



6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Performance Appraisal and Felicitation by Awards

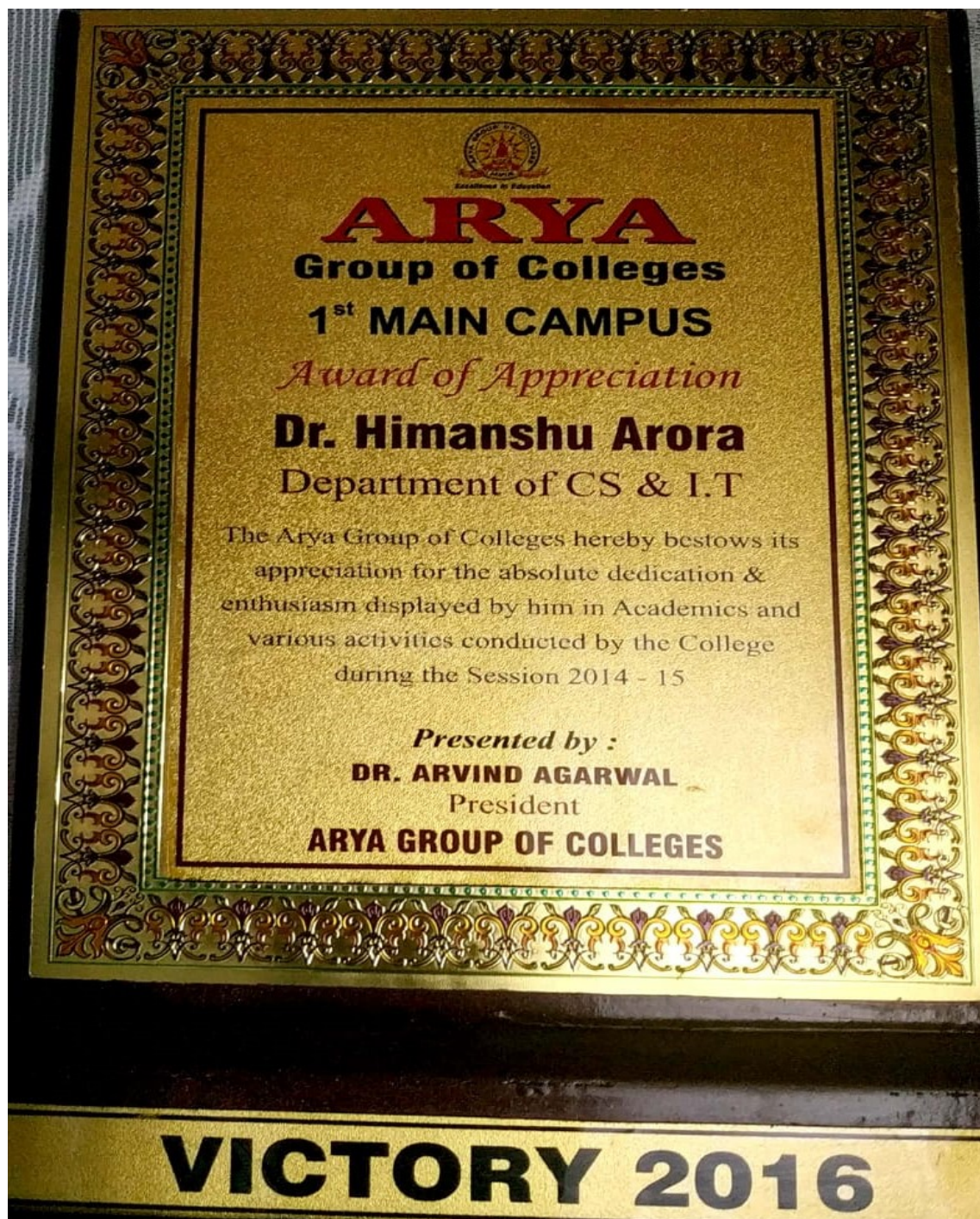




ARYA College of Engg. & Research Centre (ACERC)

- (Affiliated to Rajasthan Technical University, Kota)
- SP-40, RIICO Industrial Area, RIICO-Kukas, Jaipur-302028
- Ph. 0141-2820731/32/33
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AWARD OF APPRECIATION





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LETTER OF APPRECIATION

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• S.P.- 40, Kukas Industrial Area (RIICO) Jaipur - 302028 • Website : www.acerc.org
• Ph.: 0141-5148801, 5148802, 5148803 • Fax : 01426-510040

Date: 18/03/2016

LETTER OF APPRECIATION

Ms. Shilpi Mishra
Assistant professor (CSE)

Dear,

I am writing this letter to extend my heartiest appreciation toward you for delivering best results and providing lecture notes to all of your students. Your knowledge on the subject is too vast and has cleared concept of many students which were appreciated.

