Ahmednagar Jilha Maratha Vidya Prasarak Samaj's
INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR
Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune

Criterion 6 – Governance, Leadership and Management		
Key Indicator – 6.1 Institutional Vision and Leadership		
6.3.5 Institutions Performance Appraisal System for teaching and nonteaching staff		
Sr. No.	List of Documents	Page No.
1.	Appraisal forms of teachers (sample copies)	1

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HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR.

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Approved by AICTE, Govt. of Maharashtra, DTE & Affilliated to S.P. Pune University

◄ AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 ◄ INST.CODE NO. C001863

PART 'A'

YEAR OF PERFORMANCE APPRAISAL : 2021 - 2022

SECTION – A: GENERAL

1.	Name	:	KHATAVKAR RACHAN R.
2.	Designation	:	ASST. PROFESSOR
3.	Name of the Department / Centre	:	HOTEL OPERATIONS
4.	Communication Address	:	H.NO. 411, BRAHMIN LANE, BHINGAR, AHMEDNAGAR-414001
5.	Email Telephone / Mobile number	:	9552843707 Rachanakhatavkar4@gmail.com
6.	YEAR OF PERFORMANCE APPRAISAL	:	2021-2022

SECTION - B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr. No.	Nature of Activity ESSENTIAL	Max. API Score allotted (AP/Asso. P/ P)	Self-apprais al Score	Verified API Score
a.	Direct Teaching	70/60/60	70	70
b.	Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20/20/10	20	20
c.	Innovative Teaching - learning methodologies, Up-dating of subject contents/courses, mentoring etc..	10/15/20	10	10
	Total of (I)	100/95/90	100	100

a. Actual hours spent per academic year+7.5
b. Actual hours spent per academic year+10
c. Actual hours spent per academic year+10

Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/ Field Work.

I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

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Page 1 of 3

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Sr. No.	Nature of Activity	Maximum Score		
	CO-CURRICULAR AND EXTENSION ACTIVITES	API Score allotted	Self-appraisal Score	Verified API Score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	15	15
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. I). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees.	15	05	05
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	15	15
	Total of (II)	45	30 15 = 35	85

a. Actual hours spent per academic year÷10
b. Actual hours spent per academic year÷10
c. Actual hours spent per academic year÷10

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CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Sr. No.	Activity	Faculty of Sciences / Engineering / Agriculture /Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences/ Library / Physical education / Management	Maximum score for University / College teacher		
				API Score allotted	Self appraisal Score	Verified API Score
III(A)	Research Publications (Journals)	Refereed Journals as notified by the UGC [Total Publications = N]	Refereed Journals as notified by the UGC [Total Publications = N]	25 / publication	$N \times 25$ =	
		No. of Papers with impact factor less than 1 [out of N = N_1]	No. of Papers with impact factor less than 1 [out of N = N_1]	5 / publication	$N_1 \times 5$ =	
		No. of Papers with impact factor between 1 and < 2 [out of N = N_2]	No. of Papers with impact factor between 1 and 2 [out of N = N_2]	10 / publication	$N_2 \times 10$ =	
		No. of Papers with impact factor between 2 and < 5 [out of N = N_3]	No. of Papers with impact factor between 2 and 5 [out of N = N_3]	15 / publication	$N_3 \times 15$ =	
		No. of Papers with impact factor between 5 and < 10 [out of N = N_4]	No. of Papers with impact factor between 5 and 10 [out of N = N_4]	20 / publication	$N_4 \times 20$ =	
		No. of Papers with impact factor above 10 [out of N = N_5]	No. of Papers with impact factor above 10 [out of N = N_5]	25 / publication	$N_5 \times 25$ =	
		Other Reputed Journals as notified by the UGC [No. of papers = N_6]	Other Reputed Journals as notified by the UGC [No. of papers = N_6]	10 / Publication	$N6 \times 10$ =	
				Total of III (A)	0 0	0 0

The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III(b)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by international Publishers, with ISBN/ISSN number as approved by the University and posted on its website No. of single author book(s) = M_1	Text/Reference, Books published by international Publishers, with ISBN/ISSN number as approved by the University and posted on its website No. of sole author book(s) = M_1	30 /single Author book	$M_1 \times 30$ =	
		Subject Books, published by National level publishers, with ISBN/ISSN number or State /Central Govt. Publications as approved by the University and posted on its website. No. of single author book(s) = M_2	Subject Books, published by National level publishers, with ISBN/ISSN number or State /Central Govt. Publications as approved by the University and posted on its website. No. of single author book(s) = M_2	20 /single Author book	$M_2 \times 20$ =	
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. No. of single author book(s) = M_3	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. No. of single author book(s) = M_3	15 /single Author book	$M_3 \times 15$ =	
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. [No. of chapter(s) = M_4 /M_5]	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. [No. of chapter(s) = M_4 /M_5]	International 10 /Chapter International 10 /Chapter	$M_4 \times 10$ = $M_5 \times 5$ =	
				Total of III (B)	00	0 0

