



6.3

Faculty Empowerment Strategies

CONTENT

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression



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R & D Policy

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Shri Balasaheb Mane Shikshan Prasarak Mandal, Ambap's

ASHOKRAO MANE COLLEGE OF PHARMACY

AICTE / Approval Letter No.: F-06 / 07 / MS / PHARM /2005 / 003, Dt. 30 May 2006

Founder President : **LATE SHRI. ASHOKRAO MANE**

President : **SHRI. VIJAYSINH MANE**

Peth vadgaon, Tal. Hatkanangale, Dist. Kolhapur. (MS) Phone: (0230)2471360 / Fax:0230-2471361, E-mail: cophpharm@gmail.co

Ref. No.:

Date:

RESEARCH INCENTIVE SCHEME

Objectives of Scheme:

To motivate the faculty to undertake quality research work and publication activities

Scope of the Scheme:

This scheme covers all faculty members of Ashokrao Mane College of Pharmacy, Pethvadgaon who shall

1. Publishes their work in reputed journals
2. Attend seminars / Workshops / Presents their work in conferences
3. Authoring book / book chapter in National and International publishers
4. Publishing/ Granting patent

DETAILS OF THE SCHEME:

A. PAPER PUBLICATIONS

Journal Index/ Impact Factor	Incentive (Rs)
1. Journals Impact Factor ("Thomson Reuter and Clarivate analytics)	
A) 0.1 to 1	2000/-
B) 1.1 to 2	2500/-
C) 2.1 to 3	3000/-
D) 3.1 & above	3500/-
E) Collaborative Publication	2000/-
2. Journals indexed in MEDLINE / Pub Med / SCOPUS / WoS	1500/-
3. Journals approved by UGC	1000/-
4. Best Paper Award	1000/-
Total	

Guidelines

- Authors Affiliation should be Ashokrao Mane College of Pharmacy, Pethvadgaon.
- Corresponding Author/ First Author will receive the incentive.
- In Collaborative publication (Impact Factor >1) with other institute, one co-author will be considered.
- Duly filled and signed application form (prescribed format available) along with copy of published article has to submit to Coordinator, R & D Committee.



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B. BOOK / BOOK CHAPTER PUBLICATIONS

Faculty members who shall publish their works as Book / Book chapter in National and International Publishers can avail the following incentives.

Book Publisher	Incentives (Rs)
1. Book published by National Publishers	2000/-
2. Book Chapter published by National Publishers	1000/-
3. Book published by International Publishers	4000/-
4. Book Chapter published by International Publishers	1500/-
5. Collaborative Book	1000/-
6. Collaborative Book Chapter	0500/-

Total

Guidelines

- Author affiliation should be Ashokrao Mane College of Pharmacy, Pethvadgaon.
- Corresponding Author / First Author will receive the incentive.
- Publication must have ISBN number.
- International publisher includes Elsevier, Springer, Taylor & Francis, Bentham, ACS Publications, Wiley etc.
- For Collaborative publication, one co-author will be considered.
- Duly filled and signed application form (prescribed format available) along with copy of cover page, publishers and ISBN details of published book / book chapter has to submit to Coordinator, R&D Committee of AMCP, Pethvadgaon.

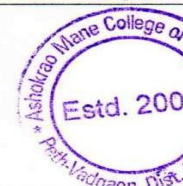
C. PATENT PUBLICATIONS / GRANT

Faculty members who shall publish and grant patent/ copyright/ design can avail the following incentives.

Type	Incentives (Rs)	
1. Published	Corresponding Author	1000/-
	Collaborative	500/-
2. Granted	Corresponding Author	3000/-
	Collaborative	1500/-

Total


- Author affiliation should be Ashokrao Mane College of Pharmacy, Pethvadgaon.
- **Corresponding Author** / First Author will receive the full incentive.
- Non-Corresponding Author of the **Collaborative** patent will receive half of the incentive.
- Duly filled and signed application form (prescribed format available) along with copy of published/ granted patent has to submit to Coordinator, R&D Committee of AMCP, Pethvadgaon.



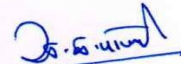
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D. (I). ATTENDING SEMINARS / WORKSHOPS AND PAPER PRESENTATIONS IN CONFERENCES (Offline)	
Faculty members who shall attend Seminars / Workshops or present their works as Oral / Poster Presentation in National / International conference can avail the duty leave and incentives as following. Either registration fees or travelling fees for attending / presenting paper maximum up to	
Type	Incentives (Rs)
1. National / International (In India)	2500/-
2. International (Out of India)	5000/-
3. Best Paper/ Presentation Award	1000/-
Total	
D. (II). ATTENDING SEMINARS / WORKSHOPS AND PAPER PRESENTATIONS IN CONFERENCES (Online)	
Faculty members who shall attend Seminars / Workshops or present their works as Oral / Poster Presentation in International event can avail the following incentives.	
Type	Incentives (Rs)
1. For Attending / Presenting paper abroad	500/-
2. Best Paper/ Presentation Award	1000/-
Total	
Guidelines	
<ul style="list-style-type: none"> • Conference / seminar should be of TWO days or more. • Conference / seminar should be of International level (Out-of India) for online mode. • Faculty members have to take prior permission of Principal before sending abstract to any conference. • Scheme can be avails once in the year per teacher. • From each department including UG and PG, faculties will be permitted per year as per following. (Pharmaceutics=3, Pharmaceutical Chemistry= 3, Pharmacology Pharmacognosy=2) • Certificate should show affiliation of Ashokrao Mane College of Pharmacy, Pethvadgaon. • Duly filled and signed application form as per prescribed format along with copy of paper presented certificate, copy of abstract published in abstract book, registration fee receipt and travelling tickets has to be submitted to the Coordinator, R&D Committee of AMCP, Pethvadgaon. 	
Final selection of the candidate for the incentive will be as per the scrutiny committee report of the Research and Development Committee.	


