**BHAVANS COLLEGE (AUTONOMOUS), MUMBAI**

**YEAR END PERFORMANCE SELF-APPRAISAL REPORT** **OF TEACHERS**

**FOR THE ACADEMIC YEAR: 2020 – 2021 (ONLINE VERSION)**

* **General Information**

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| **a.** | Name | Dr. Archana Shreeram Dhuri |
| **b.** | Address (Residential) | 03, New popular building, Ramesh Nagar, Amboli, Andheri(W), Mumbai-58 |
| **c.** | Address(Permanent) | As above |
| **d.** | Cell number | 9029471912 |
| **e.** | Email address | archana.kocharekar@bhavans.ac.in |
| **f.** | Designation | Assistant Professor |
| **g.** | Department | Chemistry |
| **h.** | Date of Birth | 1st December 1976 |
| **i.** | Area of Specialization (if MPhil or PhD holder) | Chemistry |
| **j.** | Date of appointment in this institution | 1st December 2005 |
| **k.** | Honors conferred (in reverse chronological order) | Ph.D - 2004  M.Sc. - 1999  B.Sc. - 1997 |

* **Teaching**
* Classes taught in the year concluded:

|  |  |  |
| --- | --- | --- |
| **Class** | **Periods** | |
|  | Assigned per Week  (Lecture/ Practical) | Steps taken for the teaching of periods missed during absence or leave |
| i) U.G.  (B.Sc/ ) | L: 04  P: 15 | No leaves taken in the academic year2020-21. Missed lectures have rescheduled. Attendance of the rescheduled lectures is taken in the Google forms. |
| ii) PG  (M.A./ M.Sc/ M.Com/ MTA)  (with weightage) | L: NA  P: NA | --------- |
| iii) M.Phil | --------- | --------- |
| iv) Any other | --------- | --------- |

* Total leave taken during the last academic year

|  |  |  |  |
| --- | --- | --- | --- |
| Casual leave | 7-8 days | Medical leave | NIL |
| Duty leave | NIL | Loss of pay leave | NIL |
| Commuted leave | NIL | Others (specify) | NIL |
| Half-pay leave | NIL |  |  |

* Regularity and Punctuality: **Very good**~~/ Good/ Satisfactory/ Unsatisfactory~~

(strike out or delete what is inappropriate)

* Explain briefly how you planned your teaching for the year, mentioning a few reading lists provided to students (especially books/articles outside compulsory reading):

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| --- |
| * I had prepared the tentative teaching plans for both semesters for each class and the same had submitted to H.O.D, (subject wise/classwise) and conducted the lectures as per the teaching plans. * I have also provided notes and pdf of book to the students before the lectures. The topic to be taught was always informed to the students well in advance: * Sometimes I have asked students (willingly) to prepare a small topic from syllabus and present in class during online lectures. after sudents presentation, the same was explained by me. * After each lecture assingnment was given to T.Y.B.Sc. students (2 to 3 brief questions) in google classroom and the same was evaluated by me made corrections and handed over to students so that they could see their mistakes (only for SEM- V} * After every topic is overed, I have conducted the test of 60 marksAssignment activities. * For practical, I had posted videos regarding the practical in whatsaap group before seesion to be conducted.(fot better understanding) * Books -   VOGEL for practical,  Puri & Sharma, J.D. Lee, Cotton & Wilkinson, Shriver and Atkins, Gary Wulfsberg |

* Details of participation in the following:
* University Education

|  |
| --- |
| F.Y.B.Sc., S.Y.B.Sc., T.Y.B.Sc. |

* Internal Evaluation

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| --- |
| All Examinations conducted on Online platforms  F.Y.B.Sc., T.Y.B.Sc |

