



SATYAM COLLEGE OF EDUCATION

ANNUAL CONFIDENTIAL REPORT

NAME : \_\_\_\_\_

POST : Assistant Professor.

PERIOD: From 2018 To 2019

DATE OF SUBMISSION: 07.08.19

Coordinator IGAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305





## SATYAM COLLEGE OF EDUCATION

### Part I

1. Name of the faculty

2. Date of Birth

10 February 1982

3. Date of appointment in SCE

4. Present Post

Assistant Professor.

5. Gross Salary

6. Address for Communication & Telephone No.

328, D Block, Baur Chokel Village  
Gourising Republic, Guazirabad.

#### 7. Academics Deliverance

Program	Title of the Course (Semester)	No. Of Hours	Total Direct Teaching Hrs./semester		Total In- Direct Teaching Hrs./semester	
			Theory	Practical	Internship	Any other (specify)
B.Ed	Lang. A. The Lang.	60	60	—	120 hrs	—
	Eng. Lang Edul	60	60	—		
	Human Right	60	60	—		
	EPL-3	60		60		

Total Teaching Hours (to be taken): 60 Teaching Hrs (Actually Taken): \_\_\_\_\_  
Shortfalls if any: \_\_\_\_\_

#### 8. Academic Management Co-ordination

Additional Responsibility	Cultural Cell, ERP Incharge, website updation.
Date of submission of Target Evaluation Form	07.02.19
Any Special mention for the responsibility (any Award)	

#### 9. Academic Development (Self as well as College)

Contribution in Curriculum development ( Course ,subjects, Documentation )	
Fairs /seminars etc. Visited- (Date , Venue , Name , Purpose)	—
Training Programs attended (Date, Venue , Name , Purpose ,Duration) And Date of submission of report to HOD/Dean	—
Invited for lectures, keynote addresses in forums outside SCE	—



## SATYAM COLLEGE OF EDUCATION

Seminar conducted in the Zero Hour (Date and Topic)	
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**10. Research work:**

Topic of Paper	Name of the Journal/Magazine in which Published	Month/Year
	←	
	←	

**11. Contribution to other Departmental Functions**

Admissions (Any Involvement in counseling)	←
Involvement in any University paper setting and checking	←
Any Other (Like Internship, Classroom Projects)	yes

**12. Result of University Exam Class +Subject Taught**

Number of Students of Appeared in Exam	No. of Students Passed & %	No. of students with 75% marks

**13. Any Contribution for development of the institute  
Extra Days/Extra Hours**

**Date:**  
**Place:**

**Signature**  
**Name:**  
**Designation:** *Asst. Professor*





# SATYAM COLLEGE OF EDUCATION

## Part IV

### 1. Comment of the Reviewing Committee

#### Criterion of Evaluation and Weight age

	Ex Score	VG	G	Av	Poor	[Multiplier]	
1) Academic Deliverance							
a) Quality of Deliverance	•	•	✓	•	•	[x 2]	6
b) Completion of stipulated Hrs	•	•	✓	•	•	[x 2]	6
100% compliance- Ex							
Upto 75% compliance-VG							
Upto 60% Compliance-G							
Upto 50% Compliance -Av.							
Below 50% - Poor							
2) Research work	•	•	✓	•	•	[x 2]	06.
3) University Result	•	•	✓	•	•	[x 0.5]	4.5
4) Participation and contribution in departmental functions	•	•	•	•	•	[x 1]	5
5) Faculty Seminars	•	✓	•	•	•	[x 2.5]	12.
<b>Total</b>							
38.5 / 50							
Ex -5 Points							
VG-4 Points							
G-3 Points							
Av-2 Points							
Below Av-1 Point							

38.5 / 50

**Signatures**  
**Name**  
**Date:**  
**Place:**

Binod  
 02/02/2020  
 Noida

\_\_\_\_\_

\_\_\_\_\_



SATYAM COLLEGE OF EDUCATION

# ANNUAL CONFIDENTIAL REPORT

NAME :

[Redacted Name]

00

POST :

PERIOD: From

2017

To

2018

DATE OF SUBMISSION:

