FACULTY APPRAISAL SCHEME 2021 -22

Sr. No.		Performance Parameter		Marks
A	Mandatory Compliance			
	Essential Compliance			1000
	Faculty Feedback by Students:			1000
	B1.	Teaching Learning & Assessment		440
	B2.	Student Support		200
B		B2 (i) :	Career Guidance	60
		B2 (ii):	Personal Guidance and Grooming	80
		B2 (iii) :	Research and Innovation Guidance	60
	B3.	Individual Attributes		120
	B4.	Faculty as a Guardian		240
	Self-Appraisal			1000
	C1.	Research		250
C	C2.	Training		250
	C3.	Industry Networking		250
	C4.	Administration		250

A. Compliances

	A.1 : Mandatory Compliance	
1.	Minimum 40 Hours MOOCs based Training	YES
2.	Load Conduction – Stipulated Theory Lectures – (As per MSBTE/SPPU/DVET/State Board Teaching Scheme)	YES
3.	Load Conduction – Stipulated Practical Sessions – (As per MSBTE/SPPU/DVET/State Board Teaching Scheme)	YES
4.	Adherence to 8 Working Hours / Day – Accumulated and averaged during A. Academic Instructional Slots – August to November and January to April B. Other Slots – May to July and December C. Adherence to online meetings and responses	YES
5.	Contribution in Student counseling and Quality improvement initiatives (NBA, NAAC,ISO, AICTE, MSBTE/SPPU/DVET/StateBoard etc.)	YES
6.	Adherence and Compliance of Society/ Institute/ Department level Portfolios	YES

	A.2: Essential Compliance	[1000]
7.	Guardian Faculty meetings (one per week) with students & Parents(Min 2 per semester), Mentoring in lieu of Student Expectation, Student Profile & Career Inclination	200
8.	Meeting Examination Deadlines (Syllabus Completion, Class Test, MCQ Test, Mock PR/OR Examination etc.)	200
9.	Closure of ISO Non Conformity within 3 working Days	100
10.	Timely IN and OUT	100
11.	Timely Leave updation and other ERP compliances	200
12.	Attendance for all mandatory events	100
13.	One Industry Visit / Industry Training by every faculty	100

B. Faculty Feedback by students

	B1. Teaching Learning & Assessment	[440]
1.	Use of Digital technology in TLP (OLP, ERP, ICT Tools)	40
2.	Effective use of online platforms (ZOOM, Google- meet, MS- Teams, JIO-meet etc.)	40
3.	Use of virtual labs for designing, conducting lab experiments and EDI projects	80
4.	Assistance in Engineering Design & Innovation (EDI) Project (Final Year Project work)	40
5.	Involvement of faculty in Laboratory Experiments	20
6.	Involvement of faculty in Course Projects (Micro Projects and Mini Projects)	20
7.	Use of self- developed e- contents (Video Lectures/ Practical/ Flash Presentation/ Animation Videos etc.)	20
8.	Experiential & participative learning (Innovative Teaching- Learning Methodologies)	20
9.	Use of real time examples and applications (Topic and Sub- topic wise with evidences)	20
10.	Compatibility and Industry relevance of the course (Identification and Fulfillment of Content beyond syllabus/ Hands on Training/ Add on Courses)	20
11.	Guidance/encouragement regarding Summer/ Winter Industrial Training / Internships (guide and support to students to undergo internship in reputed companies and organizations, Exposure to the current technological developments relevant to area of training.)	20
12.	Quality of assignments, follow up, discussions and feedback (Assistance to Slow Learners)	20
13.	Guidance about group presentations (G-PPT) and group discussions (GD)	20
14.	Impartiality & Fairness in Internal Assessment	20
15.	Guidance about Course Outcomes (CO), Program Outcomes (PO), ProgramEducational Objectives (PEO)	20
16.	Information about assessment methods used for the Course	20

