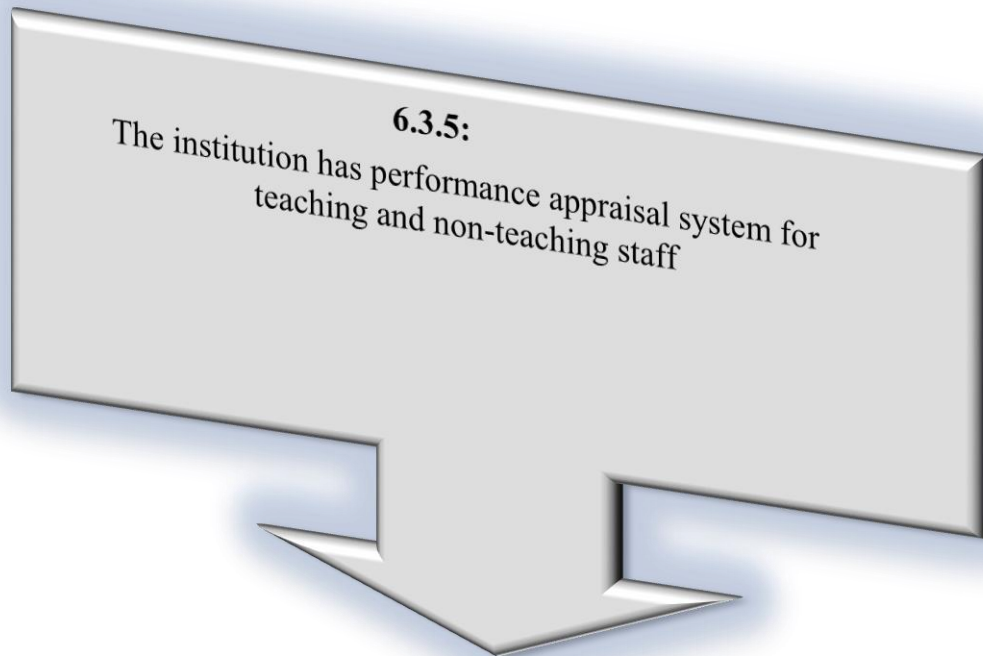




Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies





Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Mr. Vinay Anandrao Bag
Ass. professor
Pharmaceutical che
Shree Warana Vibhag Shikshan Mandal's
Tatyasaheb Kore College of Pharmacy,
Warananagar, Tal. – Panhala, Dist – Kolhapur, Pin – 416 113
Mobile No.: 98901947
Email: vinaybagal89@gmail.com
vinaybagal.tkcp@

Date: 21/07/21

TERM OF REFERENCE

- 1. Teaching-learning responsibilities:**
 - Assessing the learning levels of the students at the beginning of the academic year and taking special efforts for advanced learners and slow learners
 - Use of student centric effective and reflective teaching-learning methods, such as experiential learning, participative learning and problem solving methodologies etc. (minimum 15 methods)
 - Use of ICT for effective teaching with LMS, E-learning resources etc.
 - Effective curriculum delivery with teaching plan, syllabus completion details, attendance records and entry of all data in Vmedulife online platform
 - Generation of quality resource material (PowerPoint presentation, printed notes for private circulation, question bank, audio-visual illustrations, software etc.) of your subjects
- 2. Administrative responsibilities:**
 - Participating in admission and other administrative work voluntarily and to the fullest dedication
 - Completion of administrative work allotted to you time to time as per the expectations of the authority
 - Executing all the work in relation with the Committee of which you are assigned as in-charge or member to the satisfaction of all concerned
 - Maintaining all the respective records properly and providing data to the concerned, whenever required for any administrative purpose
- 3. Research contributions:**
 - Minimum 1 application for patent
 - Minimum 1 book edited/ authored/ co-authored per two years
 - Minimum 2 book chapters edited/ authored/ co-authored per two years
 - Minimum 3 research publications in the journals indexed in Scopus/ Web-of-science/ UGC listed with cumulative impact factor of the year NLT 1; out of which 1 must be as main/ corresponding author





Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

- Minimum 1 research grant from any of the financial Institutions like AICTE/ SERB/ DST/ ICMR/ ISTE/ University etc.
- Minimum 2 poster presentations in conference/ seminar/ symposium; out of which 1 must be as presenting author
- 4. Contributions to College/ Institution development:**
 - Maintaining confidentiality of the work allotted to you, whenever and wherever essential
 - Participating in the activities that improve social recognition of the college/ sanstha
 - Maintaining and improvising laboratories in all aspects including conditions of instruments, records (dead-stocks, logbooks, issue/ return registers etc), displays etc.
- 5. Professional responsibilities:**
 - Contributing as a resource person at minimum of 1 QIP/symposium/ workshop/ conference/ seminar
 - Participating in the activities that improve social image of the teacher/ professional pharmacist
 - Contributing in Lead College activities of SUK
- 6. Feedback responsibilities:**
 - Reporting to the authorities within or before time
- 7. Examination responsibilities:**
 - Executing all the duties and responsibilities assigned to you related to University as well as Sessional examination while maintaining the confidentiality, dignity of the work and impartiality
 - Assessing minimum of 150 answer books per semester at SUK-CAP
- 8. Recognition:**
 - Minimum 1 award/ recognition per every 3 years from Government/ recognized bodies

I understand that – all above performance indicators are essential for SUK's academic audit, NIRF ranking and future accreditation of the institute and failure to achieve all above is going to affect my annual performance appraisal.

20/07/22

(Mr. Y. A. Bagal.)



2/2

TERM OF REFERENCE (TOR)



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



Part C: (Attach the proofs for the following points)

2. DEPARTMENTAL DEVELOPMENT ACTIVITIES:			
a)	Discipline in the laboratory,	10	
b)	Ensure cleanliness and neatness in the working area	10	
c)	Preparation of solutions & reagents, associates in performing the experiments & analysis	10	
d)	Instructs to subordinates to carry out washing and drying of the Glasswares, plastic wares for experimentation	10	
e)	Instructs / Directs students while issuing chemicals, glassware and equipments etc.	10	
f)	Knowledge of hazardous, explosive chemicals / Familiarity with safety measure in laboratories	10	
g)	Maintains records of lab usage, storage of chemicals, labels, date of opening & closing	10	
h)	Knowledge about fundamentals, requirements, terminologies used in the subject	10	
i)	Calibration / validation of instruments before carrying out experiments	10	
j)	Maintain a healthy, safe and secure working environment	10	
k)	Maintenance / repairs of equipment and its record	10	
l)	Maintains the inventory records	10	
m)	Efforts taken for keeping laboratory aesthetic	10	

Part D: (Attach the proofs for the following points)

a)	Participation in Extra & co – curricular activities:	05	
b)	Computer skills:	05	
c)	Involvement in administrative work (College / department):	05	
d)	Involvement in college admission process:	05	



Self-Assessment Report



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR

SELF ASSESMENT REPORT (SAR) LAB. TECHNICIANS

Part A: PERSONAL INFORMATION

Name :					Allotted Marks	Self Assessed Marks	Authority
Appraisal period from :							
Designation:							
Qualification:							
At the time of joining:							
Additional /Upgraded, if any:							
Leave availed during this period:							
CL	CO	DL	LWP	No. of Late Marks	10		

Part B:

1. Practical conducted during academic year :				10		
Total Workload / week:						
Semester	Class	Name of Subject	% of practical engaged			




Self-Assessment Report: Lab Technicians



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



Part C: (Attach the proofs for the following points)

OTHER WORK:			
a)	Participation in Extra & co – curricular activities:	05	
b)	Involvement in college admission process:	05	
c)	Contribution towards institute	05	
d)	Mention other contribution, if any:	05	
e)	Attended any seminar, training, workshop for upgradation and to improve Performance	05	
f)	Behavior with superiors & Nuisance values	05	

Declaration:
I hereby certify that the above information is true and correct. The information is self evaluated. The final evaluation of my SAR is done by superiors for which I am agreed.

Date: _____ Signature: _____

Total Marks	/160
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Recommended for Increment / Conditional Recommendation / Not Recommended for this year

Dr. Mrs. U. S. Chougule
Administrative Officer

Dr. J. I. Disouza
Principal

**Self-Assessment Report**



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
 TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



g)	Creativity – New methods or techniques introduced by you for documentation: New methods or techniques introduced by you for documentation: To save time and papers, the registers of various segments are created and used day to day routine work such as CL registers, LC & TC-MC, Students Original Documents transactions, Staff Biometry Attendance Registers are created & using it.	10		
h)	Knowledge of rules, regulations, policies & procedures of the institute: Yes	10		
i)	Involvement in decision making & problem resolution: Yes	10		
j)	Accepting responsibility & reliability: Yes	10		
k)	Initiatives: Yes	10		
l)	Maintains the confidentiality: Yes	10		
Part C: (Attach the proofs for the following points)				
OTHER WORK:				
a)	Participation in Extra & co – curricular activities: Yes	05		
b)	Involvement in college admission process: Yes	05		
c)	Contribution towards institute: Yes	05		
d)	Mention other contribution, if any: Any emergency work from SWVSM (New Proposals Submissions)	05		
e)	Attended any seminar, training, workshop for upgradation and to improve Performance: Yes, All India Survey for Higher Education (AISHE);	05		
f)	Behavior with superiors & Nuisance values : No	05		

Declaration:

I hereby certify that the above information is true and correct. The information is self evaluated. The final evaluation of my SAR is done by superiors for which I am agreed.

