



Founder



Karmaveer Bhausaheb Hiray

Mahatma Gandhi Vidyamandir's

Loknete Vyankatrao Hiray Arts, Science & Commerce College

Affiliated to S.P.P. Uni., Pune Id. No. PU/NS/ASC/018 [1971]

Website : www.lvhcollege.com e-mail : lvhcollege@gmail.com

Re-Accredited by NAAC with 'A' Grade
Best College Award 2017 (S.P. Pune University)

Performance Appraisal System

(Teaching and Non-Teaching Staff)

1. Online Performance Appraisal System

(From 2021-22 to till date)

2. Confidential Report System-Offline

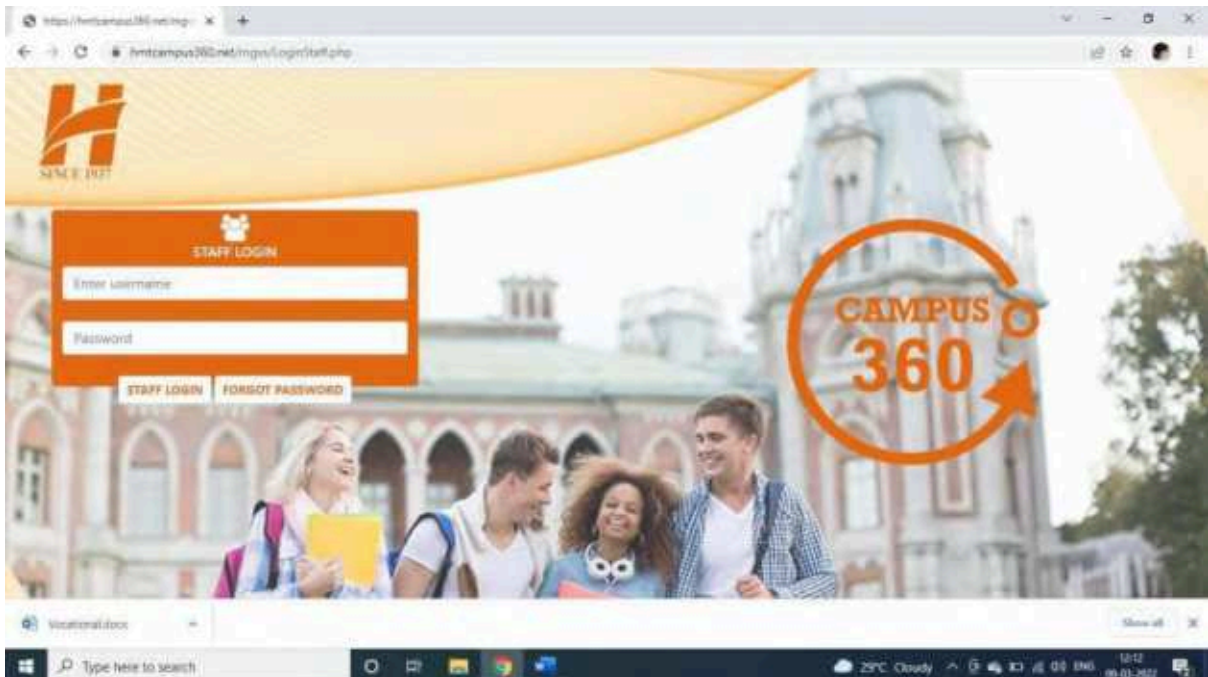
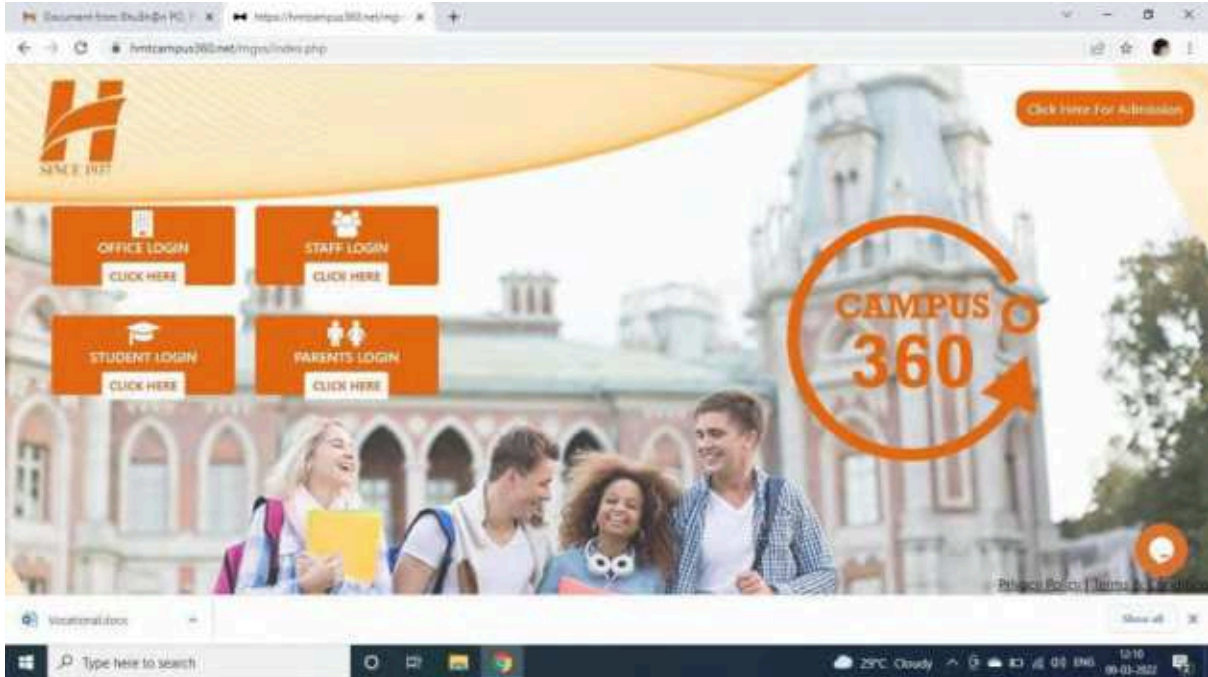
(From 2017-18 to 2020-21)

