



**SELF PERFORMANCE ASSESSMENT REPORT** (1<sup>st</sup> MAY 2023 - 30<sup>th</sup> APRIL 2024)

The self-performance assessment report encompasses the following domains of skills.

1. General Information
2. Professional Skills and Duties
3. Personal Competencies and Abilities
4. Self-reflections on abilities, strengths, and areas of improvement- all descriptive items

General guidelines for faculty while filling up the self-performance assessment report:

- Faculty are expected to highlight their accomplishments and recollect milestones in their professional development across the academic year and attach relevant documents wherever necessary for verification purpose.
- Being honest, realistic, and objective about oneself is important.
- Faculty needs to be reflective and critical without being self-deprecating in their assessment.
- Faculty are expected to be professional when writing self-assessments.
- Faculty must undertake the responsibility of self-appraisal seriously. They are expected to work individually and not be influenced by any colleague or peers during the process.
- The confidentiality of the process would be assured by the Management.
- The details shall be provided for the academic year 2022-23 only
- Teaching Faculty who has completed one year as on 31' March 2023 is eligible to fill the form
- Tick (✓) wherever applicable
- Enclose documentary evidence, wherever needed. In case of Publication, enclose the First page
- The filled form along with documentary evidence shall be submitted in a closed envelop to HR Department in person.

**PERSONAL INFORMATION**

S. No.	Particulars	Information
1.	Full Name	



50

2.	Address		
3.	Date of Birth & Age (in Years):		
4.	Highest Qualification		
4a.	NET / SET (mention the qualifying year)		
5.	Name of Constituent Institute of SBUP		
6.	Name of Department deployed (if any)		
7.	Date of Joining SBUP:		
7a.	Designation at the time of joining SBUP		
8.	Number of year/s of Service in SBUP		
9.	Current Designation:		
10.	Date of last Promotion (if any):		
11.	Mobile No.		
12.	Official E-mail Id:		
	SBUP ERP login ID		
13.	Three personal strengths and weaknesses	Strengths	weaknesses
		I	I
		II	II





		III	III
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**Research Degree completed** (attach relevant documents wherever necessary for verification purpose):

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

**List down any degree/Courses that you are currently pursuing** (attach relevant documents wherever necessary for verification purpose)::

Degrees / name of the course	Course commencement date	University	Course completion date



**PRIOR EXPERIENCE (To be filled up only by new faculty who are facing the assessment for the first time)**

Designation	Name of the Employer	Date of Joining	Date of Leaving	CTC (INR ) with Grade	Reason for Leaving



53

RECORDS OF ABSENCE (TO BE FILLED BY THE ADMIN / HOD OFFICE)

Name of the Faculty: \_\_\_\_\_

Institute: \_\_\_\_\_

Si. No.	Type of Leave	No. of Leaves Availed during	Signature of HR with Date
		(1 <sup>st</sup> June 2023 to 31 <sup>th</sup> May 2024)	
1	Casual Leave (CL)		
2	Medical Leave (ML)		
3	Duty Leave (DL)		
4	Maternity Leave (MTL) (If applicable)		
5	Leave Without Pay (LWP)		





**CATEGORY – I : TEACHING, LEARNING & EVALUATION**

**ACADEMIC PERFORMANCE**

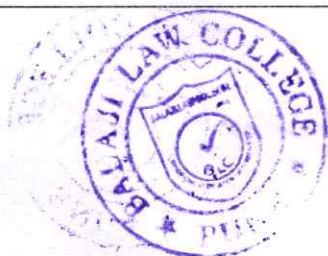
(Kindly include UG / PG / PhD course work)

Lectures Delivered (to be verified by Academics after the form is filled) (1-Jun-23 to 30-Apr-24)

Si. No.	UG/PG	Institute Name	Class name	Course / subject title	Semester no (I, II, III, IV)	No. of hrs
1						
2						
3						
4						
<b>Total Hrs</b>						

Sessions delivered in short term training program / Faculty development programs (attach relevant documents wherever necessary for verification purpose):

Si. No.	Date	Title of the session	Who were the participants (SBUP or outside)	Online / Offline	No. of hrs
1					
2					
3					
<b>Total Hrs</b>					



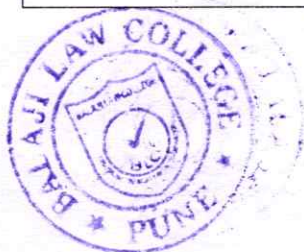
Sessions delivered in Management Development Program (attach relevant documents wherever necessary for verification purpose):