Date:

Signature:

Total Marks	/160
--------------------	-------------

Recommended for Increment / Conditional Recommendation / Not Recommended for this year

Dr. Mrs. U. S. Chougule
 Administrative Officer

Dr. J. I. Disouza
 Principal



SELF ASSESMENT REPORT FOR OFFICE USE ONLY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



SELF ASSESSMENT REPORT (SAR) FOR OFFICE STAFF

Part A: PERSONAL INFORMATION

Name : Sachiin Kattimani					Allotted Marks	Self Assessed Marks	Authority
Appraisal period from :							
Designation: Lab. Technician							
Qualification: D. Pharmacy							
At the time of joining: D. Pharmacy							
Additional /Upgraded, if any: No							
Leave availed during this period:					10		
CL	CO	DL	LWP	No. of Late Marks			

Part B: (Attach the proofs for the following points)

2.	QUALITY OF WORK:			
a)	Mention assigned task / work: <ul style="list-style-type: none"> ➤ College online submissions / technical work which are issued / notified / hoisted on their official websites from the various governments apex bodies, non-government (which are to be submitted well within stipulated time) ➤ Online submission of Proposals, Schemes for the grants within stipulated time ➤ Students Section ➤ Centralized Admission Process 	10		
b)	Discipline, cleanliness and neatness in the working area: Yes	10		
c)	Planning & origination for preparation of documents to optimize the time & meet deadlines: Yes.	10		
d)	If work is not completed in time, mention extra efforts put up for completion of same: Yes, Yes by coming very early morning or if necessary by sitting after college hrs and get the work done completed in all respect. If necessary, during Sundays, holidays & 'Work From Home' get the work done completed.	10		
e)	Maintains records properly: Yes	10		
f)	Planning - short & long term plans: Yes	10		



SELF ASSESSMENT REPORT FOR OFFICE USE ONLY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



j)	Accepting responsibility & reliability: Yes very positively accepts the responsibilities.	10		
k)	Initiatives: Yes initiatives are taken wherever & whenever it is necessary	10		
l)	Maintains the confidentiality: Yes, the confidentiality of any type work is maintained.	10		

Part C: (Attach the proofs for the following points)

OTHER WORK:				
a)	Participation in Extra & co – curricular activities: Participated in NSS camp of TKCP (Diploma) at Ukahlu and Bilashi provided medical assistance to the flood affected patients. TT Vaccination Programme	05		
b)	Involvement in college admission process: Whole heartedly involved in UG, PG & Diploma admission process every year.	05		
c)	Contribution towards institute: In case of any health emergency, I look into it and refer to the hospitals if needed.	05		
d)	Mention other contribution, if any:	05		
e)	Attended any seminar, training, workshop for upgradation and to improve Performance: Nil	05		
f)	Behavior with superiors & Nuisance values : Good, No Nuisance	05		

Declaration:

I hereby certify that the above information is true and correct. The information is self evaluated. The final evaluation of my SAR is done by superiors for which I am agreed.

Date: Tuesday,

Signature:

Total Marks	/160
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Recommended for Increment / Conditional Recommendation / Not Recommended for this year

Dr. Mrs. U. S. Chougule
 Administrative Officer

Dr. J. I. Disouza
 Principal



SELF ASSESMENT REPORT FOR OFFICE USE ONLY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



SELF ASSESMENT REPORT (SAR) FOR OFFICE STAFF

Part A: PERSONAL INFORMATION

Name : Dr. Mrs. U. S. Chougule					Allotted Marks	Self Assessed Marks	Authority
Appraisal period from :							
Designation: Administrative Officer							
Qualification: BAMS; MBA (HRM)							
At the time of joining: : BAMS							
Additional /Upgraded, if any:							
Leave availed during this period:							
CL	CO	DL	LWP	No. of Late Marks	10		

Part B: (Attach the proofs for the following points)

