

## Appendix- 2: Teacher appraisal Reports

(Source: UGC)

2019-2020

Format- 1

### PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

#### I. General Information

- a) Name : NITEESH KUMAR SHARMA  
b) Address (Residential) : Bus Stand Tapakara Road Kunkuri  
c) Designation : Assistant Professor  
d) Department : Mathematics  
e) Date of Birth : 08/06/1989

#### II. Academic Qualification

| Exam Passed      | Board/University                | Subjects    | Year | Division/Grade Merit etc. |
|------------------|---------------------------------|-------------|------|---------------------------|
| 10 <sup>th</sup> | CGBSE RAIPUR                    | GENERAL     | 2005 | First                     |
| 12 <sup>TH</sup> | CGBSE RAIPUR                    | SCIENCE     | 2007 | First                     |
| B.Sc.            | SARGUJA UNIVERSITY AMBIKAPUR    | MATHEMATICS | 2011 | First                     |
| PGDCA            | SARGUJA UNIVERSITY AMBIKAPUR    | COMPUTER    | 2012 | First                     |
| M.Sc.            | C.V. RAMAN UNIVERSITY           | INFO. TECH. | 2013 | First                     |
| M.Sc             | PT. SUNDARLAL SHARMA UNIVERSITY | MATHEMATICS | 2017 | First                     |

\* Teachers already in the employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

#### III. Research Experience

| Research Stage | Title of work/Thesis |
|----------------|----------------------|
| Nil            | Nil                  |

#### IV. Seminar, Conferences, Symposia Workshops etc. attended

| <b>Name of the Seminar/Conference/Symposia, Workshop, etc.</b> | <b>Name of the Sponsoring Agency</b> | <b>Place and Date</b> |
|----------------------------------------------------------------|--------------------------------------|-----------------------|
| Nil                                                            | Nil                                  | Nil                   |

## **V. Teaching Experience**

| <b>Courses Taught</b> | <b>Name of the University/College/ Institution</b> | <b>Duration</b> |
|-----------------------|----------------------------------------------------|-----------------|
| MATHS                 | Loyola College Kunkuri                             | 3 Year          |

Total Teaching Experience: 03 years.

## **VI. Innovations/Contributions in Teaching**

- Design of Curriculum :-

01. Identify the needs of stakeholders.
02. Create a clear list of learning goals and outcomes.
03. Identify constraints.
04. Consider creating a curriculum map.
05. Establish evaluation methods.

- Teaching methods : Chalk And Green Board, Prepared notes, Group discussion.

- Evaluation methods :

01. Submission of assignments
02. Giving seminars
03. Giving unit test, quarterly exams, half yearly exams and model exams

- Preparation of resource material

01. Lesson planners for the courses of Math Department, Loyola college kunkuri.
02. Prefer Sahitya Bhawan, Unified Publications books, Reference Books, Online Notes etc.

## **VII. Extension Work/Community Service**

- \* Out reach teach in Loyola Hindi medium School, Kunkuri , and Exam Controller
- \* Teach in Loyola Hindi medium School, Kunkuri

### **VIII. Participation in Corporate Life:**

Please give a short account of your contribution to:

- a) College/University/Institution : Election committee member,support of non teaching staff
- b) Co-curricular Activities : Cultural committee member, Mentoring,Skill development,, class assignment and seminar
- c) Enrichment of Campus Life : Sapling of different plants planted, Plastic free campus and sports
- d) Student's Welfare and Discipline : Identifying the poor students and help them ,Select the Discipline committee member of students
- e) Membership/Participation in Bodies/Committees on Education and National Development : Participating in different committees i.e.( EXAM, DISCIPLINE etc.)to maintain the documentation, attending the important meeting in the college and our university, Any time of ready for Institution

**(Signature of the Teacher)**

(Source: UGC)

2019-2020

**Format- 2**

**PERFORMANCE APPRAISAL REPORT  
FOR SELF APPRAISAL OF TEACHERS**

**I. General Information**

- a) Name : NITEESH KUMAR SHARMA
- b) Address (Residential) : Bus Stand Tapakara Road Kunkuri
- c) Designation : *Assistant Professor*
- d) Department : *Mathematics*
- e) Date of Birth : 08/06/1989
- f) Date of Appointment
- (i) In the institution : 01/07/2017
- (ii) In the present post : Assistant Professor

**B. Teaching**

(a) Classes Taught

| Class                                                                                                     | Periods                                       |                                                           |                                                                               |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------|
|                                                                                                           | Assigned per week<br>**L T/P<br>(1)           | Taught in the year<br>L T/P<br>(2)                        | Steps taken for the teaching of periods missed during absence or leave<br>(3) |
| i) U.G.<br>B.Sc.- I<br>B.Sc.- II<br>B.Sc.- III<br>B.C.A. – I<br>B.C.A. – II<br>B.C.A. – III<br>B.COM. – I | L-4<br>L-4<br>L-4<br>L-3<br>L-2<br>L-2<br>L-5 | L-160<br>L-160<br>L-160<br>L-120<br>L-80<br>L-80<br>L-200 | Extra-Classes conducted for each subject                                      |