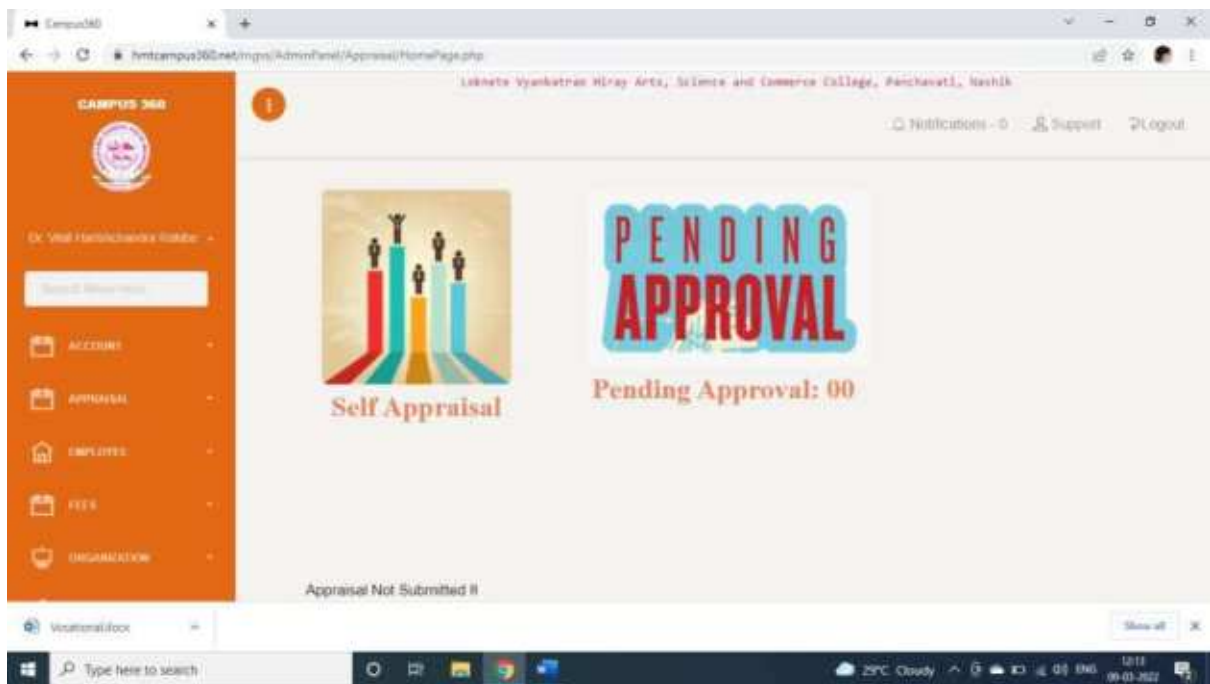
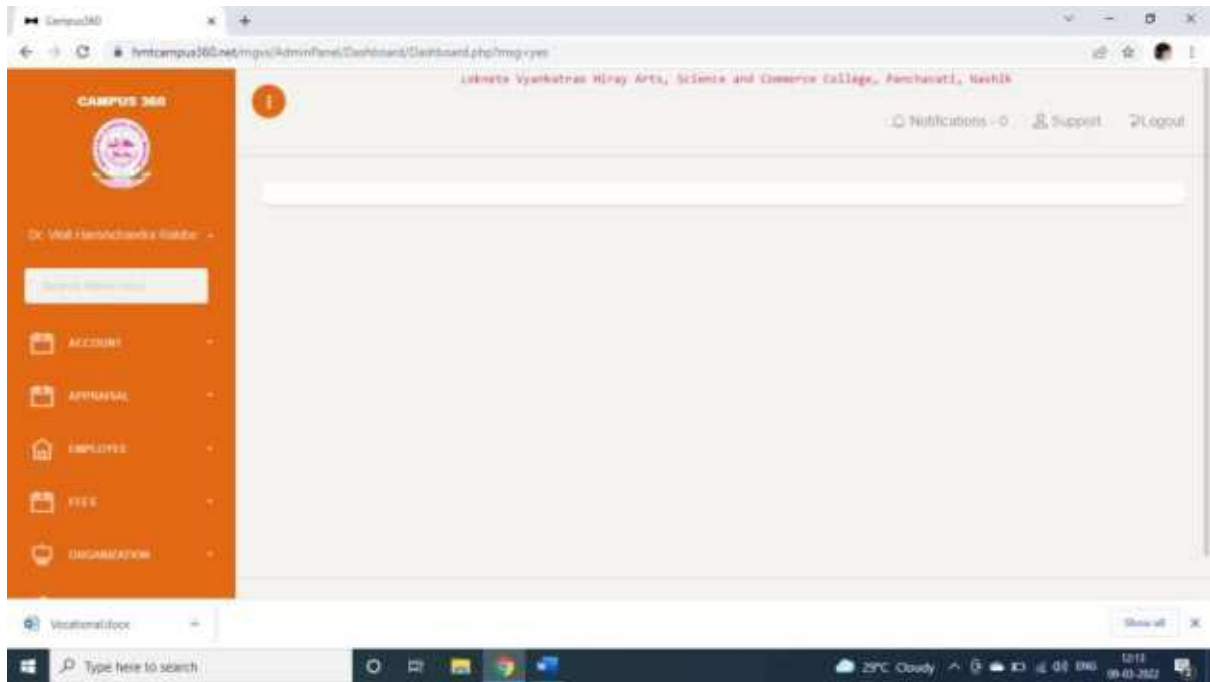
3. API Form System