2.	QUALITY OF WORK:			
a)	Mention assigned task / work: Office Administration and care of students at Ladies Hostel, TKMA & in the college, in case of emergency.	10		
b)	Discipline, cleanliness and neatness in the working area: Maintained Discipline, cleanliness and neatness in the working premises & in - out of the college, Daily follow up of the same is maintained.	10		
c)	Planning for preparation of documents to optimize the time & meet deadlines: Yes	10		
d)	If work is not completed in time, mention extra efforts put up for completion of same: Coming very early morning or if necessary by sitting after college hrs and get the work done completed in all respect. If necessary, during Sundays & holidays get the work done completed.	10		
e)	Maintains records properly: Yes	10		
f)	Planning - short & long term plans: Yes	10		
g)	Creativity - New methods or techniques introduced by you for documentation: To save time and papers, the registers of various segments are created and used day to day routine work such as CL registers, LC & TC-MC, Students Original Documents transactions, Staff Biometry Attendance Registers are created & using it.	10		
	Knowledge of rules, regulations, policies & procedures of the institute: Yes	10		
	Involvement in decision making & problem resolution: Yes	10		



SELF ASSESMENT REPORT FOR OFFICE USE ONLY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
 TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



d)	Reorganize library facilities as required, including moving and reorganizing stock of books, volumes and online journals	10		
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Part C: (Attach the proofs for the following points)

OTHER WORK:				
a)	Participation in Extra & co – curricular activities:	05		
b)	Involvement in college admission process:	05		
c)	Contribution towards institute	05		
d)	Mention other contribution, if any:	05		
e)	Attended any seminar, training, workshop for upgradation and to improve Performance	05		
f)	Behavior with superiors & Nuisance values	05		

Declaration:

I hereby certify that the above information is true and correct. The information is self evaluated. The final evaluation of my SAR is done by superiors for which I am agreed.

Date: Tuesday, March 17, 2020

Signature:

Total Marks	/160
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Recommended for Increment / Conditional Recommendation / Not Recommended for this year

Dr. Mrs. U. S. Chougule
 Administrative Officer

Dr. J. I. Disouza
 Principal



SELF ASSESSMENT REPORT FOR OFFICE USE ONLY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR

SELF ASSESMENT REPORT (SAR) FOR LIBRARIAN

Part A: PERSONAL INFORMATION

Name :					Allotted Marks	Self Assessed Marks	Authority
Appraisal period from :							
Designation: Librarian					10		
Qualification:							
Additional /Upgraded, if any:					10		
Leave availed during this period:							
CL	CO	DL	LWP	No. of Late Marks	10		
10	00	01	00				

Part B: (Attach the proofs for the following points)

2.	QUALITY OF WORK:			
a)	Discipline in the library	10		
b)	Ensure cleanliness and neatness in the library & reading room	10		
c)	Guides and assists students and teaching staff to make best use of library services and facilities	10		
d)	Ensures that all library services and facilities are provided in an efficient and effective manner	10		
e)	Arrangement of library recourses and material in a way that promotes effective retrieval including the systematic indexing, cataloguing of all library recourses and material	10		
f)	In consultation with Principal, allocate the overall library budget and monitor expenditure to ensure allocation	10		
g)	Supervise students individually or in groups in library	10		
h)	Prepare report on library stocks, library usage	10		
i)	Maintain and manage all resources and stock within the library facilities	10		
j)	Maintain the records of all registers related to library	10		
	Stage displays of materials to highlight current affairs, current issues and particular aspects or areas of the curriculum	10		



SELF ASSESMENT REPORT FOR LIBRARIAN



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

PERFORMANCE OF FACULTY

Name of the Faculty: _____

LEAVES AVAILED in AY 2019-20 (to be verified by A.O., *Maximum marks: 5*)

Number of leaves availed	CL	CO	Other	LWP	Number of late remarks	Remark by Principal

TEACHING PERFORMANCE (Attach the proofs, *Maximum marks: 35*)

Class/ Semester	Theory/ Practical subjects	No. of classes/ practicals conducted <i>(Maximum marks: 2)</i>	Study material been developed <i>(Maximum marks: 5)</i>	Resource material developed including PPT <i>(Maximum marks: 5)</i>	Innovative techniques used <i>(Maximum marks: 2)</i>	Advanced topic(s) taught/ practicals conducted other than syllabus <i>(Maximum marks: 1)</i>	Result (%) <i>(Maximum marks: 5)</i>	Student Feedback (confidentially taken by Vmedulife software) <i>(Maximum marks: 15)</i>

FACULTY SIGN _____ PRINCIPAL _____



SELF ASSESMENT REPORT FOR FACULTY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

RESEARCH PERFORMANCE (Maximum marks: 30)