I am sure that the notes given by you will definitely be helpful to the students during their exams. Your contribution in motivating and guiding the students to write research papers is highly appreciated by the academic committee and we wish you to continue such value added efforts in upcoming sessions for student's benefits at large.

I once again would like to express my gratitude towards you and wish you all the best.

Yours Sincerely,

 
Director



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Date: 14/04/2018

LETTER OF APPRECIATION

MR. ANKIT AGARWAL
Assistant Professor (EE).

Dear,

I am writing this letter to extend my heartiest appreciation toward you for delivering best results and providing lecture notes to all of your students. Your knowledge on the subject is too vast and has cleared concept of many students which were appreciated.

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Date: 5/4/2017

LETTER OF APPRECIATION

MR. PRADEEP JHA
ASSISTANT PROFESSOR,
CSE

Dear,

I am writing this letter to extend my heartiest appreciation toward you for delivering best results and providing lecture notes to all of your students. Your knowledge on the subject is too vast and has cleared concept of many students which were appreciated.

I am sure that the notes given by you will definitely be helpful to the students during their exams. Your contribution in motivating and guiding the students to write research papers is highly appreciated by the academic committee and we wish you to continue such value added efforts in upcoming sessions for student's benefits at large.

I once again would like to express my gratitude towards you and wish you all the best.

Yours Sincerely,



[Signature]
Director



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Filled Performance Appraisal Form

ARYA GROUP OF COLLEGES

SELF APPRAISAL FORM (2018-19)

1. College: ARYA COLLEGE OF ENGINEERING AND RESEARCH CENTER
2. Name: INDERJEET SINGH
3. Current Local Address: 283, VINAYAK ENCLAVE KHDRABENAR ROAD
JAIPOUR, RAJASTHAN
4. Contact No.: 9828664787 5. Email id: inderjeetsingh11@gmail.com
6. Department: ENGLISH 7. Current Salary (In hand/month): 2637.000
8. Date of Joining: 10 MARCH 2014

9. Subjects taught in last 1 Yr.:

S. No.	Year	Semester	Subject Name	Result (%)
1.	2017	I	COMMUNICATIVE ENGLISH	98%
2.	2017	II	COMMUNICATION TECHNIQUES	97%
3.	2018	I	COMMUNICATION SKILLS	RUNNING
4.	2018	III	TECHNICAL COMMUNICATION	RUNNING

10. Do you have any professional Membership: Yes/No

(If yes, than provide Membership details) No

11. Do you have any Academic Achievements in last 1 yr (M. Tech/ ME/ Ph.D.): THESES WILL BE SUBMITTED TILL FEBRUARY 2019

12. Do you have any Publications (In Journal/ Book/ Conference): Yes/ No

(If yes, than provide details and submit hard copy of publication(s))

- a. PUBLISHED RESEARCH PAPER IN NATIONAL CONFERENCE IN M.L.B. COLLEGE, GUNAWAR
b. PUBLISHED RESEARCH PAPER IN INDIA-JAPAN BILATERAL CONFERENCE IN
BIYANI COLLEGE, JAIPUR (RAJ).

13. Have you prepared or update any Lab Assignment/ Manual: Yes/ No

(If yes, than provide details)

PREPARED AND UPDATED THE LAB MANUALS AND NOTES
OF LANGUAGE LAB/ COMMUNICATIONS SKILLS LAB



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14. Have you prepared or update any Subject Notes: Yes/ No
(If yes, than provide details)

S. No.	Year/ Semester	Subject
1.	I st /I sem	Basic Civil Engg.

15. Do you have participation in any Co- Curriculum Activities: Yes/ No
(If yes, than provide details)

→ Coordinated "MUSIC-MANIA 27AM" Event in Shreebhajali 2018
→ Also Coordinated "Bridge-o-Mania" Event in Victory 2018.

16. Any Show cause notice Issued to you in last one year: Yes/ No
(If yes, than provide details)

No

17. Did you have Involvement in any Admission Activities: Yes/ No
(If yes, than provide details in given format)

Worked as ACERC Call Centre Incharge
& Admission Cell visiting team

S. No.	Name of Student	Father's Name	Branch	Year (I/ II)	College	Remarks
1	Mr. Arslan	Mr. Irfan	CS	I	ACERC	
2	Pankaj Sharma	Hari Prasad Sharma	Civil	I	ACERC	
3	Rahul Prajapati	Shankar Lal	EE	I	ACERC	
4	Rohit Prajapati	Kishor Prajapati	CS	I	ACERC	Consultant
5	Tushar Rana	Bhupendra Singh	Civil	I	ACERC	Direct

2.5D + 2C

18. Any valuable suggestions, you want to give to the institution for Quality Teaching:

* FDP should be organised on regular duration.
* We have to focus on digital lectures



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ARYA GROUP OF COLLEGES
PERFORMANCE APPRAISAL (2017-2018)

