



C. P. & BERAR EDUCATION SOCIETY'S COLLEGE, NAGPUR

Re-Accredited with Grade B++ by NAAC Bangalore



AQAR 2023-24

Criterion - VI



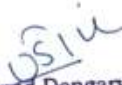


GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3 - Faculty Empowerment Strategies

6.3.5 - Institutions Performance Appraisal System for teaching and non-teaching staff

6.3.5 institution Performance Appraisal System for Teaching and Non Teaching

DECLARATION

	<p>“न हि ज्ञानेन सदृशं पवित्रमिह विद्यते” OFFICE OF THE PRINCIPAL C.P. & BERAR EDUCATION SOCIETY'S COLLEGE TULSIBAG, MAHAL, NAGPUR -440032. 0712 - 2722329 Fax No. : 0712 - 2722329 Web Site : www.cpberar.co.in E-mail id : info@cpberar.co.in Estd. : 1960</p>	
REF. No.-0/13/CPBC/025	Date:8/01/2025	
<h3>DECLARATION</h3>		
<p>The Information, report, true copies of the supporting documents, numerical data etc. furnished in this file is verified by IQAC and found correct.</p>		
<p>Hence this Certificate</p>		
<p> Dr. Vinod Dongarwar IQAC Co-ordinator C.P. & Berar Education Society's College, Nagpur</p>		<p> Off. Principal C. P. & Berar E.B. College Nagpur</p>

PERFORMANCE APPRAISAL OF TEACHING STAFF

Every year, the college staff is given the University **performance appraisal form** to fill on the last day of the academic session. The form includes information on various heads like regularity of classes taken, evaluation/paper setting work, conduct of staff member, number of publications, co and extra curricular activities, etc. This is verified and endorsed by both the head of the concerned department as well as the Principal.

**Some Sample Performance Appraisal Forms for Teaching Staff in the Prescribed
University Format**

Sample 1- Dr. Nishant Tipte 2023-24

**C.P. & Berar Education Society's College, Tulsibagh, Mahal, Nagpur
RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY,
NAGPUR**

**Annual Self-Assessment-Cum-Performance Appraisal Report
(For Physical Education Directors)**

ACADEMIC YEAR: 2023 -2024

APPLICABLE FROM 1.1.2016

(As per The Gazette of India: Extraordinary, Part III Section 4, U.G.C. Notification dated
18th July, 2018 approved by Govt. of Maharashtra vide G.R.No. Misc. 2018/C.R.56/18/
UNI-1 dated 8th March, 2019 and 10th May, 2019)

(To be completed and submitted at the end of each academic year)

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name(In Block Letters) : Dr. NISHANT ARUN TIPTE

2. Father's Name : Shri Arun Shamraoji Tipte

3. Department : Physical Education

4. Current Designation, Basic Pay & Academic Level : Director of Physical Education& Sports
AL 11 (68,900)

5. Date of Last Promotion : NA

6. Correspondence Address : Plot No. 1, Radhakrishna Co-Op Society,
Behind Shree Complex Narendra Nagar,
Nagpur 44015
(With pin code)

Permanent/Correspondence : Same

7. Mobile No : 9371170089


8. Email : nishanttipte@gmail.com

9. Whether acquired any degrees or Fresh academic qualifications During the year : No

10. Human Resource Development Centre Orientation / Refresher Course / FDP/ MOOC / One – Two Week courses attended so far:

Name of the Course/ Summer School	Place	Duration Date		Organizing / Sponsoring Agency
		From	To	
UGC-HRDC 102 nd ORIENTATION PROGRAMME	UGC-HRDC RTMNU Nagpur	24.06.2019	13.07.2019	UGC, HRDC RTM Nagpur University, Nagpur
UGC-SPONSORED ONLINE REFRESHER COURSE IN PHYSICAL EDUCATION	UGC-HRDC RTMNU Nagpur	24.08.2020	05.09.2020	UGC, HRDC RTM Nagpur University, Nagpur
UGC-SPONSORED ONLINE REFRESHER COURSE IN YOGA (PHYSICAL EDUCATION)	MALAVIYA MISSION TEACHER TRAINING CENTER	22.01.2024	03.02.2024	UGC, MMTTC,RTM Nagpur University, Nagpur
MMTTP NEP 2020 ORIENTATION & SENSITIZATION PROGRAMME	MALAVIYA MISSION TEACHER TRAINING CENTER	16.02.2024	01.03.2024	UGC, MMTTC,RTM Nagpur University, Nagpur

Date: _____


Signature of Candidate

PART B
Appendix II
Table-5

Assessment Criteria and Methodology for Directors of Physical Education and Sports

Sr. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90- Satisfactory Less than 80 – Not Satisfactory

Sr. No.	Attendance: Days Spend in at least 12 activities out of 18 activities: Good	Self-Appraisal Grading	Grade Verified By the Committee
I	Activities		
i.	Coaching of various sports and games		
ii	Training according to the game		
iii	Conduct physical efficiency test		
iv	Arrange medical checkup by doctor		
v	Conduct yoga day		
vi	Celebrate sports day		
vii	Development and maintenance of playfields and sports and physical education facilities.		
viii	Up-gradation of sports and physical training infrastructure with scientific and technological inputs		
ix	Assistance in college administration and governance related work		
x	Work done during admissions, examinations	Good	
xi	Work done in extracurricular college activities		
xii	Organized intra college competition		
xiii	Institute participate in external level competition		
xiv	Organize state/national/inter university/inter college level competition.		
xv	Being invited for coaching at state/national level.		
xvi	Organize at least three workshops in a year.		
xvii	Publications of at least one research paper in ugc approved journal		
xviii	Physical education directors: Use ICT technology		