		$=T_1$]	$=T_1$]			
		National Award/Fellowship from academic bodies [No. of Award/Fellowship $=T_2$]	National award/ Fellowship from Academic bodies/ associations [No. of Award/Fellowship $=T_2$]	10 each Award/Fello wship	$T_2 \times 10 =$	
		State/University level Award from academic bodies [No. of Award $=T_3$]	State/University level Award from academic bodies/associations [No. of Award/Fellowship $=T_3$]	5 each award	$T_3 \times 10 =$	
III (E) (ii)	Invited lectures / papers *(The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any Assessment period.)*	International [No. of Lectures=C_1 No. of Papers=C_2]	International [No. of Lectures=C_1 No. of Papers=C_2]	7/5 each	$C_1 \times 7 =$ $C_2 \times 5 =$	
		National [No. of Lectures=C_1 No. of Papers=C_2]	National [No. of Lectures=C_1 No. of Papers=C_2]	5/3 each	$C_1 \times 5 =$ $C_2 \times 3 =$	
		State/University level [No. of Lectures=C_1 No. of Papers=C_2]	State/University level [No. of Lectures=C_1 No. of Papers=C_2]	3/2 each	$C_1 \times 3 =$ $C_2 \times 2 =$	
				Total of III(E)	00	00
III(F)	Development of e-learning delivery process/material	10 per module		**No. of modules** $\times 10 =$ 3		30

Total of - III (A+B+C+D+E+F)		
Grand Total of Category (I + II + III)	$100+35+0+0+0+30)$	165

Signature of the teacher

Signature of HOD / Director

Date : 14/07/2022

III(C)	RESEARCH PROJECT				
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs [No. of S. Project(s) = P_1]	Major Projects with grants above Rs. 5 lakhs [No. of S. Project(s) = P_1]	20 / Project	$P_1 \times 20$ =
		(b) Major Projects with grants above Rs. 5 lakhs up to 30 lakhs [No. of S. Project(s) = P_2]	Major Projects with minimum of Rs. 3 lakhs up to Rs. 5 lakhs [No. of S. Project(s) = P_2]	15 / Project	$P_2 \times 15$ =
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs [No. of S. Project(s) = P_3]	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs [No. of S. Project(s)= P_3]	10 / Project	$P_3 \times 10$ =
III(C) (ii)	Consultancy Projects	Amount mobilized with minimum of Rs.10 lakhs [No. of C. Projects =R]	Amount mobilized with minimum of Rs.2 lakhs [No. of C. Projects =R]	10 per every Rs.10 lakhs and Rs. 2 lakhs Respectively	$R \times 10$ =
III (C) (iv)	Projects Outcome / Outputs	Patent/Technology transfer/ Product/Process [a) No. of international level output = O_1 b) No. of national level output = O_2]	Major Policy document prepared for : [a] international bodies like WHO/UNO/ UNESCO/UNICEF etc. Central / State Govt./ Local Bodies [a) No./International bodies = O_1 b)No./Central Government = O_2] [c) No./State Government = O_3] [d) No./Local bodies = O_4]	(O_1)30/ international level; (O_2)20/ national level/central Govt. (O_3)10/ State Govt. (O_4) 5/ Local bodies	$O_1 \times 30$ = $O_2 \times 20$ = $O_3 \times 10$ = $O_4 \times 5$ =
				Total of III (c)	—

III(D)	RESEARCH GUIDANCE				
III (D) (i)	M. Phil.	Degree awarded No. of Candidates = D_1]	Degree awarded No. of Candidates = D_1]	5/candidate	$D_1 \times 5$ =
III (D) (ii)	Ph.D.	[a) Degree awarded - No. of Candidates = D_2 b) Thesis submitted - No. of Candidates = D_3]	[a) Degree awarded - No. of Candidates = D_2 b) Thesis submitted - No. of Candidates = D_3]	15/candidate- 10/candidate	$D_2 \times 15$ = $D_3 \times 10$ =
				Total of III(d)	—

III(E) Fellowships, Awards and Invited lectures delivered in conferences / seminars

III (E) (i)	Fellowships/ Awards)	International Award/Fellowship from academic bodies [No. of Award/Fellowship	International Award / Fellowship from academic bodies/ associations [No. of Award/Fellowship	15 each Award/Fello wship	$T_1 \times 15$ =

PART 'B'

(Adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor/Principal or Head of the University Department with a view to make improvement in the work, by the person concerned.)

