



J.Sadhubella Education Society's
Minority Institute

J. Watumull Sadhubella Girls College

Near Government Dispensary, Ulhasnagar - 421 001, Dist - Thane

PERFORMANCE APPRAISAL FORM FOR TEACHING STAFF

For the academic year 2021-22

I. Basic Information

- i) Name of the college (in full) : J.W.Sadhubell Girl'S College
- ii) Region in which situated : Ulhasnagar-421001
- iii) Name of the lecturer (in full) : Mrs. Chawak Smita Dileep
(Beginning with surname)
- iv) Date of Birth : 25th December 1963
- v) Qualification of the Lecturer :

Degree and Post-graduate examination	Special / Principal subject offered	Allied Additional / Subordinate subjects offered	Class obtained	Year of passing	University
B.Sc.	Statistics	-----	Second	1985	Mumbai
M.Sc.	Statistics	-----	Second	1987	Mumbai
M.Phil.	Statistics	-----	Completed	1993	Mumbai
M.B.A.	Manufacturing	-----	First	2010	Y.C.M.O.U.

Subjects taught and faculty : Business Statistics- F.Y.B.M.S.(sem-1)
Logistics & Supply Chain
Management- T.Y.B.M.S.(sem-5)
Quantitative Methods-1-
F.Y.B.B.I.(sem-1)
Strategic Management -
T.Y.B.B.I.(sem-5)



Business Mathematics-
 F.Y.B.M.S.(sem-2)
 Operation Research - T.Y.B.M.S.(sem-6)
 Quantitative Methods-2-
 F.Y.B.B.I.(sem-2)
 Production and Total Quality
 Management- S.Y.B.M.S.(sem-4)

vi] Designation : B.M.S. and B.B.I. Co-Ordinator

vii] a) Date of joining the present college. : 10th July 2006

b) Date of approval of appointment by the University : -

c) Date of appointment by Management : 10th July 2006

viii] Teaching experience at the college level : 16 years

Names of the Institutions where employed previously	Period of Service with dates	Designation	Classes taught	Subjects Taught	S c a l e o f P a y



C.H.M. College	June 1999- March 2006	Visiting lecturer	F.Y.B.M.S.(sem-1) F.Y.B.B.I.(sem-1) F.Y.B.B.I.(sem-2) F.Y.A.F.(sem-1)	B.Statistics Quantitative Methods-1 Quantitative Methods-2 Statistics
R.K.T. College	June 2003- March 2014	Visiting lecturer	F.Y.B.M.S.(sem-1) F.Y.B.B.I.(sem-1) F.Y.B.B.I.(sem-2) T.Y.B.M.S.(sem-5) T.Y.B.M.S.(sem-6)	B.Statistics Quantitative Methods-1 Quantitative Methods-2 Logistics and Supply Chain Management Quatitative Methods
Hirana ndani College of Management	June 2003- March 2015	Visiting lecturer	F.Y.B.Pharm.(sem-2) S.Y.B.Pharm.(sem-3) M.Com.(E-commerce)	Statistics for Pharmacy Mathematics for PHARMACY

II. Course taught and work-load

	Lectures	Tutorials	Practical's	Subjects and papers taught
i] Undergraduate	16			1.Business Statistics 2.Logistics & Supply Chain Management 3.Quantitative Methods-1 4.Strategic Management 5.Business Mathematics 6.Operation Research



				7.Quantitative Methods-2 8.Production and Total Quality Management
ii] Post-graduate				
iii] M. Phil				

III Teaching Methods applied Name and describe new teaching methods used, if any besides lecture method, i.e.

