

Student Feedback Form

Feedback by FY B.Com - Div G Students for the A.Y. 2019-20. Please give your honest opinion about Prof. Preeti Jha

Dear Student

This is to request you to give your feedback for evaluating teacher's performance. Your objective and honest evaluation will help our college in improving teaching - learning process. Do not write your roll number or name to ensure confidentiality

[Next](#)

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* Required



How would you rate the teacher's sincerity/commitment about his/her work? *

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Average
- ☐ Poor

Does the teacher makes the subject interesting for you? *

- ☐ Always
- ☐ Often
- ☐ Sometimes
- ☐ Rarely
- ☐ Never

Is the teacher is available to solve your difficulties? *

- ☐ Always
- ☐ Often
- ☐ Sometimes
- ☐ Rarely
- ☐ Never



How would you rate him/her as a teacher? *

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Average
- ☐ Poor

How would you rate him/her as a human being? *

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Average
- ☐ Poor

Does the teacher follows fair rules for the class and impartial? *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree
- ☐ Strongly Disagree



Does the teacher appreciate/encourage students' participation in extra curricular activities *

- ☐ Always
- ☐ Often
- ☐ Sometimes
- ☐ Rarely
- ☐ Never

Do you have anything important to say about any teacher which you could not say in the earlier answers? If yes write your comments in 2 to 3 sentences

Your answer

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Google Forms



SELF-ASSESSMENT FORM FOR COLLEGE LECTURERS.

Self-Appraisal

Year of Assessment : 2015-16

1. Basic information :

- a) Name of the College in Full : Rajasthani Sammelan's
Ghanshyamdas Saraf Girls' College,
(Arts and Commerce)
S.V.Road, Malad(West),
MUMBAI - 400 064.
- b) Region in which situated : Urban/Rural
- c) Name of the Lecturer in Full: _____
(beginning with Surname)
- d) Qualifications of the Lecturer :

Degree & Post-Graduate degree Exam.	Special/ Principal subject offered	Allied subordinate subjects offered	Additional subjects offered	Class obtain ned	Year of Pass -ing	U'sity

- e) Subject taught and faculty :
- f) Designation :
- g) Date of Birth :
- h) Date of joining the College :
- i) Teaching experience at the
College level : _____ years _____ months

Name of the previous institution/s	Period of service from To	Designa tion	Classes taught	Subject/s taught	Scale of pay



2. Courses taught and work load indicating also the norms, standards, targets etc. prescribed if any :
 Number of periods per week _____ Actual number of periods per week: _____
 as per prescribed norms. Lectures/tutorials/practical subject and paper taught -
 a) Under-Graduate _____
 b) Post-Graduate _____
 c) M.Phil _____
3. Teaching methods applied : (Name and describe new teaching methods used, if any) (Besides lecture method i.e.
 a) Distributing lecture, synopsis and biography _____
 b) Encouraging questions in the class _____
 c) Announcing topics for discussion in advance _____
 d) Holding seminars _____
 e) Use of audio-visuals aids (wherever facilities exist) _____
4. Contribution to COSIP and COHSSIP Scheme, if it exists in the College or through ULP (where such scheme exist).

5. Any other contribution in -
 a) Teaching methods
 b) Evaluation Techniques
 c) Course development etc.
6. Academic and Professional Growth (During the year)
 a) Research qualification acquired _____
 b) Research projects undertaken: _____
 c) Research papers published indicating titles and names of journals in which published _____
 d) Guidance rendered to Research Scholar _____
 * e) Participation in Seminars, Workshops Conference during the year _____
 * f) Participation in Orientation Programmes Refresher courses etc. _____
 * g) Faculty improvement programme _____
 * h) Any other type of training _____
 (* Wherever such facilities existed)
7. Participation in Extra Mural activity :
 a) Extra Curricular Activities, Debates, Cultural Activities, Counselling to students, Planning Forum, Union, NSS, NCC, Scouting etc. _____
 b) Service to Community Adult Education, Extension service etc. _____

Contd....

8. Help in College administration of various committee such as Discipline Committee, Admission Committee, Students Welfare Committee etc.

