

Shreeyash Pratishthan's  
**Shreeyash Institute of Pharmaceutical Education and Research**  
Approved by AICTE, New Delhi, Government of Maharashtra, DTE Mumbai  
**(DTE Code - 2572)** and Affiliated to Dr. Babasaheb Ambedkar Technological University,  
Lonere, & Maharashtra State Board of Technical Education  
**(MSBTE), (MSBTE Code- 1838)** Mumbai

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**Faculty Performance Appraisal Form (2022-23)**

<b>Name</b>		
<b>Designation</b>		
<b>Date of Joining</b>		
<b>Department</b>	<b>B. Pharm / D Pharm (SYIPER) / D. Pharm (SYIP)</b>	
<b>Total Teaching Experience</b>	<b>Experience @ Shreeyash</b>	<b>Total Approved Experience</b>
<b>Qualification up-gradation (Include courses/training/distance learning programs of 15 days and above)</b>		
<b>Any other information which is significant and should be known to management</b>		

**Principal Remark:**

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**A) Teaching learning assessment (Weightage: 5X10=50 + 50 Marks for Students feedback)**

Sr. No	Activity performed	Self (05)	HoD (05)	Principal (05)
01	Regularity in taking class/practical's			
02	Notes/preparedness for lectures and practical			
03	Organizing and participation in Seminars/ workshops, special lectures, FDP's,			
04	E- Content preparation and uploading to ERP/University portal			
05	Industry visit / MoU / Guest lectures organized			
06	Academic diary/records			
<b>Portfolio related work (20)</b>				
01				
02				
03				
Total out of 100				

**B) Performance and General Attributes (Weightage – 50)**

Sr. No	Attribute	Self	HoD	Principal
<b>01</b>	Knowledge upgradation in your subject	<b>NA</b>		
<b>02</b>	Initiative and adaptability (willingness to take responsibilities in the new area of work)	<b>NA</b>		
<b>03</b>	Leaves/workload adjustments	<b>NA</b>		
<b>04</b>	Interpersonal relations and team work	<b>NA</b>		
<b>05</b>	Trustworthiness	<b>NA</b>		
<b>06</b>	Attitude towards work (Positive / Negative / Manipulator)	<b>NA</b>		
<b>07</b>	Quality of output (Not done / Done as it is been asked to do / Done with sense of understanding)	<b>NA</b>		
<b>08</b>	Ability to inspire and motivate	<b>NA</b>		

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<b>09</b>	Number of admissions directed to the institute			
	Total Admissions: -----	Institute level: -----	CAP: ----- --	Marketing Yes/No
<b>10</b>	General conduct	<b>NA</b>		
	Total out of 100			

**C) Result Analysis (Consider theory subjects only for a given assessment (2021-2022) year)**

<b>Evaluation</b>	<b>Max. Marks</b>	<b>Subject 1</b>	<b>Subject 2</b>	<b>Subject 3</b>	<b>Subject 4</b>
<b>More than 90-100% -</b>	<b>50 Marks</b>				
<b>80% - 90 % -</b>	<b>45 Marks</b>				
<b>70% - 80 % -</b>	<b>40 Marks</b>				
<b>60 % - 70 % - 30</b>	<b>30 Marks</b>				
<b>Less than 60% - 20</b>	<b>20 Marks</b>				

**D) Research Contribution (50 Marks)**

<b>Research articles (Mention publisher, IF, &amp; Indexing)</b>	<b>Research Projects</b>	<b>Research Students guided (Group=1)</b>	<b>Book/chapters Published</b>	<b>Any other contribution in research</b>
<b>1.</b>	<b>1.</b>	<b>1.</b>	<b>1.</b>	<b>1.</b>
<b>2.</b>	<b>2.</b>	<b>2.</b>	<b>2.</b>	<b>2.</b>
<b>3.</b>	<b>3.</b>	<b>3.</b>	<b>3.</b>	<b>3.</b>
<b>3/3=100% (10 for each category)</b>				

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**(E) Teacher-guardian activity (Total students.....)**

<b>Sr. No</b>	<b>Avg. Attendance</b>	<b>Marks Obtained</b>
01	Above 90 % (10 M)	
02	Above 80 % (07 M)	
03	Above 75 % (05 M)	
<b>Sr. No</b>	<b>Participation in Extracurricular studies</b>	
01	More than 05 (10 M)	
02	2 to 4 (07)	
03	01 & less (05)	
<b>Sr. No</b>	<b>Avg. Result</b>	
01	Above 90 % (10 M)	
02	Above 80 % (07 M)	
03	Above 75 % (05 M)	
<b>Sr. No</b>	<b>Fees recovered and communication to parents</b>	
01	Above 90 % (10 M)	
02	Above 80 % (07 M)	
03	Above 75 % (05 M)	
<b>Sr. No.</b>	<b>Interaction (Meeting conducted)</b>	
01	10 & above (10 M)	
02	7 – 9 (07 M)	
03	6 & Less than (05 M)	
	<b>Total Marks out of 50</b>	

**1. Self = A+B+C+D+E / Total Marks X 100**

**2. Head of Department =**

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**Performance Appraisal for Non-Teaching Staff**

A. Y. 20 -20

1. Name of Non-Teaching staff:

2. Post:

3. Qualification:

4. Date of Joining:

Sr. No.	Professional & Personal Activity	Weightage (100 Marks) 10 Marks per Activity	Self	Principal
1	Ability to organize and carry out work	10		
2	Ability to learn and perform new duties	10		
3	Maintenance of Files/Records	10		
4	Completion of work on schedule	10		
5	Attendance	10		
6	Discipline	10		
7	Staff/student relations	10		
8	Co-operation with your colleagues.	10		
9	Mutual adjustment with colleagues	10		
10	Co-operation with colleagues	10		

Declaration

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

Place:

Date:

Name and Signature  
of the non-teaching staff

Principal