(From 2017-18 to till date)

Performance Appraisal System for Teaching & Non-Teaching Staff

Hmtcampus360 Web Portals Interface





Campus360

hmtcampus360.net/mguv/admin/facel/Assesal/SelfAppraisal.php/SelfAppraisalLanguage=English

CAMPUS 360

Dr. MGR Chandrababu Naidu

SEARCH HERE

- ACCOUNT
- EMPLOYEE
- EMPLOYEE
- FEES
- ORGANIZATION
- STUDENT
- STUDENT HISTORY

Self Appraisal

Q-1 ATTITUDE TOWARDS CO-WORKERS:

Q1 How receptive are you to the needs of your colleagues?
 POOR OK Good Better Excellent

Q2 How co-operative are you to the needs of your colleagues?
 POOR OK Good Better Excellent

Q3 How creative and initiative are you to the needs of your colleagues?
 POOR OK Good Better Excellent

Q4 How successful is working with colleagues?
 POOR OK Good Better Excellent

Q4 How successful in participating with initiative program/implementation of their projects from other departments with a view to exchanging ideas?
 POOR OK Good Better Excellent

Q4 How receptive are you to the ideas/suggestion from other colleagues to work to improve the work? Your rating:
 POOR OK Good Better Excellent

Q7 How successful in working with colleagues to identify and solve existing related and other issues?
 POOR OK Good Better Excellent

Q4 **COMMENTS:**

View all

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Campus360

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CAMPUS 360

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SEARCH HERE

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Self Appraisal

Q-2 ATTITUDE TOWARDS VISITORS/PARENTS:

Q1 How receptive are you to the needs of the public (Parent, Well-wishers of the college)?
 POOR OK Good Better Excellent

Q2 How successful in being cheerful when you serve the public/visitors?
 POOR OK Good Better Excellent

Q3 How useful are you during your interaction with the public/visitors?
 POOR OK Good Better Excellent

Q4 How receptive are you to the ideas/suggestion, queries/criticism from parents to work to improve the work?
 POOR OK Good Better Excellent

Q3 How you develop good rapport with the parents/visitors during your interaction with them? Your rating:
 POOR OK Good Better Excellent

Q4 How successful in communicating important information about institution/ program to parents.
 POOR OK Good Better Excellent

Q7 **COMMENTS:**

View all

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Campus360

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CAMPUS 360

Dr. VMS Chandrasekhar's Profile

Account Information

ACCOUNT

APPROVAL

EMPLOYEE

FEES

ORGANIZATION

Q.3 POTENTIALITIES & EXTRA EFFORTS TAKEN FOR COLLEGE/ MGV TRUST

Q.1 How much you were efficient in initiating suggested changes for making improvement level?

