Profile Introduction

Mrs. A. P. Borlepwar

Lecturer

Computer Engineering Department

CSMSS College of Polytechnic, Chhatrapati Sambhajinagar (Aurangabad)

Vision of CSMSS College of Polytechnic , Chhatrapati Sambhajinagar

"To Provide value based technical education so as to meet the needs of industry and society".

Mission of CSMSS College of Polytechnic , Chhatrapati Sambhajinagar

- **M1: Imparting technical knowledge and skills through effective implementation of teaching and learning .**

- **M2: Strengthening interaction between industry and institute to fulfill the requirements of industries .**

- **M3: To inculcate the professional and ethical values for social and environmental concern .**

Vision of Computer Engineering Department

To provide skilled technical professionals in Computer Engineering for fulfilling needs of industry and society.

Mission of Computer Engineering Department

- **Inculcate the fundamental and practical skills in the students through effective teaching-learning process.**

- **Create skilled Technical professionals to enhance innovations, problem solving, team-spirit and ethical responsibilities.**

- **Training faculty and students in order to meet the challenges of socio-technical environment through industry and institute.**

Educational Background

Sr. No	Qualification	College & University	Passing Year	% / CGPA
1	HSC	Janta Mahavidyalaya, Chandrapur	1991	65.50
2	B.E. (Computer Technology)	CEC, Chandrapur	1996	63.60
3	M. Tech. (Electronics)	SGGS, Nanded	2011	6.91

Experience

Sr. No	Organization	Designation	Duration (from –To)	Experience (Yrs)
1	CSMSS Polytechnic, Aurangabad	Lecturer	07 / 07 / 2013 to till date	9 years 11 months
2	Hi-Tech Polytechnic, Aurangabad	I/C Head, Computer Science Engineering	01 / 09 / 2011 to 02 / 05 / 2013	1 year 8 months
3	Hi-Tech Polytechnic, Aurangabad	Lecturer	07 / 07 / 2013 to till date	4 yrs 9 months

Sr. No	Organization	Designation	Duration (from –To)	Experience (Yrs)
6	Gramin Polytechnic, Nanded	I/C Head, Computer Science Engineering	02 / 06 / 2003 to 03 / 06 /2008	5 years
7	Gramin Polytechnic, Nanded	Lecturer	01 / 06 / 2000 to 01/ 06 /2003	2 years
8	Government Engineering College, Chandrapur	Visiting Lecturer	30/ 07 / 1998 to 27 / 01 / 1999	7 months
Total				24 Years

Participated in Training, Conference, Workshop ,Journal

Sr.No	Training	Conference	Workshop	FDP	Journals
1	05	03	03	11	3

Participated in Training, Conference, Workshop, Journal

Sr. No.	Details of the training	Organizing Body	Duration	Dates	Organization Institution	Remarks
1	Capacity Building Training Program	CSMSS polytechnic Aurangabad	3 days	11/12/2014-13/12/2014	CSMSS polytechnic Aurangabad	
2	Computer Network Security	MSBTE	2 days	10/08/2017-11/08/2017	IT Networkz Infosystem private limited Nagpur	
3	Workshop on NBA for polytechnics	Association of Management of polytechnic	2 days	8/04/2019-9/04/2019	CSMSS polytechnic Aurangabad	
4	FDP "On Android Application Development"	MSBTE	1 week	19/12/2016-23/06/2016	SPM polytechnic Kumathe,Solapur	

Participated in Training, Conference, Workshop, Journal

Sr. No.	Details of the training	Organizing Body	Duration	Dates	Organization Institution	Remarks
5	online FDP on "Tools for online teaching Learning Process"	Dept. of pharmacy	4 Weeks	20/4/20020-17/05/2020	Govt. poly Jalgaon	
6	Online program on "Educational video creation"	Dept. of English	3 days	11/05/2020-13/05/2020	Toshniwal college,Sengaon	
7	Online FDP on "Data Analytics using phython"	Dept. of computer Engg.	1 week	18/05/2020-22/05/2020	NITTTR, Chandigargh	

Participated in Training, Conference, Workshop, Journal

Sr. No.	Details of the training	Organizing Body	Duration	Dates	Organization Institution	Remarks
8	Online FDP on "Promoting quality culture in Technical Institution"	Internal quality assurance cell	1 Week	25/05/2020-29/05/2020	AISSMS, college of Engineering, Pune	
9	Online FDP on "The effective techniques of teaching and Ecommerce"		1 week	1/06/2020-5/06/2020	Saraswati Institute Of Technology Kharghar,Navi Mumbai	
10	Online FDP Effective use of ICT tools		1 week	8/06/2020-12/06/2020	G.P. Malvan	

Participated in Training, Conference, Workshop, Journal

Sr. No.	Details of the training	Organizing Body	Duration	Dates	Organization Institution	Remarks
11	Online FDP on" Next Generation software Tools & Trends for industrial Solutions"	Computer Science and Engineering Dept.	1 week	13/06/2020- 17/06/2020	Government college of Engineering Aurangabad	
12	FDP on Data science	BATU Lonere	1 week	12/06/2018- 16/06/2018	CHH. Shahu college of Engineering, Aurangabad	
13	I scheme orientation	MSBTE	1 day		CSMSS college of Polytechnic	

Responsibilities Carried

Sr. No	Responsibility	Duration	Assigned By
1	Head of Department	6 years 8 months	Principal
2	NBA Coordinator		Principal
3	Academic Coordinator		
4			

Contribution for Development Activities

-
-

Strengths

- Very clear in explaining the concepts to the students

- Easily imparts the instructions to the students

- Good in maintaining human relations

- Good technical knowledge

Weakness

- Little health conscious due to high B.P.