Si. No.	Date	Title of the session	Who were the participants (SBUP or outside)	Online / Offline	No. of hrs
1					
2					
3					
<b>Total Hrs</b>					

<b>Internship- Process coordination</b>	
<b>Session plan &amp; Lesson Plan</b>	
<b>MOOC video creation activity</b>	
<b>CESIM</b>	
<b>Consultancy</b>	
<b>Club Activities</b>	

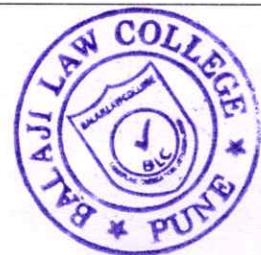


<b>IDP ( internal development program) delivered</b>	
<b>IDP ( internal development program) attended</b>	
<b>CIP</b>	
<b>NHRDN &amp; CII</b>	
<b>Case Centre</b>	
<b>MDP</b>	
<b>SRUJAN</b>	
<b>COURSERA</b>	
<b>Placement Activities</b>	
<b>Work done as Class In-charge</b>	
<b>Dept level NAAC meeting</b>	
<b>Work done for NAAC / NBA</b>	
<b>AICTE, NIRF, AISHE, UGC documents coordination</b>	





<b>Survey ( ranking surveys / Alumni / stakeholder feedback / others)</b>	
<b>Ranking documentation</b>	
<b>Invigilation duty</b>	
<b>Question paper setting</b>	
<b>Answer sheet evaluation</b>	
<b>Panel of VIVA (case study / research / internship)</b>	
<b>Admission Process Interviews</b>	
<b>Admission file updation (affidavit / med certificate)</b>	
<b>Faculty Interviews</b>	
<b>Performance review meeting</b>	
<b>Board of Studies ( BOS ) activities</b>	
<b>Library ( Hrs Spent )</b>	



<b>Presentation Coordination (induction / project/ dissertation)</b>	
<b>Event Coordination</b>	
<b>Cultural Incharge</b>	
<b>Student Uniform Coordination</b>	
<b>Fees Collection coordination and followup</b>	
<b>Coordination with AC, DC, CR</b>	
<b>Student Grooming</b>	
<b>Student Grievance</b>	
<b>LHR undertaking</b>	
<b>Enquiry file &amp; documentation</b>	
<b>CV preparation, collection &amp; correcton</b>	

59



<b>Mentor Mentee report</b>	
<b>CRT coordination</b>	
<b>Student Emergency Support</b>	
<b>Website Updation</b>	





**CATEGORY – II: RESEARCH & DEVELOPMENT**  
**Faculty Research Publication Score Sheet (June2023-May 2024)**

**Instructions:**

The following is Research Outcome Evaluation sheet. Please mention the number of **Research Papers Published** during the time – **June 2023 to May 2024**.

- The assigned score is for a single paper / book / project etc. In case of more numbers in one category. Kindly calculate the scores accordingly.
- Look at the "Assigned Score" column to see how many points each type of publication is worth.
- Add up the points for each category to get the "Self-Score" for that category.
- Write the total self-score for each category in the "Self-Score" column.
- The "Audited" column is for official review and doesn't need to be filled out by you unless requested.
- Provided additional Details – like **Journal Name, DOI and Title for Published Papers**.

Name of the Faculty:					
Designation:		Institute /Department:			
Particulars	No.s as per the particulars	Publication / completion Details (Please Provide DOIs and other details)	Assigned Score	Self-Score	Audited
Scopus Q1/ A*			50		
Scopus Q2/A			33		
Scopus Q3/B			25		
Scopus Q4/C			16		
Scopus Indexed			8		
Book Chapters/ Conference Papers					
Web of Science			8		
UGC Care List			3		
Research Project (Major)			15		
Research Project (Minor)			5		
Book publication (International publisher)			10		
Book publication (National publisher)			5		
Patent (granted only)			30		
Copyright (granted)			10		

**Please mention the amount claimed/received:**

Research Grant Availed	Professional Development Allowance Availed	Research Incentives Received

**Attached Additional Details Here.**

- For Published Papers- Journal Name, DOI and Title of the Paper.