* Paper Setting

|  |
| --- |
| F.Y.B.Sc., T.Y.B.Sc |

* Assessment of Home assignments

|  |
| --- |
| F.Y.B.Sc., T.Y.B.Sc |

* Conduct of Examinations

|  |
| --- |
| F.Y.B.Sc., S.Y.B.Sc., T.Y.B.Sc. (Theory /Practicals) |

* Evaluation of Dissertation, etc.

|  |
| --- |
| NIL |

* **Details of Innovations in / Contribution to Teaching, during the year:**
* Design of curriculum:

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| * As the Member-Secretary of Board of Studies in Chemistry, I have prepared the revised syllabi for FYBSc Paper I which is going to be implemented in the academic year 2021-2022. |

* Teaching methods:

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| Online mode ( use Zoom and Google meet),  1. Use of Power Point Presentation and Online videos  2. Use of white board, pen tablet, flip learning,  3. .Interactive Lecture Method  4. Online Practical Teaching |

* Laboratory experiments:

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| for |

* Evaluation methods:

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| Online Examinations using Google form, Assignments in google classroom, Viva-voce & Practice Sessions, |

* Preparation of resource material including books, reading materials, laboratory manuals etc.

|  |
| --- |
| Text books, Reference books, online videos, practical handbook |

* Remedial Teaching / Student Counseling (academic)

|  |
| --- |
| * Extra lectures were conducted for FYBSc/ TYBSc classes as per students’ requirements. * Conducted Student Mentoring Sessions as per the schedule given by the Student Welfare Committee. * Student Counseling, Career Orientated Lectures. |

* Any other

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| --- |
| Arranged Webinar for B.Sc. Students on following topics  1. Importance and preparation of “IIT JAM”  2. Career in Chemistry |

* **Improvement of Professional Competence:**

Details regarding **refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposia** etc., including **open university courses**/ **M.Phil., Ph.D**. during the academic year

|  |  |  |  |
| --- | --- | --- | --- |
| No | Item details | Sponsoring agency | Place and date |
| 1 | Refresher Course in Chemistry | AVC College of Engineering Mannampandal, Tamilnadu | 22/02/2021  to  2702/2021 |
| 2 | Webinar - “Effective Paper Setting  strategies using Bloom’s Taxonomy  and context based QuestionsGeneration”. | IQAC- Bhavan’s  college | 20/02/21 |
| 3 | FDP- "NAAC: AQAR submission in the revised format" | RUSA and Hazarimal Somani College of Arts & Science | 1/02/2021  to  06/02/2021 |
| 4 | National Symposium: "Nano Science & Nano technology" | Science College, Nanded. | 31/01/2021 |
| 5 | WEBINAR - "implementing Autonomy" & "Autonomy:Not one more feather in the cap" | RUSA ANDK.E.T.'s V. G. Vaze college of Arts, Science and Commerence and | 10/12/2020 |
| 6 | FDP - "An effective E- Content development tools". | S.P.M. Tatyasaheb Mahajan Arts & Commerce College, Chikhli | 29/07/2020  to  30/07/2020 |
| 7 | Webinar on "Developing Sustainable Tourism Challenges And Failures" | Bhavan's college Andheri (W) Mumbai | 23/07/2020 |
| 8 | FDP- "ICT in Teaching and Evolution" | MSP Mandal’s SHri Shivaji College, Parbhani, Maharashtra | 13/07/2020  to  18/07/2020 |
| 9 | How to develop E- content ans share it with students | A.E.Kalsekar college of commerce & Mgmt, Nallasopara | 02/06/2020 |
| 10 | Reprogram your mind through NLP | Indian Academicians and Researchers Association | 28/04/2020 |

* **Research Contributions:**
* Number of students (M.Phil./ Ph.D.)

|  |  |  |  |
| --- | --- | --- | --- |
| **At the beginning of the year** | | **Registered during the year** | **Completed during the year** |
| M.Phil |  | -------- | -------- |
| Ph.D. |  | -------- | -------- |
| MSC |  | -------- | -------- |

