes, during the (2022-23)
- b) Teaching Experiments: used innovative ideas, encouraging students for group discussion, presentation and inter collegiate competitions.
- c) Laboratory Experiments: N.A.
- d) Evaluation Methods: As per the instructions received by University and college authorities
- e) Participation of resource material including books, reading materials, laboratory, Manuals etc NIL
- f) Remedial Teaching/Students Counselling (Academic) Along with class teaching Remedial Teaching and counselling and career counselling has done.
- g) Any other NIL

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	-	-	-
Ph. D.	-	-	-

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

Research Projects

Title of the Project	Name of the funding	Duration
-	-	-

- d) Details of Seminar, conference, symposia organised

03 Research paper presented, out of that 02 papers are published in UGC care listed journal.

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

NIL

f) Membership of professional bodies editorship of journals etc.

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.

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

Delivered lecture on consumer protection Act in NSS group in our own college

G) PARTICIPATION IN CORPORATE LIFE:

a) College/ University/Institution

Actively taking part in all college activities

b) Co-curricular Activities:

Active member of Equal Opportunity Center started by college

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

NIL

d) Students welfare and discipline

NIL

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

NIL

f) Professional Organization of Teachers

NIL

Assessment

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

NIL

General data

State brief assessment of your performance indicating

a) Achievements

-

b) Difficulties faced and

-

c) Suggestions for self-improvement

-

H) GENERAL OBSERVATION

i) Attendance 100%

a) Regularity:

Regular & punctual

b) Punctuality:

Completing work before given deadline

c) Students - Teachers Relationship:

Always maintain good relationship with everyone

ii) College Relationship

I shared good relation with all my colleagues

iii) Class control

I have good control over class.

iv) Reading habits and other matters

General and syllabus based books and contents.

Place: Vasai (W), Palghar 401202.

Date: 24/04/23

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

yes

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

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

Observation of the Principal

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Place: Vasai (West), Palghar-401202.

Date:



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