POOR OK Good Better Excellent

Q.2 How much you feel you were successful in achieving your goals during last academic year?

POOR OK Good Better Excellent

Q.3 Rate yourself in order to define your ability to multi-tasking (where relevant)

POOR OK Good Better Excellent

Q.4 How much satisfied you were as an employee/ employee (your work and MGV trust)

POOR OK Good Better Excellent

How far you were successful in designing Learning Experiences for Students by conducting activity based learning programs (Ex: field visits, workshops, guest lectures etc.)

Q.5

POOR OK Good Better Excellent

Q.6 COMMENTS

Vocational/Doc

Show all

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Campus360

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CAMPUS 360

Dr. VMS Chandrasekhar's Profile

Account Information

ACCOUNT

APPROVAL

EMPLOYEE

FEES

ORGANIZATION

Q.4 KNOWLEDGE, MOTIVATION AND CREATIVITY FOR STUDENTS EDUCATION AND CARE

Q.1 How frequently you are in touch with?

POOR OK Good Better Excellent

Q.2 How much you were efficient in solving technical problems (How you solve your own work?)

POOR OK Good Better Excellent

Q.3 Rate yourself for taking care of the fee during last academic year?

POOR OK Good Better Excellent

Q.4 Rate yourself for frequently using various teaching techniques and multi-media teaching practices for better understanding of content?

POOR OK Good Better Excellent

Q.5 Rate yourself for a participating in co-curricular activities?

POOR OK Good Better Excellent

Q.6 How far you were able to integrate and apply new technologies in your work or academic activities (Ex: using technology)

POOR OK Good Better Excellent

Q.7 Rate yourself for providing excellent learning ability to students? (Ex: field visits, guest lectures, seminars, etc.)

POOR OK Good Better Excellent

Q.8 Rate yourself for contributing to the success of college/ department/ organization in the field of research/ development?

POOR OK Good Better Excellent

Q.9 Rate yourself for doing essential teaching or other assignments during last academic year

POOR OK Good Better Excellent

Q.10 COMMENTS

Vocational/Doc

Show all

Type here to search

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Campus 360

Dr. Vaid Harshchandra Rakhe

SEARCH HERE

ACCOUNT

APPRAISAL

EMPLOYEE

FEES

ORGANIZATION

Q.6 REGULARITY AND DISCIPLINE

Q.1 Feedback on Attendance Leaves (Including absence)

POOR OK Good Better Excellent

Q.2 How much disciplined you were during whole last year? (Rate according to following discipline)

POOR OK Good Better Excellent

Q.3 Select appropriate option to justify your quality of discipline with respect to your health

POOR OK Good Better Excellent

Q.4 Feedback on following dress code and being punctual at workplace.

POOR OK Good Better Excellent

Q.5 COMMENTS

Vertical:fock

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Campus 360

Dr. Vaid Harshchandra Rakhe

SEARCH HERE

ACCOUNT

APPRAISAL

EMPLOYEE

FEES

Q.7 OVERALL RATING MENTIONED IN NUMERALS AND WORDS: (Word limit 50)

Q.1 Name one person whom you had found always helpful and sincere at your workplace? (Mention Name & details)

Q.2 Name one person with whom you have felt very difficult to work with during last academic year (Mention name & details)

List any Workshops, Conferences, Seminars, Webinars and Training programs, symposia you had attended during last academic year.