* **NUMBER** of **books/ research papers published/ presented at seminars/ conferences** etc,:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | International | National | State/ Local | Impact factor |
| Peer reviewed journals | -------- | -------- | -------- | -------- |
| Non-reviewed journals | -------- | -------- | -------- | -------- |
| E-journals | -------- | -------- | -------- | -------- |
| Conference proceedings | -------- | -------- | -------- | -------- |
| Books with ISBN | -------- | -------- | -------- | -------- |
| Books without ISBN | -------- | -------- | -------- | -------- |
| Chapters in books with ISBN | -------- | -------- | -------- | -------- |

* Research projects taken up:

|  |  |  |
| --- | --- | --- |
| **Title of the Project** | **Name of the funding agency** | **Duration** |
| -------- | -------- | -------- |

* Details of Seminars, Conferences, Symposia organized during the year:

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| --- |
| Arranged Webinar for B.Sc. Students on following topics  1. Importance and preparation of “IIT JAM”  2. Career in Chemistry |

* Patents taken, if any, during the year; give a brief description:

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| --- |
| NA |

* Membership of Professional Bodies, Editorship of Journals etc, during the year:

|  |
| --- |
| NA |

* **Extension Work/Community Service**

Please give a short account of your contribution, during the year, to:

* Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.

|  |
| --- |
| NIL |

* National Literacy Mission

|  |
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| NIL |

* Positions held/ leadership role played in organizations linked with extension work and National Service Scheme (NSS), or NCC or any other similar activity:

|  |
| --- |
| CHEM FEST ( INTERCOLLEGIATE EVENT) &  Arranged Webinar for B.Sc. Students on following topics  1. Importance and preparation of “IIT JAM”  2. Career in Chemistry |

* **Participation in Corporate Life:**

Please give a short account of your contribution, during the year, to:

* College/University/Institution:

|  |
| --- |
| a. Member, Board of Studies in Chemistry  b. Membe of IQAC and Attendance Committee of college. |

* Co-curricular activities:

|  |
| --- |
| 1) Motivated students to participate in various competitons and webinars arranged by  different colleges.  2) helped students in preparation of IIT-JAM exam  3) arranged Chem fest (Intercolligiate) and webinars for college students. |

* Enrichment of campus life (hostels, sports, games, cultural activities):

|  |
| --- |
| Worked as the Judge for poster competition in CHEM\_CRUISE 2020 conducted by the Department of Chemistry, Bhavan’s College |

* Students’ welfare and discipline:

|  |
| --- |
| Student mentoring and guidance |

* Membership/Participation in Bodies/Committees on Education and National Development:

|  |
| --- |
| A |

* Professional Organizations of Teachers

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| --- |
| NIL |

* **Assessment**

Steps taken by you, during the year, for the evaluation of the course programme taught:

|  |
| --- |
| practice paper, small test after each lecture in attendance form, flip learning, group disscussion, ppt presentation for students. |

* **General Data**

Give a brief assessment of your performance during the year, indicating (a) achievements, (b) difficulties faced and (c) suggestions for improvement:

|  |
| --- |
| online teaching, attended number of webinars and hands on practice to overcome difficuties faced.   * To become a good online teacher, attended many related webinars, faculty development programmes which were really helpful in preparation of online lectures including google forn for attendance and also helpful to overcome various problems faced during online lectures.. * Attended e-conferences, workshops and online sessions which helped to improve knowledge and skills required for online teaching. * difficult to explain long derivations, problems and take online practicals. * For explaining derivation and problems, I used white board and tablet pen. * Sometime faced network issues. device problems. * In the acdemic year 2021-22, to overcome practical difficulties, I will perform experiments in our college lab and the same will be used for demonstration instead of online videos |

* **I hereby declare that the information given above is true to the best of my knowledge and belief.**



**(Dr, Archana S. Kocharekar)**

**(Name and Signature of the Teacher with date)** (If you have a scanned image of your signature, please paste that here; if not just write your name)