## **Lucknow Public College of Professional Studies**

**Gomti Nagar, Lucknow** 

Session: 2024-25

#### **Faculty Appraisal Report**

Name of the Faculty: MEENU VERMA

Department: COMPUTER SCIENCE

S.No	Evaluation Criteria	Maximu m Score	Self Assessment	HOD	Dean Academics
A.	TEACHING LEARNING AND EVALUATION				
1	Punctuality in the college and classes	10	10	10	10
2	Syllabus covered	10	10	10	10
_	Scheduled organization of	5	5	0.5	v
3	assignments/quizzes/presentation/viva	3			7
4	Punctuality and regularity in arrangement classes	5	5	05	05
5	Effective classroom teaching as per lecture paln.	10	10	10	10
6	Command on Content and Communication skills	10	09	७८	08
7	Uses of teaching aids ICT based teaching	5	4	04	04
8	Use of White Board	5	5	05	05
9	E-notes are displayed on ERP & Institution's web site	5	4	4	04
10	Role as a class teacher	20	19	20	20
11	No of students qualifying in State/ National/ International level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ etc	5	4	5	5
12	Number of placement of outgoing students this year		4	5	5
13	No of students progressing to higher education	5	4	5	5
14	Total no of classes taken against total classes assigned for syllabus completion	20	20	20	20
15	Class control	10	10	09	09
16	Grievance & Discipline handling techniques	5	5	05	DY
17	Well dressed	5	5	5	05
	Sub Total (A)	140	133	135	135
В.	RECORD KEEPING				
18	Attendance register	5	5	5	5
19	Internal Marks	10	10	10	10
20	Result Analysis	10	10	10	10
21	Lecture plan(prepared & reviewed by authorities regularly	5	5	05	1
***************************************	Sub Total (B)	30	30	30	30
	Evaluation Criteria	Maximu m Score	Self Assessment	HOD	Dean Academic
C.	<b>EXAMINATION CONTRIBUTION</b>		A CONTRACT		
22	Timely submission of Q. paper as per prescribed pattern and format	10	10	10	10
23	Timely submission of evaluated answer-sheets	10	10	10	10
24	Accuracy in answer-sheets evaluation	10	10	JO	10
25	Duty reporting in control room	10	10	10	10
26	LU result	10	09	09	9
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.No	Evaluation Criteria	Maximu m score	Self Assessment	Dean Academics	Principal
D.	HR POLICIES: EMPLOYEE BEHAVIOUR & MISCELLANEOUS	1(1.25/			
27	Behaviour with seniors	10	10	10	10
28	Behaviour with colleagues and students	10	10	10	D
29	Mentor-Mentee Home Visit	5	5	4	4
30	Best Mentor	5	4	5	5
31	Actively participation in admission process	20	18	18	18
32	Qualification as per UGC norms		0	0	0
33	PhD/Non-PhD		0	0	0
34	Alumni connect		5	5	5
35	Sincerity in execution of activity in institutional events and activities, viz proctorial duties, cultural events etc.		10	10	10
36	Working at assigned place	5	5	5	5
	Sub Total (D)	100	The second	67	67
E.	IN NAAC CONTRIBUTION		,		
37	Preparation of metric/ committee record	10	10	10	10
38	Preparation in NAAC documents in standardized form	10	10	U	10
39	Record keeping of NAAC records	10	10	10	10
40	Regularly visit in IQAC (at least once in 15 days)	10	7	8	8
41	Compliance improved as advised by IQAC	10	10	10	10
42	Initiatives in organizing activities/required in NAAC metric or committee	10	10	10	[D
43	Timely submission of data in IQAC	20	20	20	20
	Sub Total (E)	80	77	78	78
F.	RESEARCH CONTRIBUTION		150		
44	Research paper published	50	0	0	. 0
45	Book/ Book chapter/proceeding	30	22	25	25
40	Paper presentation in conferences	15	15	0	0
4	Workshop & FDP attended	5	5	5	5
	Sub Total (F)	100	42	30	30
	Grand total (A+B+C+D+E+F)= 500	500		130	1

Faculty Signature

	SUMMARY TA	ABLE			
SL	EVALUATION CRITERIA	SCORE	OBTAINED	%	TOTAL %
A.	TEACHING LEARNING & EVALUATION	140	135	76	TOTAL 70
B.	RECORD KEEPING	30	30		77.8%
C.	EXAMINATION CONTRIBUTION	50	1		11.01
D.	EMPLOYEE BEHAVIOUR & MISCELLANEOUS	100	49		
E.	IN NAAC CONTRIBUTION	80	5)		GRADE
F.	RESEARCH CONTRIBUTION	100	78		
	GRAND TOTAL	500	30		,

Prof. (Dr.) Laxmi Shankar Awasthi
Dear Academics
Lucknow Public College of Professional Studies
Vinamra Khand, Gomu Nagar, Lko.