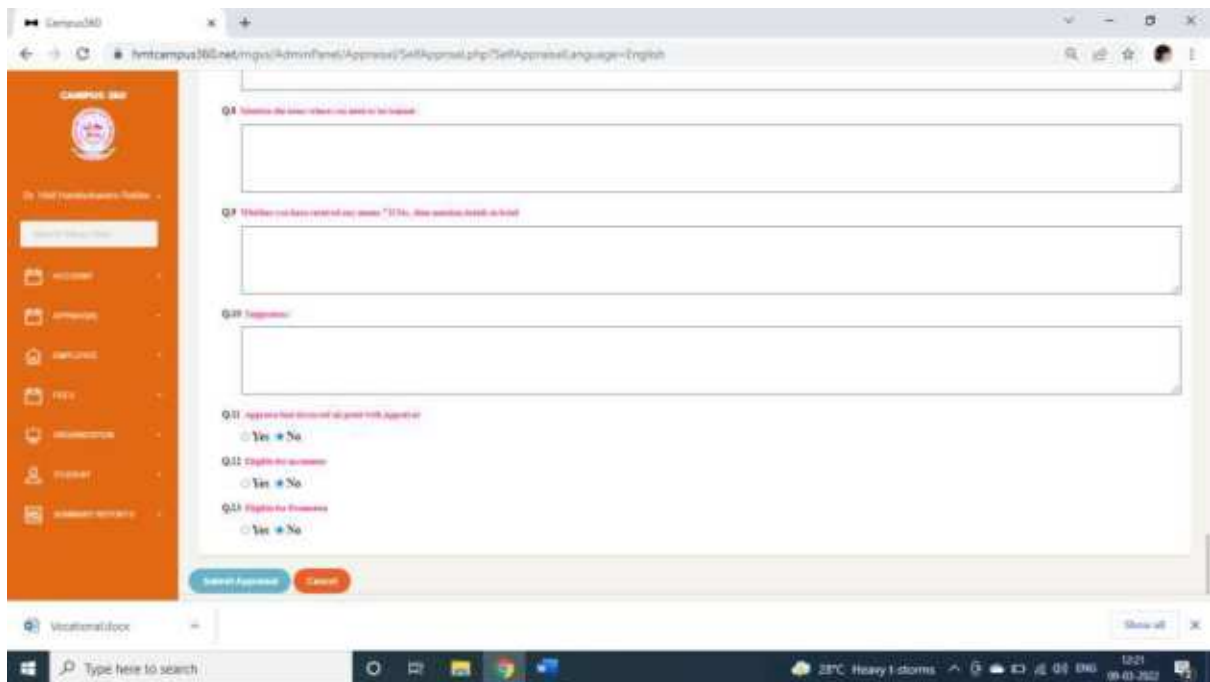
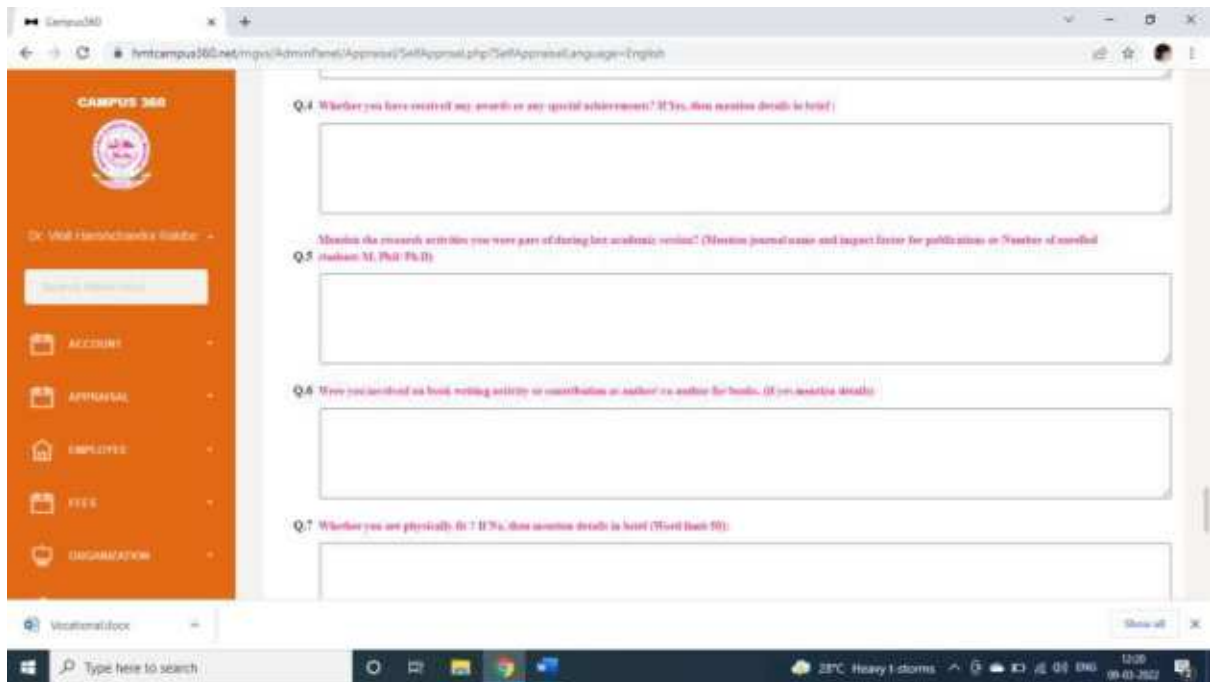
Q.3 (Improvement of professional competence)

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Confidential Report System-Offline

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परिशिष्ट - ब (भाग ४)

