

PERFORMANCE APPRAISAL REPORT - II
SELF APPRAISAL

(To be submitted in duplicate before 30th April)

(Ref. The Vice Chancellor direction vide Circular No. CONCOLE/TAU/VCD/37 OF 2000 dated 21st January 2000 and subsequent amendment vide circular No. CONCOL/TAU/VED/310 of 2000 dated 17th Aug 2000)

Period: 1-4-20~~22~~ to 31-03-20~~23~~ (Year 20~~22~~ to 20~~23~~...)

A. BASIC INFORMATION

- a) Name of the college in full: Vidyavardhini's Annasaheb Vartak College of Arts,
Kedarnath Malhotra College of Commerce, E. S. Andrades
College of Science and Junior College Vasai Road (W) -
Dist. Palghar - 401202
- b) Name of the Teacher : Ms. SADHANA PURKAIT
- c) Designation : Asst. Professor
- d) Department : Biotechnology
- e) Area of Specialisation : Organic Chemistry
- f) Date of joining the present college: August 2014
- g) Honours Conferred : _____

B. TEACHING

	No. of Lectures (Theory)	Number of Tutorials /Practical's Taught in the Year.	Steps taken for the teaching periods missed during absence of leave
Under Graduate Term-I	13	11	Taken extra lectures to compensate missed lectures
Term-II	12	10	
Post Graduate	—	—	—
Any Other	—	—	—

To be filled at the end of every academic year L= Lecture T=Tutorial P= Practical

- b) Regularity and Punctuality: Regular
- c) Details of course teaching plan, synopses of lecture and reading list supplied to students
Lectures & practicals conducted as per syllabus
& notes were provided. Also, list of other
references links & books were provided to students.

d) Details of Participation in the following

- i) University Evaluation : Applied component for T.Y. & F.Y./S.Y. College exam
- ii) Internal Evaluation : F.Y./S.Y. Internal exams & projects.

- iii) Paper setting : Papers set as per university pattern
- iv) Assessment of Home Assignments: Assessed & feedback given for improvement
- v) Conduct of Examination : Exams conducted as per university circular
- vi) Evaluation of Dissertation etc. : Assessed & marks forwarded to university.

C) DETAILS OF INNOVATION/CONTRIBUTIONS IN TEACHING, DURING THE YEAR

a) Design Curriculum:

NA

b) ~~Laboratory~~ Teaching Experiments:

Pre-planned & standardized, then performed in front of students. Then supervise them while they perform.

c) ~~Laboratory~~ Teaching Experiments:

Pre-planned & well-researched, then taught in class.

d) Evaluation Methods:

Fair & on the basis of students presentation verbally or in written exams.

e) Participation of resource material including books, reading materials, laboratory, Manuals etc

Referring books from library & providing to students.

f) Remedial Teaching/Students Counselling (Academic)

When students come up with doubts, they are resolved.

g) Any other

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D) IMPROVEMENT OF PROFESSIONAL COMPETENCE

a) Details regarding orientation/refresher course attended participation in seminar Schools, workshops, seminars, symposia etc. including Open University course / M. Phil, Ph. D.

E) RESEARCH CONTRIBUTIONS

a) Number of students (M. Phil/ Ph.D.)

Class	At the beginning of the Year	Registered during the Year	Completed during the Year
M. Phil	NA	NA	NA
Ph. D.	NA	NA	NA

b) No. of research papers published (Please enclose list)

Research Projects

Title of the Project	Name of the funding	Duration
—	—	—

d) Details of Seminar, conference, symposia organised

'Awareness on cervical cancer & vaccines' (seminar) - 25/01/2023
 'Microbiological techniques & trouble-shooting' by Hi-Media (workshop) - 25th & 26th February 2023

e) Patents taken, if any give a brief description.

NA

f) Membership of professional bodies editorship of journals etc.

NA

F) EXTENSION WORK/ COMMUNITY SERVICE:

a) Please give a short account of your contribution to:

a) Community work such as values of national integration, secularism, peace, flood or drought relief, small family norms etc.

b) Position held/ leadership role played in organization linked with extension work and National Service Scheme (NSS) or NCC or any other similar activity.

G) PARTICIPATION IN CORPORATE LIFE:

a) College/ University/Institution

College

b) Co-curricular Activities:

Organizing seminar, workshop, gathering through various committees

c) Enrichment of campus LIFE (Hostel, Sports, Games, Cultural activities)

d) Students welfare and discipline

e) Membership/Participation in bodies/committees on education and national development

f) Professional Organization of Teachers

Assessment

a) Step taken by you for the evolution of the course programme taught

Through regular tests & home-assignments

General data

State brief assessment of your performance indicating

a) Achievements

Getting better every year

b) Difficulties faced and

c) Suggestions for self-improvement

Need to work more on co-curricular activities.

H) GENERAL OBSERVATION

i) Attendance

a) Regularity: Regular

b) Punctuality: Mostly punctual

c) Students - Teachers Relationship: Formal & good

ii) College Relationship

Good

iii) Class control

Good

iv) Reading habits and other matters

Good

Place: Vasai (W), Palghar 401202.

Date: 29/04/2023

Kadhane
29/04/2023
Signature of the Teacher

EVOLUTION BY THE HEAD OF THE DEPT. OR THE SENIOR MOST LECTURE IN THE DEPT. OR PRINCIPAL

a) State whether facts stated above correct

b) Actual Verification..... Evolution.....

Item	Correct	Exaggerated	Excellent	Very Good	Good average	Poor
A						
B						
C	✓					
D	✓					
E	✓					
F	✓					
G	✓					
H	✓					

*Evaluation is not expected in Column no. A & B

Saumath

Signature of the HOD
Or Senior most Teacher
In Dept. or the Principal

Observation of the Principal

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Place: Vasai (West), Palghar-401202.

Date:



[Signature]
Signature of the Principal

PRINCIPAL
VIDYAVARDHINI'S A. V. COLLEGE OF
ARTS, K. M. COLLEGE OF COMMERCE
E. S. A. COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR
MAHARASHTRA - 401 202.