Opportunities

- Emerging trends in Computer Engineering Field

Threats

Hobbies

- Gardening
- Cooking
- Watching TV

Personal Information

- **Full Name :**   **Archana Prashant Borlepwar**
- **Father Details :**   **Ramesh Tukaram Dasarwar**
- **Brother :**   **Two**
- **Sister :**   **Nil**
- **Marital Status:**   **Married**
- **Children :**   **One**
- **Aadhaar Card No.:**   **9572 3466 6309**
- **Height: 5' 2" Ft**   **Weight:- 56 Kg.**
- **Blood Group:**   **O Rh+**
- **E-mail I.D. :**   **archanadasarwar@gmail.com**
- **Date of Birth:**   **17th October, 1973**
- **Address for Communication: R. H. No A-11, Sai Shrushti Park**
  Golwadi, Aurangabad
- **Phone Number:**   **9860662386**
  What's App No: **9860662386**

Thanks

CODE OF CONDUCT MANUAL FOR TEACHING STAFF

CSMSS
COLLEGE OF POLYTECHNIC,
CHHATRAPATI SAMBHAJINAGAR

Code of Conduct Manual for Teaching Staff at CSMSS College of Polytechnic, Chhatrapati Sambhajinagar

Introduction:

This Code of Conduct Manual outlines the expected standards of behavior and professional ethics for all teaching staff at CSMSS College of Polytechnic. As educators, it is our responsibility to maintain a positive, respectful, and conducive learning environment for students and to uphold the reputation and values of our institution. This manual serves as a guide to ensure professionalism, integrity, and ethical conduct among our teaching staff members.

Professionalism and Integrity:

a. Demonstrate professionalism in all interactions with students, colleagues, and other stakeholders.

b. Uphold the highest standards of personal and professional integrity.

c. Maintain confidentiality of sensitive information concerning students, colleagues, and the institution.

d. Avoid any form of discrimination or harassment based on race, gender, religion, disability, or any other protected characteristic.
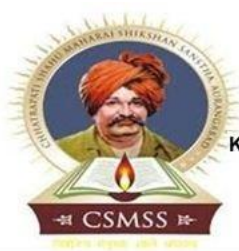
Teaching and Learning:

a. Prepare and deliver high-quality instruction that meets the curriculum requirements and academic standards.

b. Promote active student engagement, critical thinking, and inclusive learning experiences.

c. Provide timely and constructive feedback to students to facilitate their academic progress.

d. Respect diverse learning styles and adapt teaching methods to meet individual student needs.

e. Encourage academic honesty and integrity among students and address any instances of plagiarism or cheating.

Professional Development:

a. Engage in continuous professional development to enhance teaching skills and stay updated with advancements in the field.

b. Participate in relevant training programs, workshops, and conferences to improve instructional strategies.

c. Seek opportunities for research and scholarly activities to contribute to the body of knowledge in your respective field.

Collegiality and Collaboration:

a. Foster a collegial and collaborative work environment by treating colleagues with respect and professionalism.

b. Share knowledge, resources, and best practices with fellow faculty members to enhance the overall teaching and learning experience.

c. Engage in productive and open communication with colleagues, actively listening and valuing diverse perspectives.

Professional Relationships:

a. Maintain appropriate boundaries in relationships with students, colleagues, and other members of the college community.

b. Avoid conflicts of interest and disclose any potential conflicts that may compromise professional judgment.

c. Refrain from engaging in any personal, financial, or academic activities that could negatively impact the college's reputation.

Attendance and Punctuality:

a. Adhere to the college's attendance policy and be punctual for all scheduled classes, meetings, and events.

b. In the case of unavoidable absences, inform the appropriate authorities in advance and make necessary arrangements for substitute coverage.

Dress Code and Appearance:

a. Maintain a professional and neat appearance that aligns with the college's dress code policy.

b. Dress appropriately for academic and professional settings, setting a positive example for students.

Compliance with Policies and Regulations:

a. Familiarize yourself with and adhere to all college policies, rules, and regulations.

b. Comply with relevant laws, regulations, and ethical guidelines pertaining to teaching and academia.

Reporting Violations:

a. Report any violations of this Code of Conduct or any unethical behavior witnessed within the college community to the appropriate authorities.

b. Cooperate with any investigations or inquiries related to misconduct or unethical behavior.

Consequences:

Failure to comply with this Code of Conduct may result in disciplinary action, which could include counseling, formal warnings, suspension, or termination, depending on the severity and recurrence of the violation.

Acknowledgment:

I acknowledge that I have read, understood, and agree to abide by the provisions outlined in the Code of Conduct Manual for Teaching Staff at CSMSS College of Polytechnic, Aurangabad.