

6.3: Faculty Empowerment Strategies

6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

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Research**

Faculty Performance Appraisal Form (2023-24)

| | | |
|--|---|------------------|
| Name | MR. DUNAKHE UDAS. | |
| Designation | HOD | |
| Date of Joining | | |
| Department | B. Pharm / D Pharm (SYIPER) / D. Pharm (SYIP) | |
| Total Teaching Experience | Experience @ Shreeyash | Total Experience |
| | 06 Years. | 25 Years. |
| Qualification up-gradation (Include courses/training/distance learning programs of 15 days and above) | — | |
| Any other information which is significant and should be known to management | — | |

Principal Remark:

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A) Teaching learning assessment (Weightage: 150 [70 Marks for Students feedback])

| Sr. No | Activity performed | Self | HOD | Principal |
|--------|--|------|-----|-----------|
| 01 | Regularity in taking class/practical's (05) | 05 | | 05 |
| 02 | Notes/preparedness for lectures and practical (05) | 05 | | 05 |
| 03 | Organizing Seminars/workshops, lectures, FDP's, (05) | 05 | | 03 |
| 04 | Participation in Seminars/workshops, lectures, FDP's, (05) | 02 | | 04 |
| 05 | E- Content preparation (05) | 05 | | 05 |
| 06 | Industry visit / MoU by your reference (05) | 05 | | 03 |
| | DMOU - GITI Foundation. | | | |
| | 1) Wholesale visit - Mool pharma. | | | |
| 07 | Academic diary/records (05) | 05 | | 05 |
| 08 | TG Records (05) | NA. | | NA |
| 09 | (Portfolio related work- (10) | 10 | | 10 |
| | 1) staff & student training officer | | | |
| | 2) placement officer. | | | |
| 10 | (Other than Portfolio work- (05) | 05 | | — |
| | | | | |
| | | | | |
| 11 | NAAC/NBA work (10) (30) | 10 | | 30 |
| | NBA co-ordinator | | | |
| | | | | |
| 12 | Major Achievement by staff or their students TG/Research students (15) | NA. | | 70 |
| | | | | |
| | | | | |
| 13 | Student Feedback (70) 50 | NA | | 45 |
| Total | | 52 | | 115 |
| | | 70 | | |

B) Performance and General Attributes (Weightage – 50)

| Sr. No | Attribute | Self | HoD (05) | Principal (05) |
|--------|--|------|----------|----------------|
| 1 | Initiative and adaptability (willingness to take responsibilities in the new area of work) | NA | NA | 04 |
| 2 | Leaves/workload adjustments | NA | NA | 05 |

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| | | | | |
|----|--|----|----|-----------|
| 3 | Interpersonal relations and team work | NA | NA | 03 |
| 4 | Trustworthiness & Self-Motivated | NA | NA | 04 |
| 5 | Attitude towards work (Positive / Negative / Manipulator) | NA | NA | 03 |
| 6 | Quality of output (Not done / Done as it is been asked to do / Done with sense of understanding) | NA | NA | 05 |
| 7 | Technical Competency/Sharpness in work | NA | NA | 03 |
| 8 | Number of CAP admissions directed to the institute | NA | NA | — |
| 9 | Number of Institute Level admissions directed to the institute | NA | NA | — |
| 10 | General conduct | NA | NA | 05 |
| | Total | | — | <u>32</u> |

C) Result Analysis (Consider theory subjects only for a given assessment)

| Evaluation | Max. Marks | Subject 1 PCT | Subject 2 BCT | Subject 3 | Subject 4 |
|-------------------|------------|------------------|------------------|-----------|-----------|
| More than 91-100% | 50 Marks | | 50 (100%) | | |
| 81% - 90 % - | 45 Marks | | 30 | | |
| 71% - 80 % - | 40 Marks | | | | |
| 61 % - 70 % | 30 Marks | | | | |
| Less than 60% | 20 Marks | 20 (50%) | | | |
| | Total | 20 | 50 | 30 | |

