



Deccan Education Society's
**NAVINCHANDRA MEHTA INSTITUTE OF
 TECHNOLOGY AND DEVELOPMENT**

DES Mumbai Campus, Kirti College Road, Off - Veer Sawarkar Marg, Dadar (W), Mumbai-400 028.
 Tel.: 022-62764582/83/84 | Website : www.nmitd.edu.in | E-mail : director.nmitd@despune.org
 Approved by AICTE, DTE and Affiliated to University of Mumbai.
 NAAC Accredited B++ | MCA Programme Accredited by NBA

Faculty Member's Name: **PRATIK A. DESAI**

Department: **MCA**

Year: **2023-24**

Criteria 1: Teaching, Learning and Evaluation

S. No.	Parameter	Maximum Score	Self Appraisal Score	Committee Appraisal Score
1	Lectures & Tutorials undertaken as percentage of lectures as per UGC/ AICTE workload norms.	30	30	30
2	Lectures and Other Teaching Duties in excess of Statutory norms.	10	10	10
3	Use of participatory and innovative teaching-learning methodologies.	40	30	30
4	Examination Duties (Question Paper Setting, Invigilation in Internal & External Examinations and Evaluation of Answer Sheets) for University/ Board Examinations.	30	30	30
5	Formal Feedback obtained from students.	50		25
6	CO Attainment & Integration with PO.	100	80	80
	Total	260	180	205

Signature of Faculty Member:

Signature of HoD:

Signature of Director:

Signature of Finance Controller:

Signature of CDC, Chairman:



In-Charge Director
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Criteria 2: Research Publications

Sr. No.	Particulars	Maximum Score	Score Obtained	Committee Remarks
1	Research Papers Published	110	110	110
2	Books Authored	20	0	
3	Teaching Cases/Lab manuals Developed	30	20	20
4	Funded Research Projects Completed or Ongoing	20	0	
5	Articles in News Papers / Periodicals without ISBN	10	0	
	Total	190	130	130
V1	Guidance/Mentoring to Ph.D. Students/MCA and MMS students			
	MCA and MMS	30	30	30
	Ph.D. (Per student awarded with the degree)	20	0	
V2	Patents Secured (Per Patent)	100	0	
V3	Application and Adoption of Research/ Projects Outcome / DES Projects			
**	Major Policy Document of Government Bodies at Local or State Level or DES Level (Each Document)	40	0	
	Major Policy Document of Government Bodies at National/ International Level (Each Document)	60	0	
			160	160

Signature of Faculty Member:

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Signature of HoD:

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Signature of Director:

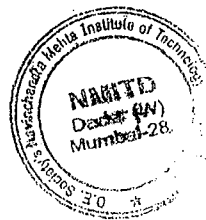
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Signature of Finance Controller

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Signature of CDC, Chairman

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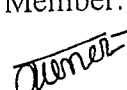
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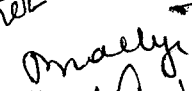
In-Charge Director
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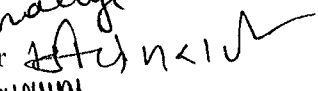
Criteria 3: Continuous Professional Education

Sl. No.	Parameter	Maximum Score	Score Achieved	Committee Achieved Score
1	Certificate awarded through Orientation/ Refresher Programme/ FDP at Professional Institutes/ Bodies/ Institutes of National Importance (One Programme per Academic Year. Minimum 1 week / 5 days/3 days or workshop (1 or 2 days) programme only will qualify for this purpose.	80	80	80
2	Certificate Awarded through MOOCs (Swayam) (One Programme per Academic Year)	50	50	50
3**	Award or Appreciation by any Recognized body/ organization	20	20	20
4	Awarded Ph.D	20		
		170	150	150
V4	Additional Qualification Acquired.			
	Certificate Programmes	6		
	Diploma Programmes	12		
	Degree Programmes	18		
	Post Graduate Degree Programmes	24		
	Post-Doctoral Programmes	30		

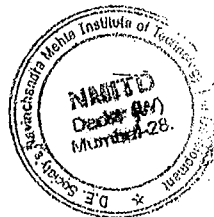
Signature of Faculty Member: 

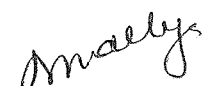
Signature of HoD: 

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Criteria 4: Representation as a Resource Person