07/08/2018

Coordinator IQAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305





## SATYAM COLLEGE OF EDUCATION

### Part I

1. Name of the faculty —
2. Date of Birth — 24/09/1985
3. Date of appointment in SCE 02/08/2016
4. Present Post —
5. Gross Salary —
6. Address for Communication & Telephone No. — GH-2001, SPS Residency, Near Shipra Mall  
Indrapuram, Chhazibad.
7. Academics Deliverance

Program	Title of the Course (Semester)	No. Of Hours	Total Direct Teaching Hrs./semester		Total In- Direct Teaching Hrs./semester	
			Theory	Practical	Internship	Any other (specify)
B.Ed.	Childhood +	60	60		120 hrs.	
	Mathematics	60	60			
	Assessment for	60	60			
	Knowledge +	60	60			

Total Teaching Hours (to be taken): 60 Teaching Hrs (Actually Taken): \_\_\_\_\_  
Shortfalls if any: \_\_\_\_\_

#### 8. Academic Management Co-ordination

Additional Responsibility	Placement cell, Internship + Teaching Practice Alumni Cell.
Date of submission of Target Evaluation Form	07/08/2018
Any Special mention for the responsibility (any Award)	

#### 9. Academic Development (Self as well as College)

Contribution in Curriculum development ( Course ,subjects, Documentation )	
Fairs /seminars etc. Visited- (Date , Venue , Name , Purpose)	
Training Programs attended (Date, Venue , Name , Purpose ,Duration) And Date of submission of report to HOD/Dean	
Invited for lectures, keynote addresses in forums outside SCE	



## SATYAM COLLEGE OF EDUCATION

Seminar conducted in the Zero Hour (Date and Topic)	—
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### 10. Research work:

Topic of Paper	Name of the Journal/Magazine in which Published	Month/Year
	—	
	—	

### 11. Contribution to other Departmental Functions

Admissions (Any Involvement in counseling)	—
Involvement in any University paper setting and checking	Yes.
Any Other (Like Internship, Classroom Projects)	Yes.

### 12. Result of University Exam Class +Subject Taught

Number of Students of Appeared in Exam	No. of Students Passed & %	No. of students with 75% marks
Sem -3+4 46 (2016-2018)	<del>44</del> 44	40
sem -1+2 - 72 (2017-2019)	68	62

### 13. Any Contribution for development of the institute Extra Days/Extra Hours

**Date:**  
**Place:**

**Signature:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Designation:** \_\_\_\_\_





**SATYAM COLLEGE OF EDUCATION**

**Part IV**

**1. Comment of the Reviewing Committee**

Criterion of Evaluation and Weight age

	Ex	VG	G	Av	Poor	[Multiplier]	Score
1) Academic Deliverance							
a) Quality of Deliverance	✓	✓	•	•	•	[x 2]	8
b) Completion of stipulated Hrs	•	✓	•	•	•	[x 2]	8
100% compliance- Ex							
Upto 75% compliance-VG							
Upto 60% Compliance-G							
Upto 50% Compliance -Av.							
Below 50% - Poor							
2) Research work	•	✓	•	•	•	[x 2]	10
3) University Result	•	✓	•	•	•	[x 0.5]	02
4) Participation and contribution in departmental functions	•	✓	•	•	•	[x 1]	5
5) Faculty Seminars	•	✓	•	•	•	[x 2.5]	10
Total							43/50
Ex -5 Points							
VG-4 Points							
G-3 Points							
Av-2 Points							
Below Av-1 Point							

**Signatures**  
**Name**  
**Date:**  
**Place:**

*Principal*  
*Principal*  
 02 Feb 2020  
 Noida





**SATYAM COLLEGE OF EDUCATION**

**ANNUAL CONFIDENTIAL REPORT**

NAME : \_\_\_\_\_

POST : \_\_\_\_\_

PERIOD: From 2016 To 2017

DATE OF SUBMISSION: 06/08/17

Coordinator IQAC  
Satyam College of Education  
C-86A/14 & 15, Sector-02,  
NOIDA-201305

Principal  
Satyam College of Education  
C-86A/14 & 15, Sector-02,  
NOIDA-201305





