

APPASAHEB BIRNALE COLLEGE OF ARCHITECTURE, SANGLI

(Approved by AICTE, C.O.A New Delhi, Affiliated to Shivaji University Kolhapur)
South Shivajinagar, Sangli Miraj Road, Sangli-416146. Ph. No- (0233) 2320294, 2322336.
Website- www.abcasangli.edu.in Affiliated: Shivaji University Kolhapur

Principal: - Dr. Arundhati P Wategave Ph.D.

Criterion-VI

Governance, Leadership and Management

Key Indicator 6.3

Faculty Empowerment Strategies

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6.3.5 Institutions Performance Appraisal System for teaching and non- teaching staff

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Institution's Performance Appraisal System for Teaching and Non-Teaching Staff

The Performance Appraisal System for teaching staff is designed to assess their contributions to the institution's academic mission, following the guidelines from UGC Delhi and Shivaji University Kolhapur. The system evaluates several key areas, including teaching and learning performance, academic and administrative contributions, and feedback mechanisms. In teaching and learning performance, the focus is on the quality of lectures, curriculum delivery, and student feedback, as well as the use of modern pedagogical methods such as ICT tools and digital platforms. Faculty members are also evaluated based on their involvement in research, publications, and professional development activities like faculty development programs.

Academic and administrative contributions are assessed by examining the timeliness and effectiveness of examination evaluations, mentorship provided to students, and active participation in curriculum development. Faculty involvement in institutional activities, such as committees and workshops, is also considered.

For feedback mechanisms, teaching staff are encouraged to conduct self-assessments and receive peer reviews to reflect on their professional growth and identify areas for improvement.

For non-teaching staff, the performance appraisal focuses on their administrative efficiency, support to academic programs, teamwork, and problem-solving abilities. Professionalism, attendance, and participation in professional development programs are also evaluated. Regular feedback from administration and self-assessments ensures a holistic review process.



Arundhati P Wategave
I/C. PRINCIPAL,
APPASAHEB BIRNALE COLLEGE
OF ARCHITECTURE, SANGLI.

**APPASAHEB BIRNAELE COLLEGE OF ARCHITECTURE
SANGLI.
ANNUAL SELF- ASSESSMENT FOR THE PERFORMANCE BASED APPRAISAL SYSTEM
(ACADEMIC YEAR 2023-24)**

PART A : GENERAL INFORMATION AND ACADEMIC BACKGROUND

- Name of College :-
1. Name (in Block Letters) :-
 2. Father's Name / Mother's Name :-
 3. Programme :-
 4. Current Designation :-
 5. Date of Appointment :-
 6. Date and Place of Birth :-
 7. Sex :-
 8. Marital Status :-
 9. Nationality :-
 10. Indicate category and /Sub Category (If reserve) :-
 11. Address for correspondence (with pin code) :-
 12. Permanent Address (with pin code) :-
- Telephone No :-
- Email :-



13. Academic Qualifications (from S.S.C. till post graduation) :

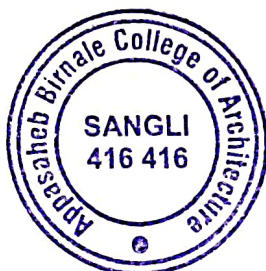
Sr.No.	Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division/ Class/Grade	Subject
1	S. S. C.					
2	H. S. C.					
3	B.A./B.Sc/B.Com/ B. Mus. B.E., B.Tech. Etc.					
4	M.A./M.Sc/M.Com/ M. Mus., M.E., M.Tech., Etc.					
5	NET/SET					
6	Others Examination, if any					

14. Research Degree(s):

Degrees	Title	Date of award	University
M. Phil.			
Ph.D./M. Phil			
D.Sc. / D. Litt.			

15. Appointments held prior to joining this institution:

Designation	Name of Employer	Date of		Salary with Grade Pay	Reason of Leaving
		Joining	leaving		



16. Posts held after appointment at this institution:

Designation	Department	Date of actual Holding		Grade
		From	To	

17. Period of teaching experience:

P.G. Classes (in years) _____

U.G. Classes (in years) _____

18. Research Experience excluding years spent in M. Phil / Ph. D (in years) _____

19. Fields of Specialization under the Subject / Discipline

(a) _____

(b) _____

20. Academic Staff College Orientation / Refresher Course/ ISTE - AICTE Sponsored STTP/SBP attended so far:

Name of the Course/ Summer School	Place	Duration	Sponsoring Agency



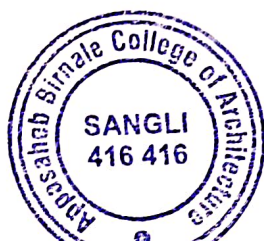
a. i. Classroom teaching lectures, seminar (As per allocation)

Sr. No.	Course/ Paper	Level	Mode of Teaching*	No. of periods / Hours allotted		No. of periods / Hours engaged per annum	Actual Score (Actual hours spent per academic year ÷ 7.5/ 7.75/7.75)	API Score Verified	Page No. of relevant document
				Per Week	Per annum				

* Lecture (L), Seminar (S)

A Examination duties - Maximum Score: 20 for Assistant Professor & Associate Professor, Maximum Score for Professor.

