

EMPLOYEE SELF APPRAISAL FORM

DATE: 2019

EMPLOYEE NAME: Mrs. Shweta S. Shetty.

The Shahu Shikshan Sanstha (P), Devjibhai Hariya Law College is committed to maintaining documented performance standards and expectations for all positions within the College and for providing employees with consistent feedback about performance and position responsibilities.

This self-appraisal is intended to help employees objectively reflect on their performance and work situation over the evaluation period and to be prepared to participate actively in the evaluation conversation with their supervisor. It provides the supervisor with valuable information about employee performance, needs, and concerns from the employee's perspective. Employee answers are an annual opportunity for input into what changes could be considered for the good of the department and the College. This form will become part of an employee's permanent personnel record attached to the corresponding performance evaluation form.

- 1) **Since your last evaluation, what job-related accomplishments are you most proud of, and why?**
We had successfully organised intra-college competitions for students from first to fifth year.
- 2) **Which of your responsibilities did you perform best or improve in the most? What contributed to this?**
I could see improvement in the way I could help the students deal with examination pressure and mental stress.
- 3) **Which of your responsibilities could you have performed better? What affected your performance?**
I could have performed better in helping the students in their overall personality development.
- 4) **What courses, training, or experience most benefited you since your last evaluation?**
The experience I gained from interaction with other law teachers benefited me a lot.
- 5) **In what areas could you have used more experience or training?**
I believe that training regarding working of law firms and law personnel in companies would help in telling the students about the skills required by them after college.



EMPLOYEE SELF APPRAISAL FORM

DATE: _____ 2019

EMPLOYEE NAME: Mrs. Jyoti Minocha

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

I have actively engaged in community service through pro bono legal work, providing free legal assistance.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

My involvement in community service and pro bono legal work has expanded.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

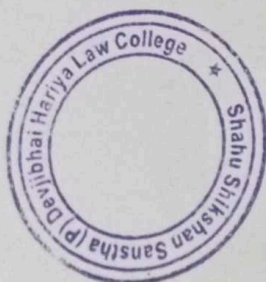
My involvement in various committees, while fulfilling, some times impacted my ability to contribute as effectively as I would have liked.

- 4) What courses, training, or experience most benefited you since your last evaluation?

Engaging in mentorship and leadership programs has enhanced my ability to guide students and junior faculty.

- 5) In what areas could you have used more experience or training?

With the legal profession rapidly evolving due to advancements in technology, more experience and training in legal tech.



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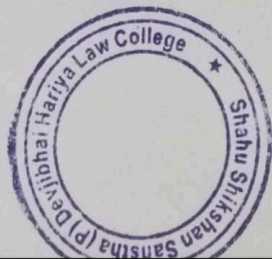
DATE: _____ 2020

EMPLOYEE NAME: Mrs- Shweta Shetty.

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- 1) **Since your last evaluation, what job-related accomplishments are you most proud of, and why?**
We had taken the students for an educational trip to Delhi. Since it was our first time we were unsure but it was very well organised and a successful trip.
- 2) **Which of your responsibilities did you perform best or improve in the most? What contributed to this?**
I could see improvement in my communication with students. I feel regular interaction contributed to it.
- 3) **Which of your responsibilities could you have performed better? What affected your performance?**
My responsibility of giving practical knowledge of courts to students could have been performed better.
- 4) **What courses, training, or experience most benefited you since your last evaluation?**
I had attended a one day seminar at the university regarding new career options in Law, it was very beneficial.
- 5) **In what areas could you have used more experience or training?**
I believe that training regarding the day to day working of courts would help the teachers knowledge and thus eventually will help the students.



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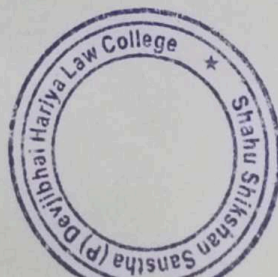
DATE: 2020

EMPLOYEE NAME: Mr. Sachin Gamare

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?
I successfully published research paper in renowned law journals, focusing on emerging legal issues such as digital privacy.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
I have significantly enhanced my teaching methods and the curriculum.
- 3) Which of your responsibilities could you have performed better? What affected your performance?
At times, balancing the demands of teaching with my research commitments proved difficult.
- 4) What courses, training, or experience most benefited you since your last evaluation?
Participating in workshops focused on innovation teaching methods and educational technology.
- 5) In what areas could you have used more experience or training?
Further training in quantitative and qualitative research methods, including advanced data analysis techniques and software.



EMPLOYEE SELF APPRAISAL FORM

DATE: 2021

EMPLOYEE NAME: Mr. Samyak Jakhadly.