1. (a) Assessment by the Vice Chancellor(for Heads)/ Head of the Department(for teachers) of the work done under each head of activity :

Assessment of Teaching, Extension and Research activities should be based on Verified API Score under respective category as mentioned in Part "A" and shall be made in the following manner.

Grade	Teaching [Category I of Part 'A'] Verified API Score			Extension [Category II of Part 'A']	
	Asst. P.	Asso. P.	Professor	Grade	Verified API Score
Outstanding	92-100	87-95	83-90	Outstanding	36-45
Very Good	84-91	79-86	76-82	Very Good	31-35
Positively Good	76-83	72-78	68-75	Positively Good	25-30
Good	68-75	65-71	61-67	Good	20-24
Average	60-67	57-64	54-60	Average	14-19
Below Average	0-59	0-56	0-53	Below Average	0-13

	Outstanding (A+)	Very Good (A)	Positively Good (B+)	Good (B)	Average (B-)	Below Average (c)
Teaching		✓				
Extension		✓				
Research						
Administration			✓			

(b) Grading : [General Assessment on the basis of the assessment made in Clause 2(a) above]

(A+) Outstanding, (A) Very Good, (B+) Positively Good, (B) Good, (B-) Average, (C) Below Average

(c) Justification of assessment of work as outstanding/below average :

3. Comments of the Vice-Chancellor/ Head of the Department on (1) (b) (and) (c) :
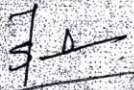
4. Remarks and suggestions :

Need to concentrate on research activities.

Signature
(Head of the Department)

Remarks of the Vice-Chancellor/Principal (Adverse remarks as well as remarks of appreciation)

Signature
(Vice-Chancellor/Principal)
I/c Principal
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

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PART 'A'

YEAR OF PERFORMANCE APPRAISAL : 2021 - 22

SECTION – A: GENERAL

1.	Name	:	Prof. B. R. Shendage
2.	Designation	:	Asst. Professor
3.	Name of the Department / Centre	:	Hotel Operations
4.	Communication Address	:	Punyashlok Nagar, Kaibe Vasti, Bhistbag A Nagar
5.	Email Telephone / Mobile number	:	balasahebshendage @ gmail.com 8149490282
6.	YEAR OF PERFORMANCE APPRAISAL	:	2021 - 22

SECTION - B:

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sr. No.	Nature of Activity ESSENTIAL	Maximum Score		
		Max. API Score allotted (AP/Asso. P/ P)	Self-appraisal Score	Verified API Score
a.	Direct Teaching	70/60/60	70	70
b.	Examination duties (question paper setting, Invigilation, evaluation of answer scripts) as per allotment	20/20/10	20	20
c.	Innovative Teaching - learning methodologies, Up-dating of subject contents/courses, mentoring etc..	10/15/20	10	10
	Total of (I)	100/95/90	100	100

a. Actual hours spent per academic year+7.5
b. Actual hours spent per academic year+10
c. Actual hours spent per academic year+10

Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practicals /Project Supervision/ Field Work. .

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CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Sr. No.	Nature of Activity	Maximum Score		
	CO-CURRICULAR AND EXTENSION ACTIVITES	API Score allotted	Self-appraisal Score	Verified API Score
a.	Student related co-curricular, extension and field based activities. (i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.) (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.) (iii) Extension and dissemination activities (public /popular lectures/talks/seminars etc.)	15	15	15
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. I). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees.	15	5	5
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refresher / faculty development courses, dissemination and general articles and any other contribution)	15	10	10
	Total of (II)	45	30	30