Prof. (Dr.) Anil Singh Principal Lucknow Public College of Professional Studies Vinamra Khand, Gomtinagar, Lucknow

Dr. Berlener in Singh
Director
Lucknow Public College of Professional Studies

# **Lucknow Public College of Professional Studies**

Gomti Nagar, Lucknow

Session: 2024-25

**Faculty Appraisal Report** 

Name of the Faculty:	Dr. Wisha S	ringh	
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.No I	Evaluation Criteria	Maximu m Score	Self Assessment	HOD	Dean Academics
Α.	TEACHING LEARNING AND EVALUATION			<i>y</i>	
1	Punctuality in the college and classes	10	8	8	9
2	Syllabus covered	10	10	0	10
2 1	-	5	5	5	5
4	Punctuality and regularity in arrangement classes	5	5	5	5
5	Effective classroom teaching as per lecture paln.	10	10	10	10
6	Command on Content and Communication skills	10	9	9	9
7	Uses of teaching aids ICT based teaching	5	4	4	5
8	Use of White Board	5	5	5	5
9	E-notes are displayed on ERP & Institution's web site	5	5	5	5
10	TEACHING LEARNING AND EVALUATION  Punctuality in the college and classes  Syllabus covered  Scheduled organization of assignments/quizzes/presentation/viva  Punctuality and regularity in arrangement classes  Effective classroom teaching as per lecture paln.  Command on Content and Communication skills  Uses of teaching aids ICT based teaching  Uses of White Board  E-notes are displayed on ERP & Institution's web site  Role as a class teacher  No of students qualifying in State/ National/ International level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ etc  Number of placement of outgoing students this year  No of students progressing to higher education  Total no of classes taken against total classes assigned for syllabus completion  Class control  Grievance & Discipline handling techniques  Well dressed  Sub Total (A)  B. RECORD KEEPING  Attendance register  Internal Marks  Result Analysis  Lecture plan(prepared & reviewed by authorities regularly Sub Total (B)  Evaluation Criteria  C. EXAMINATION CONTRIBUTION  Timely submission of Q. paper as per prescribed pattern and format  Timely submission of evaluated answer-sheets  Accuracy in answer-sheets evaluation		20	19	20
11		5	5	Ś	5
12		5	5	5	5
13	No of students progressing to higher education	5	5	5	5
14		20	20	70	20
15		10	10	10	10
16	Grievance & Discipline handling techniques	5	5	5	5
17	Well dressed	5	5	5	5
	Sub Total (A)	140	136	\$35	137
В.		5 1 5	,		
18	Attendance register	5	5	5	5
19	Internal Marks	10	10	10	10
20	Result Analysis	10	10	10	10
21		5	4	4	4
		30	29	29	29
		Maximu m Score		HOD	Dean Academic
C.	EXAMINATION CONTRIBUTION	71010			
22		10	8	8	8
23	Timely submission of evaluated answer-sheets	10	8	8	8
24	Accuracy in answer-sheets evaluation	10	9	3	10
25	Duty reporting in control room	10	9	9	10
26	to Hyresult	10	9	9	9
DU E IKNO	Sub Total (C)	50	43	43	145

S.No	Evaluation Criteria	Maximu m score	Self Assessment	Dean Academics	Principal
D.	HR POLICIES: EMPLOYEE BEHAVIOUR & MISCELLANEOUS				
27	Behaviour with seniors	10	10	9	10
28	Behaviour with colleagues and students	10	10	10	10
29	Mentor-Mentee Home Visit	5	5	4	9
30	Best Mentor	5	5	4	4
31	Actively participation in admission process	20	18	18	12
32	Qualification as per UGC norms	20	20	20	20
33	PhD/Non-PhD	10	0	10	10
34	Alumni connect	5	5	5	5
35	Sincerity in execution of activity in institutional events and activities, viz proctorial duties, cultural events etc.	10	10	[0	10
36	Working at assigned place	5		5	*
	Sub Total (D)		98	95	96
E.	IN NAAC CONTRIBUTION				
37	Preparation of metric/ committee record	10	10	lo	10
38	Preparation in NAAC documents in standardized form	10	10	10	10
39	Record keeping of NAAC records	10	10	10	10
40	Regularly visit in IQAC (at least once in 15 days)	10	9	9	9
41	Compliance improved as advised by IQAC	10	10	lo	10
42	Initiatives in organizing activities/required in NAAC metric or committee	10	10	10	10
43	Timely submission of data in IQAC	20	20	20	20
	Sub Total (E)	80	79	72	79
F.	RESEARCH CONTRIBUTION	la Pilei	1	,	1
44	Research paper published	50	50	\$50	50
45	Book/ Book chapter/proceeding	30	20	#30	30
46	Paper presentation in conferences	15	15	15	15
47	Workshop & FDP attended	5	4	5	5
	Sub Total (F)	100	99	8900	100
	Grand total (A+B+C+D+E+F)= 500	500	484	470	486

Faculty Signature

	SUMMARY T	ABLE			
SL	EVALUATION CRITERIA	SCORE	OBTAINED	%	TOTAL %
A.	TEACHING LEARNING & EVALUATION	140	136		- 1 7
B.	RECORD KEEPING	30	29		1 9608
C.	EXAMINATION CONTRIBUTION	50	44		
D.	EMPLOYEE BEHAVIOUR & MISCELLANEOUS	100	GC.		GRADE
E.	IN NAAC CONTRIBUTION	80	70		
F.	RESEARCH CONTRIBUTION	100	100		
	GRAND TOTAL		11811		

Prof. (Dr.) Laxmi Shankar Awasthi Dean Meademics

Prof. (Dr.) Anil Singh
Priprincipal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomtinagar, Lucknow

Lucknow Public College of Professional Studies Vinamra Khand, Gomli Nagar, Lko.

#### LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

ANNUAL PERFORMANCE APPRAISAL FORM (Non-Teaching Staff)

2024-2025 NAME MR SHIVAM PRATAP SINGH CHAUHAN DESIGNATION COUNGELLOR DEPARTMENT/ CENTRE/SECTION ADMINISTRATIVE DATE OF ASSESSMENT 30 June 2025 UNSATI **SATISFACT** CALCULATED GOOD **VERIFIED NEUTRAL SFACTO POOR ORY** SCORE BY HEAD\* RY 5 **CATEGORY** 4 3 1 1. PROFESSIONAL (Put a tick under the appropriate option) **COMPETENCE** 1.1 Knowledge of rules, regulations and procedures 4 4 1.2 Ability and willingness to take up additional load in times 4 4 of exigencies 1.3 Creativity and innovation 4 5 1.4 Computer Proficiency 4 5 2. PERFORMANCE 2.1 Maintenance of Files/ 4 Records 3 2.2 Accuracy & Speed of work 3 2.3 Neatness and tidiness of work 3 4 2.4 Completion of work on Schedule 5 4 2.5 Diligence and sense of responsibility 5 4 3. PERSONAL 3.1 Attendance 4 3 3.2 Punctuality 3 4 3.3 Integration with colleagues Garima Singh 4 3.4 Integrity and Behavior Director 1125 5 Heae of P TOTAL SCORE 46 4. OVERALL EVALUATION (By review Officer) GOOD **SATISFACTORY NEUTRAL** UNSATISFACTORY **POOR** 

A			
SIGNATURE OF THE REVIEWER			
65 Points			
55 to 65			
45 to 54			
35 to 44			
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Dean Academics
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

Lucknow Public College of Professional Studies

Lucknow Public College of Professional Studies

Vinamra Khand, Gomtinagar, Lucknow

Dr. Garima Singh Director

Director

Lucknow Public College of Profess and Studies

### LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

ANNUAL PERFORMANCE APPRAISAL FORM (Non-Teaching Staff) 2024-2025

NAME			Ms. S	USHMA	SIN	GH					
DESIGNATION			SPORTS HEAD								
DEPARTMENT/ CENTRE/SE	ECTION		ADMINISTRATIVE								
DATE OF ASSESSMENT	DATE OF ASSESSMENT				30 June 2025						
ev.	GOOD	SATISFACT ORY	NEUTRAL	UNSATI SFACTO RY	POOR	CALCULATED SCORE	VERIFIED BY HEAD*				
CATEGORY	5	4	3	2	1		. ~				
1. PROFESSIONAL COMPETENCE	(Put a tic	k under the ap	propriate opti	ion)							
1.1 Knowledge of rules, regulations and procedures	~	,				5	5				
1.2 Ability and willingness to take up additional load in times of exigencies	~					5	5				
1.3 Creativity and innovation	~					ঠ	5				
1.4 Computer Proficiency		~				4	4				
2. PERFORMANCE							•				
2.1 Maintenance of Files/ Records		~				4	4				
2.2 Accuracy & Speed of work	/					5	4				
2.3 Neatness and tidiness of work	~					5	5				
2.4 Completion of work on Schedule	/					5	4				
2.5 Diligence and sense of responsibility	~					5	5				
3. PERSONAL											
3.1 Attendance	~		i,			5	5				
3.2 Punctuality	/					5	5				
3.3 Integration with colleagues	~	101	Dr. Garim Direc			5	5				
3.4 Integrity and Behavior	Salug	N Protessional S	Public College (	Lucknow		5	5				
TOTAL SCORE				63	GL						
4. OVERALL EVALUATION	(By revie	ew Officer)									
GOOD	SATIS	SFACTORY	NEUT	RAL	UNSA	TISFACTORY	POOR				

5. Any outstanding Contribution (B)	y employee):						
A							
6. Special Remarks if any (By Revie	wing Officer):*						
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Date: 30 06 2025	The second second section is the second section and the second section is the second section in the second section sec		SIGNA	TURE OF THE RI	EVIEWER		
* COMPUTATION OF OVERALL	EVALUATION		65 F	Points			
Good		55 1	to 65				
Satisfactory	45 to 54						
Neutral		35 to 44 25 to 34					
Unsatisfactory							
Poor			15 to 24				
*To be filled by the Reviewing Officer							
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Dean Academics  Lucknow Public College of Professional Studies  Vinamra Khand, Gomti Nagar, Lko.			Lucknow Pu	Principal blic College of Profess  Khand, Gomtinage	fessional Studies		
		A STATE OF THE STA	<b>V</b>				

Dr. Garima Singh
Director
Lucknow Public College of Professional Studies