	B2. Student Support	[200]
	B2 (i) : Career Guidance	
1.	Counseling and follow up for SWOC analysis and student support	20
2.	Guidance and awareness regarding Career planning and self-learning	20
3.	Awareness and encouragement regarding Higher Studies and Entrance Examinations, Civil/Defense services/ Government jobs and competitiveexaminations	20
	B2 (ii): Personal Guidance and Grooming	
1.	Personal counseling	20
2.	Guidance about Soft skills and Life skills	20
3.	Guidance and encouragement regarding participation in student activities	20
4.	Percolation of Institute Vision, Mission and Objectives	20
	B2 (iii): Research and Innovation Guidance	
1.	Guidance and encouragement for publications	20
2.	Guidance and encouragement for patents	20
3.	Guidance and encouragement for startups	20

	B3. Individual Attributes	[120]
1.	Attitude and behavior	20
2.	Well preparedness	20
3.	Communication and Soft skills	20
4.	Regularity and punctuality	20

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5. Syllabus coverage as per Course Plan		20
6. Class Control		20

B4. Faculty as a Guardian	[240]
1. SWOC analysis and student support	20
2. Career planning (Goal setting, resume writing)	20
3. Summer Training/ Courses/Internships	20
4. Publications/Patents/ Membership of Professional Bodies	20
5. Higher Studies and Entrance Examinations	20
6. Civil/Defense services/ Government jobs / Competitive examinations	20
7. Personal/ Professional counseling	20
8. Communication Skills, Soft skills and Life skills	20
9. Organization/ Participation in student activities	20
10. Career Counseling – Placements	20
11. Academic Performance Counseling	20
12. Guidance regarding students scholarships	20

C. Self-Appraisal [1000]

Parameter	Marks	Remarks
C1. Research		**[Max. 250]**
Research Project / Funded Project	50	Per 10K Research Grant (newly acquired / Ongoing Project)as per amount actually received
Publications	60	For each JCR/SCI indexed International/National Journal/Conference publication
	40	For each Book published by International / NationalPublisher
	30	For each Scopus indexed International/National Journal/Conference publication
	50	For each Book Chapter published by International / NationalPublisher
	50	For each Non-Scopus UGC listed International / NationalJournal / Conference publication
	50	For each Local Book Publication
Session Chair / Reviewer for Conference / Reviewer for Ph.D thesis / Book or Book Chapter	10	Per activity
Ph.D.	10	For PhD Registration
	10	Completion of PhD in a timely manner
	20	Acquisition of Ph.D. Degree as a research scholar
	20	For the faculty working as a Ph.D. guide, for the award ofPhD to the research scholar
Copyright & Patents	10	For Copyright filed
	20	For Copyright Granted
	50	For each Patent Filed
	100	For each Filed patent when Published
	60	For patent Granted
	100	For patent commercialized
Consultancy	30	Per 10K Consultancy (newly acquired / Ongoing)as per amount actually received
Start-up Support	100	Per Startup for helping student or self-startup by faculty (CIN/DIN No. is mandatory)
Incubation/Entrepreneurship	60	Activity carried out as self-initiative with visible outcomes
C2. Training		**[Max. 250]**
Workshop/ Seminar/ STTP/ FDP/ Conference Conducted for Faculty, Students (External or internal participants)	100	Marks to be awarded per day for each activity funded by AICTE/UGC/MSBTE/MHRD/SPPU/DVET/State Board etc.
	50	Marks to be awarded per day for each activity not funded by AICTE/UGC/MSBTE/MHRD/SPPU/DVET/State Board etc.
	100	Marks for attending FDP/STTP programs(For 1 week 100 marks; max 2 programs;not on pro-rata basis)
Extension Activity	200	For Every Extension Activity carried out
Services to Community	300	For every Community Service Activity carried out
Awards & Recognition	600	For International Recognition / Award
	400	National Recognition / Award
	200	For State / Board Recognition / Award
	100	For any other Recognition / Award
C3. Industry Networking		**[Max. 250]**
Student Internships (Summer/Winter Internship)	100	Per Internship through personal contacts and other thanT & P Office
Student Placement	100	Per Placement through personal contacts and other thanT & P Office
Students Industry Sponsored Projects Course Projects, EDI Projects, Major Projects	100	Per Project
Industry Sponsorship for any event inclusive of laboratory development support	30	Per 10K of sponsorship
Signing MOUs with Industry	100	Per MOU
Training Program for Industry	200	For 4 Week Industry Training
Faculty Internship / Training taken by faculty	200	For 4 Week Industry Training
Alumni Interaction	100	For setting up Alumni chapter out of Pune
	120	Per 8 alumni of Current graduating year for enrollment asAlumni Association Member
	50	for every invite to the Alumnus on campus as a resourceperson
	50	Per alumnus for enrollment as Alumni Association Member
Student Support	100	Per 10K scholarship (Industry / Govt / Private)
C4. Administration		**[Max. 250]**
Institute / Department Coordinator	100	Assistant Head / Assistant to Dean /Institute Level Coordinator / Coordinator for student activities / Department Level Coordinator /Institute or Department Committee member
Internal Revenue Generation	100	For every 10K Rs. as Institute Share
Load Conduction	100	For Extra Load of 2 Hours/Week for the entire Semester
Attitude & behavior	200	Self rating by individual Faculty
New Course taught	200	For each new course