Self Assessment:-

1. Name: Sarim Gora

2. Address: 836 Mahaveer Nagar Tonk Road
Jaipur Pin - 302018

3. Designation/Deptt./College: Assistant Professor / EC / ACERC

4. Highest Qualification: M.Tech 5. Date of joining (Arya Group): 13-7-2015

5. Last Salary Drawn: 21500/- 6. Total Experience: 5 Yrs. 1 M

(A) Teaching: 2 Yrs. 3 m (B) Other: 2 Yrs. 10 m

7. Subject Taught in Last One Year:

S.No.	Semester	Branch	Section	Subject Name	Total No. of Lectures held Semester	Result
1	<u>IV</u>	<u>CS</u>	<u>A, B</u>	<u>MP1 (microprocessor)</u>	<u>50</u>	<u>Awaited</u>
2	<u>VIII</u>	<u>CS</u>	<u>A</u>	<u>MC (mobile Computing)</u>	<u>55</u>	<u>Awaited</u>
3	<u>VII</u>	<u>CS</u>	<u>A</u>	<u>CAD for VLSI</u>	<u>45</u>	<u>82.1</u>
4	<u>V</u>	<u>CS</u>	<u>A</u>	<u>DLD (digital logic design)</u>	<u>48</u>	<u>65.1</u>
5	<u>IV</u>	<u>CS</u>	<u>(A&B)</u>	<u>MP1</u>	<u>52</u>	<u>78.1</u>
6	<u>IV</u>	<u>CS</u>	<u>(A&B)</u>	<u>MP1</u>	<u>54</u>	<u>83.1</u>

8. Participation in Co-curricular Activities & Administrative Work:

(a) Work Assigned: In stage committee (Annual function)

(b) Initiative: Preparing the whole stage for annual and farewell function

9. Development of Digital Lecture Notes, Hand Written Lecture Notes, Lab Manuals & Set of Important Question:

S. No.	Subject Name	Digital Lecture Notes	Hand Written Lecture Notes	Lab Manuals	Set of Important Question
1	<u>DLD</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
2	<u>CAD for VLSI</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
3	<u>MP1</u>	<u>-</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
4	<u>MC</u>	<u>-</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
5	<u>VLSI Design</u>	<u>-</u>	<u>✓</u>	<u>-</u>	<u>✓</u>
6	<u>DPP</u>	<u>✓</u>	<u>-</u>	<u>-</u>	<u>-</u>

10. Involvement in Admission Activity: 1D + 1/2 D

S. No.	Student Name	College	Branch	Type (Direct/Consultant)
1	<u>Ajay Singh</u>	<u>ACERC</u>	<u>EE</u>	<u>Direct (CC) D</u>
2	<u>Himanshu</u>	<u>AJEC</u>	<u>ME</u>	<u>Direct (CC) Consult</u>
3	<u>Manu Jangid</u>	<u>AJEC</u>	<u>ME</u>	<u>Direct (CC) Consult</u>
4	<u>Mukul Singh</u>	<u>AJEC</u>	<u>CS</u>	<u>Direct (CC) 1/2 D</u>
5	<u>Tanishk Sharma</u>	<u>ACERC</u>	<u>CS</u>	<u>Direct (CC) X</u>
6	<u>Urvashi Mishra</u>	<u>AJEC</u>	<u>CS</u>	<u>Direct (CC) 1/2 D</u>
7	<u>Soumya Patel</u>	<u>ACERC</u>	<u>CS</u>	<u>Direct (CC) 1/2 D</u>

11. Research/Development work/Publication (Books & Research papers):

No. of Publication in Journals (National/ International): 1

No. of Publication in Conferences (National/ International): 3

12. Academic Achievements in last 1Yr (M.Tech / ME / Ph.D): -

Faculty Signature: Sarim Gora

Note: Use Additional sheets of paper where space provided is not sufficient.

Comments / Remarks of the HOD

1. Comments on the statement made: Strongly Recommended for promotion. Very good in academics and other extra curricular activities.

2. Overall performance rating (Excellent/Very Good/Good/Average/Poor): Excellent

HOD Signature: [Signature]



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ARYA GROUP OF COLLEGES, JAIPUR

Performance Assessment Sheet 2016-17

(Lab Asst. / Non Teaching Staff)

1. Name: Rajendra Sharma
2. Address: Rajendra Choudhary Choump, Jaipur (Raj.)
3. Department: CIVIL
4. Qualification: M.Com (Accounts)
5. Current Salary: 8000/-
6. Date of Joining: 7/1/2015
7. Detail of work: Accounts works and all department other works.
8. Any Show Cause Notice issued during the year: Yes / No
(If yes, then provide details):

9. Involvement in any Admission Activities: Yes / No

(If yes, then provide details):

visit

Date: 11/01/2016

(Signature of Employee)
Rajendra Sharma

Grading by Hod/Registrar

A

(Signature with Name)

Grading by Principal

C

(Signature of Principal)

A- Out Standing

B- Good

C- Satisfactory