गट " अ " ते गट " क " च्या सर्वसाधारण योग्यता व चारित्र्य यांसंबंधी अभिप्राय

Estimate of General Ability and Character of Grade "C" Employees

१. नांव : श्री./श्रीमती/कुमारी
- 1 Name : Shri/Smt./Kum.
२. प्रतिवेदनाचा कालावधी : पासून : दिवस महिना वर्ष पर्यंत : दिवस महिनावर्ष
- 2 Period Report : From : Date Month Year To : Date MonthYear
३. धारण केलेले पद / पदे :
- 3 Post/Posts held :
४. उद्योगप्रियता व कार्यतत्परता: अत्युत्कृष्ट : उत्कृष्ट चांगले साधारण साधारणपेक्षा कमी
- 4 Industry and Application : Outstanding Very Good Good Average Below Average
५. हाताखाली कर्मचाऱ्यांकडून काम करून घेण्याची क्षमता : अत्युत्कृष्ट उत्कृष्ट चांगले साधारण साधारणपेक्षा कमीप्रश्न
- 5 Capacity to get work done by subordinates : उद्भवत नाही
६. सहकारी व जनता यांच्याशी असलेले संबंध : Outstanding Very Good Good Average Below Average
- 6 Relations with colleagues and public: Cooperative Courteous Helpful Indifferent Unfriendly
७. सर्वसाधारण बुद्धिमत्ता : Average Question does not arise dinates
- 7 General Intelligence : सहकार्यचे सौजन्याचे मदतीचे मदतीचे उदासीन अमैत्रीपूर्ण
८. निर्णयशक्ती, उपक्रमशीलता व धडाडी : अत्युत्कृष्ट उत्कृष्ट निश्चिच चांगले चांगली साधारण साधारणपेक्षा कमी
- 8 Administrative ability including judgement initiative and drive : Outstanding Very Good Good Average Below Average
९. तांत्रिक/व्यावसायिक कार्यक्षमता (संबंधित असेल तेथे) : Average Question does not arise dinates
- 9 Technical/Professional ability (Where relevant) : सहकार्यचे सौजन्याचे मदतीचे मदतीचे उदासीन अमैत्रीपूर्ण
१०. मागासवर्गीयांबाबतचा दृष्टिकोन : मदतीचा सहानुभूतीचा असहानुभूतीपूर्ण तटस्थ
- 10 Attitude towards backward class : Helpful Sympathetic Unsympathetic Neutral
११. विशेष कल :
- 11 Special Attitude :
१२. सचोटी व चारित्र्य :
- 12 Integrity and Character :
१३. प्रदान करण्यात आलेल्या शक्तींचा पूर्णपणे वापर करतात काय : होय अंशत : नाही
- 13 Whether powers delegated are fully utilized ? : Yes Partly No
१४. पदोन्नतीसाठी पात्रता : अयोग्य ज्येष्ठतेनुसार योग्य
- 14 Fitness for Promotion : Unfit Fit in normal course (according to seniority)
१५. प्रशिक्षणासाठी आवश्यक क्षेत्र : येथे आवश्यक त्या क्षेत्राचा उल्लेख करावा.
- 15 Areas of training required :
१६. प्रकृतिमान : चांगले चांगले उत्कृष्ट
- 16 State of Health : Not Good Good Very Good
१७. क्षेत्रीय स्तरावर काम करण्याची योग्यता :
- 17 Fitness for field work : Yes No Not relevant
१८. संगणकावर काम करण्याची आवड : आहे. नाही दिसून आली नाही संबंधित नाही
- 18 Willingness to work on Computer : Yes No Not Seen Not relevant

१९. सर्वसाधारण मूल्यमापन :
19. Genral Assessment :

२०. प्रतवारी : अ:अत्युत्कृष्ट, अ उत्कृष्ट, ब+निश्चित चांगली,ब चांगला,
ब-साधारण, क साधारणपेक्षा कमी

(हाताने लिहायी
20. Grading : A+Outstanding, A Very good, B+ Positively goodB Good.
B-Average C Below average

(Write in handwriting)

ठिकाण :-

Place :-

दिनांक :

Date :

प्रतिवेदन अधिकाऱ्याची सही
नाव व पदनाम
Signature, Name and Designation
of the Reporting Office

परिशिष्ट-ब (भाग ५)

पुनर्विलोकन अधिकाऱ्याचे अभिप्राय

Remarks of the Reviewing Officer

१. पुनर्विलोकन अधिकाऱ्याच्या हाताखालील सेवावधी :

1. Length of Service under Reviewing Officer :

२. आपण प्रतिवेदन अधिकाऱ्याशी सहमत आहात ?