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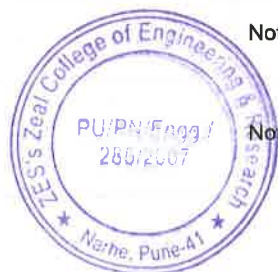# Zeal College of Engineering and Research

Self Appraisal

41471 – Sachin Borade

Mechanical Engineering Department

Program : Mechanical Engineering

Parameter No Parameter Name Parameter Weightage Sub Parameters 1 A1. MANDATORY COMPLIANCE 6.0

Sub Parameters	SELF	HOD	PRINCIPAL
A1.1 MINIMUM 40 HOURS MOOCS BASED TRAINING	0.0	0.0	Not Approve
A1.2 LOAD CONDUCTION – STIPULATED THEORY LECTURES	1.0	Not Approve	Not Approve
A1.3 LOAD CONDUCTION – STIPULATED PRACTICAL SESSIONS	1.0	Not Approve	Not Approve
A1.4 ADHERENCE TO 8 WORKING HOURS / DAY	1.0	Not Approve	Not Approve
A1.5 CONTRIBUTION IN STUDENT COUNSELING AND QUALITY IMPROVEMENT INITIATIVES	1.0	Not Approve	Not Approve
A1.6 ADHERENCE AND COMPLIANCE OF SOCIETY/ INSTITUTE/ DEPARTMENT LEVEL PORTFOLIOS	1.0	Not Approve	Not Approve

2 A2. ESSENTIAL COMPLIANCE 1000.0

Sub Parameters	SELF	HOD	PRINCIPAL
A2.1 GUARDIAN FACULTY MEETINGS	170.0	Not Approve	Not Approve
A2.2 MEETING EXAMINATION DEADLINES	200.0	Not Approve	Not Approve
A2.3 CLOSURE OF ISO NON CONFORMITY WITHIN 3 WORKING DAYS	100.0	Not Approve	Not Approve
A2.4 TIMELY IN AND OUT	100.0	Not Approve	Not Approve
A2.5 TIMELY LEAVE UPDATION AND OTHER ERP COMPLIANCES	200.0	Not Approve	Not Approve