2.	Activity 2: Organizing intra-college competition	Grading criteria	Self-Appraisal Grading	Grade Verified By the Committee
i.	Kabaddi Competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory – neither good nor satisfactory	Good	
ii.	Badminton Competition			
iii.	Tug of War Competition			
iv.	Chess Competition			
v.	Carrom Competition			
3	Activity 3: Institution participating in external level competition	Grading criteria	Self-Appraisal Grading	Grade Verified By the Committee
National Level:		Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory - State level competition in at least one discipline plus district level competition in at least 3 disciplines. OR District level competition in at least 5 Disciplines Unsatisfactory – neither good nor satisfactory	Good	
I.	Vinayak Patil participated in West Zone Handball Championship.			
II.	Akash Katkar participated in West Zone Handball Championship.			
III.	Aniket Rathod participated in West Zone Handball Championship.			
IV.	Harshal Khode participated in West Zone Handball Championship.			
V.	Shruti Zade All India Inter University LPU Jalandhar			
VI.	Alpesh Bawankar West Zone Inter University			
VII.	Rajat Tokekar West Zone Inter University AIU Khelo India University Games Assam			

4	<p>* Up-gradation of sports and physical training infrastructure with scientific and Technological inputs.</p> <p>* Development and maintenance of playfields and sports and physical Education facilities.</p>	Self-Appraisal Grading	Grade Verified By the Committee	
	<p>Development and maintenance of playfields and sports and physical Education facilities.</p> <ul style="list-style-type: none"> Developed Handball, Kabaddi Ground, Badminton ground, Athletics Track , Tug of War. 	Good		
5	Activity 5	Grading criteria	Self-Appraisal Grading	Grade Verified By the Committee
5.1	<p>At least one student of the institution participating in national/state/ university (for college levels only) teams.</p>	<p>Good: Involved in any two activities.</p> <p>Satisfactory: 1 activity</p>	Good	
5.2	<p>Organizing state/national/ inter university/inter college level competitions</p> <p>I. RTM Inter College Kabaddi Women Tournament Organized 03rd & 04th Nov 2023</p>	<p>Not Satisfactory: Not involved/undertaken any of the activities</p>		
5.3	<p>Being invited for coaching at state/national level.</p> <p>I. Works as a Coach of Handball Men RTM Nagpur University Team for West Zone University Tournament.</p>			
5.4	<p>Organizing at least three workshops in a year.</p> <p>Organized International Yoga Day</p>			
5.5	<p>i) Publications of at least one research paper in UGC approved journal.</p>			

<p>1. Publish research paper "Role of Artificial Intelligence in Sports" in UGC Listed Journal Annals of the Bhandarkar Oriental Research Institute Published in Vol. CV, Issue-2, February 2024</p> <p>2. Publish research paper "Comparative Study on Psychological Variables among Inter University & Inter Collegiate Level Handball Players" in UGC Listed Journal Sansodhak Published in December 2023</p>			
<p>ii) Assistance in college administration and governance related work including work done during admissions, examinations.</p> <p>1. Assistance in college administration and governance related work as Head of the department 2. Member Admission Committee</p>			
<p>iii) Extra-curricular college activities. Mention in Activity 1</p> <p>1. Extracurricular college activities: Actively participated in Various activities</p>			

GRADING CRITERIA	Out of 5	Self-Appraisal Grading	Grade Verified By the Committee
<p>Good: Good in Item 1 and satisfactory/good in any two other items.</p> <p>Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items.</p> <p>Not Satisfactory: If neither good nor satisfactory in overall grading.</p>		Good	

**CATEGORY-III:
RESEARCH AND ACADEMIC CONTRIBUTIONS**

Since the self-assessment score is based on verifiable records, all necessary evidences must be provided at the time of scrutiny)

III A) RESEARCH PAPERS PUBLISHED:

(a) Refereed Journals as notified by UGC# (25 points per publication)

Title of the paper with page Nos.	Journal name # with ISBN/ISSN No	Whether Journal is notified by UGC? #	Impact Factor, if any	No of First / Principal/ corresponding authors/ supervisor/ mentors	No of other authors	Self-appraisal API Score *	Verified API Score by Committee *
Sub Total III A (a):							
Title of the paper with page Nos.	Journal name# with ISBN/ISSN No	Whether Journal is notified by UGC? #	No of First / Principal/ corresponding authors/ supervisor/ mentors	No of other authors	Self-appraisal API Score*	Verified API Score by Committee*	
“Comparative Study on Psychological Variables among Inter University & Inter Collegiate Level Handball Players” Pg No. 9-14	Sansodhak UGC Care Listed Journal ISSN No 2394-5990 December 2023	Yes	01	Author	10		
Role of Artificial Intelligence in Sports Page No 7-10	Annals of the Bhandarkar Orientation Research Institute Published in Vol. CV, Issue-2, February 2024 ISSN 0378-1143	Yes	01	Author	10		
Sub Total III A (b): 20							

III B) PUBLICATIONS OTHER THAN JOURNAL ARTICLES (BOOKS, CHAPTERS IN BOOKS)

(a) Text/Reference, Subject Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (30 points for single author per book)

Sr. No	Title of the Book with ISBN/ISSN No	Name of the Publisher with address	Whether Book approved by the University and intimated in the UGC? #	No of authors	No of co-authors	Self-appraisal API Score*	Verified API Score by Committee*
Sub Total III B (a)							

(b) Subject Books, published by National level publishers, with ISBN/ISSN number or State / Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC. (20 points for single author per book)

Sr. No	Title of the Book with ISBN/ISSN No	Name of the Publisher with address	Whether Book approved by the University and intimated in the UGC? #	No of authors	No of co-authors	Self-appraisal API Score*	Verified API Score by Committee*
Sub Total III B (b)							