Sr. No.	Type of Duties	Dates from – to	Actual Hours spent	Actual Score (Actual hours spent per academic year ÷ 10)	API Score Verified	Page No. of relevant document
1	Question paper setting,					
2	Invigilation/supervision					
3	Flying squad					
4	Custodian					
5	CAP or Exam Director/Assitt. Director/Exam Coordinator					
6	Unfair menace committee					
7	Lapses/Grievance committee					
8	Internal assessment					
9	External assessment					
10	Re-valuation					
11	M. Phil , Ph. D. Thesis evaluation					
12	Any Other...					
13	Total Actual Score					



a. Innovative Teaching - Maximum Score 10 for Assistant Professor, Maximum Score 15 for Associate Professor, Maximum Score 20 for Professor.

Sr. No.	Nature of Activity	Max Score	Actual hours spent per academic year	Actual Score (Actual hours spent per academic year ÷ 10)	API Score Verified	Page No. o relevant document
1	<ul style="list-style-type: none"> • Learning Methodologies - CD, Software, Models, Videos etc. • Use of innovative methodologies for teaching • Use of ICT, PPT, CD • Interactive courses • Updating of subject content • Course improvement • Preparation of study material • Interaction with entrepreneur / social worker • Mentoring • Participative teaching • Role playing etc 					
2	Sub total (Max Score)	10/15/20				
3	Total of Category I. Max score	100/95/90				
4	Minimum API score required for Category I *	80/75/70				

Note for Consideration of hours:

1. Actual working hours are considered.
2. Meeting, visits, conference, talk, guest lecture etc activities' period will be considered for five (5) hours.
3. Travelling period will not be considered for attending any meeting, visit, lecture etc.
4. Actual working hours should be required on concern certificate.
5. HOD / concern Authority should be certified the actual hours spend / consumed.

Note : * Assistant Professor Stage 1 to 2 = 80, Stage 2 to 3 = 80,
Assistant Professor to Associate Professor Stage 3 to 4 = 75,
Associate Professor to Professor Stage 4 to 5 = 70
Professor Stage 5 to 6 = 70

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/Field Work.
2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.
3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the



structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students

who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

Summary of CATEGORY I: Teaching, learning and evaluation related activities

Sr. No.	Nature of Activity ESSENTIAL	Maximum Score				Self-appraisal score	API score Verified
		API score allotted					
		Assistant Professor	Associate Professor	Professor			
a	Direct teaching: i. Classroom teaching lectures, seminar (As per allocation) ii. Classroom teaching (including lectures, seminar) in excess of UGC norms (as per allocation) iii. Tutorials and Practicals, Field work, Project Supervision (Actual as per student attendance register)	70	60	60			
b	Examination duties	20	20	10			
C	Innovative Teaching	10	15	20			
Total Score		100	95	90			
Minimum API Score required		80	75	70			

Note : API claimed without relevant document will not considered.



UNDERTAKING

I _____ undertake that the information provided is correct as per records submitted by me to College / Institute / university and / or documents enclosed along with the duly filled PBAS pro-forma.

My PBAS based APIs score carries

Place:

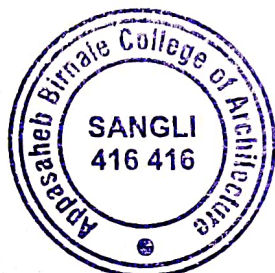
Date:

Signature of the faculty with
Designation

Place:

Date:

Principal



Appasaheb Birnale College of Architecture Sangli.
Performance Appraisal form for Non-Teaching Faculty

(Period of Report 2022 to -2023)

'PART-A'

SELF APPRAISAL

1. General Information

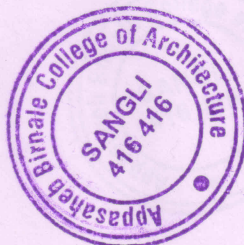
Name (Block letters)	
Date of Birth	
Qualification	
Designation	
Department	
Association type / (Regular/Contract/ADHOC)	
Any qualification persuaded in last year if any	
Date of Joining the institute	
Total experience (In Years)	

2. Seminar/ Workshop/FDP/training programme attended during Assessment Year.(Attach Copy Of Certificate /Attendance certificate if any, Attach separate page as per need)

Sr.No.	Title	Name of Organization	Date

3. Major contribution in activities other than regular duties

Date



Signature of Staff:

Appasaheb Birnale College of Architecture Sangli.
Performance Appraisal form for Non-Teaching Faculty

PART-B
Performance Assessment (By Principal)

Sr.No	Appraisal Parameter	Out of 5 point scale
1	Understanding of job responsibilities, rules and regulations.	
2	Execution of job responsibilities within time	
3	Ability to perform and learn new duties	
4	Technical knowledge	
5	Timely record keeping	
6	Accuracy, clearness & presence of mind	
7	Regular Attendance	
8	Punctuality	
9	Discipline	
10	Integrity and behaviour	
11	Co-operation with colleague	
12	Interaction with teacher and student	
13	Willingness to use computer for lab work	

Kindly provide your assessment on the five point scale in respect of the following parameters

Outstanding	Very Good	Good	Satisfactory	Unsatisfactory
5	4	3	2	1

Suggestions/Recommendations/Appreciation by the Principal

Date



Principal/HOD