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

I have mentored several students who have gone on to achieve notable success in prestigious internships.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

I have become more effective in mentoring and advising students.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

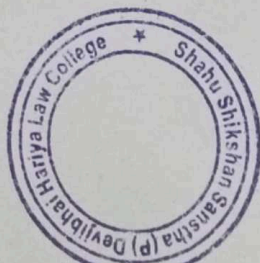
While I have improved in mentoring and advising, there are opportunities to further advance student outreach and engagement.

- 4) What courses, training, or experience most benefited you since your last evaluation?

These seminars provided valuable insights into crafting compelling grant proposals.

- 5) In what areas could you have used more experience or training?

Given the increasingly interdisciplinary nature of legal studies, training on effective collaboration with professionals from other fields.



EMPLOYEE SELF APPRAISAL FORM

DATE: _____ 2021

EMPLOYEE NAME: Mrs. Jyoti S. Minocha

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- 1) **Since your last evaluation, what job-related accomplishments are you most proud of, and why?**
I get more comprehensive and relevant educational experience for our students.
- 2) **Which of your responsibilities did you perform best or improve in the most? What contributed to this?**
I have shown significant improvement in handling administrative duties, such as coordinating departmental activities.
- 3) **Which of your responsibilities could you have performed better? What affected your performance?**
Participation in collaborative research projects with colleagues, both within and outside the institution.
- 4) **What courses, training, or experience most benefited you since your last evaluation?**
Attending and presenting at national and international conferences has kept me abreast of the latest developments in legal scholarship.
- 5) **In what areas could you have used more experience or training?**
Additional training in higher education leadership and administration, including strategic planning, conflict resolution, and change management.



EMPLOYEE SELF APPRAISAL FORM

DATE: _____ 2022

EMPLOYEE NAME: Mrs. Shweta S. Shetty.

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- 1) **Since your last evaluation, what job-related accomplishments are you most proud of, and why?**
We had successfully conducted lectures for junior college students at various colleges to tell them about law and its career options.
- 2) **Which of your responsibilities did you perform best or improve in the most? What contributed to this?**
I could see improvement in my public speaking abilities.
- 3) **Which of your responsibilities could you have performed better? What affected your performance?**
I could have performed better in my one to one interactions with other students.
- 4) **What courses, training, or experience most benefited you since your last evaluation?**
My experience of attending various events in different law colleges helped me a lot.
- 5) **In what areas could you have used more experience or training?**
I could use more experience or training in the international courses available to students who want to study further.



EMPLOYEE SELF APPRAISAL FORM

DATE: _____ 2021

EMPLOYEE NAME: Mr. Kaustubh Khorwal.

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?
I have implemented on organizing seminar and various programs on cyber laws and intellectual property law.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
I successfully developed and managed legal clinics that provide practical experience for students while serving the community.
- 3) Which of your responsibilities could you have performed better? What affected your performance?
Engaging students in large lecture classes posed challenges, resulting in less interactive sessions.
- 4) What courses, training, or experience most benefited you since your last evaluation?
An international study tour exposed me to different legal systems and educational practices, broadening my perspective and informing my teaching & research.
- 5) In what areas could you have used more experience or training?
Experience in project management would improve my ability to handle large-scale research projects and departmental initiatives more efficiently.



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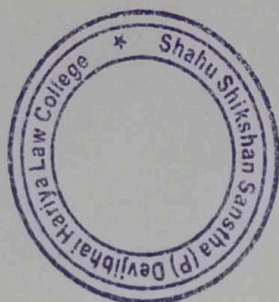
DATE: 2023

EMPLOYEE NAME: Mr. Vijit Shukla

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?
I played a pivotal role in the revision and enhancement of the law curriculum, incorporating contemporary legal changes and practical skills.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
My research productivity has increased markedly, resulting in several high-quality publications.
- 3) Which of your responsibilities could you have performed better? What affected your performance?
Balancing grant writing with other academic responsibilities was challenging, and I plan to seek additional training.
- 4) What courses, training, or experience most benefited you since your last evaluation?
Attending these workshops has enhanced my research skills, particularly in using advanced legal databases and research tools.
- 5) In what areas could you have used more experience or training?
Despite attending some seminars, more specialized training in advanced grant writing techniques.



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DATE: 2023

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

I successfully completed my Ph.D in the subject of Law.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

I could see improvement in helping the students with their research work for their assignments.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

I believe that I could have been better in balancing my research work and teaching responsibilities.

- 4) What courses, training, or experience most benefited you since your last evaluation?

My experience with my preparation for my final viva and presentation before the university panel was very beneficial overall.

- 5) In what areas could you have used more experience or training?

I believe that I could have used more training for understanding and doing research.