(c) Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (15 points for single author per book)

Sr. No	Title of the Book with ISBN/ISSN No	Name of the Publisher with address	Whether Book approved by the University and intimated in the UGC? #	No of authors	No of co-authors	Self-appraisal API Score*	Verified API Score by Committee*
Sub Total III B (c)							

(d) Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC. (Per chapter 10 points for International/ 05 points for National books)

Sr. No	Title of the Book with ISBN/ISSN No	Name of the Publisher with address	Whether Book approved by the University and intimated in the UGC? #	No of authors	No of co-authors	Self-appraisal API Score*	Verified API Score by Committee*
Sub Total III B (d):							

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points; (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

Clause 6.0.5 (i): The University shall identify the journals subject-wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journals approved from this list, by the UGC Standing Committee, shall be included in the "List of Journals" notified by the UGC. The UGC Standing Committee shall give its recommendations within 60 working days of the receipt of the list from the University. The UGC Standing Committee may also, suo-moto, recommend journals for inclusion in the "List of Journals". This clause 6.0.5 (i) will be strictly followed by the University.

III C) RESEARCH PROJECTS:

- (i) Sponsored projects: *Major Projects*: with grants above Rs. 05 lakhs (20 points per Project) and with grants above Rs. 3 lakhs to Rs. 05 lakhs (15 points per Project). *Minor Projects*: with grants above Rs. 01 lakhs to Rs. 03 lakhs (10 points per Project).
- (ii) Consultancy Projects: Amount mobilized with a minimum of Rs.02 lakhs (10 for every Rs.02 lakhs)
- (iii) Projects Outcome /Outputs: Major Policy document prepared for international bodies like WHO/ UNO/ UNESCO/ UNICEF etc. Central / State Govt./Local Bodies: (Major policy document of International bodies – 30, Central Government – 20, State Govt.-10 Local bodies – 05.

(i) Sponsored projects: Major /Minor projects							
Sr. No.	Title of Project	Name of Sponsoring Agency	Period	Grant /Amount mobilized in Lakhs	Major/Minor/Patent/ Technology Transfer/product/process	Self-appraisal API Score	Verified API Score by Committee
(ii) Sponsored projects: Major /minor projects							
Sr. No.	Title of Project	Name of Sponsoring Agency	Period	Grant /Amount mobilized in Lakhs	Major/Minor/Patent/Technology Transfer/product/process	Self-appraisal API Score	Verified API Score by Committee
(iii) Projects Outcome / Outputs: Patent / Technology transfer / Product / Process							
Sr. No.	Title of Project	Name of Sponsoring Agency	Period	Grant /Amount mobilized in Lakhs	Major/Minor/Patent/Technology Transfer/product/process	Self-appraisal API Score	Verified API Score by Committee

Sub Total III C

III (D) RESEARCH GUIDANCE: (Ph. D. degree awarded per candidate 15, Ph. D. thesis submitted per candidate 10 and M. Phil. Degree awarded 05 per candidate)

Sr. No.	Ph. D / M. Phil.	Degree awarded / Thesis submitted	Guide/ co-guide	Self-appraisal API Score	Verified API Score by Committee
Sub Total III D					

III (E) FELLOWSHIPS, AWARDS AND INVITED LECTURES DELIVERED IN CONFERENCES / SEMINARS

- (i) 15 points per award International award/fellowship from Govt. or recognized International Sports bodies or organization; 10 points per National award/Fellowship; 05 points per state or University level award/fellowship

International /National /State /University level Awards					
Sr. No.	Name of the award	Sports Body/ Organization/ Association	Level International /National/State/ University	Self-appraisal API Score	Verified API Score by Committee
International /National /State/University level Fellowships					
Sr. No.	Name of the fellowship	Sports body/Organization/ Association	Level International /National/state/ University	Self-appraisal API Score	Verified API Score by Committee

Sub Total III E(i):

- (ii) Invited Lectures/paper presented in Conferences/Seminars: Points per lecture: International 07, National 05, State/University 03, Points per paper presentation: International 05, National 03, State/University 02, (The score under this sub-category API points shall be restricted to 20% of the minimum fixed for Category III for any assessment period)

Invited lectures/paper presentations						
Sr. No.	Title of the Invited lecture/paper presentations	Title of Conference / seminar	Organized by	Level International/ National/State/ University	Self-appraisal API Score	Verified API Score by Committee
Sub Total III E(ii): 00						

III (F) DEVELOPMENT OF E-LEARNING DELIVERY PROCESS/MATERIAL (10 points per module)

Sr. No.	e-learning delivery process/material	Title of the process/material	Details of the website	No of modules developed	Self-appraisal API Score	Verified API Score by Committee
Sub Total III F						

Total API points of Category III	20
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College Director of Physical Education

US/ur

Forwarded through:
Chairman, IQAC committee

[Signature]

Principal
C.P. & Berar Education Society's College
College University

Signature of Chairman
Screening / Selection Committee

Sample 2- Dr. Vibha U. Kshirsagar

C. P. & Berar E. S. College, Nagpur.
NAGPUR UNIVERSITY

SELF ASSESSMENT PROFORMA FOR COLLEGE LECTURERS

(to be filled in, every year at the end of academic session)

Year of Assessment 2023-24

Basic Information :-

- (i) Name of the College in full C.P. & Berar College, Nagpur
- (ii) Region in which situated-Urban/Rural Urban
- (iii) Name of the Lecturer (in full) Kshissagar Vibha Uday
(Beginning with Surname)
- (iv) Date of birth 10/03/1965
- (v) Qualifications of the Lecturer :-

Degree and Post graduate degree Examinations	Subjects offered	Additional Subject offered	Year of Passing	University
B.A.	Eng, Sam. Slt, Music Political Sc.	-	1986	Smt Gadgebabg Amravati University
B.ED.	Sam., Eng.	-	1988	"
M.A.	Slt.	-	1990	"
NET	Sam.	-	1999	UGC
Ph.D.	Eng संस्कृत साहित्ये पर्यावरणम्	-	2012	RTMNU Nagpur

(vi) Subject taught and faculty पर्यावरणम्
(vii) Designation Assistant Professor sanskrit comp & sll Arts faculty

(viii) Date of joining the present college 11/02/2010
(ix) Date on which the teacher reached or will reach the stage of Rs. 10,000/12,000/- in the pay scale of Rs. 10000 -325-15200 / 12000-420-18300

(P. T. O.)