<b>STUDENT RESEARCH PAPER MENTORSHIP PROGRAMME</b>	
Are you a Mentor for Student Research ?	
If Yes -	
Number of Students allocated	
Current stage of the Research	
No. of papers published	
Mention details:	
<b>INVITED LECTURES / PAPER PRESENTATION</b>	
International Conference	
National Conference	
State / University Level	
<b>COURSES / PROGRAMME ATTENDED</b>	
International - Overseas	
International – India	
National / State / University	
<b>CASE STUDY</b>	
Number of case studies published with International Publishers along with Teaching notes.	
Number of case studies published with National Publishers along with Teaching notes.	
Number of case studies published with International Publishers along without Teaching notes.	
Number of case studies published with National Publishers along without Teaching notes.	
<b>POLICY BRIEFS</b>	
Number of Policy Briefs based on research for Central Govt.	
Number of Policy Briefs based on research for State Govt.	
<b>RESEARCH GUIDANCE</b>	
PH. D Guidance ( No. of Scholars )	
M.Phil & Masters by Research ( No. of Scholars )	
Research Evaluation & Review – Ph.D / Journal / Conference	
Collaborative Research <ul style="list-style-type: none"> <li>• International</li> </ul> National	
<b>REASEARCH WORK IN PROGRESS</b>	





<ul style="list-style-type: none"> <li>• No. of Research Papers ?</li> <li>• Stage ?</li> <li>• Completion timeline</li> </ul>	
<b>FELLOWSHIPS</b>	
International Fellowship from Academic bodies	
National Fellowship from Academic bodies	

### CATEGORY – III: HONOURS, AWARDS & PRIZES

<b>AWARDS / RECOGNITION</b>	
<ul style="list-style-type: none"> <li>• International Award from academic bodies.</li> </ul>	
<ul style="list-style-type: none"> <li>• National Award from academic bodies</li> </ul>	
<ul style="list-style-type: none"> <li>• State / University level Award from academic bodies</li> </ul>	
<ul style="list-style-type: none"> <li>• Others ( Recognition from any other bodies )</li> </ul>	

### CATEGORY – IV: CO-CURRICULAR & PROFESSIONAL DEVELOPMENT

<b>STUDENT CENTRIC ACTIVITY</b>	
<ul style="list-style-type: none"> <li>• Inter-College Level Activity / Event Convener / Coordinator</li> <li>• College Level Activity / Event Convener / Coordinator</li> <li>• Certificate Course / Add on Course</li> <li>• Any other – please elaborate</li> </ul>	
<b>ACADEMIC AND ADMINISTRATIVE COMMITTEES AND RESPONSIBILITIES</b>	
<ul style="list-style-type: none"> <li>• College Level: In charge / Member</li> <li>• Department Level: In charge / Member</li> <li>• Involvement in any other activity ( Please elaborate )</li> </ul>	











# BIOMETRIC ATTENDANCE OF STUDENTS

**ZKT**
Personnel Device **Access Control** Reports System

Open All Current Doors
Close All Current Doors
Open Selected Doors
Close Selected Doors
Stop Monitoring

Area: All Access Control: Access Control Door: Door

11 128-1    12 128-2    13 128-3    14 128-4    15 128-5    16 128-6    17 128-7    18 128-8

#	Date And Time	Device Name	Event Point	Event Description	Card Number	Personnel ID/First	In/Out Status	Verify Type
1	12/12/2019 11:41:21 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902013	1902013	Check-in	Only Password
2	12/12/2019 11:41:19 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902048	1902048	Check-in	Only Password
3	12/12/2019 11:41:05 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902021	1902021	Check-in	Only Password
4	12/12/2019 11:41:00 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902039	1902039	Check-in	Only Password
5	12/12/2019 11:40:56 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902028	1902028	Check-in	Only Password
6	12/12/2019 11:40:55 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902024	1902024	Check-in	Only Password
7	12/12/2019 11:40:49 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902015	1902015	Check-in	Only Password
8	12/12/2019 11:40:48 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902041	1902041	Check-in	Only Password
9	12/12/2019 11:40:39 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902072	1902072	Check-in	Only Password
10	12/12/2019 11:40:34 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902056	1902056	Check-in	Only Password
11	12/12/2019 11:40:29 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open	1902018	1902018	Check-in	Only Password
12	12/12/2019 11:40:24 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open				
13	12/12/2019 11:40:19 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open				
14	12/12/2019 11:40:12 AM	HALL NO-04	HALL NO-04-1	Normal Punch Open				

