

MORADABAD INSTITUTE OF TECHNOLOGY

ANNUAL CONFIDENTIAL REPORT

1. Reporting year 2020

Part A- Personal Data

NAME OF THE STAFF : Mr. Sanjay Sharma
 DEPARTMENT/SECTION: CS&Engg.

DESIGNATION: Lab Technician
 DATE OF JOINING THE PRESENT POST: 05.10.2007


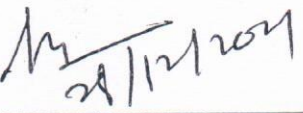
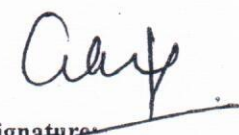
Part B- Grading of Characteristics

(Grading are to be given in Pts. as given below)
 100 Marks/ Grade

Sr	Characteristics	Reporting Officer	Reviewing Officer
1.	Standard of output	9.3	9
2.	Punctuality	9.7	8
3.	Job Knowledge	9.6	9
4.	Efforts and Initiative	8.4	8
5.	Sincerity	9.3	9
6.	Dependability	9.4	9
7.	Behavior with superiors colleagues & students	9.4	9
8.	Willingness to help	9.4	9
9.	Discipline	9.3	9
10.	Cleanliness of tools, machines & the lab as a whole.	9.6	8
Mark. obtained (Sum total of point 1-10)		93.4	87


OVERALL GRADE		
Overall Index		GRADE
95 & above	-	Outstanding #
90-94	-	Excellent #
76-89	-	V.Good
61-75	-	Good
51-60	-	Satisfactory
40-50	-	Poor
Less taken 40	-	Needs Improvement

Poor & below are to be communicated for improvement. Failure to improve for successive 3 years will call for termination or other administrative measures.

Remarks of Reporting Officer	Remarks of Reviewing Officer	Remarks of Director
<p>He meets all company standards for attendance and punctuality</p> <p><i>for work</i></p> <p>Signature: </p> <p>Name: <u>Muneesh Bhatnagar</u></p> <p>Designation: <u>System Manager -IT</u></p> <p>Date: <u>27/12/2021</u></p>	<p style="text-align: center; font-size: 2em;">Good</p> <p>Signature: </p> <p>Name: _____</p> <p>Designation: _____</p> <p>Date: _____</p>	<p style="text-align: center; font-size: 2em;">Aay</p> <p>Signature: </p> <p>Name: _____</p> <p>Designation: <u>Director</u></p> <p>Date: <u>Moradabad Institute of Technology,</u> <u>Ram Ganga Vihar, Phase-2</u> <u>Moradabad</u></p>

BRIEF INSTRUCTION FOR PREPARATION OF A.C.R.

1. Assessment should be given against each applicable column by the Reporting & Reviewing Officer.
 2. Adverse remarks, if any, which are required to be communicated to the individual should invariably be indicated by the Reviewing Officer in his summing-up and gradation of the Report.
 3. In case total marks given by Reporting officer and Reviewing officer are differ, the total marks given by reviewing officer will be considered as final for award of grade.
- # Excellent & outstanding grade is to be substantiated with specific Example / Justifications in separate sheet by reporting officer.
 Reviewing officer should also exercise his judgement on such cases carefully.


Director
 Moradabad Institute of Technology
 Ram Ganga Vihar, Phase-2

MORADABAD INSTITUTE OF TECHNOLOGY, MORADABAD

Self Appraisal (Session 2020-21)

- Deptt: Mechanical Engineering
1. Name of Faculty : Mohd Talha Khan Designation: Assistant Professor
2. Highest Qualification: PhD (Pursuing)
3. External Sponsored R&D Projects/ Consultancy:

Sr. No.	Title of R&D Project	Completed/ Ongoing	Duration		Funding Agency	Amount in lakhs	Role		Credit Points (out of 10)
			From	To			As PI or Co PI	Total No. of Co PIs for the project	
1.									NA
Total									NA

4. Patent Details:-

Sr. No.	Patent Title	Status Applied/ Granted	Details No. & Date of application/ grant	Role		Credit Points (out of 5)
				Principal Inventor or Co Inventor	Total No of Co Inventors in the patent	
1.						NA
Total						NA

5. Ph.D. supervised /U.G./P.G. Dissertation:-

Sr. No.	Name of Research Scholar	Level	Status (Submitted /Awarded)	Date of Submission/ award	Role	Credit Points (out of 5)
					As Main/ Co Supervisor	
1.	Ashutosh Kumar	UG	Awarded	June, 2021	Main Supervisor	03
2.	Abhinav Gupta	UG	Awarded	June, 2021	Main Supervisor	03
Total						05

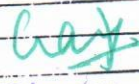
6. Papers/ Book/ Book chapter published in SCI/Scopus/ICI/WOS Journal/conference :-