- i] Distributing lecture synopsis and bibliography :
- ii] Encouraging questions in class : For theoretical subjects such as Logistics and Supply Chain Management, Production and Total Quality Management, Strategic Management always encouraging questions are asked while taking lectures
- iii] Announcing topics for discussion in advance : As per requirement of Topic
- iv] :
For Strategic Management subject Seminar was conducted on topic 'Strategies followed by different organizations '. Students presentations were conducted For subject of Logistic and Supply Chain Management different topics were distributed to the students.
And Students presents Logistical activities of different Organizations
In subject of PTQM , Student's seminar is conducted on Topic of PTQM strategies followed indifferent organizations.
- v] Use of audio-visual aids : Many topics from Logistics & Supply Chain Management, Strategic Management, Production and Total Quality Management were explained by subject related videos.



vi] Use of ICT tools : Videos, PPT Presentations

vii] Use of Social networking : For guidance in project viva for T.Y.B.M.S., T.Y.B.B.I. and M.Com. students E.mail and WhatsApp was used

IV. Any other contributions in

i] Teaching Methods

: 1) Lecture discussion,
2) PPT presentations,
3) Videos

ii] Evaluation

: 1) Class test and internal test were conducted for all the subjects
2) Students are evaluated through presentations on different topics in subjects of Logistics & Supply Chain Management, Strategic Management, Production and Total Quality Management
3) Mostly Practical assignments are given in all the subjects.

iii] Certificate Course / Course Development etc.

: 1. Actively participated in the development of M.O.U. or collaboration with Industry partners to start of Certificate Training Courses for Skill Development with placement assistance or entrepreneurship for students.

2. Participation for conduct of certification course by PIDILITE Company for development of Artistic skill of students

3. Participation for conduct of certification course by Edubridge Company for development of Employment Ability skill of students



V. Academic and Professional Growth [During the Academic Year]

- i) Research qualifications acquired : - -
- ii) Research projects undertaken : -
- iii) Research papers published indicating titles and names of journals in which published [UGC listed journals / Non UGC listed journals] : -
- iv) Guidance rendered to Research Scholars : Project guide for the students of T.Y.B.M.S., T.Y.B.B.I. and M.Com.
- v) Participation in Seminars Workshops and conferences.
Seminar/
Workshop/Conference/
FDP
- 1.Organising Secretary for National level Webinar on "Innovations in Digital Banking"
2. Organizing Secretary for International Webinar on " Marathi Bhashecha prachar ani prasar"
3. Organizing Secretary for Webinar on "Financial awareness"
- 4.As a member secretary of Health club organized online workshop on 'Menstrual Hygiene and Menstrual irregularities' in collaboration with Women Development Cell and Rotary club of Ulhasnagar
- vi) Participation in orientation Programmes, refresher courses etc. in -----



vii] Faculty Improvement/ Development program FDP -

viii] Paper published in International / National / State level conferences / Seminars / Symposia - ----

ix] International / National / State / University level conferences / Seminars / Symposia/ Workshops organized :-
1. Organising Secretary for National level Webinar on " Innovations in Digital Banking"
2. Organising Secretary for International Webinar on " Marathi Bhashecha prachar ani prasar"

x] Guidance to slow learners / advanced learners :yes

xi] Guidance to students under Mentor / Mentee

xii] Member of Academic council / BoS/ CAS / Selection /other university committees -----

xiii] Any other type of training -----



VII. Participation in Extra-mural Activities

i] Organizing secretary for four PIDILITE workshops
"Artists in me".
ii] As a member Secretary of Marathi vangmay mandal Conducted Certificate course "Marathi Bhasha 'Read and Write'"

iii] Mega Job Fair was organized in Collaboration with Magic Bus Foundation.
iv] As a member secretary of Health club organized online workshop on 'Menstrual Hygiene and Menstrual irregularities' in collaboration with Women Development Cell and Rotary club of Ulhasnagar
v] Participation in signing of MOU with Magic Bus Foundation for Job placement Training.

vi] Participation in signing of MOU with Hellen Keller NGO for Job placement Training.
vii] For T.Y. Students of B.M.S. and B.Com.(B&I) internships were arranged at Bombay Stock Exchange where they can get practical exposure regarding Derivative Market.
viii] One day study tours were planned to APMC market and Savla Cold Storage to Practical exposure to students