9. Any other information about his contribution(not conveyed above) relevant to a proper assessment of activities :

10. General Observations -

a) Attendance

i) Regularity

ii) Punctuality

b) Students - teacher relationship

c) College Relationship

d) Class control

e) Reading habits and other matters

f) Your own assessment of your performance for the year under report in regard to

i) the quality and quantity of work done and how it compared with the prescribed norms, standards or targets.

ii) guidance, training, controlling classes

g) Details of any specific item(s) of work done by you think specially noteworthy.

h) If, in your opinion you were unable to maintain the expected quality or quantity in performance in any respect indicate briefly your reasons why this happened.

Date :

(Signature of the Lecturer)

Contd...



EVALUATION BY THE SENIORMOST LECTURERS OF THE DEPARTMENT OR HEAD OF
THE DEPARTMENT OR PRINCIPAL

- a) State whether the facts stated above are correct ? If not state the correct facts.
- b) Do you agree with the self-assessment of his/her performance done by the officer ? If not, give reasons why you do not agree.

<u>Actual verification</u>		<u>Evaluation</u>			
Item	Correct	Exaggerated	Excellent	Very good	Average Poor
*1					
*2					
3					
4					
5					
6					
7					
8					

*Evaluation is not expected in column 1 & 2.

Date : _____

Signature of the Head of the Dept.
or Teacher in charge of the Dept.

Observation of the Principal - _____

Date :

PRINCIPAL.

2018-19

Rajasthani Sammelan Education Trust
GHANSHYAMDAS SARAF COLLEGE OF ARTS & COMMERCE

PERFORMANCE APPRAISAL REPORT
For SELF APPRAISAL OF TEACHERS

Name of the Teacher / Employee	
Designation	
Objectives of the work given the year	
Notable work completed during the period with reference to objectives :	

Date :

.....
Name of the Teacher & Signature

Do you agree with the opinion of the Teacher / Employee	
If not, give reason :	

Place : Mumbai

Date :

Stamp & Signature of Head of the Institution



Rajasthan Sammelan Education Trust
GHANSHYAMDAS SARAF COLLEGE OF ARTS & COMMERCE

PERFORMANCE APPRAISAL REPORT
For SELF APPRAISAL OF TEACHERS

Estimate of General Ability and Character of Grade "A" to Grade "C" Officers/Employees :

Name of the Lecturer					
Period of Report	From 01-06-2019 to 31-04-2020				
Post /s held					
Industry & Application Average	Outstanding	Very Good	Good	Below Average	
Capacity to get work done by Subordinates	Outstanding	Very Good	Good	Below Average	
Relations with Colleagues and Public	Co-operative	Courteous	Helpful	Indifferent	Unfriendly
General Intelligence	Very Brilliant	Brilliant	Intelligent	Average	Dull
Administrative ability including Judgment initiative and Drive	Outstanding	Very Good	Positively	Good	Below Average
Technical Professional ability (Where Relevant)					
Special Attitude					
Integrity & Character					
Whether powers delegated are	Yes	Partly	No		
Fitness for Promotion subordinates	Unfit	Fit for Normal Course		Fit for Accelerated	
Areas of Training required					
State of Health	Not Good	Good	Very Good		
Fitness for field work	Yes	No	Not relevant		
Willingness to work on Computer	Yes	No	Not Seen		
General Assessment	A+ Outstanding	A Very Good	B+ Positively Good	Average	

Place : Mumbai

Date :

.....
Name & Signature of the Teacher

Remarks by Principal –

Signature of the Principal



SELF – ASSESSMENT FORM FOR COLLEGE LECTURER

Year of Assessment : 2019-20

1 Basic Information :						
a) Name of the College in Full		Rajasthani Sammelan Education Trust Ghanshyamdas Saraf College of Arts & Commerce RSET Complex, S.V.Road, Malad West, MUMBAI – 400064				
b) Region in which situated		Urban / Rural				
c) Name of the Lecturer in Full (Beginning with Surname)						
d) Qualifications of the Lecturer :						
Degree & Post Graduate Degree Exam	Special / Principal Subject Offered	Allied / Additional Subordinate Subjects Offered	Class Obtained	Year of Passing	University	
e) Subject taught and faculty						
f) Designation						
g) Date of Birth						
h) Date of Joining of the College						
i) Teaching Experience at the College Level						
Name of the previous Institution/s	Period of Service From To		Designation	Classes taught	Subject/s taught	Scale of Pay



