



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)**

EVENT REPORT

NAME OF THE EVENT: Promotion Support Session			
DATE	DEPARTMENT	COMMITTEE/SOCIETY	COORDINATORS' NAME
13/08/2024	IQAC	IQAC	Prof. Vartika Mathur
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor; online/offline/hybrid
4:00 PM – 5 PM	ICT Lab	48	Indoor/Offline
FINANCIAL SUPPORT/ASSISTANCE (if any):	NA		

BRIEF INFORMATION ABOUT THE ACTIVITY

TOPIC/SUBJECT OF THE ACTIVITY	Promotion support Session
OBJECTIVES	To assist teachers in clarifying their doubts related to filling out Performance Based Appraisal System (PBAS) and Annual Performance Appraisal Report (APAR) forms for promotion from Level 10 to 11.
METHODOLOGY	Interactive one to one & Open Discussion - Participants asked questions and raised doubts. - Speakers provided clarification and guidance. - Encourage interaction and discussion. - Speakers offered additional insights and advice.
INVITED SPEAKERS WITH AFFILIATION DETAILS (IF ANY)	1. Prof. Vartika Mathur, (IQAC Coordinator) 2. Prof. Swarn Singh, Department of Mathematics, (Former IQAC Coordinator)
OUTCOMES	The session was highly informative and interactive, with participants expressing gratitude for the clarification of their doubts. The expertise and guidance of the resource persons will undoubtedly assist teachers in confidently filling out the PBAS and APAR forms, paving the way for a smooth promotion process.

PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):

1 Notice & Letters ✓	2 Number of Participants & Name of participants ✓	3 Video clip	4 Photos ✓	5 Feedback Form & analysis
6 News clip with details	7 Sample Copy of the Certificate	8 Posters/ Invites ✓	9 Event report Attested by Event Coordinator & IQAC Coordinator ✓	10 Any other document ✓

Departmental file no: SVC/2024-25/August 2024/03

IQAC File No: SVC/IQAC/2024-25/August 2024

Criterion No: VI

NAME OF EVENT-IN-CHARGE & SIGNATURE:

Dr. Arpita Kaul

Note: Please fill in your own details in places with red font

For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance, Leadership & Management
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		

Event Summary

The doubt-clearing session was conducted to address the queries and concerns of teachers regarding the filling out of Performance Based Appraisal System and Annual Performance Appraisal Report forms, essential for promotion from Level 10 to 11. Prof. Vartika Mathur and Prof. Swarn Singh provided valuable insights and guidance to the participants.



Candidates for promotion clarifying their doubts on one-to-one basis



Prof. Vartika Mathur responding to the general queries

Key Takeaways:

- Clarification on the important dates/periods and required documents for promotion.
- Step-by-step explanation of filling out PBAS and APAR forms.
- Tips on how to accurately reflect performance and achievements in the forms.
- Common mistakes to avoid while filling out the forms.
- Opportunities for participants to ask questions and clear their doubts.



Explanation of common mistakes by Prof. Mathur

Number of Participants & Name of participants



Tirumala Tirupati Devasthanams
 శ్రీ వేంకటేశ్వర కళాశాల
Sri Venkateswara College
 (University of Delhi)
 NAAC Grade A+

ATTENDANCE SHEET

TITLE OF THE EVENT: DOUBT CLEARING SESSION FOR PROMOTION-

(ASSISTANT PROFESSOR LEVEL-I TO II)