VIII. Help rendered in college administration by membership of various committees [Administrative / Academic]

1. Worked as a member of IQAC Committee.
2. Worked as a member Secretary of Placement and Counselling cell.
3. Worked as a member Secretary of student council
4. Worked as a member Secretary of Health club
5. Worked as a member of Admission Committee
6. Worked as a member of Academic Calendar Committee



7. Worked as a member of time table Committee
8. Worked as member of Examination Committee
9. Worked as a member of Academic audit and student feedback Committee
10. Worked as a member of Library Committee
11. Worked as a member of Purchase and Financial Norm Committee
12. Worked as a member of Discipline Committee
13. Worked as a member of Anti Ragging Committee
14. Worked as a member of Magazine and publication Committee
15. Worked as a member of Quality improvement and attendance Committee
16. Worked as a member secretary of Marathi Vangmay Mandal
17. Worked as a member of Standing Committee
18. Worked as a member of Protection and Prevention of person from Sexual harassment Committee.
19. Worked as a member Secretary of Canteen Committee.
20. Worked as a member Secretary of Marathi Vangmay Mandal

IX. Details of participate in the following

i. University Evaluation / Online screening	<p>-----1)Logistics & Supply Chain Management- T.Y.B.M.S.(sem-5) 2)Operation Research - T.Y.B.M.S.(sem-6) 3)Strategic Management – T.Y.B.B.I.(sem-5)</p>
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ii. Internal Evaluation:	<p>Business Statistics- F.Y.B.M.S.(sem-1) Logistics & Supply Chain Management- T.Y.B.M.S.(sem-5) Quantitative Methods-1- F.Y.B.B.I.(sem-1) Strategic Management – T.Y.B.B.I.(sem-5) Business Mathematics- F.Y.B.M.S.(sem-2) Operation Research - T.Y.B.M.S.(sem-6)</p>
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		Quantitative Methods-2- F.Y.B.B.I.(sem-2) Production and Total Quality Management- SYBMS(sem-4)	
iii.	Paper Setting:	Business Statistics- F.Y.B.M.S.(sem-1) Logistics & Supply Chain Management- T.Y.B.M.S.(sem-5) Quantitative Methods-1- F.Y.B.B.I.(sem-1) Strategic Management – T.Y.B.B.I.(sem-5) Business Mathematics- F.Y.B.M.S.(sem-2) Operation Research - T.Y.B.M.S.(sem-6) Quantitative Methods-2- F.Y.B.B.I.(sem-2) Production and Total Quality Management- SYBMS(sem-4)	
iv.	Assessment of Homes assignments :	Business Statistics- F.Y.B.M.S.(sem-1) Logistics & Supply Chain Management- T.Y.B.M.S.(sem-5) Quantitative Methods-1- F.Y.B.B.I.(sem-1) Strategic Management – T.Y.B.B.I.(sem-5) Business Mathematics- F.Y.B.M.S.(sem-2) Operation Research - T.Y.B.M.S.(sem-6) Quantitative Methods-2- F.Y.B.B.I.(sem-2) Production and Total Quality Management- S.Y.B.M.S.(sem-4)	
v.	Conduct of Examination:	Worked as a Member of examination Committee	
vi.	Evaluation Dissertation etc		
X.	Awards		
	International Level		:
	National Level		
	State Level		:
	University Level		:
	Institute Level		:
XI.	Membership of Professional bodies		:



XII. Research Guidance [In academic year] :

Programme	No. of Students
U.G. [B.Com./BMS/BCBI]	Project Guide for TYBMS and TYBBI students
P.G. [M.Com.]	Project guide for M.Com. students
M. Phil. If any specify	
Ph.D. If any specify	

**X. Any other information about :
contribution [not conveyed above]
relevant to a proper assessment of
activities**

XI. General Observation

- i) Attendance :
- a) Regularity : Excellent
- b) Punctuality : Excellent
- ii) Students-teacher relationship : Excellent
- iii) Colleague relationship : Excellent
- iv) Class Control : Excellent
- v) Alumni teacher relationship : Excellent
- vi) Reading Habits and other matters : yes
- vii) Teaching Plan : Prepared
- viii) Teaching Diary : Prepared
- ix) Video Lectures etc. : Conducted