\* (To be filled at the end of every academic year)

\*\* L= 760 T=Nil P=Nil

\*\* L= Lecture T=Tutorial P=Practicals

b) Regularity and Punctuality – Regular class and student punctuality

c) Details of course teaching plan, synopses of lectures, and reading lists supplied to students

01. prepared notes supplied to students

02. lesson planners for the course of Mathematics department Loyola college kunkuri

03. we prepare synopsis for teaching

d) Details of participation in the following:

(i) University Education – Papers evaluation

(ii) Internal Evaluation- Submission of assignments, giving seminars, giving unit test, quarterly, half yearly & model examination.

(iii) Paper Setting – for internal exam ( quarterly, half yearly & model exam)

(iv) Assessment of Home assignments- We give home assignments for each subject.

(v) Conduct of Examination- Internal examination (half yearly & model exam) and Annual Examination.

(vi) Evaluation of Dissertation etc.- Nill

### **C. Details of Innovation/Contribution in Teaching, during the year:**

a) Design of curriculum

06. Identify the needs of stakeholders.

07. Create a clear list of learning goals and outcomes.

08. Identify constraints.

09. Consider creating a curriculum map.

10. Establish evaluation methods.

• Teaching methods : Lecture method , Seminar Assignment for each subject, Chalk And Green Board.

• Evaluation methods :

04. Submission of assignments

05. Giving seminars

06. Written unit test, quarterly exams, half yearly exams and model exams

• Preparation of resource material

03. Power point presentations

04. Lesson planners for the courses of commerce department, Loyola college kunkuri.

05. Prefer Sahitya bhawan publications books, reading Material in manuals

f) Remedial Teaching/Student Counseling (academic)- Yes

g) Any other- we go outside for field work, educational tour excursion tour for intellectual development purpose, plantation maintenance in our college campus.

### **D. Improvement of Professional Competence:**

(a) Details regarding refresher courses/orientation attended, participation in summer

schools, workshops, seminars, symposia etc. including open university courses/M.Phil.,

Ph.D.-Nill

**E. Research Contribution:**

a) Number of students (M.Phil./Ph.D.)

| At the beginning of the year |     | Registered during the year | Completed during the year |
|------------------------------|-----|----------------------------|---------------------------|
| M.Phil.                      | Nil | Nil                        | Nil                       |
| Ph.D.                        | Nil | Nil                        | Nil                       |

b) No. of research papers published (please enclose list)

c) Research Projects:

| Title of the Project | Name of the funding agency | Duration |
|----------------------|----------------------------|----------|
| Nil                  | Nil                        | Nil      |
| Nil                  | Nil                        | Nil      |

d) Details of Seminar, Conferences, and Symposia organized- Nil

e) Patents taken, if any, give a brief description- Nil

f) Membership of Professional Bodies, Editorship of Journal etc.- Nil

**F. Extension Work/Community Service**

a) Please give a short account of your contribution to:

i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.- Nil

ii) National Literacy Mission- Nil

b) Positions held/Leadership role played in organizations linked with Extension work and National Service Scheme (NSS), or NCC or any other similar activity.- Nil

**G. Participation in Corporate Life:**

Please give a short account of your contribution to:

a) College/University/Institution : Reading news , Leadership skills and communication skill, Election committee member

b) Co-curricular activities : Discipline committee member

c) Enrichment of campus life : Tree plantation  
(hostels, sports, games, cultural activities)

d) Student's welfare and Discipline : Moral values & mentoring class

e) Membership/Participation in : Nil

Bodies/Committees on

Education and National Development: Nil

f) Professional Organization of Teachers : HOD & Asst. Professor mathematics, Loyola College Kunkuri

## **H. Assessment**

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

01. through questionnaire

02. through unit test half yearly exam

03. through assignments

## **I. General Data**

State brief assessment of your performance indicating (a) achievements, (b) difficulties faced and (c) suggestions for improvement.

- a. Achievements –Conducting classes, Students profited a lot.
- b. Difficulties faced- Understanding the different learning abilities and capacities of the students.
- c. Suggestion for improvement- Used ICTtools (ppt based learning), communication with other colleges and organized educational tour for extra knowledge purpose, Continuous practices, Unit test and regular class work.

(Signature of the Teacher)

## **J. \* Verification of factual Data**

A. General Information

B. Teaching

C. Details of Innovations/Contribution in teaching during the year

D. Improvement of Professional competence

E. Research Contributions

F. Extension work/community service

G. Participation in Corporate Life

(Signature of the Person authorized\*)

\* By a person to be nominated by Principal/Vice-Chancellor