a. Actual hours spent per academic year÷10
b. Actual hours spent per academic year÷10
c. Actual hours spent per academic year÷10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Sr. No.	Activity	Faculty of Sciences / Engineering / Agriculture /Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences/ Library / Physical education / Management	Maximum score for University / College teacher		
				API Score allotted	Self appraisal Score	Verified API Score
III(A)	Research Publications (Journals)	Refereed Journals as notified by the UGC [Total Publications = N]	Refereed Journals as notified by the UGC [Total Publications = N]	25 / publication	$N \times 25$ =	
		No. of Papers with impact factor less than 1 [out of N = N_1]	No. of Papers with impact factor less than 1 [out of N = N_1]	5 / publication	$N_1 \times 5$ =	
		No. of Papers with impact factor between 1 and < 2 [out of N = N_2]	No. of Papers with impact factor between 1 and 2 [out of N = N_2]	10 / publication	$N_2 \times 10$ =	
		No. of Papers with impact factor between 2 and < 5 [out of N = N_3]	No. of Papers with impact factor between 2 and 5 [out of N = N_3]	15 / publication	$N_3 \times 15$ =	
		No. of Papers with impact factor between 5 and < 10 [out of N = N_4]	No. of Papers with impact factor between 5 and 10 [out of N = N_4]	20 / publication	$N_4 \times 20$ =	
		No. of Papers with impact factor above 10 [out of N = N_5]	No. of Papers with impact factor above 10 [out of N = N_5]	25 / publication	$N_5 \times 25$ =	
		Other Reputed Journals as notified by the UGC [No. of papers = N_6]	Other Reputed Journals as notified by the UGC [No. of papers = N_6]	10 / Publication	$N6 \times 10$ =	
				Total of III (A)	—	—

The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

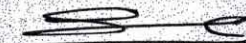| III(b)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by international Publishers, with ISBN/ISSN number as approved by the University and posted on its website No. of single author book(s) = M_1	Text/Reference, Books published by international Publishers, with ISBN/ISSN number as approved by the University and posted on its website No. of sole author book(s) = M_1	30 /single Author book	$M_1 \times 30$ =	
		Subject Books, published by National level publishers, with ISBN/ISSN number or State /Central Govt. Publications as approved by the University and posted on its website. No. of single author book(s) = M_2	Subject Books, published by National level publishers, with ISBN/ISSN number or State /Central Govt. Publications as approved by the University and posted on its website. No. of single author book(s) = M_2	20 /single Author book	$M_2 \times 20$ =	
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. No. of single author book(s) = M_3	Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. No. of single author book(s) = M_3	15 /single Author book	$M_3 \times 15$ =	
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. [No. of chapter(s) = M_4 /M_5]	Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. [No. of chapter(s) = M_4 /M_5]	International 10 /Chapter International 10 /Chapter	$M_4 \times 10$ = $M_5 \times 5$ =	
				Total of III (B)	—	—

		=T₁]	= T₁]			
		National Award/Fellowship from academic bodies [No. of Award/Fellowship =T₂]	National award/ Fellowship from Academic bodies/ associations [No. of Award/Fellowship =T₂]	10 each Award/Fellowship	$T_2 \times 10$ =	
		State/University level Award from academic bodies [No. of Award =T₃]	State/University level Award from academic bodies/associations [No. of Award/Fellowship =T₃]	5 each award	$T_3 \times 10$ =	
III (E) (ii)	Invited lectures / papers *(The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any Assessment period.)*	International [No. of Lectures=C₁ No. of Papers=C₂]	International [No. of Lectures=C₁ No. of Papers=C₂]	7/5 each	$C_1 \times 7$ = $C_2 \times 5$ =	
		National [No. of Lectures=C₁ No. of Papers=C₂]	National [No. of Lectures=C₁ No. of Papers=C₂]	5/3 each	$C_1 \times 5$ = $C_2 \times 3$ =	
		State/University level [No. of Lectures=C₁ No. of Papers=C₂]	State/University level [No. of Lectures=C₁ No. of Papers=C₂]	3/2 each	$C_1 \times 3$ = $C_2 \times 2$ =	
				Total of III(E)	——	——
III(F)	Development of e-learning delivery process/material	10 per module		No. of modules x 10 =		20

Total of - III (A+B+C+D+E+F)	150	160

Grand Total of Category (I + II + III)	