Sub Parameters			
B1.12 QUALITY OF ASSIGNMENTS, FOLLOW UP, DISCUSSIONS AND FEEDBACK (ASSISTANCE TO SLOW LEARNERS)	15.0	Not Approve	Not Approve
B1.13 GUIDANCE ABOUT GROUP PRESENTATIONS (G-PPT) AND GROUP DISCUSSIONS (GD)	0.0	Not Approve	Not Approve
B1.14 IMPARTIALITY & FAIRNESS IN INTERNAL ASSESSMENT	20.0	Not Approve	Not Approve
B1.15 GUIDANCE ABOUT COURSE OUTCOMES (CO), PROGRAM OUTCOMES (PO), PROGRAMEDUCATIONAL OBJECTIVES (PEO)	20.0	Not Approve	Not Approve
B1.16 INFORMATION ABOUT ASSESSMENT METHODS USED FOR THE COURSE	20.0	Not Approve	Not Approve

4 B2. FACULTY FEEDBACK BY STUDENTS :- STUDENT SUPPORT 200.0

Sub Parameters	SELF	HOD	PRINCIPAL
B2.1 CAREER GUIDANCE : - COUNSELING AND FOLLOW UP FOR SWOC ANALYSIS AND STUDENT SUPPORT	20.0	Not Approve	Not Approve
B2.2 CAREER GUIDANCE :- GUIDANCE AND AWARENESS REGARDING CAREER PLANNING AND SELF-LEARNING	20.0	Not Approve	Not Approve
B2.3 CAREER GUIDANCE :- AWARENESS AND ENCOURAGEMENT REGARDING HIGHER STUDIES AND ENTRANCE EXAMINATIONS, CIVIL/DEFENSE SERVICES/ GOVERNMENT JOBS AND COMPETITIVE EXAMINATIONS	20.0	Not Approve	Not Approve
B2.4 PERSONAL GUIDANCE AND GROOMING :- PERSONAL COUNSELING	20.0		
B2.5 PERSONAL GUIDANCE AND GROOMING :- GUIDANCE ABOUT SOFT SKILLS AND LIFE SKILLS	20.0		
B2.6 PERSONAL GUIDANCE AND GROOMING :- GUIDANCE AND ENCOURAGEMENT REGARDING PARTICIPATION IN STUDENT ACTIVITIES	20.0		
B2.7 PERSONAL GUIDANCE AND GROOMING :- PERCOLATION OF INSTITUTE VISION, MISSION AND OBJECTIVES	20.0		

B2.8 RESEARCH AND INNOVATION GUIDANCE :- GUIDANCE AND ENCOURAGEMENT FOR PUBLICATIONS   0.0

B2.9 RESEARCH AND INNOVATION GUIDANCE :- GUIDANCE AND ENCOURAGEMENT FOR PATENTS   20.0

B2.10 RESEARCH AND INNOVATION GUIDANCE :- GUIDANCE AND ENCOURAGEMENT FOR STARTUPS   0.0

5 B3. FACULTY FEEDBACK BY STUDENTS :- INDIVIDUAL ATTRIBUTES 120.0

Sub Parameters	SELF	HOD	PRINCIPAL
B3.1 ATTITUDE AND BEHAVIOR	20.0		
B3.2 WELL PREPAREDNESS	20.0		
B3.3 COMMUNICATION AND SOFT SKILLS	20.0		
B3.4 REGULARITY AND PUNCTUALITY	20.0		
B3.5 SYLLABUS COVERAGE AS PER COURSE PLAN	20.0		
B3.6 CLASS CONTROL	20.0		

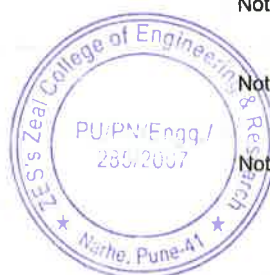6 B4. FACULTY FEEDBACK BY STUDENTS :- FACULTY AS A GUARDIAN 240.0

Sub Parameters	SELF	HOD	PRINCIPAL
B4.1 SWOC ANALYSIS AND STUDENT SUPPORT	20.0		
B4.2 CAREER PLANNING (GOAL SETTING, RESUME WRITING)	0.0		
B4.3 SUMMER TRAINING/ COURSES/INTERNSHIPS	0.0		
B4.4 PUBLICATIONS/PATENTS/ MEMBERSHIP OF PROFESSIONAL BODIES	0.0		
B4.5 HIGHER STUDIES AND ENTRANCE EXAMINATIONS	0.0		
B4.6 CIVIL/DEFENSE SERVICES/ GOVERNMENT JOBS / COMPETITIVE EXAMINATIONS	20.0		
B4.7 PERSONAL/ PROFESSIONAL COUNSELING	0.0		