IncepStudent
Meghraj Ghosh

Meghraj Ghosh
Home Dashboard

**SEARCH**

**TOTAL STUDENTS**

**388**

**TOTAL PRESENT**

**0**

**TOTAL ABSENT**

**0**

**TOTAL USERS**

**70**

**Recently Added Users**

**Added Recently**

- ms.mallagowda** with username ms.mallagowda@gmail.com by chaitanya
- adv.muktai** with username adv.muktai@gmail.com by chaitanya
- sahiljadhavani** with username sahiljadhavani@gmail.com by chaitanya
- chaitanya** with username chaitanya@access.in by Meghraj Ghosh
- pretejts.sonagi** with username pretejts.sonagi@gmail.com by Meghraj Ghosh

View All Users

**Latest Students**

**Added Recently**

- saaurabh** with FingerID 1902059 by Saaurabh Deshmukh
- saaurabh** with FingerID 1902058 by Saaurabh Deshmukh
- saaurabh** with FingerID 1902046 by Saaurabh Deshmukh
- saaurabh** with FingerID 1902032 by Saaurabh Deshmukh
- saaurabh** with FingerID 1902031 by Saaurabh Deshmukh

View All Students

**ABSENT AVERAGE**

Amount studied average is % this month

**PRESENT AVERAGE**

Present student average is % this mo...

**STUDENT ADDED TODAY**

Label students added today

**USERS ADDED TODAY**

Label users added today

66



# CET Admission Portal

**Dashboard**

Welcome to CAP Application for L.L.B. (Five Year Integrated Course) Admissions 2022-23

**User Login ID:** 100013  
**User Type:** Candidate  
**User Name:** BALAJI LAW COLLEGE

**Address:** 133, 35/2, LSI, A.S.P., Anandnagar, Maharashtra 411004  
**Current Login Time:** 04/01/2023, 8:25:34 PM  
**Previous Login Time:** 10/05/2021, 2:25:12 PM

**College Status**

College Verification Status: **Verified by DHE**

**132** (Allotment)      **131** (Admitted)      **1** (Vacancy)

**Allotment / Admission Status**

Round	Registration No.	College Name	Category	Merit Rank	Admission Rank	Fee Type	Fee Amount	Admission Status	Admission Date
Round - I	250010010	B.A. LL.B. (H. Abroad)	13	52	26	01	0	0	0
Round - II	250010010	B.A. LL.B. (H. Abroad)	13	52	52	01	0	0	0

**ANA VERIFICATION STATUS**

**Instructions**

- Please enter your Login ID and Password
- You are advised not to disclose or share your password with anybody
- Only authorized users are allowed to graduate further
- Your IP Address and other information will be captured in security matters.

**Login**

[Forgot Password ?](#)

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# ExamOnline

Examination Section, Savitribai Phule Pune University

Welcome to ExamOnline ! Online Portal of Examination Section, Savitribai Phule Pune University



**Prof.(Dr.) Suresh Gosavi**  
Vice Chancellor

The higher education challenge for SPPU is threefold, namely expansion, inclusion and excellence - Expansion to serve the exponential demand, Inclusion for equity and access to all without compromising Excellence at par.

Hon'ble VC



**Dr. Mahesh Kakade**  
Director, Board of Examinations and Evaluation

We, at Examination Section, Savitribai Phule Pune University, envisage the need for radical reforms in traditional examination and assessment system and are working towards evolving

More..



## Recent Updates

### Students Section

- Schedules
- Timetables
- Seating Arrangement
- Exam Forms Online
- Downloads
- Contact Details for Various Online Applications
- Certificates
- Ordinance of Exams
- Syllabus

### College Section

- College Login
- Circulars
- Manual Exam Forms
- College CEO list
- Downloads for Colleges

### Examination Section

- Office Model
- Board of Examination
- Exam Reform Committee
- Gallery
- Contact us

CS







## College Logins

College logins For various exam online processes

Note : Photocopy form for SE (2012) (All Branches) & TE (2008) (All Branches) is started. For Last date Please check link below.

<http://pun.unipune.ac.in/evalinward/>

Please Note : All Students willing to apply for photocopy has to apply before last date, even if they has not received mark statement

\* Photocopy forms after last date will not accepted.



### Stationary Requisition

To demand stationary for exam related work , Login and fill the requisition forms

[Request Now](#)



### College Inward-Exam Form

Inward exam forms received from students using this link

[Inward Now](#)



### Strong Room Stationary

Request printed Question Papers for college examinations

[request Here](#)



### INTERNAL MARKS ENTRY SYSTEM FOR OCT / NOV 2024

To enter students internal marks please login here.



### Photocopy and revaluation inward

Inward photocopy & revaluation application forms received from students using this link



### Hall Ticket / Junior Supervisor Report / Ordinance 163

69