Name of the Institution where employed Previously	Period of service From-To	Designation	Classes taught	Subjects taught
R. D. H. S. Pusaad Dist. Yechnal	1 July 1989 to 1 Dec. 1990	Assistant Teacher	8,9,10	Eng, Sam.
C. P. & Berar H. S. Ravi-Nagpur Nagpur	25 July 1990 to 10 Feb. 2010	"	8,9,10	Eng, Sam.

II Courses taught and work-load (during the assessment) :

	Number of periods per week			Subject and papers taught
	Lectures	Tutorials	Practicals	
(i) Under-graduate	18			B.A. II Sem. (comp sit) B.A. III sem. (comp sit)
(ii) Post-graduate	—	—	—	—
(iii) M. Phil.	—	—	—	—

III. Teaching methods applied :-
Name and describe new teaching methods used, if any (besides lecture method), i.e.

- (i) Distributing lecture synopsis and bibliography yes
- (ii) Encouraging questions in class yes
- (iii) Announcing topics for discussion in advance yes
- (iv) Holding seminars organized one seminar on 23 Aug 2023
- (v) Use of audio-visual aids yes

(wherever facilities exist)

IV. Contribution to COSIP & COHSSIP Schemes in the college or through ULP (wherever such schemes exist)

V. Any other contribution in :-

- (i) Teaching Methods _____
- (ii) Evaluation Techniques _____
- (iii) Course Development etc. _____

vi. Academic and professional growth during the preceding three years :-

(i) Research qualification acquired _____

(ii) Research projects undertaken _____

(iii) Research papers published, indicating titles and names of journals in which published and date of publication _____

(iv) Guidance rendered to Research Scholars _____

o (v) Participation in seminars, workshops and conferences Participated in two

o (iv) Participation in orientation programmes, refresher courses etc. conferences participated in three

o (vii) Faculty improvement programmes short term course

o (viii) Any other type of training _____

VII. Participation in Extra-curricular activities :-

(i) Extra-curricular activities — debates, cultural activities, counselling to students, Planning Forums, Union, NSS, NCC, Scouting etc.

(ii) Service to community—Adult Education, Extension Service etc.

1) Delivered lectures in Greeta Jayanti Utsav at Hanuman Mandir, Gopal Nagar, Nagpur 29/12/23

2) Delivered lecture in Greeta Jayanti Utsav at Lokmany S. College, Warananagar

VIII. Help rendered in college administration by membership of various committees such as Discipline Committee, Admission Committee, Students' Welfare Committee, etc

Admission Committee

IX. Any other information about contribution (not conveyed above) relevant to a proper assessment of activities published a book 'Rasa Pralambha' by Central Sanskrit University, New Delhi

X. General Observations :-

(i) Attendance :-

[a] Regularity ✓

[b] Punctuality ✓

(ii) Student-teacher relationship Good

(iii) Colleague relationship Good

(iv) Class control Good

(v) Reading habits & other matters Reading habit

Place : Nagpur

Date : 20/4/2024

[Signature]
Signature of the Lecturer

o [Wherever such facilities exist]

(P. T. O.)

(4)

★ Evaluation by the Head of Department or Principal

Item	Factual Verification		Evaluation				
	Correct	Exaggerated	Excellent	Very Good	Good	Average	Poor
I							
II							
III							
IV							
V							
VI							
VII							
VIII							
IX							
X							

o Evaluation is not expected in columns I & II

General observations _____

Date _____

Signature of the Head of the Dept.....
C. P. & Berar E. S. College, Nagpur.

Observations and recommendations of the Principal Satisfactory

Date _____

Signature of the Principal
C. P. & Berar E. S. College, Nagpur.
NAGPUR

(Seal of the College)

Recommendation of the Assessment Committee } _____

★ Head of the Department or Principal (in case of the assessment of Head of the Department) shall verify that all the columns in the form are filled in before he gives his ratings of evaluation, observations and forward the assessment report to the Principal/ the University.

Appendix - II

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY
(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1st of August, 1923 & presently a State University governed by Maharashtra Universities Act, 1994)

PBAS Proforma for Promotion under CAS
(PART A, PART B & PART C)

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters): **VIBHA UDAY KSHIRSAGAR**
2. Father's Name/Mother's Name: **Mukund Shrinivas Deshpande**
3. Department/College: **Department of Sanskrit**
4. Current Designation & Grade Pay: **Assistant Professor**
5. Date of last Promotion: **11/2/2021**
6. Which position and grade pay are you an applicant under CAS? **Associate Professor Level 13A 131400-217100**
7. Date of eligibility for promotion: **11/2/2024**
8. Date and Place of Birth: **10/3/66 - Yeotmal**
9. Sex: **Female**
10. Marital status: **Married**
11. Nationality: **Indian**
12. Indicate whether belongs to SD/ST/OBC category: **Open**
13. Address for correspondence (with pincode) **Sahakar Nagar, Swagat Society, Near Sonagan lake, Nagpur - 440025**
14. Permanent address (with Pincode) **" "**
- Telephone No: **9657767396**
- Email: **vibhakshirsagar@rediffmail.com**