B4.8 COMMUNICATION SKILLS, SOFT SKILLS AND LIFE SKILLS	20.0		
B4.9 ORGANIZATION/ PARTICIPATION IN STUDENT ACTIVITIES	20.0		
B4.10 CAREER COUNSELING – PLACEMENTS	20.0	Not Approve	Not Approve
B4.11 ACADEMIC PERFORMANCE COUNSELING	20.0	Not Approve	Not Approve
B4.12 GUIDANCE REGARDING STUDENTS SCHOLARSHIPS	20.0	Not Approve	Not Approve

7 C1. SELF APPRAISAL :– RESEARCH 250.0

Sub Parameters	SELF	HOD	PRINCIPAL
C1.1 RESEARCH PROJECT / FUNDED PROJECT	0.0	Not Approve	Not Approve
C1.2.1 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.2.2 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.2.3 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.2.4 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.2.5 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.2.6 PUBLICATIONS	0.0	Not Approve	Not Approve
C1.3 SESSION CHAIR / REVIEWER FOR CONFERENCE / REVIEWER FOR PH.D THESIS / BOOK OR BOOK CHAPTER	0.0	Not Approve	Not Approve
C1.4.1 PH.D.	0.0	Not Approve	Not Approve
C1.4.2 PH.D.	0.0	Not Approve	Not Approve
C1.4.3 PH.D.	0.0	Not Approve	Not Approve
C1.4.4 PH.D.	0.0	Not Approve	Not Approve
C1.5.1 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve
C1.5.2 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve
C1.5.3 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve
C1.5.4 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve
C1.5.5 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve

	SELF	HOD	PRINCIPAL
C1.5.6 COPYRIGHT & PATENTS	0.0	Not Approve	Not Approve
C1.6 CONSULTANCY	0.0	Not Approve	Not Approve
C1.7 START-UP SUPPORT	0.0	Not Approve	Not Approve
C1.8 INCUBATION/ENTREPRENEURSHIP	0.0	Not Approve	Not Approve

8 C2. SELF APPRAISAL :- TRAINING 250.0

Sub Parameters	SELF	HOD	PRINCIPAL
C2.1.1 WORKSHOP/ SEMINAR/ STTP/ FDP/ CONFERENCE CONDUCTED FOR FACULTY, STUDENTS (EXTERNAL OR INTERNAL PARTICIPANTS)	0.0	Not Approve	Not Approve
C2.1.2 WORKSHOP/ SEMINAR/ STTP/ FDP/ CONFERENCE CONDUCTED FOR FACULTY, STUDENTS (EXTERNAL OR INTERNAL PARTICIPANTS)	50.0	Not Approve	Not Approve
C2.1.3 WORKSHOP/ SEMINAR/ STTP/ FDP/ CONFERENCE CONDUCTED FOR FACULTY, STUDENTS (EXTERNAL OR INTERNAL PARTICIPANTS)	100.0	Not Approve	Not Approve
C2.2 EXTENSION ACTIVITY	200.0	Not Approve	Not Approve
C2.3 SERVICES TO COMMUNITY	150.0	Not Approve	Not Approve
C2.4.1 AWARDS & RECOGNITION	0.0	Not Approve	Not Approve
C2.4.2 AWARDS & RECOGNITION	0.0	Not Approve	Not Approve
C2.4.3 AWARDS & RECOGNITION	0.0	Not Approve	Not Approve
C2.4.4 AWARDS & RECOGNITION	0.0	Not Approve	Not Approve