(सहमत नसल्यास कुठल्या अभिप्रायाशी सहमत नाही हे विनिर्दिष्टपणे नमूद करावे) की त्यांच्या मूल्यमापनामध्ये काही सुधारण करण्याची किंवा भर घालण्याची आपली इच्छा आहे

2 Do you agree with the Reporting Officer?
(If not State specifically the remarks with which you do not agree or do you wish to modify or add to his assessment?)

३. प्रतवारी : अ+अत्युत्कृष्ट, अ अत्कृष्ट ब+निश्चित चांगली,
ब चांगला, ब-साधारण, क साधारणपेक्षा कमी

(हाताने लिहावे)

3. Grading : A + Outstanding A very good,B+Positively good, B GoodB-Average,

(Write in Handwriting)

ठिकाण :-

Place :-

दिनांक :-

Date :-

पुनर्विलोकन अधिकाऱ्याची सही
नाव व पदनाम
Signature, Name and Designation
of the Reviewing Office

परिशिष्ट-ब (भाग ३)
(स्वयंमूल्यनिर्धारण अहवाल)

कालावधी :-

१. नांव
२. पद
३. या वर्षी/कालावधीत नेमून दिलेल्या कामाची उद्दिष्टे (असल्यास)
४. वर्षभरात केलेली उल्लेखनीय अशी महत्त्वाची व वैशिष्ट्यपूर्ण कामे (उद्दिष्ट्यांच्या संदर्भासहित)

सही, नाव
व पदनाम

१. शिक्षक/शिक्षकेतर / कर्मचारी यांच्या वरील स्वयंमूल्यनिर्धारणाशी सहमत आहात का?
२. नसल्यास, त्याची कारणे

प्रतिवेदन अधिकाऱ्याची सही,
नाव व पदनाम

	<h2 style="margin: 0;">SAVITRIBAI PHULE PUNE UNIVERSITY</h2>
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PART 'A'
YEAR OF PERFORMANCE APPRAISAL
SECTION – A : GENERAL

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

SECTION – B

Appendix –II

Table 1

Assessment criteria and methodology for college teachers

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr	Activity	Grading Criteria		Self-appraisal grading		Verifying Grading
1.	Teaching: (Number of classes taught/total classes assigned) x 100% (Classes taught includes Sessions on tutorials, lab and other teaching related activities)	80% & above	Good	Total classes Assigned		
		Below 80% but 70% & above	Satisfactory	No. of Classes Taught		
		Less than 70%	Not Satisfactory	% of classes Taught		
				Grade		

2.	Involvement in The University/College Students related activities/research activities: a) Administrative responsibilities such as Head, Chairperson/Dean/ Director/ Co-ordinator, Warden etc. b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. c) Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. d) Organizing seminars /conferences /workshops, other college/university activities. e) Evidence of actively involved in guiding Ph.D students. f) Conducting minor or major research project sponsored by national or international agencies. g) At least one single or joint publication in peer-reviewed or UGC list of Journal	Involved in at least 3 activities	Good	Sr.	Yes/ No	G
		1-2 activities	Satisfactory	a)		
Not involved /undertaken any of the activities	Not Satisfactory	b)				
		c)				
		d)				
		e)				
		f)				
		g)				
		Grade				

Overall Grading:

Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading Note: For the purpose of assessing the grading of Activity at Serial No. 1 i.e. Teaching all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Extraordinary Leave, Sabbatical, Medical Leave etc. and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage due to his/her absence from his/her teaching responsibilities subject to such leaves /deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as the acts, statutes and ordinances of the parent institution.

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publication, project sanction letter, utilization and completion certificates issued by the University and acknowledge for patent filing and approval letters, students Ph.D. awarded letter etc.)

Sr. No.	Academic/Research Activity	Faculty of Sciences/ Engineering/ Agriculture/ Medical/ Veterinary Sciences	Faculty of languages/ Humanities/Arts/Soci Sciences/Library/ Education/Physical Edu/Commerce/ Management & other related disciplines	Self- appraisal Score	Verified Score	
1	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper			
	The Research score for research papers would be augmented as follows: Peer-Reviewed or UGC-listed journals (Impact factor to be determined as per Thomson Reuter's list):					
	i) Paper in refereed journals without impact factor : 5 Points					
	ii) Papers with impact factor less than 1 : 10 Points					
	iii) Papers with impact factor between 1 and 2 : 15 Points					
	iv) Papers with impact factor between 2 and 5 : 20 Points					
	v) Papers with impact factor between 5 and 10 : 25 Points					
	vi) Papers with impact factor > 10 : 30 Points					
	a) Two authors : 70% of total value of publication for each author					
	b) More than two authors : 70% of total value of publication for the first/principal/ corresponding author and 30% of total value of publication for each of the joint author					
Total						