15. Academic Qualifications (Matric till post graduation)

Examinations	Name of the Board/University	Year of Passing	Percentage of marks obtained	Division/Class/Grade	Subject
SSC	M.H. State Board, Nagpur	March 1981	67%	Ist	Marathi, Hindi, Eng. Maths, Science, Soc. Science
H.S.C.	"	1983	67%	Ist	Eng, Sam, Home-Eco, Pol. Sc.,
B.A. B.COM	S.G. Amravati Univ.	March 1986	63%	Ist	Eng, Sam, St, Pol. Sc., Music
M.A. M.COM	"	1990	63%	Ist	Sanskrit Literature
M.T.S.	UGC	1999			
Ph.D	RTMNU, Nagpur	2012			संस्कृतसाहित्यातील पर्याय
M.Phil					
Other	B.ED. S.G. Amravati University	March 1988		O'Grade	Eng, Sam for teach ing Methods

16. Research Degree(s)

Degrees	Title	Date of award	University
Ph.D.	संस्कृतसाहित्यातील पर्यावरण	25/3/2012	RTMNU, Nagpur

17. Appointments held prior to joining this institution

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of Leaving
		Joining	Leaving		
1) Assistant Teacher	K.D.H.S. Pusad Dist. Yeotmal	01/7/1989	01/12/1990		To join other institution
2) "	C.P. & Berar H.S. Ravinagar, Nagpur	25/7/1990	10/2/2010		To join this institution

18. Posts held after appointment at this institution:

Designation	Department	Date of actual Joining		Grade
		From	To	
Assistant Professor	Department of Sanskrit	11/2/2010	till today	1) AL - 11 2) AL - 12 3) AL - 13

19. Period of teaching experience: P.G. Classes (in years): — Yrs. —

U.G. Classes (in years): 14 Yrs.

20. Research Experience excluding years spent in M.Phil / Ph.D. (in years): 12 Yrs.

21. Fields of Specialization under the Subject/Discipline:

Environment in Sanskrit Lit.

22. Academic Staff College Orientation/Refresher Course attended:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency
1) Orientation	Nagpur	20/2/13 to 29/3/13	UGC HRDC RTMNU, Nagpur
2) Refresher	Pune	17/7/13 to 18/8/13	UGC HRDC SFU, Pune
3) Refresher	Amravati	4/8/13 to 16/9/13	UGC HRDC SGU, Amravati
4) Refresher	Indore	17/11/20 to 20/11/20	UGC HRDC DAVV, Indore
5) Short Term	Nagpur	5/12/22 to 10/12/22	UGC HRDC RTMNU, Nagpur
6) Short Term	Amravati	02/01/2023 to 7/01/23	UGC HRDC SGU, Amravati
7) Short Term	Indore	31/7/23 to 5/8/23	UGC HRDC DAVV, Indore

Date

20/4/2024

Signature of the Teacher



CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester wise/ Year wise details, where necessary (for the prescribed period of each category by the UGC))

S. No.	Course/Paper	Level	Mode of teaching*	Hours per week allotted	% of classes taken as per documented record
1)	B.A. II Sem. Comp.	UG	lecture	04	} 100%
2)	B.A. II Sem. Lit	UG		05	
4)	B.A. III Sem. Comp	UG		04	
5)	B.A. III Sem Lit	UG		05	

Lecture (L), Seminar (S), Tutorial (T), Practical (P), Contact Hours I

	API Scores
(a) Classes Taken (max 50 for 100% performance & proportionate score up to 80% performance, below which no score may be given)	
(b) Teaching Load in excess of UGC norm (max score:10)	10

(ii) Reading/Instructional material consulted and additional knowledge resources provided to students


S.No	Course/Paper	Consulted	Prescribed	Additional Resource provided
1)	Sem. III B.A.		नीतिशास्त्रकम्, आमर्गशास्त्रम्	
	Sem IV ' Sem. Comp.		वाक्यानुशासनाः	
	Sem. Lit	किरातजिजीवम्, संगी		
3	Sem V, VI Sem. Comp.	संस्कृतमहाभाष्यम्, शुकनासोपदेशः		
	Sem Lit	किरातजिजीवम्, संगी, आभिरामशास्त्रकृतम्		शिव 8, 9
API score based on Preparation and imparting of knowledge/ instruction as per curriculum & syllabus enrichment by providing additional resources to Students (max.score:20)				API Score: 20

(ii) Use of participatory and innovative Teaching-Learning Methodologies, Updating of Subject Content, Course improvement etc.

S.No.	Short Description	API Score
1)	Organized Guest lecture on 10 Oct 2023 Topic - Communication skill in Sanskrit	
2)	Organized a seminar 23 Aug 2023 'अक्षरविज्ञान'	
3)	Organized a slide show on 04/01/2024	
4)	Organized 'अक्षरविज्ञान' 1 July 2023	
Total Score (Max Score:20)		20

(iv) Examination Duties Assigned and Performed

S.No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	API Score
1)	worked as a que. paper setter B.A. II, III comp & Lit		100%	
2)	Worked as an examiner			
Total Score (Max: 25)				25


Signature of Teacher

Verified and found correct:


Principal
Signature of H.O.D./Principal
C.P. & Berar E. S. College
NAGPUR

Final Score approved by the Screening / Selection Committee:
(For Category: I)

Signature of Chairman
Screening / Selection Committee

Appraisal of Teaching Staff (Based on Student Feedback):

In addition to the appraisal form all teachers have to fill at the end of the session, student feedback is also critical for teacher appraisal. When the student feedback is taken and analysed, respective teachers are made aware of the feedback received by them and given suggestions accordingly.