Contd., 2

(2)

2. Courses taught and work load indicating also the norms, standards, targets etc. prescribed if any :

Number of period per week
As per prescribed norms

Actual number of periods per weeks :

Lecturers/Tutorials/ Practical subject and paper taught –

(a) Under Graduate

(b) Post Graduate

(c) Other

3. Teaching methods applied : (Name and describe new teaching methods used, if any) (Besides lecture method i.e.)

a)	Distributing lecture, synopsis and biography	
b)	Encouraging questions in the class	
c)	Announcing topics for discussion in advance	
d)	Holding seminars	
e)	Use of Audio Visuals Aids (wherever facilities exist)	

4. Contribution to COSIP and COHSSIP Scheme, if it exists in the college or through ULP (where such scheme exists)

5. Any other contribution in –

a)	Teaching methods	
b)	Evaluation Techniques	
c)	Course Development etc	

6. Academic and Professional Growth (During the year) :

a)	Research Qualification acquired	
b)	Research projects undertaken	
c)	Research papers published indicating titles and names of journals in which published	
d)	Guidance rendered to Research Scholar	
e)	Participation in Seminars, Workshops, Conference during the year	
f)	Participation in Orientation Programmes, Refresher Courses etc.	
g)	Faculty improvement Programme	
h)	Any other type of training	



Contd.. 3

7. Participation in Extra Mural Activities :

a)	Extra Curricular Activities, Debates, Cultural Activities, Counselling to students, planning Forum, Union, NSS, NCC, DLEE etc.	
b)	Service to Community Adult Education, Extension service etc.	

8. Help in College Administration of various committees such as Discipline committee, Admission Committee, etc. :

.....

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9. Any other information about the contribution (not conveyed above) relevant to a proper assessment of activities :

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.....

10. General Observations :

a)	Attendance	
	a) Regularity	
	b) Punctuality	
b)	Students – Teacher Relationship	
c)	College Relationship	
d)	Class Control	
e)	Reading habits and other matters	
f)	Your own assessment of your performance for the year under report in regard to	
	(i) the quality and quantity of work done and how it compared with the prescribed norms, standards or targets	
	(ii) guidance, training, controlling classes	
g)	Details of any specific item (s) of work done by you think specially noteworthy	
h)	If, in your opinion you were unable to maintain the expected quality or quantity in performance in any respect indicate briefly your reasons why this happened :	

Date :



(Signature of the lecturer)

EVALUATION BY THE PRINCIPAL

- a) State whether the facts stated above are correct ? If not state the correct facts.
- b) Do you agree with the self-assessment of his/her performance done by the officer?
If not, give reasons why you do not agree.

Actual Verification			Evaluation			
Sr.	Correct	Exaggerated	Excellent	Very Good	Average	Poor
1						
2						
3						
4						
5						
6						
7						
8						

- Evaluation is not expected in column 1 & 2.

Observation of the Principal :

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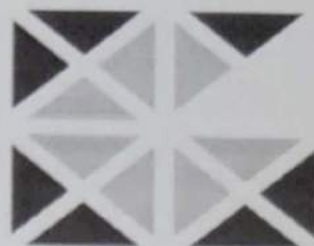
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.....

Date :



Signature of the Principal



Ghanshyamdas Saraf college of arts & commerce

EDUCATION EMPOWERS

Re-Accredited 'A' Grade by NAAC

RSET Campus, S.V.Road, Malad West, MUMBAI - 400 064

022-4520 7766 # www.sarafcollege.org.in # gsgc@rajasthan.org.in

ACADEMIC DIARY

FOR THE PURPOSE OF SELF-ASSESSMENT, API'S IN CAS (UGC)
AND TEACHING, LEARNING AND EVALUATION (NAAC)

ACADEMIC YEAR : 2019-20

Name : Prof. Krupa Shah

Faculty : Assistant Professor

Department : Commerce Department

Krupa Shah



राजस्थानी सम्मेलन एज्युकेशन ट्रस्ट

घनश्यामदास सराफ कॉलेज ऑफ आर्ट्स अँड कॉमर्स

आर . एस् . कॅंपस सुंदर नगर मालाड (पश्चिम) मुंबई-४०० ०६४

परिशिष्ट “ व ” (भाग - २)

गट “अ” ते गट “क” महाविद्यालयाचे शिक्षक/कर्मचारी यांच्यासाठी गोपनीय अहवालाचे स्वयंमूल्यनिर्धारण अहवाल प्रपत्र

स्वयंमूल्यनिर्धारण अहवाल लिहिणा-या शिक्षकांना / कर्मचा-यांना सुचना

१. जर उद्दिष्टे देण्यात आली असतील तर ती उद्दिष्टे सर्वसाधारण सुचनांनुसार अथवा विशेष सुचनांनुसार ठरवून देण्यात आली होती की आपापसातील चर्चेनुसार ठरविण्यात आली होती .
२. सर्व दैनंदिन कामाची यादी येथे देऊ नये फक्त ठळक वैशिष्ट्यपूर्ण व उल्लेखनीय कामगिरीचा उल्लेख करावा . उद्दिष्टे ठरवून देण्यात आली असल्यास उद्दिष्टांचा संदर्भ देउन संदिग्ध विधाने टाळावीत व नेमके विधान करावे .
३. तुमच्या कामगिरीबाबतचे तुमचे अभिप्राय दिलेल्या जागेएवढेच मर्यादित ठेवावेत काहीही सहपत्रे त्यास जोडू नयेत ती गोपनीय अहवालाच्या नस्तीत ठेवली जाणार नाहीत व कर्मचा-यांस परत करण्यात येतील
४. “मी” माझ्या वरिष्ठांचे समाधान / पूर्ण समाधान होईपर्यंत काम केले “किंवा वरिष्ठांनी माझे काम नावाजले “अशी किंवा अशा सारखी विधाने करू नयेत अशी विधाने केल्यास ती दुर्लक्षित करण्यात येतील .
५. स्वयंमूल्य निर्धारण अहवाल अर्ध्या पानातच लिहावा .
६. स्वयंमूल्य निर्धारण अहवाल शिक्षक/कर्मचारी यांना त्यांना प्राप्त झाल्यापासून १५ दिवसांच्या आत अधिका-याकडे द्यावा .



प्रतिवेदन अधिका-यांना सूचना

१. गोपनीय अहवाल लिहितांना कर्मचा-याचा भाग - ३ मध्ये लिहिलेल्या स्वयंमुल्यनिर्धारण अहवाल विचारात घ्यावा तसा तो घेतला गेला असल्याचा विशिष्ट उल्लेख गोपनीय अहवालात करण्यात यावा
२. वरील सूचना क्रमांक ६ अनुसार स्वयंमुल्यनिर्धारण अहवाल प्राप्त न झाल्यास प्रतिवेदन अधिकारी स्वतः गोपनीय अहवाल लिहू शकेल .
३. प्रतिवेदन अधिका-यांनी गोपनीय अहवालाच्या प्रपत्रात दिलेल्या पर्यायांपैकी एक पर्याय निवडून त्याभोवती वृत्त करावे . उदा . अ.क्र . ४ उद्योगप्रियता व कार्यतत्परता या समोर उत्कृष्ट असे शेरे द्यावयाचे असल्यास खालीलप्रमाणे देण्यात यावेत .

अत्युत्कृष्ट उत्कृष्ट चांगले साधारण साधारणपेक्षा कमी

४. (अ) गोपनीय अहवालाच्या प्रपत्रातील वाव क्र . ३ ९ १० ११ व १८ या समोरील शेरे तसेच प्रतवारी स्वतः हस्ताक्षरात लिहावी .

(ब) प्रतवारी नमुद करतांना ती अहवालातील रकान्यासमोरील अभिप्रायाशी मिळती जुळती राहिल याची दखल घ्यावी .

पुनर्विलोकन अधिका-यांना सूचना

५. शिक्षक / कर्मचारी यांना कामावावत प्रतवारी लिहावी .
६. प्रतवारी नमुद करतांना ती अहवालातील रकान्यासमोरील अभिप्रायाशी मिळती जुळती राहिल याची दखल घ्यावी .



पान क्र. ०२

परिशिष्ट "ब" (भाग - ३)

(स्वयं मुल्यनिर्धारण अहवाल)

वैशिष्ट्यपूर्ण कामे

कालावधी

(१) महाविद्यालय शिक्षक / कर्मचा-याचे नाव :

Name of the Teacher / Employee :

(२) पद :

Designation :

(३) या वर्षी / कालावधीत नेमून दिलेल्या कामाची उद्दिष्टे (असल्यास)

Objectives of the work given the year :

(४) वर्षभरात केलेली उल्लेखनीय अशी महात्वाची व वैशिष्ट्यपूर्ण कामे (उद्दिष्टांच्या संदर्भासहित)

Notable work completed during the period with reference to objectives :

Name of the Employee :

Signature

१) महाविद्यालय शिक्षक / कर्मचारी यांच्या वरील मताशी सहमत आहात का ?

Do you agree with the opinion of the Teacher / Employee :

२) नसल्यास त्याची कारणे

प्राचार्या

घनश्यामदास सराफ कॉलेज

मालाड (प) मुंबई - ४०० ०६४



पान क्र. ०३
राजस्थानी सम्मेलन एज्युकेशन ट्रस्ट
घनश्यामदास सराफ कॉलेज ऑफ आर्ट्स अँड कॉमर्स
मालाड (प) मुंबई - ४०० ०६४

परिशिष्ट "ब" (भाग - ४)

गट "अ" ते गट "क" चे महाविद्यालयाच्या शिक्षकाची / कर्मचा-याची सर्वसाधारण योग्यता व चरित्र यासंबंधीचा अभिप्राय

Estimate of General Ability and Character of Grade "A" to Grade "C" Officers/Employees

(१)	नाव	॥ श्री/श्रीमती/कुमारी				
(1)	Name	: Shri/Smt./Kum				
(२)	प्रतिवेदनाचा कालावधी दिवस ॥	॥ पासून	॥ दिवस	॥ महिना	॥ वर्ष	॥ पर्यंत
(2)	Period of Report	: From	: Date	Month	: Year	: To date
(३)	धारण केलेले पद / पदे	॥				
(3)	Post / Posts held	:				
(४)	उद्योगप्रियता व कार्यतत्परता साधारण	॥ अत्युत्कृष्ट	उत्कृष्ट	चांगले	साधारणपेक्षा कमी	
(4)	Industry & Application Average	: Outstanding	Very Good	Good	Below Average	
(५)	हाताखालील कर्मचा-यांकडून काम करून घेण्याची क्षमता	॥ अत्युत्कृष्ट	उत्कृष्ट	चांगले	साधारणपेक्षा कमी	
(5)	Capacity to get work done by Subordinates	: Outstanding	Very Good	Good	Below Average	
(६)	सहकारी व जनता यांच्याशी असलेले संबंध	॥ सहाकार्याचे	सौजन्याचे	मदतीचे	उदासीन	अमैत्रीपूर्ण
(6)	Relations with colleagues and public	: Co-operative	Courteous	Helpful	indifferent	Unfriendly
(७)	सर्वसाधारण बुद्धिमत्ता	॥ अतिशय बुद्धिमान	बुद्धिमान	हुशार	साधारण	मंदबुद्धी
(7)	General Intelligence	: Very Brilliant	Brilliant	Intelligent	Average	Dull



- (८) निर्णयशक्ती उपक्रमशीलता व धडाडी : अत्युत्कृष्ट उत्कृष्ट निश्चित चांगले चांगली साधारणपेक्षा कमी साधारण यासह कार्यक्षमता
- (8) Administrative ability including Average: Outstanding Very Good Positively Good Below Average Judgment initiative and drive
- (९) तांत्रिक कार्यक्षमता (संवधित असेल तेथे) :
- (9) Technical Professional ability : (Where relevant)
- (१०) विशेष कल :
- (10) Special Attitude :
- (११) सचोटी व चारित्र्य :
- (11) Integrity & Character :
- (१२) प्रदान करण्यात आलेल्या शक्तींचा : होय अंशतः नाही
- (12) Whether powers delegated are : Yes Partly No
- (१३) पदोन्नतीसाठी पात्रता : अयोग्य ज्येष्ठतेनुसार योग्य त्वरित वढतीसाठी योग्य
- (13) Fitness for Promotion Subordinates : Unfit Fit in normal Course Fit for accelerated (according to seniority) Promotion
- (१४) प्रशिक्षणासाठी आवश्यक क्षेत्र : येथे आवश्यक त्या क्षेत्राचा उल्लेख करावा .
- (14) Areas of training required :
- (१५) प्रकृतीमान : चांगले नाही चांगले उत्कृष्ट
- (15) State of Health : Not Good Good Very Good



(१६)	क्षेत्रीय स्तरावर काम करण्याची योग्यता	:	आहे	नाही	संबंधित नाही
(16)	Fitness for field work	:	Yes	No	Not relevant
(१७)	संगणकावर काम करण्याची आवड	:	आहे	नाही	दिसून आली नाही
(17)	Willingness to work on computer	:	Yes	No	Not seen
(१८)	सर्वसाधारण मूल्यमापन	:			
(18)	General Assessment	:			
(१९)	प्रतवारी (हाताने लिहावी)	:	अ+अत्युत्कृष्ट A+Outstanding	अ उत्कृष्ट A Very Good	व+निश्चित चांगली B+Positively Good
			व चांगला B-Good	व साधारण B-Average	क साधारणपेक्षा कमी C Below Average



प्राचार्या
घनश्यामदास सराफ कॉलेज
(आर्ट्स अँड कॉमर्स)

राजस्थानी सम्मेलन एज्युकेशन ट्रस्ट
घनश्यामदास सराफ कॉलेज ऑफ आर्ट्स अँड कॉमर्स
मालाड (प) मुंबई - ४०० ०६४

परिशिष्ट "व" (भाग - ५)

पुनर्विलोकन अधिका-याचे अभिप्राय

Remarks of the Reviewing Officer

१. पुनर्विलोकन अधिका-याच्या हाताखालील सेवावधी :
Length of Service under Reviewing Officer :

२. आपण प्रतिवेदन अधिका-याशी सहमत आहात :
(सहमत नसल्यास कुठल्या अभिप्रायाशी सहमत नाही
हे विनिर्दिष्टपणे नमुद करावे .) की त्याच्या मूल्यमापनामध्ये
काही फेरफार करण्याची किंवा भर घालण्याची आपली
इच्छा आहे .

Do you agree with the Reporting Officer
(If not state specifically the remarks with
which you do not agree) or do you wish
to modify or address to his assessment ?

(अ) प्रतवारी (हाताने लिहावी)

अ+अत्युत्कृष्ट
A+Outstanding

अ उत्कृष्ट
A Very Good

व+निश्चित चांगली
B+Positively Good

व चांगला
B-Good

व साधारण
B-Average

क साधारणपेक्षा कमी
C Below Average

ठिकाण : मालाड (प)

मुंबई

दिनांक :

प्राचार्य

घनश्यामदास सराफ कॉलेज
मालाड प मुंबई ४०० ०६४



(१६)	क्षेत्रीय स्तरावर काम करण्याची योग्यता	:	आहे	नाही	संबंधित नाही
(16)	Fitness for field work	:	Yes	No	Not relevant
(१७)	संगणकावर काम करण्याची आवड	:	आहे	नाही	दिसून आली नाही
(17)	Willingness to work on computer	:	Yes	No	Not seen
(१८)	सर्वसाधारण मूल्यमापन	:			
(18)	General Assessment	:			
(१९)	प्रतवारी (हाताने लिहावी)	:	अ+अत्युत्कृष्ट	अ उत्कृष्ट	व+निश्चित चांगली
			A+Outstanding	A Very Good	B+Positively Good
			व चांगला	व साधारण	क साधारणपेक्षा कमी
			B-Good	B-Average	C Below Average



प्राचार्या
घनश्यामदास सराफ कॉलेज
(आर्ट्स अँड कॉमर्स)