Sr. No.	Parameter	Maximum Scores	Staff Appraisal Scores	Appraiser Scores
1	As a resource person in Corporate or Government paid Consultancy Projects/ Training/ M.D.P. / in a Foreign University/ Institute (10 points each)	20		
2	As a Resource Person/ Guest Speaker/ Session Chair/ Reviewer in a Professional Institute/ Body/ Association formed under a statute/ Institute of National Importance (10 points each)	20		
3	As a Resource Person or BoS Member (***) in a U.G.C. Recognized University/ University Department/ AICTE/UGC Sponsored Programme/ Government Programme (10 points each)	10	10	10
4	Online Course Offered/ Delivered on the online platform like Swayam/ NPTEL/ Coursera/ Uдеми etc./ DES Central Repository of Shared Resources/ DES Global Schooling Initiative (20 points each)	20		
5	As an Editor in Institutional/ departmental magazine/ Annual Report (**)	40	40	40
6	As a Resource Person in other Colleges/ Institutes/ Schools / NGOs (5 points each)	20	10	10
	Total	130	60	60

Signature of Faculty Member:

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Signature of HoD:

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Signature of Director:

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Signature of Finance Controller

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Signature of CDC, Chairman

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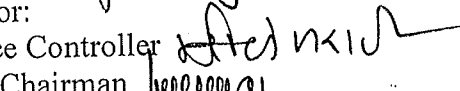
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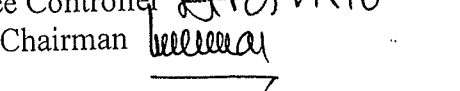
Criteria 5: Contribution in Institutional Activities and Support to & Progression of Students

S. No.	Parameter	Weightage	Score	Remarks
1	Active role played in planning and executing a Conference/ Institutional or Departmental Event/ Community Outreach initiatives/ NSS/ NCC etc. (Per event 30 marks) **Name of Event(s): <u>JKS - ORGANIZATION</u> <u>NEMAT - 2023</u> <u>RESEARCH PAPER REVIEWER</u>	90	90	
2	Support to the Career Progression of Students	10	10	
3	New Collaboration or linkage or recruiter for placements (**)	30	—	
	Total	130	100	
V5	Social Work or Community Outreach Activities conducted by the teacher in personal capacity. (not officially for and on behalf of the college or institute)	25		

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Criteria 6: Administrative Responsibilities

Sl. No.	Responsibility	Weightage	Marks	Comments/Remarks
1	Students' Coordination/ Departmental Coordination/ Examination Coordination/ Statutory Compliance, Statutory Committees & Related Work/ Alumni Association/ Admission Counselling and Promotion/ Any Other Institutional Responsibility (Each responsibility will have weightage of 40 marks)	120	120	
	Details of Committees: (**) * WEBSITE RELATED WORK * STUDENT PROJECT MENTORING * MBA/NAAC CRITERION HEAD			
	Total	120	120	

Signature of Faculty Member: _____

Signature of HoD: _____

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Signature of Finance Controller _____

Signature of CDC, Chairman _____



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Faculty Appraisal System for MCA/ MMS Programme

Sl. No.	Parameter	Weightage	Score Achieved	Cumulative Score
1	Teaching, Learning and Evaluation	260	180	205
2	Research Publications	190	160	160
3	Continuous Professional Education	170	150	150
4	Representation as a Resource Person	130	60	60
5	Contributions in Institutional Activities and Support to and Progression of Students	130	100	100
6	Administrative Responsibilities	120	120	120
	Total	1000	770	795

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Grade Obtained	
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Proposed Grades

Sl. No.	Score Range	Grade
1	850 & above	A++
2	800 - 849	A+
3	750 - 799	A ✓
4	650 - 749	B
5	550 - 649	C
6	Below 550	D

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Navinchandra Mehta Institute of Technology And Development

Form of Confidential report for non-teaching staff

PART-I

Self- Assessment Form

1. Name : Shubhangi Kashinath Chavan
2. Post : Senior Clerk
3. Length of Service in the Present or Similar Post 11 yrs.
4. Give a brief description of your duties including
The objectives given to you during the year
Cash related all work
supervision work, All cheques
& fees deposited work
Satisfactory
5. How would you assess your own performance
during the past year against the targets set for
you?

6. Can you mention any specific item(s) of good
Work done by you?

Shubhangi Kashinath Chavan
(Sr. Clerk)

Signature, Name & Designation of the Person

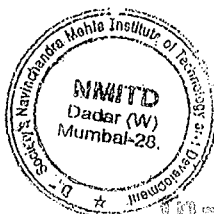
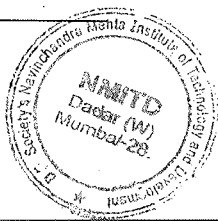
Remark of the Reporting Officer

1. Please state whether you agree with the
Assessment and If not, the reason therefore
Yes.
2. What according to you are the faults and
Responsibilities of the staff for the short-fall
if any

3. Please give your general assessment regarding
The staff's integrity and relation with the
Public.
OK

Place : Dadar

Date : 31/12/23



Anand Sharma
Signature, Name & Designation of
the Reporting Authority

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