DATE OF THE EVENT: 13-08-2024

NAME OF THE DEPARTMENT/ SOCIETY: CRITERIA VI/IQAC

NAME OF THE EVENT COORDINATOR: PROF. VARTIKA MATHUR

S.NO.	NAME OF THE FACULTY MEMBER	DEPARTMENT	YEAR OF JOINING	SIGNATURE
1.	Dr. P. Desai	Mathematics	31/12/22	[Signature]
2.	Dr. Sunitha Patel	Sanskrit	31/12/22	[Signature]
3.	Dr. M. Lakshmi Rao	Sanskrit	31/12/22	[Signature]
4.	Dr. Sukrat Sinha	Zoology	28/01/23	[Signature]
5.	Dr. Shantanu Mondal	Botany	31/12/22	[Signature]
6.	Dr. Anurita Singh	Botany	31/12/22	[Signature]
7.	Dr. K. Parasud	"	"	[Signature]
8.	Manoj Thakur	Botany	31/12/22	[Signature]
9.	Dr. Sachin Kumar	Botany	31/12/22	[Signature]
10.	Dr. T. VASANTHA	Chemistry	17/02/2023	[Signature]
11.	Dr. Ragesh Kumar	Chemistry	17/02/2023	[Signature]
12.	Dr. Neelam Kumari	Chemistry	17/02/23	[Signature]
13.	Dr. Vinita Kapoor	Chemistry	17-2-2023	[Signature]
14.	Dr. Ramona De Zeller	Chemistry	17-2-2023	[Signature]
15.	Dr. Anand Prakash Pal	Maths	31/12/22	[Signature]
16.	Dr. Preeti Khandelwal	Zoology	28-01-2023	[Signature]
17.	Dr. Rajendra Phartyal	Zoology	28-01-2023	[Signature]
18.	Dr. Harman Vaidya	Pol. Science	05-04-2023	[Signature]
19.	Dr. Lal Anandhi	Physics	2023	[Signature]
20.	Anam Naray	English	2023	[Signature]
21.	Dr. Anjali S. Naraini	Zoology	2023	[Signature]
22.	Dr. URMIL BHATTACHARYA	SOCIOLOGY	31/12/2022	[Signature]
23.	Dr. RICHU MISRA	ZOOLOGY	28/01/2023	[Signature]
24.	Dr. Ravi Kumar Meena	Sanskrit	31/12/2022	[Signature]
25.	Dr. Sindhu Manu	Commerce	28/01/2023	[Signature]
26.	Dr. VINOD KUMAR	Commerce	28/01/2023	[Signature]
27.	Dr. Sathesh Perumalla	Zoology	31/12/2022	[Signature]
28.	Y. Lakshmi Reddy	Political Science	05-4-2023	[Signature]
29.	Dr. Pragya Gahlot	Chemistry	17-2-2023	[Signature]
30.	Dr. M. Rama Jaisw	Commerce	20-04-2023	[Signature]
31.	Dr. Anita Kar	Commerce	20-04-2023	[Signature]
32.	Dr. V. Raghavendra	Physics	28-04-2023	[Signature]
33.	Dr. N. Anil Kumar	Physics	28-04-2023	[Signature]
34.	Dr. Neeta Nigam	History	28-01-2023	[Signature]
35.	Dr. Nirmal Ching	History	28/01/2023	[Signature]

Doubt clearing for Promotion forms Inbox x



IQAC Sri Venkateswara College

to All, Principal, Senior, Caretaker, Criterion ▾

Fri, Aug 9, 4:19 PM (4 days ago)



Dear colleagues

There will be a doubt clearing session in the 8th period (ECA slot) on Tuesday (13 August) in seminar hall, where Prof. N. Latha, Prof. Swarn Singh and I will be present to help you with doubts regarding filling of PBAS and APARs for promotion from level 10 to 11.

Warm regards

Vartika

Coordinator, IQAC



IQAC Sri Venkateswara College

to All, Principal, Senior, Caretaker, Criterion ▾

Sun, Aug 11, 11:27 PM (2 days ago)



Dear colleagues

The venue of doubt clearing session is changed to ICT.

Please note. Thanks & Regards





Shri Venkateswara Devasthanams
శ్రీ వేంకటేశ్వర కళాశాల
Sri Venkateswara College
(University of Delhi)
NAAC Grade A+

PERMISSION FOR ORGANIZATION OF EVENTS

- NOTE: 1. Please ensure a pre booking of the venue before getting the permission letter signed.
2. A copy of this duly filled form signed by the TIC/ Convener, IQAC Coordinator and Principal shall be submitted to ICT and/or Caretaker for necessary action.
3. Please ensure that the completion certificate of the event is physically signed by the Convener of the event, IQAC Coordinator and Principal after the event report is made.

EVENT DETAILS

1. Name of the Department/Society/Association: Criterion 6, IQAC
2. Name of the TIC and/or Convener: Prof./Dr./Mr./Ms. Arpita Kaul
3. Proposed Title of the Event: Doubt clearing session for promotions of Teachers
4. Nature of Event: Seminar/Conference/Symposium/Workshop/FDP/Public or Community outreach/ Skill enhancement/others (Please specify) Q&A
5. Participants: Student-centric /Faculty/ Other stakeholders (Please specify).....
6. Event Type: Offline/Online/Hybrid; Indoor/Outdoor
7. Collaborating Agency /Organization (If any): NA
8. Tentative List of Speakers with affiliations: Prof. Jatha Moayanan,
Prof. Swarn Singh, Prof. Vartika Mathur
9. Date & Time (from - to): 13 August 4:5-5:05
10. Financial Assistance/ Funding received (if any) (Please specify amount): NA
11. Proposed Budget (please attach details in a separate enclosure): NA

12. Faculty responsible for Geo Tagged Pictures Dr. Pooja Wankhale Sinha
13. Faculty responsible for Event Report Dr. Harsham Vaiphei
14. ICT support required, if any (ICT Lab, Laptop, LCD projector)
15. Caretaker support required (tables, chairs, public addressing system, sanitation, manpower assistance)
16. Venue requirement (Seminar hall/ Ground/others) ICT (As CLAS lot no classes will be disturbed)

ICT/Convenor Shruti
 Dr. Anita Kaul

Date: 12/8/24

For official purpose

Comments (If any) criticism 6 ICT

Vankhale
 IQAC Coordinator
 Date: 12/8/2024

V. V. Vankhale
 Principal
 Date:



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College
(University of Delhi)