Sr. No.	Title	Category	Published In	Indexed in	Role		Credit Points (out of 10)
					As First Author/ Main Supervisor/ Other Authors	Total No of Other Authors	
1.	Impact of Casting Parameters on Surface Roughness and Hardness of Squeeze Cast Beta Brass"	International Conference	11 th International Conference on FLAME, Amity University, Noida	Scopus	First Author	03	05
Total							05

7. Administrative Assignments:-

(HOD/Dean/Chief Warden/Warden/Mess Warden/Chief Proctor/Promoter/Conveners/Co-conveners/AS/CS/OCs)

Sr. No.	Assignment	Credit Points (out of 15)
1.	Nodal Officer/ Head B.Voc	15
2.	Co-Convener ED Cell	
3.	OC Industrial Tour	
4.	Proctor	
5.	OC ATD Lab	
Total		15


 Director
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 Ganga Vihar, Phase-2

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8. Workshop /FDP / STTP/EAC/EDP/NPTEL course attended (minimum two days):-

Sr. No.	Title	Category	Duration		Total no. of Days/hours	Venue	Credit Points (out of 5)
			From	To			
1	Research Methodology and Its Uses in Education	FDP	28 Decem ber, 2020	01 January, 2021	05 days	MIT Moradabad	05
2	Design Thinking and Innovation	FDP	10 May, 2021	31 May, 2021	21 days	Online	05
Total							05

9. Establishment of new labs/Outreach activity/Guest Lecture delivered/Member of Panel Organized FDP/ Training/EAC/EDP/Conference:-

Sr No	Activity	Role	Department concerned	Venue	Credit Points (out of 5)
1.	Curriculum formation in Board of Studies, AKTU	Expert Member	B. Voc	Online	02
2.	UG Syllabus Review for Amity University, Noida	Expert Member	Automobile Engineering	Online	02
2.	Delivered Talk to Intermediate Students on Skill Education	Expert Member	Interdisciplinary	Online	02
2.	EAC Camp (03 days)	Co-Convener	Interdisciplinary	Online	02
3.	EAC Webinar (01 day)	Co-Convener	Interdisciplinary	Online	02
Total					05

10. Result analysis:-

Sr. No.	Academic Year	Semester	Percentage	Credit Points (out of 15)
1		Odd	100	15
		Even	100	

11. Membership of Professional Society

Sr. No.	Name of the Society	Membership no.	Level of Membership	Credit Points (out of 5)
1	Institution of Mechanical Engineers	80387508	International	05
2	IAENG	210189	International	

12. Students feedback :-

Sr. No.	Students Feedback	Credit Points (out of 5)
		05

Total Credit Points:60.....

May
Director
Moradabad Institute of Technology
Bani Ganga Vihar, Phase-2
Moradabad

Shan
Signature

(Mohd Tolha Khan)

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APPRAISAL BY HOD

Mohd Talha Khan

The Director/HOD will award scores on the parameters taking into consideration information of Self Appraisal filled by the Faculty and also on the basis of his own judgment.

S.No.	Performance Parameter	Credit points Out of (04)
1.	Support to Department and Admission work	3
2.	Competence as a teacher & Commitment to Quality Education	4
3.	Interpersonal Relations & behavior	4
4.	Attitude to Learning & handling New subjects	3
5.	Commitment to Organization, Sincerity & Integrity	4
Grand Total (20)		18

Total Score (out of 100) = Self Appraisal (80) 60 + HOD (20) 18 = 78

Comments (If any): Multitalented and dedicated - faculty

Director assessment:

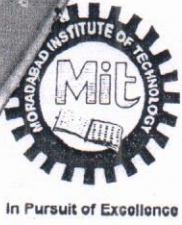
Signature of HOD

Signature of Director

Director
Moradabad Institute of Technology
Ram Ganga Vihar, Phase-2
Moradabad

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Director
Moradabad Institute of Technology
Ram Ganga Vihar, Phase-2
Moradabad



MORADABAD INSTITUTE OF TECHNOLOGY

(Constituent Institute of MIT Group of Institutions)

Affiliated to Dr. APJ Abdul Kalam Technical University, Lucknow

No: MIT/IQAC/2021/008

Dated: 29/11/2021

Letter of Appreciation

Dr. Rajul Misra
Associate Professor
Electrical Engineering Department

Dear Sir,

As per the result declared by NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC) our institute has secured NAAC Grade A. You were the part of NAAC core team.

We would like to convey our heartfelt appreciation for your sincere work during the whole accreditation process. We encourage you to continue giving your strong committed contribution towards the students and Institute.

IQAC Chairman

Copy to:-

HOD EE
Personal File

Director
Moradabad Institute of Technology
Ram Ganga Vihar, Phase-2
Moradabad

Ram Ganga Vihar, Phase-2 Moradabad-244001

Tel.: (0591) 2452412, 2452327 Fax: 2452207 E-mail: director@mitmoradabad.edu.in Website: www.mitmoradabad.edu.in