



6.3.5

Institutions Performance Appraisal System

for teaching and non- teaching staff



KES's Pratibha Institute of Bushiness Management

Faculty Performance Appraisal

Year 2022-23

The period of evaluation shall be 1st July 2022 to 30th June 2023.

- All the information should be provided accurately and clearly. Additional information should be provided in separate sheets.
- Appraisal Committee for Faculty: Evaluating Authority (EA) is the HoD and the Reviewing Authority (RA) is The Head of Institution (Director). Appraisal Committee for HoD: Evaluating Authority (EA) and the Reviewing Authority (RA) is the Head of Institution (Director). The EA shall verify all the information, by supporting proofs before commenting on the performance.

Employee Details

Name	Prof. Pnya Mathurkar
Department	MCA
Designation	Asst. Prof.
Date of Joining the Institute	1 st October, 2016
Gross Salary Per Month	

Records of absence (to be filled by the admin office)

Sl. No.	Type of Leaves	No. of Leaves Aailed		Signature of Admin/HoD with Date
		Term I	Term II	
1.	Casual Leaves	5	5	
2.	On Duty Leaves	3	2	
3.	Winter Vacation	6		
4.	Summer Vacation	20		
5.	Maternity Leaves	-		
6.	Special Leaves If Any	-		
7.	Leaves Without Pay	-		

I. Teaching Learning Evaluation

S.No.	Details	Maximum Score	Self Evaluation	EV. By HoD
1	Pedagogy/ Teaching Plan/ Lesson Plan	10	9	9
2	Identifying Students' Learning Abilities and Customized Delivery	10	9	9
3	Teaching Delivery Satisfaction level	20	18	17
4	Participatory & Innovative Teaching-Learning	20	19	18
5	Case studies discussed (min 3)/ Mini Projects	20	18	18
6	Concurrent Evaluations Tutorial/Quizzes/ Assignments/projects	20	19	19



II. Professional Competencies

S.No	Competency	Maximum Score	Self Evaluation	EV. By HoD
1.	Collaboration with Industry (MoUs/External Sessions/Projects)	20	-	
2	Collaboration with Academic Institutions (MoUs/External Sessions/Projects)	10	-	
3.	Student Mentoring	10	10	

III. Research and Development

S.No.	Details	Maximum Score	Self Evaluation	EV. By HoD
1.	Paper Published in UGC Care listed Journal (each paper 3 points,)	10	3	3
2.	Paper Published in Scopus/WoS listed Journal(each paper 5 points)	10	-	-
3.	Books/ Chapters in Books/Websites/Blogs/You-tube channels published (each chapter 3 points)	10	-	-
4.	Certifications in Swayam NPTEL/MOOCs/Coursera/Udemy etc. (Each course 5 points)	10	5	5
5.	Attending FDP/Seminars/Conferences/refreshers' Course etc (each activity 5 points)	10	10	10
6.	Patent / copyright registered	10	10	10
7.	Completed PhD/Post Doc/Funded Research	10	-	-

IV. Administrative services

S.No.	Details	Maximum Score	Self Evaluation	EV. By HoD
1.	Involvement in Admissions	20	20	
2.	Academic and Administrative Committees & Responsibilities College level :	10	10	
3.	Academic and Administrative Committees & Responsibilities Department level :	10	10	



Evaluation Summary

S.No.	Details	Maximum Score	Self Evaluation	EV. By HoD
1.	Teaching and Learning	100	90	
2.	Professional competency	40	10	
3.	Research & development	70	28	
4.	Administrative Services	40	40	

Faculty Signature

HoD. Signature

Comments by Reviewing Authority

Prnys is a hardworking faculty who wishes to lead students with innovative teaching pedagogy.

[Signature]
Director