**SATYAM COLLEGE OF EDUCATION**

**Part I**

1. Name of the faculty

2. Date of Birth

07/09/69

3. Date of appointment in SCE

01/04/16

4. Present Post

HOD

5. Gross Salary

—

6. Address for Communication & Telephone No.

S-D 527, D, Block Shastri Nagar  
Ghaziabad, U.P  
9899109451

**7. Academics Deliverance**

Program	Title of the Course (Semester)	No. Of Hours	Total Direct Teaching Hrs./semester		Total In- Direct Teaching Hrs./semester	
			Theory	Practical	Internship	Any other (specify)
B.Ed.	sem-1 Contemporary India & Edu.	30	30	sem 1 120 HOURS	120 HOURS	
B.Ed.	Social Science Edu sem-2	68	68	sem-2 120 HOURS		

Total Teaching Hours (to be taken): 90 Teaching Hrs (Actually Taken): 98  
Shortfalls if any: 08

**8. Academic Management Co-ordination**

Additional Responsibility	Admission, Internship / Practice Teaching, Placement, Alumni Meet, Arrangement and organization of guest lecture
Date of submission of Target Evaluation Form	11/08/2017
Any Special mention for the responsibility (any Award)	

**9. Academic Development (Self as well as College)**

Contribution in Curriculum development (Course, subjects, Documentation)	Given ideas to the University regarding change of Curriculum.
Fairs/seminars etc. Visited- (Date, Venue, Name, Purpose)	Book Fair
Training Programs attended (Date, Venue, Name, Purpose, Duration) And Date of submission of report to HOD/Dean	
Invited for lectures, keynote addresses in forums outside SCE	NIOS For Live session for D.Ed. Program.

Academic Year .....





## SATYAM COLLEGE OF EDUCATION

Seminar conducted in the Zero Hour (Date and Topic)	—
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### 10. Research work:

Topic of Paper	Name of the Journal/Magazine in which Published	Month/Year
	—	
	—	

### 11. Contribution to other Departmental Functions

Admissions (Any Involvement in counseling)	Yes
Involvement in any University paper setting and checking	Yes
Any Other (Like Internship, Classroom Projects)	Arrangement of Practice Teaching.

### 12. Result of University Exam Class +Subject Taught

Number of Students of Appeared in Exam	No. of Students Passed & %	No. of students with 75% marks
46	44	40

### 13. Any Contribution for development of the institute Extra Days/Extra Hours

Date: 06/08/17  
Place: Noida

Signature  
Name:  
Designation: HOD

  
06/08/17



# SATYAM COLLEGE OF EDUCATION

## Part IV

### 1. Comment of the Reviewing Committee

#### Criterion of Evaluation and Weight age

	Ex Score	VG	G	Av	Poor	[Multiplier]	
1) Academic Deliverance							
a) Quality of Deliverance	o	✓	o	o	o	[x 2]	6
b) Completion of stipulated Hrs	o	o	✓	o	o	[x 2]	8
100% compliance- Ex							
Upto 75% compliance-VG							
Upto 60% Compliance-G							
Upto 50% Compliance -Av.							
Below 50% - Poor							
2) Research work	o	o	o	o	o	[x 2]	8
3) University Result	o	o	o	o	o	[x 0.5]	04
4) Participation and contribution in departmental functions	o	o	o	o	o	[x 1]	5
5) Faculty Seminars	o	o	o	o	o	[x 2.5]	12.5

Total  
\_\_\_/50

$$\frac{43.5}{50}$$

Ex -5 Points  
VG-4 Points  
G-3 Points  
Av-2 Points  
Below Av-1 Point

Signatures  
Name  
Date:  
Place:

*[Signature]*  
\_\_\_\_\_  
20/12/2017  
Noida

\_\_\_\_\_  
\_\_\_\_\_





**SATYAM COLLEGE OF EDUCATION  
NOIDA**

**NON TEACHING STAFF PROGRESS REPORT  
(FOR SELF APPRAISAL)**

Academic Year .....2016.....to.....2017.....

Date of Submission .....01.07.17.....

