

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 Professor

Academic Year: 2025-2026

(Duration: From 15/06/2025 To 30/04/2026)

A. General Information

- a) Name (Surname first) : **Dr. Archana Sanjay Rajmane**
- b) Designation : **Assistant Professor**
- c) College / University : **Vivekanand Collage, Kolhapur (Empowered Autonomous)**
- d) Department : **Chemistry**
- e) Date of Birth : **1st March, 1996**
- f) Date of Appointment : **10th July, 2024**
- g) Total Teaching Experience : **UG: 05 Years, PG: 05**
- h) Permanent Address (with Pin code) : **A/P-Kasaba Bawada, Dist-Kolhapur, Pin-416003**
- Mobile No. : **9511231160/9503439783**
- Email : **archanarajmanel396@rediffmail.com**

B. Academic Qualifications

Sr. No.	Exam. Passed	University	Subject	Year	Grade / Class
1.	S.S.C.	Pune	Mar, Hin, Eng, Math, Sci & Social Sciences	2011	First class
2.	H.S.C.	Pune	PCB	2013	First class
3.	Bachelor Degree (B.Sc.)	Shivaji University Kolhapur	Chemistry	2016	First class
4.	Master Degree (M.Sc.)	Shivaji University Kolhapur	Organic Chemistry	2018	First class with Distinction
5.	Ph. D. (Doctor of Philosophy)	Shivaji University Kolhapur	Organic Chemistry	2024	-

C. Research / Fellowship / Research Training Program:

Sr. No.	Research	Title of Work / Thesis	University / Institute
1.	Ph.D. (May 2024)	Studies on development of synthetic methodologies for organic transformations.	Shivaji University Kolhapur

D. Experience:

Sr. No.	Designation	Name of Employer	Salary with Grade Pay/ Academic Level	Date of		Exp in years
				Joining	leaving	
1.	Assistant Professor	P. D. V. P. College, Tasgaon	14000/-	16/07/2019	30/06/2022	03
2.	Assistant Professor	Vivekanand College, Kolhapur	28600/-	10/07/2024	till date	02
Total Experience in years						05

E. Orientation / Refresher / Short Term Course Completed :

Sr. No.	Course	Duration	University / Institute
1	NIL	-	-

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

Table 1.1: Teaching –

Activity	Percentage Obtained	Grade Claimed	Grade Verified
Teaching- $\frac{670}{720} \times 100 = 93.05 \%$ Where, A: Number of classes (Lectures) taught B: Total classes (Lectures) assigned (Classes taught includes sessions on tutorials, lab and other teaching related activities)	93.05 %	Good	Good

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:

Sr. No.	Activity	Grade Claimed	Grade Verified	Page No.
(a)	Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-Ordinator, Warden etc. 1. Member of BoS in Chemistry: VCK 2. Member of RDC (Science): VCK Number of activities: 02	Good	Good	
(b)	Examination and evaluation duties assigned by the college/university or attending the examination paper evaluation. 1. Theory Exam Que. Paper Setter: for UG & PG (Dec 2025 & May-June 2026 Exams) 2. Practical Examiner- VCK 3. Practical Expert & Examiner: B.Sc.I, II & III, M.Sc. I & II 4. Theory Paper Assessment: M.Sc. I, II Number of activities: 04			
(c)	Student related co-curricular, extension and field-based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. 1. Seminar- B. Sc III/M.Sc.II 2. Member- Cultural Activity for Youth Festival			

	3. Departmental Activities- Poster Presentation, Guest Lectures. Number of activities: 03			
(d)	Organizing seminars/ conferences/ workshops, other college/university activities. One week orientation programme on “Data Analysis, Visualization and AI-Powered tools. Number of activities: 01			
(e)	Evidence of actively involved in guiding M. Sc. students. 1. Number of Students Guided: 06			
(f)	Conducting minor or major research project sponsored by national or international agencies. Number of Projects: Major: 01			
(g)	At least one single or joint publication in peer reviewed or UGC list of Journals. Number of Publications: 07			

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
Table – 1.2	Good		Good	


Signature of the Faculty
(Dr. A. S. Rajmane)


IQAC Coordinator
Coordinator - IQAC
Vivekanand College,
Kolhapur


Signature of HOD
(Prof. Dr. S. D. Shirke)
HEAD
DEPARTMENT OF CHEMISTRY
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)


Signature of Principal
Principal
Vivekanand College, Kolhapur
(An Empowered Autonomous Institute)