D) Research Contribution (100 Marks) / 00

| Research/Review articles (Mention publisher, IF, & Scopus Indexing/UGC care) | Research Projects from University/Any other organization- (NA for D.Pharm) | Research Students guided (Group=1) (NA for D.Pharm) | Book/chapters Published | Publications by Student |
|--|--|---|-------------------------|-------------------------|
| 1. — | 1. NA | 1. NA | 1. — | 1. — |
| 2. — | 2. NA | 2. NA | 2. — | 2. — |

00 00 — 00 00

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| | | | | |
|-----------------------------------|----|----|----|----|
| 3. | 3. | 3. | 3. | 3. |
| - | NA | NA | - | - |
| Total: | | | | |
| 3/3=100% for each category | | | | |

(E) Teacher-guardian activity-50M (Total students.....) *do not have 7 or 8 students.*

| Sr. No | TG Records | Marks Obtained |
|---------|---|----------------|
| 01 | Well maintained (10 M) | NA. |
| 02 | Fairly updated (07 M) | |
| 03 | Not Updated (05 M) | |
| Sr. No | Participation in Co-curricular studies | |
| 01 | More than 05 (10 M) | |
| 02 | 2 to 4 (07) | |
| 03 | 01 & less (05) | |
| Sr. No | Avg. Result | |
| 01 | Above 90 % (10 M) | |
| 02 | Above 80 % (07 M) | |
| 03 | Above 75 % (05 M) | |
| Sr. No | Fees recovered and communication to parents | |
| 01 | Above 90 % (10 M) | |
| 02 | Above 80 % (07 M) | |
| 03 | Above 75 % (05 M) | |
| Sr. No. | Interaction (Meeting conducted) | |
| 01 | 10 & above (10 M) | |
| 02 | 7 - 9 (07 M) | |
| 03 | 6 & Less than (05 M) | |
| | Total Marks out of 50 | |

1. Self = $\frac{A+B+C+D+E}{\text{Total Marks}} \times 100$

$$\frac{52}{60} + \frac{70}{100} + \frac{10}{60} = \frac{122}{220} = 55\%$$

2. Head of Department =

3. Principal =

$$\frac{115}{140} + \frac{32}{50} + \frac{30}{50} + \frac{00}{80} + \frac{NA}{00} = \frac{177}{325} = 54\%$$

To, The management:- As per the above format, after evaluation his work seems to be satisfactory. Therefore I recommend him for the release of increment. *Signature*

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Approved by AICTE, New Delhi, Government of Maharashtra, DTE Mumbai
(DTE Code - 2572) and Affiliated to Dr. Babasaheb Ambedkar Technological University,
Lonere, & MSBTE, Mumbai (Code- 1838)

Performance Appraisal for Non-Teaching Staff

A. Y. 20 23 -20 24

1. Name of Non-Teaching staff: Joshi Amol Balrajishing
2. Post: Lab Asst
3. Qualification: B.Sc. D.M. LT
4. Date of Joining: 10.03.2022

The following points are considered for appraisal:

| Sr. No. | Professional & Personal Activity | Weightage (50 Marks) 10 Marks per Activity | Self | Principal |
|---------|---|---|------|-----------|
| 1 | Ability to organize and carry out work | 10 | 07 | 05 |
| 2 | Ability to learn and perform new duties | 10 | 07 | 06 |
| 3 | Maintenance of Files/Records and completion of work on time | 10 | 08 | 06 |
| 4 | Maintenance of discipline and relations with faculty members and students | 10 | 08 | 06 |
| 5 | Co-operation and mutual adjustment with colleagues | 10 | 08 | 06 |
| | Total | 50 | 38 | 29 |

Declaration

I hereby declare that the information provided above is true to the best of my knowledge.

Place: Arcangabad

Date: 10-2-24

Amol
Name and Signature
of the non-teaching staff

Principal
Principal
Shreeyash Institute Of Pharmaceutical
Education and Research
Chh.Sambhajinagar