Coordinator IQAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305

**Part A – Personal Information**

1. Name of the personnel	:	
2. Name of the College	:	Satyam College of Education
3. Date of Joining	:	01 <sup>st</sup> July 2007
4. Designation	:	System Admin
5. Additional responsibility, if any	:	Graphic design and website design work of college

**Part B – Details of Activities**

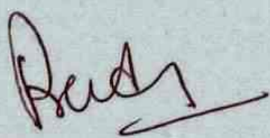
1. Write the details of activities performed as per the assigned duties

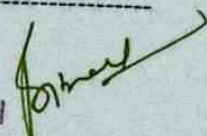
Performance Appraisal Evaluation form for Staff		
S.No	Job Objectives / Key Result Area's	Weight age (05)
1	Install & Configure Software and hardware	
2	Manage network Printer, server and LAN with	
3	Setup New Computers and Softwares	
4	Monitor performance and maintenance of systems	
5	Troubleshooting issues of users.	
6	Ensure security of Network Computers, backups and firewalls.	
7	Develop expertise to train staff on new technologies.	
8	Ensuring security and efficiency of IT infrastructure	

2. Please mention the brief of assignments/ work given by Reporting Officer:

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 -----  
 -----  
 -----  
 -----

- NA -

  
 Coordinator ICAC  
 Satyam College of Education  
 C-56A/14 & 15, Sector-62,  
 Noida-201305

  
 Principal  
 Satyam College of Education  
 C-56A/14 & 15, Sector-62,  
 NOIDA-201305



**PART C – DEPARTMENTAL AND CELL ACTIVITIES**

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NA-----  
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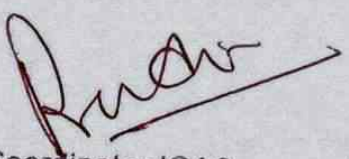
**PART D – ACADEMIC AND ADMINISTRATIVE COORDINATION**


1. Please give suggestions for initiatives to be taken for quality enhancement in the institute (wherever applicable):

Industry interaction	- NA -
Academic management	To assist academic staff related to computers help.
Self-development	-

Date of Submission: 01.7.17

Name and Signature: \_\_\_\_\_

  
Coordinator ICAC  
Satyam College of Education  
C-56A/14 & 15, Sector-02,  
Noida-201305

  
Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305

**PART E - (FEEDBACK)**

1. Please furnish the following: (To be filled by Office Superintendent)

Key Indicators	Details	Remarks by Reporting officer
Monthly Attendance	95.61%	
No. and type of leaves taken (semester wise)	CL = 2 1/2 ML = 05 EL = 8 1/2	
Avg. Log in and Log out time	9:00 a.m 5:00 p.m	
Over All Remarks		Communication skill needs to be corrected.

Date: 01.7.2017.

Name & Signature: Dr. Binela Agarwal  
Principal

Submitted to Chairperson:

*Pradeep*  
Coordinator ICAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305

*Binela*  
Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305





**SATYAM COLLEGE OF EDUCATION  
NOIDA**

**NON TEACHING STAFF PROGRESS REPORT  
(FOR SELF APPRAISAL)**

Academic Year .....2017.....to.....2018.....

Date of Submission .....01.07.2018.....

*Principal*  
Principal  
Satyam College of Education  
Noida

**Part A - Personal Information**

1.	Name of the personnel	:	
2.	Name of the College	:	SATIYAM COLLEGE OF EDUCATION
3.	Date of joining	:	23.07.2021
4.	Designation	:	OFFICE SUPPORT
5.	Additional responsibility, if any	:	

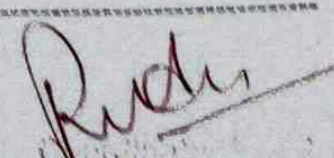
**Part B - Details of Activities**

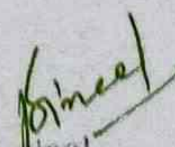
1. Write the details of activities performed as per the assigned duties

Performance Appraisal Evaluation form for Staff		
S.No	Job Objectives / Key Result Area's	Weight age (05)
1	OFFICE WORK	
2	TO ASSIST ACADEMIC ACTIVITIES	
3	TO HANDLED WITH UNIVERSITY	
4		
5		
6		
7		
8		

2. Please mention the brief of assignments/ work given by Reporting Officer:

.....  
 All assigned task completed well in time.  
 .....

.....  
  
 Satyam College of Education  
 C-56A/14 & 15, Sector-62,  
 Noida-201305

.....  
  