Appraisal of Non Teaching Staff Sample (2023-24)

The Non Teaching staff also undergoes an appraisal of their yearly work. This appraisal is done by the Principal.

Sample 1: Ashwini Rarokar

शिक्षकेतर कर्मचारी वर्गाकरीता गोपनीय अहवालाचा नमुना
भाग-१
स्वयंमुल्यमापनाचा नमुना

१) कर्मचार्याचे नाव	- सौ. आश्विनी चंद्रशेखर रारोकर
२) कर्मचार्याचे पदनाम	- श्रद्धालु परिषद
३) सध्याच्या किंवा तत्सम पदासाठी सेवा कालावधी	- १५ वर्षे
४) तुमच्या कार्याचे सक्षिप्त वर्णन आणि कर्मचार्याने तुमच्या नेहून दिलेली उच्चिष्टे नमुद करा	- मा. प्राचार्य व मा. अधीक्षक यांनी सांगितलेले कार्याची कामे करवून घेताना उत्तम
५) तुमच्या उरवून दिलेल्या सध्याच्या संदर्भात तुमच्या सध्याच्या तुमच्या कामाचे मूल्यमापन तुम्ही काय करात	- दिलेले कुठलेही कार्य उत्तम पद्धतीने पूर्ण केले
६) तुम्ही केलेल्या कामाच्या कामाची प्रगती/ काही विशिष्ट बाब/ काही तुम्ही नमुद करा सकाळ करा ?	

गोपनीय अहवाल लिहिणाऱ्या अधिकाऱ्याचा अभिप्राय

१) वरील मूल्यमापनाची जाणवत राहिली काय, काय ? अहवालाने तुम्ही नमुद करावे त्यानुसार त्याची कामे करावी

२) अहवालात कोणते कर्मचार्याचे हीय व काही कामातला अहवालानुसार त्याचायत या कर्मचार्याच्या कामातल्या कोणत्यायत

३) या कर्मचार्याच्या सक्षिप्त व त्याचे उच्चिष्टेही सांगत त्याचायत कामात अहवाल लिहिणाऱ्याला मज द्यावे

दिनांक -
स्थान -

सौ. आश्विनी चंद्रशेखर रारोकर
C. P. & Berar E. S. College
NAGPUR.

भाग दोन

सर्वसाधारण योग्य व चारित्र्य यासंबंधी अभिप्राय

नाव - सौ. अश्विनी चंद्रशेखर शारोकर

प्रतिवेदनाचा कालावधी - 2023 - 2024

धारण केलेले पद - ग्रंथालय परिचर

१) कार्यविषयक बाबी

१. उद्योगवियता व कार्यतत्परता - समाधानकारक

२. हाताखालील व्यक्तीकडून काम करून घेण्याची क्षमता - समाधानकारक

३. सहाकारी व जनता यांच्याशी असलेले संबंध - समाधानकारक

२) बौद्धिक बाबी

१. सर्वसाधारण बुद्धिमत्ता - समाधानकारक

२. तांत्रिक क्षमता (जेथे संबंधीत असेल तेथे) -

३. विशेष कल -

३) निर्णयशक्ती, उपक्रमशिलता व धडाडी यासह प्रशासनिय कार्यक्षमता - समाधानकारक

४) सचोटी व चारित्र्य - समाधानकारक

५) सध्याच्या पदावर यापुढे ठेवण्याची पात्रता - होय

६) पदोन्नतीसाठी पात्रता - होय

७) सर्वसाधारण मूल्यमापन - समाधानकारक

टिकाण नागपूर

दिनांक 20/04/2024

भाग तीन

सर्वसाधारण योग्य चारित्र्य यासंबंधी अभिप्राय

१) पुनर्विलोकन अधिकार्यांच्या हाताखालील सेवेचा कालावधी -

२) आपणा प्रतिवेदन अधिकार्यांशी सहमत आहात की त्यांच्या मूल्यमापनामध्ये काही फेरफार करायची किंवा भर घालायची आपली इच्छा आहे ? - समाधानकारक

दिनांक - 20/04/2024

टिकाण - नागपूर

Principal
C. P. & Berar E. S. College
NAGPUR

Sample 2: Shekhar Sheshrao Rathod

शिक्षकेतर कर्मचारी वर्गकिरीता गोपनीय अहवालाचा नमुना
भाग-१
स्वयंमुल्यमापनाचा नमुना

१) कर्मचार्याचे नांव - श्री. शेखर शेषराव राठोड

२) कर्मचार्याचे पदनाम - ग्रंथालय परिचर

३) सध्याच्या किंवा तत्सम पदावरील सेवेचा कालावधी - १५ वर्षे

४) तुमच्या कर्तव्याचे संक्षिप्त वर्णन आणि वर्षधारण तुम्हाला नेमून दिलेली उच्चिष्टे नमुद करा - मा. प्राचार्य व मा. अधिक्षक यांनी सांगितलेले कार्यलिपिनि कामे करण्यात येते.

५) तुम्हाला ठरवून दिलेल्या लक्ष्यांच्या संदर्भात गेल्या वर्षीच्या तुमच्या कामाचे मुल्यमापन तुम्ही कसे कराल - उत्तम

६) तुम्ही केलेल्या चांगल्या कामाची एखादी/ काही विशिष्ट बाब/ बाबी तुम्ही नमुद करा शकाल काय ? - दिलेले कुठले ही कार्य उत्तम पध्दतीने पूर्ण केले.