Place : Ulhasnagar

Date : 30th April 2022




Signature of Staff

* Evaluation by the Head of the Department or the senior-most Lecturer in the Department or Principal or IQAC

Factual Verification			Evaluation				
Item	Correct	Exaggerated	Excellent	Very Good	Good	Average	Poor
** I	✓		✓	✓			
** II	✓		✓	✓			
III	✓		✓	✓			
IV	✓			✓			
V	✓			✓			
VI	✓			✓			
VII	✓			✓			
VIII	✓			✓			
IX	✓						
X	✓						

Date : 30/04/22

Wale
Signature of the Principal



Observations of the Principal :

Publish Research
papers in journal
in future (papers not
published)

Date : 30/04/22 [Seal of the College]

Wale
Signature of the Principal





Sadhubella Education Society's
Minority Institute

J. Watumull Sadhubella Girls College

Near Government Dispensary, Ulhasnagar - 421 001, Dist - Thane

PERFORMANCE APPRAISAL FORM FOR TEACHING STAFF

For the academic year 2021-2022.

I. Basic Information

- i] Name of the college (in full) : J. Watumull Sadhubella Girls College.
- ii] Region in which situated : Urban.
- iii] Name of the lecturer (in full) : Wadhwa Heenal Doulat.
(Beginning with surname)
- iv] Date of Birth : 28th May - 1972.
- v] Qualification of the Lecturer :

Degree and Post-graduate examination	Special / Principal subject offered	Allied Additional / Subordinate subjects offered	Class obtained	Year of passing	University
B. Com	Financial Accounting and Auditing	I.O.M, Sindhi, RTP	Second Class	April - 1993	University of Mumbai
M.Com	Advance Accounting and Costing	P.P.M, Org. Mkts, Mgt Accountancy and Business Finance	First Class	April - 1995	University of Pune
D.B.M	Financial Management		First Class	April - 1995	University of Pune
State Eligibility Test	Commerce			June 1995	University of Pune
MMS	Financial Management		First Class with Distinction	May 1996	University of Pune
MMS	Marketing Management		First Class	April 1997	University of Pune
M.Com	CLSP & PMIR		First Class	April 1998	University of Pune
M.Phil.	Management		First Class	March 2010	The Global Open University



Subjects taught and faculty : Commerce Papers I, II, III, IV, V & VI
Company Secretarial Practice &
Export Marketing. Commerce
Faculty.

vi] Designation : Associate Professor.

vii] a) Date of joining the : 2nd September, 1996.
present college.

b) Date of approval of : CONCOL/SA/2341 of 1998 dated
appointment by the 08/05/1998
University

c) Date of appointment by : 2nd September, 1996.
Management

viii] Teaching experience at the : 25 years
college level

Names of the Institutions were employed previously	Period of Service with dates	Designation	Classes taught	Subjects Taught	Scale of pay
NA					

II. Course taught and work-load

	Lectures	Tutorials	Practical's	Subjects and papers taught
i] Under-graduate	18	Nil	Nil	Commerce Papers I, II, III, IV, V & VI Company Secretarial Practice & Export Marketing.
ii] post-graduate	Nil	Nil	Nil	Nil
iii] M. Phil	Nil	Nil	Nil	Nil

III. Teaching Methods applied Name and describe new teaching methods used, if any besides lecture method, i.e.

1] Distributing lecture synopsis and : -
bibliography



- | | | | |
|------|---|---|-----|
| ii] | Encouraging questions in class | : | Yes |
| iii] | Announcing topics for discussion in advance | : | Yes |
| iv] | Holding Seminars. | : | Yes |
| v] | Use of audio-visual aids | : | Yes |
| vi] | Use of ICT tools | : | Yes |
| vii] | Use of Social networking | : | Yes |