 Principal  
 Satyam College of Education  
 C-56A/14 & 15, Sector-62,  
 NOIDA-201305 2 | Page



**PART C – DEPARTMENTAL AND CELL ACTIVITIES**

-NA-

**PART D – ACADEMIC AND ADMINISTRATIVE COORDINATION**


1. Please give suggestions for initiatives to be taken for quality enhancement in the institute (wherever applicable):

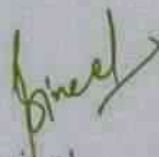
Industry interaction	- NA -
Academic management	To assist Academic team
Self-development	well experienced,

Date of Submission: 01.07.18

Name and Signature:



  
Coordinator  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

  
Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305 3 | Page

1. Please furnish the following: (To be filled by Office Superintendent)

Key Indicators	Details	Remarks by Reporting officer
Monthly Attendance	93.97%	
No. and type of leaves taken (semester wise)	CL = 09 ML = 06 EL = 07	
Avg. Log in and Log out time	08.00 A.M. 05.30 P.M.	
Over All Remarks	—	lunchal and disciplined.

Date: 01.8.18

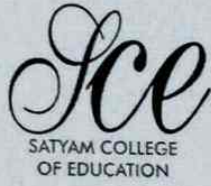
Name & Signature: Dr. Bineta Agarwal  
Principal

Submitted to Chairperson:

Chairperson  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305

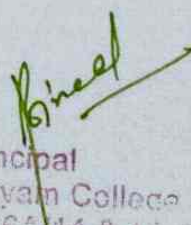




**NON TEACHING STAFF PROGRESS REPORT  
(FOR SELF APPRAISAL)**

Academic Year ..... 2018/19 ..... to ..... 2019/20 .....

Date of Submission ..... 01/08/2019 .....

  
Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305

**Part A – Personal Information**

6.	Name of the personnel	:	
7.	Name of the College	:	SATYAM COLLEGE OF EDUCATION
8.	Date of Joining	:	01 <sup>ST</sup> April 2012
9.	Designation	:	OFFICE ASSISTANT
10.	Additional responsibility, if any	:	Stationery Procurement / distribution

**Part B – Details of Activities**

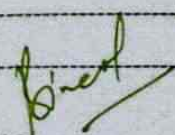
2. Write the details of activities performed as per the assigned duties

Performance Appraisal Evaluation form for Staff		
S.No	Job Objectives / Key Result Area's	Weight age (05)
1	OFFICE WORK	
2	To Assist office Superintendent	
3	To work university online	
4	admission / Exam	
5		
6		
7		
8		

2. Please mention the brief of assignments/ work given by Reporting Officer:

Completed all assigned work in time

  
 Satyam College of Education  
 C-56A/14 & 15, Sector-62,  
 Noida-201305

  
 Principal  
 District Office of Education  
 C-56A/14 & 15, Sector-62,  
 NOIDA-201305



**PART C – DEPARTMENTAL AND CELL ACTIVITIES**

— N.A. —

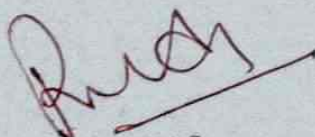
**PART D – ACADEMIC AND ADMINISTRATIVE COORDINATION**

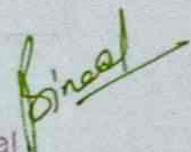
1. Please give suggestions for initiatives to be taken for quality enhancement in the institute (wherever applicable):

Industry interaction	—
Academic management	Examination work , Admission work .
Self-development	

Date of Submission: 01/08/2019

Name and Signature:

  
Coordinator ICAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

  
Principal  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

**PART E - (FEEDBACK)**

1. Please furnish the following: (To be filled by Office Superintendent)

Key Indicators	Details	Remarks by Reporting officer
Monthly Attendance	92.46.1.	
No. and type of leaves taken (semester wise)	CL = 12 ML = 08 EL = 7 1/2	
Avg. Log in and Log out time	9:00 a.m. 5:00 P.m.	
Over All Remarks		<u>Good.</u> Honest with work.

Date: 01.08.19

*[Signature]*  
02/8/19

Name & Signature:

Submitted to Chairperson:

*Dr. Bineeta Agarwal*  
Principal

*[Signature]*  
Coordinator ICAC  
Satyam College of Education  
C-56A/14 & 15, Sector-62,  
Noida-201305

*[Signature]*  
8 | Page  
Director  
Sector Office of Education  
C-56A/14 & 15, Sector-62,  
NOIDA-201305