

Savitribai Phule Pune University, Pune

Modern Education Society's

Wadia College of Engineering, Pune 01

PART 'A'

YEAR OF PERFORMANCE APPRAISAL : 2025

SECTION – A : GENERAL

1.	Name	:	faculty3
2.	Designation	:	Teaching Staff
3.	Name of the Department / Centre	:	Computer Engineering
4.	Email / Mobile	:	faculty3@gmail.com / 1234567890
5.	Year of Performance Appraisal	:	2025

TABLE 1

Sr.	Activity	Grading Criteria	Self-appraisal Grading	Verified Grading
1	Teaching (Number of classes taught / total classes assigned) × 100% (Includes tutorials, labs & related activities)	80% & above : Good Below 80% but above 70% : Satisfactory Less than 70% : Not satisfactory	Total Classes Assigned : 48 No. of Classes Taught : 45 % of Classes Taught : 93.75% Grade :	Good
2	Involvement in university / college student related activities / research activities	Involved in at least 3 activities : Good 1–2 activities : Satisfactory Not involved : Not satisfactory	Grade :	Good

TABLE 2

S.N.	Academic / Research Activity	Score	Self-appraisal	Verified
1	Research Papers (Journal + Conference)	8 per paper	0	-

Signature of HOD

Date : -

Signature of the Teacher

Date : -

PART 'B'

(Adverse remarks as well as appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor/Principal or Head of the University Department with a view to make improvement in the work, by the person concerned.)

1. (a) Assessment by the Principal(or Heads/ Head of the Department(for teachers) of the work done under each head of activity :

Overall Grading for TABLE 1

Assessment Criteria and Methodology for University Teachers

	Verified Grading
Good in teaching and satisfactory or good in activity at Sl. No.2	Good
Satisfactory in teaching and good or satisfactory in activity at Sl.No.2	Satisfactory
If neither good nor satisfactory in overall grading	Not Satisfactory

Note:

For the purpose of assessing the grading of Activity at Serial No.1 and Serial No.2, all such periods of duration which have been spent by the teacher on official and paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment.

The teacher shall be assessed for the remaining period of duration and the same be extrapolated for the entire shall not be assessed for the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, ordinances of the parent institution.

(b) Justification of assessment of work as not satisfactory:

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3. Comments of the Head of the Department on Table 1 and Table 2:

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4. Remarks and suggestions :

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Signature
(Head of the Department)
Date : -

Signature
(Principal)
Date : -

Remarks of the Principal(Adverse remarks as well as remarks of appreciation)