Annual Self Appraisal Report (ASAR)

As per 7th Pay UGC Regulation 18th July, 2018 and

Govt. of Maharashtra Resolution 8th March, 2019

For College Assistant / Associate Professor / University Assistant Professor

Academic Year: 2020 - 2021

(Duration: From 19/10/2020 To 19/10/2021)

A. General Information

a) Name (Surname first) : DR. KAVITA DANIEL TIWADE

b) Designation : Assistant Professor

c) College / University : Vivekanand College ,Kolhapur (Autonomous)

d) Department : English

e) Date of Birth : 28/8/1972

f) Date of Appointment : 20/6/2000

g) Total Teaching Experience : UG: 21   PG: 3

h) Permanent Address (with Pin code) :   1245 E ward , Irwin Hostel Compound ,Rajrampuri
Rajarm Road,
Kolhapur. Tal- Karvir, Dist. Kolhapur.
Pin - 416008   (Maharashtra)

Mobile No. : 9049507535

Email : kavitatiwade@gmail.com

B. Academic Qualifications :

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1	S.S.C.	Pune	All	198	IInd
2	H.S.C.	Pune	All	1991	II
3	B.A.	SUK	English	1991	II
4	M.A.	SUK	English	1993	IInd

C. Research / Fellowship / Research Training Program :

Sr. No.	Research	Title of Work / Thesis	University / Institute

1

	2	Ph.D.		Philip Larkin as a poet of vision : a critical assessment	Shivaji University, Kolhapur

D. **Orientation / Refresher / Short Term Course Completed** :

Sr. No.	Course	Duration	University / Institute
1	Orientation Course	2003	Goa
2	Refresher Course-I	2012	UGC-Academic Staff College, Hyderabad
3	Refresher Course-II	13/9/2018 to 8/10/2018	PMMNMMTT , MHRD IIT BOMBAY
4	Faculty Development Program	4th May to 10th May 14th May to 20th May	PMMMNMTT,MHRD Delhi
5	Short Term Course	25/ 4/2020 to30/4/2020	IIT Bombay
6	Two week FDP	20/4/2020 to 6/5/2020	PMMNMMIT ,MHRD Ramanujan College Delhi
7	FDP	19/5/2020 to 23/5/2020	Dr.M.G.R Educational and Research Institute Tamilnadu

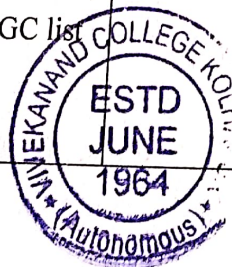| Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator , Warden etc. Number of activities: 1) B.O.S. Chairman			
(b)	Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. Number of activities: 1) Paper Setting: B. A. I (Sem-I) 3rd Feb to 7th Feb B. Sc I (Sem-I) 0 24 Feb to 28th Feb 2) Paper Assessment B. A II B.ScI			
(c)	Student related co-curricular, extension and field based activities such as student clubs, career counseling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. Number of activities: **Unit test** **Group Discussion**			
(d)	Organizing seminars/ conferences/ workshops, other college/university activities. Number of activities: 1) **National Webinar on Post Covid 19 Employment and Entrepreneurship Opportunities** 2) **National Webinar on 'Think Creative ,Write Creative** 3) **National Level Guest Lectures – Career Opportunities for English Graduates** 4) **One day workshop On' Effective Interview Techniques** 5) **One day workshop on ' Changing Dynamics of Personality Development for Corporate**	Good	Good	
(e)	Evidence of actively involved in guiding Ph. D students. Number of Students:			
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects: Major: Nil Minor: Nil			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications: Sexual Harassment of a			

4

Table 1

Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{A}{B}X100 = \frac{490}{540}X100 = 90\%$ Where A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	90%	Good	Good

Class	Name of Paper	Total Lectures Assigned	Number of Lectures Taught
B.A. Part – I	English (D. S. C.)	120	110
B.A. Part – II	English for Communication (A.E.C.C)	60	50
B.SC – Part I	English for Communication AECC	120	105
B. A. Part- III	Introduction to Literary Criticism	120	113
B. A. Part- III	ENGLISH for Communication	120	112
Total per Annum		540	490

Grading Criteria: 80% & above - Good, Below 80% but 70% & above – Satisfactory, Less than 70% - Not satisfactory.

Note: Strike out whichever is not applicable.

Table 1.2: Involvement in the University / College students related activities / research activities:

3

Women – Violation of Human Rights (Vivek Research Journal Special Issue 8th March 2021) Partition Literature- SIM Book , Shivaji University Book.				

Grading Criteria: Good - Involved in at least 3 activities

Satisfactory - 1-2 activities

Not-satisfactory - Not involved / undertaken any of the activities

Note: i) Number of activities can be within or across the broad categories of activities

ii) Strike out whichever is not applicable.

Overall Grading:

Sr. No.	Grade	Criteria
1	Good	Good in teaching (Table 1.1) and satisfactory or good in activity at Table 1.2.
2	Satisfactory	Satisfactory in teaching (Table 1.1) and good or satisfactory in activity at Table 1.2.
3	Not Satisfactory	If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Table 1.1 and Table 1.2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Overall Grading

Sr. No.	Grade Claimed	Overall Grade Claimed	Grade Verified	Overall Grade Verified
Table – 1.1	Good	Good	Good	Good

5
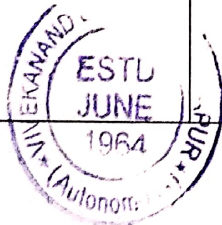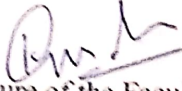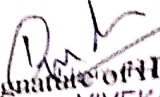
| Table – 1.2 | Good | | Good | |

Signature of the Faculty

Signature of HOD/ID/Director/Coordinator
VIVEKANAND COLLEGE
KOLHAPUR (AUTONOMOUS)

Coordinator - IQAC
Vivekanand College,
Kolhapur

Signature of Principal/ Director/ Vice Chancellor

PRINCIPAL
Vivekanand College
Kolhapur