



**M.M.COLLEGE OF ARTS, N.M.INSTITUTE OF SCIENCE
& H.R.J. COLLEGE OF COMMERCE
(BHAVAN'S COLLEGE)**

Munshi Nagar, J.P.Road, Andheri(W), Mumbai – 400 058.

SELF APPRAISAL

Department: _____

Year: 2019-2020

A) Personal Information:-

a) Name :

b) Date of Birth:

Mobile No.:

c) Email Id:

d) Address (Residential):

e) Designation:

f) Department:

g) Area of Specialization:

h) Date of Appointment:

1. In the Institute:

2. In the present post:

i) Honors (Degree/Diploma)conferred:

j) NET/SET/Ph.D. Date of Conferment:

B) Teaching:-

a) Courses Taught

I. Semester I

Class	Assigned			Conducted			Steps taken to for completion of the work missed during absence or leave	No of leaves (CL/SL) taken/ semester Date of Exchange
	Lecture	Tutorial	Practical	Lecture	Tutorial	Practical		
F.Y.							Extra practical sessions conducted for syllabus completion	
S.Y.								
T.Y.								
M.Sc.								

II. Semester II

Class	Assigned			Conducted			Steps taken to for completion of the work missed during absence or leave	No of leaves (CL/SL) taken/ semester Date of Exchange
	Lecture	Tutorial	Practical	Lecture	Tutorial	Practical		
F.Y.							Extra practical sessions conducted for syllabus completion	
S.Y.								
T.Y.								
M.Sc.								

b) Regularity & Punctuality: Always / Average / Poor

c) Details of course teaching plan, synopsis of lectures & reading material supplied to students:

d) Details of participation in the following:

I. University Evaluation:

II. Internal Evaluation:

- III. Paper Setting:
- IV. Assignment:
- V. Conduction of Examination:
- VI. Evaluation of Dissertation / Project Reports etc.:

C) Details of Innovation / Contribution in teaching during the years

a) Design of curriculum:

b) Teaching Method:

c) Laboratory Experiments:

d) Evaluation Methods:

e) Preparation of resource material including books, reading materials, laboratory manuals etc:

f) Remedial measures & Student Counseling:

g) Contribution in project development / competitive examination/ project based learning:

h) Steps taken by you for the evaluation of the course programme taught:

D) Any other:

E) Improvement of professional competence:

a) Details regarding Refresher Courses/ Orientation, attended participation in summer Schools, Workshops, Seminars, Symposia etc.

b) Qualification Improvement (Ph.D./Post Doctoral etc.):

F) Research Contributions:

a) Number of students guided (M.Sc./ Ph.D.)

	At the end of the year	Registered during the year	Completed during the year	Total number of the students completed till this year
M.Sc.				
Ph.D.				

b) Number of research paper published:

During this year		Total number		Citations
In Conferences	In Journal	In Conferences	In Journal	

c) Number of books published (Hard bound / EBooks with title & name of publisher):-

d) Research Projects:

Title of the Project	Name of the funding Agencies	Duration	Cost

e) Patents taken if any, give brief description:-

f) Details of the Seminars, Short Term Courses/ Training programme & Conferences organized:-

g) Industry sponsored Laboratory setups:-

h) Memberships of professional Bodies:

i) Editorship of the journals, Reviewer of the Journals / Conferences:-

j) Contribution as resource person for Seminars, Conferences, Training programmes & courses:-

k) Consultancy & projects in association with industry:-

l) Extension Work / Community service:-

a) Please give the short account of contribution to:-

1. Community work such as values of National Integration, Secularisms, Democracy, Socialism, Humanism, Scientific Temper, Flood or Drought Relief Small Family norms etc.:

2. National Literacy Mission (ICT in education, Skill Development Campaign):-

b) Position held/ Leadership role played in organization linked with Extension Work and National Service Scheme (NSS/NCC/any other similar activity):-

G) Participation in corporate life:-

Please give a short account of your contribution to:

a) College / University / Institution:-

b) Co-curricular activities:-

c) Enrichment of campus life (Sports, Games, Cultural Activities):-

d) Student Welfare and Discipline:-

e) Membership / Participation in Bodies/ Committees on Education and National Development:-

f) Industry Institute Interaction:-

g) Consultancy & Revenue Generation:-

H) General Information:-

State brief assessment of your performance indicating a) Achievement b) Difficulties faced and c) Suggestions for the Improvement: