Format- 2

PERFORMANCE APPRAISAL REPORT FOR SELF APPRAISAL OF TEACHERS

A. General Information

a) Name: Mrs. Reshma Jain

b) Date of Birth: 05 April 1986

c) Address (Residential): Remte Road, Kunkuri Dist.- Jashpur (C.G.)

d) Designation: Assistant Professor

e) Department: Zoology

f) Area of Specialization: Zoology

g) Date of Appointment

(i) in the institution: 15 Sep. 2010

(ii) in the present post: 01 Sep. 2011

h) Honors Conferred: NIL

B. Teaching

(a) Classes Taught

Class	Periods			
	Assigned per	Taught in the year	Steps taken for the teaching	
	week	L T/P	of periods missed during	
	**L T/P		absence or leave	
	(1)	(2)	(3)	
i) U.G.	I	2018-19	Remedial Classes & Extra	
(B.A./B.Sc.etc. pass)	II	2018-19	Classes	
(B.A./B.Sc.etc. Hons)	III	2018-19		
ii) P.G. (M.A./M.Sc.etc.)	NIL	NIL	NIL	
iii) M.Phil	NIL			
iv) Any other (Environment)	I, II, III	2018-19	NIL	

^{* (}To be filled at the end of every academic year)

** L= Lecture T=Tutorial P=Practicals – Lecture and Practicals

- b) Regularity and Punctuality Yes
- c) Details of course teaching plan, synopses of lectures, and reading lists supplied to students
 - 1. Power point presentations
 - 2. LessonPlanners for the Courses of Zoology Department, Loyola College, Kunkuri
 - 3. Lab Manuals for the courses of Zoology Department, Loyola College, Kunkuri
 - 4. Laboratory Establishment Proposals for- High Performance Computing
 - 5. We prepare Synopsis for Teaching.
 - 6. We give notes for Study.
- d) Details of participation in the following:
 - (i) University Education M.Phil from Dr. C. V. Raman University, Bilaspur

Pursuing Ph.D. Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur

(ii) Internal Evaluation - Submission of assignments

Giving Seminar

Giving Unit Test, Quaterly Exam, Half Yearly Exam and Model Exam

- (iii) Paper Setting- for Internal Exam (Halfyearly Exam, Model Exam)
- (iv) Assessment of Home assignments- we give Home Assignments
- (v) Conduct of Examination Internal Examination (Half yearly Exam, Model Exam)
- (vi) Evaluation of Dissertation etc. NIL

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

- a) Design of curriculum -
 - 1. Cell Biology and Non Chordata, Submitted 01 July 2018
 - 2. Anatomy and Physiology, Submitted 01 July 2018
 - 3. Genetics, Cell Physiology, Biochemistry and Bio techniques, Submitted 01 July 2018
- b) Teaching methods
 - 1. Chalk- board with Power Point Presentations
 - 2. Power Point Presentations with Group discussion
 - 3. Green Board

c) Laboratory experiments

- 1. We focus on basic concept.
- 2. The Zoology laboratory provides the students with a suitable environment to develop a detailed understanding of the animal kingdom by exploring the physical morphological and physiological characteristics of animlas.

d) Evaluation methods

- 1. Submission of assignments
- 2. Giving Seminar
- 3. Giving Unit Test, Quaterly Exam, Half Yearly Exam and Model Exam

e) Preparation of resource material including books, reading materials, laboratory manuals etc.

- 7. Power point presentations
- 8. LessonPlanners for the Courses of Zoology Department, Loyola College, Kunkuri
- 9. Lab Manuals for the courses of Zoology Department, Loyola College, Kunkuri
- 10. Laboratory Establishment Proposals for- High Performance Computing
- f) Remedial Teaching/Student Counseling (academic) Yes
- g) **Any other** we go out side for Field work, Educational Tour, Excertion Tour for Environmental 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.
- 1. We Attended Orientation.
- 2. We Attended Workshops & Seminars.
- 3. I have done M.Phil.
- 4. Pursuing Ph.D.

E. Research Contribution:

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

At the beginning of the year		Registered during the	Completed during the year	
		year		
M.Phil.	NIL	NIL	NIL	
Ph.D.	NIL	NIL	NIL	

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

Abstract	Pesticidal Effect of Endosulfan on the Stomach of Fresh Water
Proceding	Teleost Cyprinus Carpo

c) Research Projects:

Title of the Project	Name of the funding agency	Duration
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. N.S.S.

G. Participation in Corporate Life:

Please give a short account of your contribution to:

a) College/University/Institution

- 1. Member of Anti Ragging Committee, Loyola College, Kunkuri 2018-19
- 2. Member of Grievances Committee, Loyola College, Kunkuri 2018-19
- 3. Member of Tour and Picnic Committee, Loyola College, Kunkuri 2018-19
- 4. Member of HELP-Blood Donation Committee, Loyola College, Kunkuri 2018-19
- 5. Member of IQAC Cell Committee, Loyola College, Kunkuri 2018-19

b) Co-curricular activities

- 1. Working as member of Culture Department, Loyola College, Kunkuri
- 2. Member of Inter Religious Committee, Loyola College, Kunkuri 2018-19
- 3. Member of Audio visual & Sitting Committee, Loyola College, Kunkuri 2018-19

c) Enrichment of campus life

(hostels, sports, games, cultural activities)

- 1. Member of Cultural Club for one year.
- 2. Coordinator of Art Club, Language and Literature Club for One year

4. Student's welfare and Discipline

- 1.Member of Women cell Committee for One Year
- 2. Member of Discipline Committee, Loyola College, Kunkuri 2018-19

e) Membership/Participation in Bodies/Committees on

Education and National Development- NIL

f) Professional Organization of Teachers- We organize Guest Lecture for Students.

H. Assessment

- a) Steps taken by you for the evaluation of the course programme taught
 - Through Questionnare
 - Through Unit test, Half yearly Exam, Model Exam
 - Through Assignment

I. General Data

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

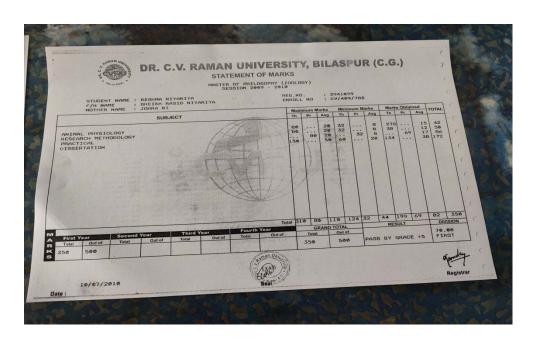
- (A) Achievements
 - Members of Many Different Committees.
- (B) Difficulties faced-
 - Understanding the different learning abilities and capacities of the students.
 - Understanding the different learning challenges amongst students.
- (C) Suggestions for Improvement
 - Used ICT tools (Power Pont Presentation) based learning.
 - Communication with other colleges.
 - Organised Education tour for extra knowledge purpose.

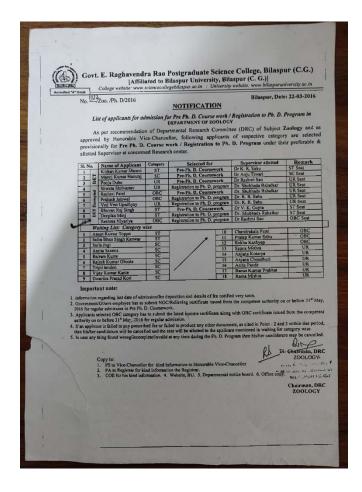
(Signature of the Teacher)

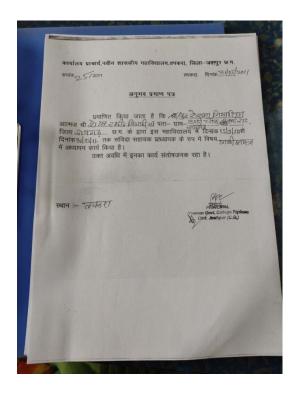
J. * Verification of factual Data

- 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

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







OFFICE: LOYOLA COLLEGE, KUNKURI, DT. JASHPUR (C.G.) AFFILIATED TO SURGUJA UNIVERSITY, AMBIKAPUR

Formerly affiliated to GURU GHASIDAS UNIVERSITY, BILASPUR Affiliation S. No. 1450/Academic/ Affiliation/2005, Bilaspur, Dated - 05/07/2005



LOYOLA JESUIT SOCIETY, KUNKURI Regd. 70, Dated - 15/02/1973, under Sub-section (3) of section 11 of the M.P. Firms and Societies Reg. Act 1959-No. 1 of 1960

Ms. Reshma Niyaria Raigarh Dt. Jashpur, C. G.

Subject: Ad hoc appointment in the post of Assistant Professor of Zoology.

Madam,

To

You are given ad hoc appointment (contract) as Assistant Professor of Zoology at Loyola College, Kunkuri, Dt. Jashpur, C. G. with effect from 1 september 2011. This is a first probation period. You will receive a consolidated salary of Rs. 10070/- per month.

At the end of the first period of probation on 30^{8} April 2012 your services with the College will stand automatically terminated.

You will be entitled to Casual Leave (13 days) and Sick Leave (10 days) proportionate to the duration of your appointment. Other than these no other categories of leave will be applicable to you.

It is expected that you are a student oriented teacher. At all times you ought to endeavour to be a friend, guide and philosopher to the students. To prepare the students for the best academic results should be your concern and business. Never take your teaching easually. Be always an innovative teacher. You are expected to manage your time properly so that you are well prepared to take classes with gusto and enthusiaem in the interest of the students. You are the one to shape the life and career of our students, the future citizens of India. Teaching is a secred vocation not just profession. And, any institution of learning is a temple. You are in a temple doing sacred duties.

Please note that NET/SLET/PH. Do is the eligibility criterion for lectureship in the college. In the event of not fulfilling this criterion you will be treated an ad hoc teacher, your appoinment always projected as contract/samvida. If the management is not satisfied with your academic/institutional commitment, it may not renew your contract for the following year and the management will be compelled to terminate your services. The decision of the management will be final in all matters.

Yours faithfully,

Principal

Principal

Loyola College

Kunkuri P.O.

Distl. jesshpur (C.G.)

Fax-Phone: 07764-250528/07764-250439, Mob.: 9425864569 / 8103271292 / 9691437744 / 9893673275





Power Point Presentation

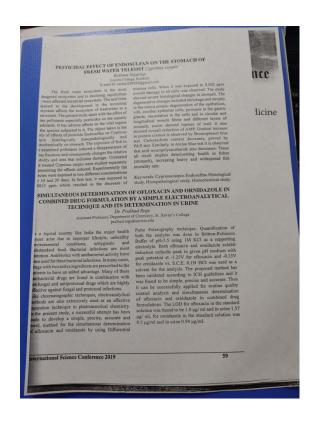
Seminar



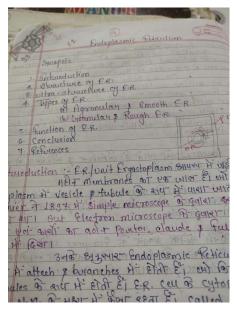




International Conference Mumbai









Guest Lecture



Mumbai Tour