A. RESEARCH REVENUE GENERATED (Attach the proofs, Maximum marks: 10)

Major research grant (Maximum marks: 6)				Minor research grant (Maximum marks: 2)				Research consultancies (Maximum marks: 2)	
Number	Funding Agencies	Amount	Particulars	Number	Funding Agencies	Amount	Particulars	Funding Agencies	Amount

B. PUBLICATIONS (Attach the proofs, Maximum marks: 10)

Books (Maximum marks: 2)		Book chapters (Maximum marks: 2)		Review articles (at least in UGC approved journals) (Maximum marks: 2)			Research papers (at least in UGC approved journals) (Maximum marks: 4)		
Number	Publisher	Number	Publisher	Number	Cumulative IF	Cumulative Google citation	Number	Cumulative IF	Cumulative Google citation

C. PATENTS AND OTHER INTELLECTUAL PROPERTIES (Attach the proofs, Maximum marks: 4)

Number	Authority	Particulars

FACULTY SIGN _____ PRINCIPAL _____

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SELF ASSESMENT REPORT FOR FACULTY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

D. RESEARCH GUIDANCE (Mention numbers, (Maximum marks: 6)

PhD. (Maximum marks: 3)		M. Pharm. (Maximum marks: 2)		Final Year B. Pharm. (Maximum marks: 1)	
Complete	Undergoing	Complete	Undergoing	Complete	Undergoing

PROFESSIONAL PERFORMANCE (Mention particulars – number wise and in brief, Maximum marks: 10)

Lectures/ speeches delivered (Maximum marks: 2)		FDP/ QIP/ conferences/ workshops/ seminars organized (Maximum marks: 2)		FDP/ QIP attended (more than 3 days) (Maximum marks: 2)		Paper presented in conferences/ workshops/ seminars (Maximum marks: 2)		Conferences/ workshops/ seminars attended (less than 3 days) (Maximum marks: 2)	
Number	Particulars	Number	Particulars	Number	Particulars	Number	Particulars	Number	Particulars

ADMINISTRATIVE (Mention names of committees been handled, along with parenting and work done under it in brief, Maximum marks: 10)

Committee 1 (Maximum marks: 2)	Committee 2 (Maximum marks: 2)	Committee 3 (Maximum marks: 2)	Committee 4 (Maximum marks: 2)	Committee 5 (Maximum marks: 2)

EXAMINATION DUTIES (Mention Yes or No, Maximum marks: 5)

Squad/ External senior	Paper setter/ co-setter	Assessment (Maximum	External examiner outside	External/ Internal

3

FACULTY SIGN

PRINCIPAL



SELF ASSESMENT REPORT FOR FACULTY



Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

supervisor/ Internal senior supervisor (Maximum marks: 1)	(Maximum marks: 1)	marks: 1)	the university for PG research/ PG/ UG (Maximum marks: 1)	examiner within university (Maximum marks: 1)
MISCELLANEOUS (Mention in brief, Maximum marks: 5)				
Contribution to the institute (Maximum marks: 1)	Contribution to the profession (Maximum marks: 1)	Any other information that faculty intends to inform (Maximum marks: 1)	Code of conduct (including discipline, punctuality, sense of responsibility dress-code, obedience, belongingness towards institute) (Maximum marks: 1)	Awards (Maximum marks: 1)
FACULTY SIGN		PRINCIPAL		

4

SELF ASSESMENT REPORT FOR FACULTY





Criteria 6: Governance, Leadership and Management
Key Indicator 6.3: Faculty Empowerment Strategies

Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE COLLEGE OF PHARMACY WARANANAGAR



पूर्ण नांव: _____

१) नेमून दिलेल्या जागेच्या स्वच्छतेचा तपशील	
२) नेमून दिलेल्या कामाव्यतिरिक्त इतर जबाबदारी स्वीकारण्याची तयारी किंवा सहभाग	असते / नसते
३) कॉलेजच्या प्रवेश प्रक्रियेमध्ये सहभाग	असतो / नसतो
४) विभागामधील मशीन्स व प्रयोगसाधने, उपकरणे माहिती आहेत का	आहे / नाही
५) नेमून दिलेले काम अचूक व वेळेत होते का	होते / नाही
६) वरिष्ठांशी वर्तन कसे आहे?	
७) शिस्तबद्धता व नियमांचे पालन	केले जाते / केले जात नाही

Lab. In charge

डॉ. जॉन डिसोजा
प्राचार्य



SELF ASSESSMENT REPORT FOR CLASS IV

PRINCIPAL
Shree Warana Vibhag Shikshan Mandal's
TATYASAHEB KORE
COLLEGE OF PHARMACY
Warananagar, Tal.: Panhala, Dist.: Kolhapur,
Maharashtra, India - 416113.

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