शेखर शेषराव राठोड
कर्मचार्याचे नाव व स्वाक्षरी
शेखर शेषराव राठोड

गोपनीय अहवाल लिहिणाऱ्या अधिकाऱ्याचा अभिप्राय

१) वरील मुल्यमापनाशी आपण सहमत आहात काय ? असल्यास तसे नमुद करणे नसल्यास त्याची कारणे सादीत - होय

२) आपल्या मते कर्मचार्याचे दोष व काही कमतरता आढळल्यास त्याबाबत या कर्मचार्याच्या जबाबदाऱ्या कोणत्या -

३) या कर्मचार्याच्या सन्तोटी व त्याचे जनतेशी संबंध याबाबत कृपया आपले सर्वसाधारण मत सादीत. - समाधानकारक

ठिकाण -
दिनांक -

Principal
C. P. & Berar E. S. College
NAGPUR

भाग दोन

सर्वसाधारण योग्य व चारित्र्य यासंबंधी अभिप्राय

नांव - श्री. शेखर शेषराव रांगडे

प्रतिवेदनाचा कालावधी - 2023-2024

धारण केलेले पद - ग्रंथालय परिचर

१) कार्यविषयक बाबी

१. उद्योगवियता व कार्यतत्परता - समाधानकारक

२. हाताखालील व्यक्तीकडून काम करून घेण्याची क्षमता - समाधानकारक

३. सहाकारी व जनता यांच्याशी असलेले संबंध - समाधानकारक

२) बौद्धिक बाबी

१. सर्वसाधारण बुद्धिमत्ता - समाधानकारक

२. तांत्रिक क्षमता (जेथे संबंधीत असेल तेथे) - —

३. विशेष कल - —

३) निर्णयशक्ती, उपक्रमशिलता व धडाडी यासह प्रशासनिय कार्यक्षमता - समाधानकारक

४) सचोटी व चारित्र्य - समाधानकारक

५) सध्याच्या पदावर सापुढे ठेवण्याची पात्रता - होय

६) पदोन्नतीसाठी पात्रता - होय

७) सर्वसाधारण मुल्यमापन - समाधानकारक

ठिकाण नागपूर

दिनांक 24/05/2024

भाग तीन

सर्वसाधारण योग्य चारित्र्य यासंबंधी अभिप्राय

१) पुनर्विलोकन अधिकाऱ्यांच्या हाताखालील सेवेचा कालावधी - —

२) आपण प्रतिवेदन अधिकाऱ्यांशी सहमत आहात की त्यांच्या मुल्यमापनामध्ये काही फेरफार करायची किंवा भर घालायची आपली इच्छा आहे? - समाधानकारक

दिनांक - 24/05/2024

ठिकाण - नागपूर

Principal
C.P. & Berar E. S. College
NAGPUR

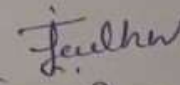
Sample 3: Archana Lokesh Jadhav

शिक्षकेतर कर्मचारी वर्गाकरीता गोपनीय अहवालाचा नमुना

भाग-१

स्वयंमुल्यमापनाचा नमुना

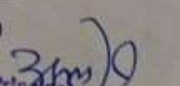
१) कर्मचार्यांचे नांव	- सौ. अर्चना लोकेरा जाधव
२) कर्मचार्यांचे पदनाम	- सेवक
३) रज्याच्या किंवा तयार पदावरील सेवेचा कालावधी	- 15 वर्षे
४) तुमच्या कार्याच्या संक्षिप्त वर्णन आणि वर्गधारण तुमहाला नेमून दिलेली उच्चिष्टे नमुद करा	- मा. प्राचार्य व अधिकांक यांनी सांगितलेली कामे पूर्ण करणे
५) तुमहाला ठरवून दिलेल्या रज्याच्या संदर्भात घेतल्या वर्षाच्या तुमच्या कामाचे मूल्यमापन तुम्ही कसे कराल	- चांगले
६) तुम्ही केलेल्या चांगल्या कामाची एखादी/काही विशिष्ट बाब/बाबी तुम्ही नमुद करू शकाल काय ?	- दिलेली कामे वेळाने पूर्ण करणे

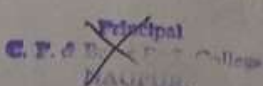

 सौ. अर्चना लोकेरा जाधव
 कर्मचार्यांचे नांव व स्वाक्षरी

गोपनीय अहवाल लिहिणाऱ्या अधिकाऱ्याचा अभिप्राय

१) वरील मूल्यमापनाशी आपण सहमत आहात काय ? असल्यास तसे नमुद करावे नसल्यास त्याची कारणे द्यावीत	- धन
२) आपल्या मते कर्मचार्यांचे दोष व काही कमतरता आढळल्यास त्याबाबत या कर्मचार्यांच्या जबाबदाऱ्या कोणत्या	-
३) या कर्मचार्यांच्या संचोटी व त्यांचे जल्लोशी संबध याबाबत कृपया आपले सर्वसाधारण मत द्यावे.	- समाधानकारक

दिनांक -
 दिनांक -


 Principal
 C. P. & Berar Education Society's College
 NAGPUR.


 Principal
 C. P. & Berar Education Society's College
 NAGPUR.