9 C3. SELF APPRAISAL :- INDUSTRY NETWORKING 250.0

Sub Parameters	SELF	HOD	PRINCIPAL
C3.1 STUDENT INTERNSHIPS (SUMMER/WINTER INTERNSHIP)	100.0	Not Approve	Not Approve
C3.2 STUDENT PLACEMENT	100.0	Not Approve	Not Approve
C3.3 STUDENTS INDUSTRY SPONSORED PROJECTS COURSE PROJECTS, EDI PROJECTS, MAJOR PROJECTS	100.0	Not Approve	Not Approve

	SELF	HOD	PRINCIPAL
C3.4 INDUSTRY SPONSORSHIP FOR ANY EVENT INCLUSIVE OF LABORATORY DEVELOPMENT SUPPORT	30.0	Not Approve	Not Approve
C3.5 SIGNING MOUS WITH INDUSTRY	100.0	Not Approve	Not Approve
C3.6 TRAINING PROGRAM FOR INDUSTRY	0.0	Not Approve	Not Approve
C3.7 FACULTY INTERNSHIP / TRAINING TAKEN BY FACULTY	0.0	Not Approve	Not Approve
C3.8.1 ALUMNI INTERACTION	100.0	Not Approve	Not Approve
C3.8.2 ALUMNI INTERACTION	60.0	Not Approve	Not Approve
C3.8.3 ALUMNI INTERACTION	50.0	Not Approve	Not Approve
C3.8.4 ALUMNI INTERACTION	0.0	Not Approve	Not Approve
C3.9 STUDENT SUPPORT	0.0	Not Approve	Not Approve

10 C4. SELF APPRAISAL :– ADMINISTRATION 250.0

Sub Parameters	SELF	HOD	PRINCIPAL
C4.1 INSTITUTE / DEPARTMENT COORDINATOR	100.0	Not Approve	Not Approve
C4.2 INTERNAL REVENUE GENERATION	0.0	Not Approve	Not Approve
C4.3 LOAD CONDUCTION	100.0	Not Approve	Not Approve
C4.4 ATTITUDE & BEHAVIOR	200.0	Not Approve	Not Approve
C4.5 NEW COURSE TAUGHT	200.0	Not Approve	Not Approve

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Faculty Appraisal Approval by HOD

Faculty Appraisal > HOD > Review SA

Appraisal Type : TEACHING,
Parameter Name : A2, ESSENTIAL COMPLIANCE,
Sub Parameter Name : A2.1 GUARDIAN FACULTY MEETINGS,
Base Marks : 200.0

NOTE :
* Click on Mark of SELF/Previous authorities to get Remark of SELF/Previous authorities.
* Marks and Remark will be saved automatically.

(HOD)- Authority Self Appraisal Marks Table - Not Approved

Sr No	Employee Name	SELF	Select All- HOD		PRINCIPAL	Proof	Un-approve
1	41471 Sachin Sharad Borade	170.0	165	Remark			NA
2	41850 Dr. Yatin Madhukar Bhamare	120.0	120	Remark			NA

SAVE   APPROVE

Faculty Appraisal Approval by PRINCIPAL

Faculty Appraisal > Principal > Review SA

Appraisal Type : TEACHING,
Parameter Name : B1, FACULTY FEEDBACK BY STUDENTS :- TEACHING LEARNING & ASSESSMENT,
Sub Parameter Name : B1.1 USE OF DIGITAL TECHNOLOGY IN TLP (OLP, ERP, ICT TOOLS),
Base Marks : 40.0.

NOTE :
* Click on Mark of SELF/Previous authorities to get Remark of SELF/Previous authorities.
* Marks and Remark will be saved automatically.

(HOD)- Authority Self Appraisal Marks Table - Not Approved

Sr No	Employee Name	SELF	HOD	Select All- PRINCIPAL		Proof	Un-approve
1	41471 Sachin Sharad Borade	40.0	40.0	40.0	Remark		NA

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