Research Papers in Peer- Reviewed Journal

Sr. No.	Title of the Paper	Month & Year	Journal Name	Issue No	Vol	Whether you are a Principal Author	Publisher	ISSN	Pgs

2	Publication (Other than Research papers)				
	(a) Books authored which are published by				
	International publishers		12	12	
	National publishers		10	10	
	Chapter in Edited Book		05	05	
	Editor of Book by International Publisher		10	10	
	Editor of Book by National Publisher		08	08	
	(b) Translation works in Indian and Foreign Language by qualified faculties				

	Chapter or Research paper	03	03		
	Book	08	08		
Total					

Chapter in Edited Book

Sr. No.	Title	Year	Editor	Title of Book	Pgs	Place	Publisher	ISBN

	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative course and curricula				
	(a) Development of Innovative pedagogy	05	05		
	(b) Design of new curricula and courses	02 per curricula /course	02 per curricula/ Course		
	(c) MOOCs				
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)	20	20		
	MOOCs (developed in 4 quadrant) per module/lecture	05	05		
3	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02		
	Course coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)	08	08		
	(d) E-Content				
	Development of e-Content in 4 quadrant for a complete course/e-book	12	12		
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02		
	Editor of e-content for complete course/paper/e-book	10	10		
Total					

4	(a) Research Guidance				
	Ph. D.	10/degree awarded	10/degree awarded		
		05/ thesis submitted	05/thesis submitted		
	M. Phil/P.G. dissertation	02/degree awarded	02/degree awarded		
	Note: For joint supervision of research students, the formula shall be 70% of the total score for supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.				
	(b) Research Projects Completed				
More than 10 lakhs	10	10			
Less than 10 lakhs	05	05			
Research Projects On-going					
More than 10 lakhs	05	05			
Less than 10 lakhs	02	02			
Note: Joint Projects: Principal Investigator and Co-investigator would get 50% each					
(c) Consultancy	03	03			
Total					
5	(a) Patents				
	International	10	10		
	National	07	07		
	(b)* Policy documents (Submitted to an International body /organization like UNO/UNESCO/World Bank/International Monetary Fund etc. Or Central Government or State Government)				
	International	10	10		
	National	07	07		
	State	04	04		
	Awards/ Fellowship				
	International	07	07		
	National	05	05		
Total					
6	*Invited lectures/Resource Person/paper presentation in seminars/ Conferences/full paper in conference proceeding (Paper presented in Seminar/Conference and also published as full paper in conference Proceeding will be counted only once)				
	International (Abroad)	07	07		
	International (within Country)	05	05		
	National	03	03		
	State/University	02	02		

	*For the purpose of calculating score of the teacher, the combined research score from the categories of '5(b)'. Policy document and '6'. Invited lectures/Resource person/paper presentations shall have an upper capping of 30% of the total research score of the teacher concerned. The research score shall be from the minimum of three categories out of six categories.		
	Total		

**** Separate Sheet attached**

Sr. No.	Academic /Research Score	Self-appraisal Score	Verified Score
1	Research Papers in Peer-Reviewed or UGC listed Journals		
2	Publication (Other than Research papers)		
3	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative course and curricula		
4	a) Research Guidance/ b) Research Projects Completed/ c) Research Projects On-going/ d) Consultancy		
5	a) Patents/ b) Policy documents/ c) Awards/ Fellowship		
6	Invited lectures/Resource Person/paper presentation in seminars/Conferences/full paper in conference proceeding (Paper presented in Seminar/Conference and also published as full paper in conference Proceeding will be counted only once)		
	Total of- III (1+2+3+4+5+6)		

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70/30. First Supervisor shall get 7 marks and co-supervisor 3 marks.
- In development of e-content in 4 quadrants for a complete course/e-book may be assigned points equivalent to authoring a book at national level, contribution to development of e-content modules in complete course/paper/e-book may be awarded points same as that of contributed chapters in edited book and editor of e-content for complete course/paper/e-book may be awarded points same as that for editor of a book by National Publisher.
- Development of various quadrants of complete MOOCs may be given the weightage similar to authoring a book, contribution to development of modules in a complete MOOCs may be awarded points same as contributed chapters in edited book and coordinator of MOOCs for complete course may be awarded points same as that for editor of a book by National Publisher.
- For the purpose of calculating research score of the person, the combined research score from the categories of Policy Document and Invited lectures / Resource Person /paper presentation shall have an upper capping of 30% of the total research

score of the person.

- The research score shall be from the minimum of 3 categories out of 6 categories

DECLARATION

I certify that the information provided is correct as per records available with the college and/or documents enclosed along with the duly filled PBAS proforma.

Date:

Place:

**Signature of the Faculty
with Designation,**

Head of Department

IQAC Coordinator

College Seal

Principal