भाग दान

सर्वसाधारण योग्य व चारित्र्य यासंबंधी अभिप्राय

नाव - सौ. अरुणा लाडकर जाधव

प्रतिवेदनाचा कालावधी - 2023 - 2024

धारण केलेले पद -

१) कार्यविषयक बाबी

१. उद्योगवियता व कार्यतत्परता - समाधानकारक

२. हाताखालील व्यक्तीकडून काम करून घेण्याची क्षमता - समाधानकारक

३. सहाकारी व जनता यांच्याशी असलेले संबंध - समाधानकारक

२) बौद्धिक बाबी

१. सर्वसाधारण बुद्धिमत्ता - समाधानकारक

२. तांत्रिक क्षमता (जेथे संबंधित असेल तेथे) -

३. विशेष कल -

३) निर्णयशक्ती, उपक्रमशिलता व धडाडी यासह प्रशासनिय कार्यक्षमता - समाधानकारक

४) सचोटी व चारित्र्य - समाधानकारक

५) सध्याच्या पदावर यापुढे ठेवण्याची पात्रता - होय

६) पदोन्नतीसाठी पात्रता - होय

७) सर्वसाधारण मुल्यमापन - समाधानकारक

ठिकाण - नागपूर

दिनांक - 20/05/2024

Principal
C. P. & Berar E. S. College
NAGPUR.

भाग तीन

सर्वसाधारण योग्य चारित्र्य यासंबंधी अभिप्राय

१) पुनर्विलोकन अधिकाऱ्यांच्या हाताखालील सेवेचा कालावधी -

२) आपण प्रतिवेदन अधिकाऱ्यांशी सहमत आहात की त्यांच्या मुल्यमापनामध्ये काही फेरफार करायची किंवा भर घालायची आपली इच्छा आहे ? - सहमत

दिनांक - 20/05/2024

ठिकाण - नागपूर

Principal
C. P. & Berar E. S. College
NAGPUR.

Sample 4: Ajay Narayanrao Acharya

शिक्षकेतर कर्मचारी वर्गकिरीता गोपनीय अहवालाचा नमुना

भाग-१

स्वयंमुल्यमापनाचा नमुना

१) कर्मचार्यांचे नांव - डॉ. अजय राव आचार्य

२) कर्मचार्यांचे पदनाम - ग्रंथालय निरीक्षक/कनिष्ठ लिपिके

३) सध्याच्या किंवा तत्सम पदावरील सेवेचा कालावधी - १८ वर्षे

४) तुमच्या कर्तव्यांचे संक्षिप्त वर्णन आणि वर्षधारण तुम्हाला नेमुन दिलेली उद्दिष्टे नमुद करा - श्री. आचार्य यांनी सांगितलेली कामे पिकापीठ विश्रार, नागपूर, परिक्षा, वस्तु कार्यलिपिके कामे

५) तुम्हाला ठरवून दिलेल्या लक्ष्यांच्या संदर्भात गेल्या वर्षीच्या तुमच्या कामाचे मूल्यमापन तुम्ही कसे कराल - उत्तम

६) तुम्ही कोलेल्या चांगल्या कामाची एखादी/चाही विशिष्ट बाब/बाबी तुम्ही नमुद करू शकाल काय ? - विलेले पुढे घेऊन काम उत्तम पुरविले पुढे करे

A.N. Acharya
कर्मचार्यांचे नाव व व्याखरी
(डॉ. ए. आचार्य)

गोपनीय अहवाल लिहिणाऱ्या अधिकाऱ्याचा अभिप्राय

१) वरील मूल्यमापनाशी आपण सहमत आहात, काय ? असल्यास तसे नमुद करावे नसल्यास त्याची कारणे द्यावीत - दोष

२) आपल्या मते कर्मचार्यांचे दोष व चाही कमतरता आढळल्यास त्याबाबत या कर्मचार्यांच्या जबाबदाऱ्या कोणत्या -

३) या कर्मचार्यांच्या सघोटी व त्यांचे जनतेशी संबध याबाबत कृपया आपले सर्वसाधारण मत द्यावे - सहमत आहे
उत्तम

ठिकाण - नागपूर
दिनांक - ३०/०१/२०२०

Off. Principal
C. P. & Berar E.S. College
Nagpur

भाग दोन

सर्वसाधारण योग्य व चारित्र्य यासंबंधी अभिप्राय

नांव - **श्री. अमर नाकाशेकर आचार्य**

प्रतिवेदनाचा कालावधी - **२०२३-२०२४**

धारण केलेले पद - **अध्यक्ष निधी/कनिष्ठ निधी**

१) कार्यविषयक बाबी

१. उद्योगवियता व कार्यतत्परता - **समाधानकारक**

२. हाताखालील व्यक्तीकडून काम करून घेण्याची क्षमता - **समाधानकारक**

३. सहाकारी व जनता यांच्याशी असलेले संबंध - **समाधानकारक**

२) बौद्धिक बाबी

१. सर्वसाधारण बुद्धिमत्ता - **समाधानकारक**

२. तांत्रिक क्षमता (जेथे संबंधीत असेल तेथे) - **उत्तम**

३. विशेष कल - **-**

३) निर्णयशक्ती, उपक्रमशिलता व धडाडी यासह प्रशासनिय कार्यक्षमता - **समाधानकारक**

४) सचोटी व चारित्र्य - **समाधानकारक**

५) सध्याच्या पदावर यापुढे ठेवण्याची पात्रता - **होय**

६) पदोन्नतीसाठी पात्रता - **होय**

७) सर्वसाधारण मुल्यमापन - **समाधानकारक**

ठिकाण - **नागपुर**

दिनांक - **३०/०१/२०२४**

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सर्वसाधारण योग्य चारित्र्य यासंबंधी अभिप्राय

१) पुनर्विलोकन अधिकाऱ्यांच्या हाताखालील सेवेचा कालावधी - **३ महिने**

२) आपण प्रतिवेदन अधिकाऱ्यांशी सहमत आहात की त्यांच्या मुल्यमापनामध्ये काही फेरफार करायची किंवा भर घालायची आपली इच्छा आहे ? - **सहमत**

दिनांक - **३०/०१/२०२४**

ठिकाण - **नागपुर**

Principal
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