NAAC Grade A+

ATTENDANCE SHEET

TITLE OF THE EVENT: DOUBT CLEARING SESSION FOR PROMOTION-

(ASSISTANT PROFESSOR LEVEL-I TO II)

DATE OF THE EVENT: 13-08-2024

NAME OF THE DEPARTMENT/ SOCIETY: CRITERIA VI/IQAC

NAME OF THE EVENT COORDINATOR: PROF. VARTIKA MATHUR

S.NO.	NAME OF THE FACULTY MEMBER	DEPARTMENT	YEAR OF JOINING	SIGNATURE
1.	Dr. P. Devaki	Mathematics	31/12/22	[Signature]
2.	Dr. Sumits Patel	Sanskrit	31/12/22	[Signature]
3.	Dr. M. Lakshma Rao	Sanskrit	31/12/22	[Signature]
4.	Dr. Sukrat Sinha	Zoology	28/01/23	[Signature]
5.	Dr. Shantanu Mandal	Botany	31/12/22	[Signature]
6.	Dr. Anurita Singh	Botany	31/12/22	[Signature]
7.	Dr. K. Parasara	"	"	[Signature]
8.	Manoj Thakur	Botany	31/12/22	[Signature]
9.	Dr. Sachin Kumar	Botany	31/12/22	[Signature]
10.	Dr. T. VASANTHA	Chemistry	17/02/2023	[Signature]
11.	Dr. Pragasrayan Tim	Chemistry	17/02/2023	[Signature]
12.	Dr. Neelam Kumar	Chemistry	17/02/23	[Signature]
13.	Dr. Vinita Kapoor	Chemistry	17-2-2023	[Signature]
14.	Dr. Ramasubba Reddy	Chemistry	17-2-2023	[Signature]
15.	Dr. Anand Prasad Pal	Maths	31/12/22	[Signature]
16.	Dr. Preeti Khandelwal	Zoology	28-01-2023	[Signature]
17.	Dr. Rajendra Phastyal	Zoology	28-01-2023	[Signature]
18.	Dr. Husam Yaqub	Pol. Science	05-04-2023	[Signature]
19.	Dr. Anurita Singh	Physics	2023	[Signature]
20.	Dr. Anam Nayak	English	2023	[Signature]
21.	Dr. Anjali S. Natarani	Zoology	2023	[Signature]
22.	Dr. URMIL BHATTACHARYA	SOCIOLOGY	31/12/2022	[Signature]
23.	Dr. RICHU MISRA	ZOOLOGY	28/01/2023	[Signature]
24.	Dr. Ravi Kumar Meena	Sanskrit	31/12/2022	[Signature]
25.	Dr. Sindhu Mani	Commerce	28/8/2022	[Signature]
26.	Dr. Vinod Kumar	Commerce	28/8/2022	[Signature]
27.	Dr. Sathesh Perumalla	Zoology	31/12/2022	[Signature]
28.	Y. Lakshmi Reddy	Political Science	05-4-2023	[Signature]
29.	Dr. Pragya Gahlot	Chemistry	017-2-2023	[Signature]
30.	Dr. M. Rama Raju	Commerce	20-04-2023	[Signature]
31.	Dr. Ajita Kar	Commerce	20-04-2023	[Signature]
32.	Dr. V. Raghavendra	Physics	28-04-2023	[Signature]
33.	Dr. H. Anil Kumar	Physics	28-04-2023	[Signature]
34.	Dr. Nutsu Nimish	History	28-01-2023	[Signature]
35.	Dr. Ningrum Ching	History	28-07-2023	[Signature]

28/01/2023



Tirumala Tirupati Devasthanams

श्री वेंकटेश्वर कलाशाला

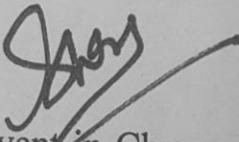
Sri Venkateswara College
(University of Delhi)

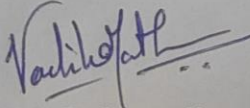
NAAC Grade A+

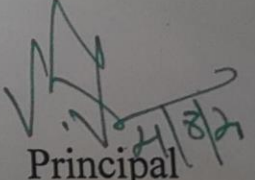
समापन प्रमाण पत्र
COMPLETION CERTIFICATE

यह प्रमाणित किया जाता है कि (शीर्षक) को (तारीख) को (समय) पूर्वाह्न/अपराह्न से पूर्वाह्न/अपराह्न तक (विभाग/समिति) द्वारा (ऑनलाइन/ऑफ़लाइन/हाइब्रिड) माध्यम में सफलतापूर्वक आयोजित किया गया और इस कार्यक्रम की रिपोर्ट अभिलेख के लिए आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC) को जमा कर दी गई है।

This is to certify that the Doubt Clearing Session for Promotion Forms was successfully conducted on (13/08/2024) from 4:00 pm to 5:00 pm by the IQAC, Sri Venkateswara College in the Offline mode and its event report has been submitted to IQAC for records.


Event in-Charge


IQAC Coordinator
Coordinator, IQAC
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021


Principal
प्रधानाचार्य
Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi