



**SETH GYANIRAM BANSIDHAR PODAR  
COLLEGE**

**Podar Educational Campus, Nawalgarh -  
333042 (Raj.) Website: [www.podarcollege.com](http://www.podarcollege.com)**

**Performance Appraisal**

For performance appraisal form of faculty members, an appraisal form is prepared by the IQAC of the college after review with all the department heads, which is sent to the Principal for approval or modification. That appraisal is sent by the Principal to all the faculty members to be filled. The faculty member fills up the appraisal form and submits it to the Performance appraisal form Committee. The performance appraisal form committee along with its review submits all those forms to the office of the principal, the principal sends the appraisal form to the office bearers of the trust after noting his/her review and suggestions on them.

# SETH GYANIRAM BANSHIDHAR PODAR COLLEGE, NAWALGARH

## YEAR END PERFORMANCE SELF-APPRAISAL REPORT OF TEACHERS FOR THE ACADEMIC YEAR: 2021 – 2022

### 1. General Information

a.	Name	
b.	Address (Residential)	
c.	Address(Permanent)	
d.	Cell number	
e.	Email address	
f.	Designation	
g.	Department	
h.	Date of Birth	
i.	Area of Specialization (if MPhil or PhD holder)	
j.	Date of appointment in this institution	
k.	Date of appointment in the present post	
l.	Honours conferred (in reverse chronological order)	

### 2. Teaching

a. Classes taught in the year concluded:

Class	Periods	
	Assigned per Week (Lecture/ Practical)	Steps taken for the teaching of periods missed during absence or leave
i) U.G. (B.A./B.Sc/ B.Com/BCA/BBA) (with weightage)	L:  P:	
ii) PG (M.A./ M.Sc/ M.Com) (with weightage)	L:  P:	

**b. Total leave taken from 1<sup>st</sup> July 2021 to 30<sup>th</sup> June 2022**

Casual leave	days	Duty leave	days
LWP	days	Half-pay leave	days

**c. Regularity and Punctuality:**      **Very Good/ Good/ Satisfactory/ Unsatisfactory**  
(strike out what is inappropriate)

**d.** Explain briefly how you planned your teaching for the year, mentioning a few reading lists provided to students (especially books/articles outside compulsory reading):

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e. Details of participation in the following:

i. University Education

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## ii. Internal Evaluation

[illegible]

iii. Paper Setting

iv. Assessment of Home assignments

v. Conduct of Examinations

vi. Evaluation of Dissertation, etc.

**3. Details of Innovations in / Contribution to Teaching, during the year:**

**a. Design of curriculum:**

**b. Teaching methods:**

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**c. Laboratory experiments:**

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**d. Evaluation methods:**

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**e. Preparation of resource material including books, reading materials, laboratory manuals etc.**

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**f. Remedial Teaching / Student Counseling (academic)**

**g. Contribution in College Admission: (Give in detail)**

**h. Result of last year (Class wise)**

**4. Improvement of Professional Competence:**

Details regarding **refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposia** etc., including **open university courses/ M.Phil., Ph.D.** during the academic year **2021-22**:

No	Item details	Sponsoring Agency	Place and Date
1			
2			

3			
4			
5			

**5. Research Contributions:**

**a. Number of students ( Ph.D.)**

At the beginning of the year		Registered during the year	Completed during the year
Ph.D.			

**b. Number of books/ research papers published/ presented at seminars/ conferences etc, in 2021-22:**

	International	National	State/ Local	Impact factor
Peer reviewed journals				
Non-reviewed journals				
E-journals				
Conference proceedings				
Books with ISBN				
Books without ISBN				
Chapters in books with ISBN				

**c. Research projects taken up in 2021-22:**

Title of the Project	Name of the funding Agency	Duration



**d.** Details of Seminars, Conferences, Symposia organized during the year:

**e.** Patents taken, if any, during the year; give a brief description:

**f.** Membership of Professional Bodies, Editorship of Journals etc, during the year:

**6. Extension Work/Community Service**

Please give a short account of your contribution, during the year, to:

**a.** Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

**b. National Literacy Mission**

**c. Positions held/ leadership role played in organizations linked with extension work and National Service Scheme (NSS), or NCC or any other similar activity:**

**7. Participation in Corporate Life:**

Please give a short account of your contribution, during the year, to:

**a. College/University/Institution:**

**b. Co-curricular activities:**

**c.** Enrichment of campus life (hostels, sports, games, cultural activities):

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**d.** Students' welfare and discipline:

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**e.** Membership/Participation in Bodies/Committees on Education and National Development:

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**f.** Professional Organizations of Teachers

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## **8. Assessment**

Steps taken by you, during the year, for the evaluation of the course programme taught:

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## **9. General Data**

Give a brief assessment of your performance during the year, indicating (a) achievements, (b) difficulties faced and (c) suggestions for improvement:

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**10. I hereby declare that the information given above is true to the best of my knowledge and belief.**

**(Name and Signature of the Teacher with date)**

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