Signature of the teacher

Signature of HOD / Director

Date : 14/07/22

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III(C): RESEARCH PROJECT

III(C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 30 lakhs [No. of S. Project(s) = P_1]	Major Projects with grants above Rs. 5 lakhs [No. of S. Project(s) = P_1]	20 / Project	$P_1 \times 20 =$	
		(b) Major Projects with grants above Rs. 5 lakhs up to 30 lakhs [No. of S. Project(s) = P_2]	Major Projects with minimum of Rs. 3 lakhs up to Rs. 5 lakhs [No. of S. Project(s) = P_2]	15 / Project	$P_2 \times 15 =$	
		(c) Minor Projects with grants above Rs. 1 lakh up to Rs. 5 lakhs [No. of S. Project(s) = P_3]	Minor Projects with grants above Rs. 1 lakh up to Rs. 3 lakhs [No. of S. Project(s)= P_3]	10 / Project	$P_3 \times 10 =$	
III(C) (ii)	Consultancy Projects	Amount mobilized with minimum of Rs.10 lakhs [No. of C. Projects=R]	Amount mobilized with minimum of Rs.2 lakhs [No. of C. Projects =R]	10 per every Rs.10 lakhs and Rs. 2 lakhs Respectively	$R \times 10 =$	
III(C) (iv)	Projects Outccme / Outputs	Patent/Technology transfer/ Product/Process [a) No. of international level output = O_1 b) No. of national level output = O_2]	Major Policy document prepared for a) international bodies like WHO/UNO/ UNESCO/UNICEFetc. Central / State Govt./ Local Bodies [a) No./International bodies = O_1 b)No./Central Government = O_2] c) No./State Government = O_3] d) No./Local bodies = O_4]	(O_1)30/ international level; (O_2)20/ national level/central Govt. (O_3)10/ State Govt. (O_4) 5/ Local bodies	$O_1 \times 30 =$ $O_2 \times 20 =$ $O_3 \times 10 =$ $O_4 \times 5 =$	
			Total of III (c)		—	—

III(D): RESEARCH GUIDANCE

III(D) (i)	M. Phil.	Degree awarded No. of Candidates = D_1]	Degree awarded No.of Candidates = D_1]	5/candidate	$D_1 \times 5 =$	
III(D) (ii)	Ph.D.	[a) Degree awarded - No. of Candidates = D_2 b) Thesis submitted - No. of Candidates = D_3]	[a) Degree awarded - No. of Candidates = D_2 b) Thesis submitted - No. of Candidates = D_3]	15/candidate 10/candidate	$D_2 \times 15 =$ $D_3 \times 10 =$	
			Total of III(d)		—	—

III(E): Fellowships, Awards and Invited lectures delivered in conferences / seminars

III (E) (i)	Fellowships/ Awards)	International Award/Fellowship from academic bodies [No. of Award/Fellowship	International Award / Fellowship from academic bodies/ associations [No. of Award/Fellowship	15 each Award/Fello wship	$T_1 \times 15 =$	

PART 'B'

(Adverse remarks as well as remarks of appreciation of any outstanding work shall be brought to the notice of the person concerned by the Vice-Chancellor/Principal or Head of the University Department with a view to make improvement in the work, by the person concerned.)

1. (a) **Assessment by the Vice Chancellor(for Heads)/ Head of the Department(for teachers) of the work done under each head of activity :**

Assessment of Teaching, Extension and Research activities should be based on Verified API Score under respective category as mentioned in Part "A" and shall be made in the following manner.

Grade	Teaching [Category I of Part 'A'] Verified API Score			Extension [Category II of Part 'A']	
	Asst. P.	Asso. P.	Professor	Grade	Verified API Score
Outstanding	92-100	87-95	83-90	Outstanding	36-45
Very Good	84-91	79-86	76-82	Very Good	31-35
Positively Good	76-83	72-78	68-75	Positively Good	25-30
Good	68-75	65-71	61-67	Good	20-24
Average	60-67	57-64	54-60	Average	14-19
Below Average	0-59	0-56	0-53	Below Average	0-13

	Outstanding (A+)	Very Good (A)	Positively Good (B+)	Good (B)	Average (B-)	Below Average (c)
Teaching		✓				
Extension		✓				
Research						
Administration			✓			

(b) **Grading :** [General Assessment on the basis of the assessment made in Clause 2(a) above]

(A+) Outstanding, (A) Very Good, (B+) Positively Good, (B) Good, (B-) Average, (C) Below Average

(c) **Justification of assessment of work as outstanding/below average :**

I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

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3. Comments of the Vice-Chancellor/ Head of the Department on (1) (b) (and) (c) :

4. Remarks and suggestions :

Research activities need to be improved.

Signature
(Head of the Department)

Remarks of the Vice-Chancellor/Principal (Adverse remarks as well as remarks of appreciation)

I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

Signature
(Vice Chancellor/Principal)
I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

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