IV. Any other contributions in

- | | | | |
|------|---|---|--|
| i] | Teaching Methods | : | Lectures, Groups
Discussion, Brain Storming
Sessions etc. |
| ii] | Evaluation Techniques | : | Revision lectures, Open
Book Test, Home
Assignments, Class Test etc. |
| iii] | Certificate Course /
Course Development etc. | : | Yes |

**V. Academic and Professional Growth
[During the Academic Year]**

- | | | | |
|------|--|---|---|
| i] | Research qualifications acquired | : | No |
| ii] | Research projects undertaken | : | No |
| iii] | Research papers published indicating
titles and names of journals in which
published
[UGC listed journals / Non UGC
listed journals] | : | |
| iv] | Guidance rendered to Research
Scholars | : | No |
| v] | Participation in Seminars Workshops
and conferences. | : | One-Day National Webinar
on "Career Awareness"
jointly organized by SST
college of Arts & Commerce,
& University of Mumbai. |
| vi] | Participation in orientation Programs,
refresher courses etc. | : | No |



- vii] Faculty Improvement/ Development program : No
- viii] Paper published in International / National / State level conferences / Seminars / Symposia : 3rd International Conference on Empirical and Theoretical Research(online) ICETR-2022.
- ix] International / National / State / University level conferences / Seminars / Symposia/ Workshops organized : No
- x] Guidance to slow learners / advanced learners : Yes
- xi] Guidance to students under Mentor / Mentee : Yes
- xii] Member of Academic council / Bos/ CAS / Selection /other university committees : No
- xiii] Any other type of training : No

VII. Participation in Extra-mural Activities :

- i] Extracurricular activities, debates. Cultural activities, counseling to students, Planning forums, Union NSS, NCC, Scouting etc. : Yes
- ii] Services to community / society under extension/extracurricular activities : Yes
- iii] Signing MoUs / Collaborations with industry, academic, NGO etc. : Yes

VIII. Help rendered in college administration by membership of various committees [Administrative / Academic] : CDC, Time-table, Academic Audit, Library Committee, Discipline Committee, Anti Ragging, Grievance Redressal Cell, IQAC, NSS, ICC, Unfair means Committee.

IX. Details of participate in the following

- i. University Evaluation / Online screening : Yes



- ii. Internal Evaluation : Yes
- iii. Paper setting : Yes
- iv. Assessment of Homes assignments : Yes
- v. Conduct of Examination : Yes
- vi. Evaluation Dissertation etc. : No

X. Awards

- International Level : No
- National Level : No
- State Level : No
- University Level : No
- Institute Level : No

XI. Membership of Professional bodies : Nil

XII. Research Guidance [In academic year] :

Programme	No. of Students
U.G. [B.Com./BMS/BCBI]	—
P.G. [M.Com.]	—
M. Phil. If any specify	—
Ph.D. If any specify	—

**X. Any other information about :
contribution [not conveyed above]
relevant to a proper assessment of
activities**

XI. General Observation

- i) Attendance :
- a) Regularity : Yes
- b) Punctuality : Yes
- ii) Students-teacher relationship : Good



- iii] Colleague relationship : Cordial
- iv] Class Control : GOOD
- v] Alumni teacher relationship : Good
- vi] Reading Habits and other matters : Yes
- vii] Teaching Plan : Yes
- viii] Teaching Diary : Yes
- ix] Video Lectures etc. : Yes

Place : Ulhasnagar

Date : 30/04/2022


Signature of Staff

* Evaluation by the Head of the Department or the senior-most Lecturer in the Department or Principal or IQAC

Factual Verification			Evaluation				
Item	Correct	Exaggerated	Excellent	Very Good	Good	Average	Poor
** I	✓		✓				
** II	✓			✓			
III	✓			✓			
IV	✓			✓			
V	✓				✓	✓	
VI	✓						
VII	✓		✓				✓
VIII	✓			✓			
IX	✓			✓			
X	✓						✓



Date : 30/04/22

Maji

Signature of the Principal

Observations of the Principal :

...over all performance
...is good except
...Research.



Date : 30/04/22

[Seal of the College]

Maji

Signature of the Principal