Dr. S. B. Sutar
 Incharge
 Research and Development Committee.




PRINCIPAL
 Ashokrao Mane College of Pharmacy
 Peth-Vadgaon, Dist. Kolhapur.



Gratuity Policy



 **LIC** संगठन : प्रक्रिया : उपलब्धि | PEOPLE : PROCESS : PERFORMANCE
भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

**NEW GROUP GRATUITY
CASH ACCUMULATION SCHEME
(UIN 512N281V01)**


Life Insurance Corporation of India
Pension and Group Scheme Unit, Indore
IRDA-Registration number : 512

Insurance is the subject matter of solicitation
For more details on risk factors, terms and conditions, please read sales brochure carefully before concluding a sale.



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LIC
भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

B/ 0109952

समूह एवं अधिवाषिता विभागीय एकक, सातारा (जी - 711)
Pension and Group Schemes Divisional Unit, Satara (G-711)

मंडल क्रमांक - Division Code/G711 तिथि - Date 20/02/2020 रसीद क्रमांक - Receipt No 2909 समय - Time 14:54:35	SATARA 513, SADAR BAZAR, GANPATDAS DEVI PATH P&GS DIVL.UNIT SATARA 415001
--	---

निम्नलिखित के लिए सधन्यवाद प्राप्त
 Received with thanks Rs. DEPOSIT MEMORANDUM
 से From

towards the following :	100000.00	CHEQUE	No of Insts 1
-------------------------	-----------	--------	---------------


ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON

Policy No :- NGGCA --- 711000472

Being the amount held in Deposit for the above Policy
 (One Lakh Only)

ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON
 A/P PETH VADGAON
 TAL HATKANANGLE
 DIST KOLHAPUR
 MAHARASHTRA


चेकद्वारा भुगतान होने पर जारी की रसीद एक ही रकम मिलने पर ही प्रभावी होगी।
 Receipt of payment made by cheque is issued from the date of acceptance of risk)
 Subject to realisation of cheque
 PAYMENT UNDER YOUR POLICY. PLEASE SUBMIT NEFT MANDATE FORM. THIS IS MANDAT
 Details of Cheques Received (Subject To Realisation)
 11842218/02/2020 BANK OF INDIA PETH VA 100000.00

हस्ताक्षर  Signature





B/ 0103204



LIC
भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

समूह एवं अधिवाषिता विभागीय एकक, सातारा (जी - 711)
Pension and Group Schemes Divisional Unit, Satara (G-711)

मंडल क्रमांक - Division Code: 0847G711 तिथि - Date: 07/03/2019 रसीद क्रमांक - Receipt No. 3031 समय - Time: 13:39:56	SATARA 513, SADAR BAZAR, GANPATDAS DEVI PATH P&GS DIVL. UNIT SATARA डा. 415001
--	--

निम्नलिखित के लिए सधन्यवाद प्राप्त
 Received with thanks Rs. DEPOSIT MEMORANDUM by

से From 23996.00 CHEQUE No of Insts 1

towards the following: **ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON**

Policy No :-	NGGCA	-- 711000472
--------------	-------	--------------

Being the amount held in Deposit for the above Policy
 (Twenty Three Thousand Nine Hundred Ninety Six Only)

ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON
 A/P PETH VADGAON
 TAL HATKANANGLE
 DIST KOLHAPUR
 MAHARASHTRA


चेकद्वारा भुगतान होने पर जारी की रसीद चेक की रकम मिलने पर वैध होगी।
 Receipt of payment made by cheque is issued from the date of acceptance of risk
 Subject to realisation of cheque

FOR PAYMENT UNDER YOUR POLICY, PLEASE SUBMIT NEFT MANDATE FORM. THIS IS MANDATORY

Details of Cheques Received	(Subject To Realisation)	
77915 07/01/2019	BANK OF INDIA	PETH VADGA 23996.00

AMCP, PETH VADGAON
 INWARD 274/A
 DATE: 12-3-2019
 SIGN: [Signature]

हस्ताक्षर Signature





LIC
भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

B/0096758

समूह एवं अधिवारिता विभागीय एकक, सातारा (जी - 711)
Pension and Group Schemes Divisional Unit, Satara (G-711)

मंडल क्रमांक - Di094/6211
दिनांक - Date 12/04/2018
रसीद क्रमांक - Receipt No.
Time 14:47:22

विभक्तिक्रम के लिए सधनपत्र प्राप्त
Received with thanks Rs.
से From
towards the following

DEPOSIT MEMORANDUM

SATARA द्वारा
513, SADAR BAZAR,
GANPATDAS DEVI PATH
P&GS DIVL. UNIT
SATARA 415001

300000.00 CHEQUE
No of Insts 1

ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON
Policy No :- NGGCA -- 711000472

Being the amount held in Deposit for the above Policy
(Three Lakh Only)

ASHOKRAO MANE COLLEGE OF PHARMACY, PETH VADGAON
A/P PETH VADGAON
TAL HATKANANGLE
DIST KOLHAPUR
MAHARASHTRA

भुगतान होने पर जारी की रसीद केवल सेटलमेंट के लिए प्रमाणित है।
Receipt of payment made by cheque is issued from the date of acceptance of risk
Subject to realisation of cheque
FOR PAYMENT UNDER YOUR POLICY, PLEASE SUBMIT NEFT MANDATE FORM. THIS IS MANDATORY
Details of Cheques Received (Subject To Realisation)

50193 10/04/2018	BANK OF INDIA	PETH VADGA	300000.00
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हस्ताक्षर Signature

17-18 Gratuity
(amount) Installment
Paid in FY 18-19



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PF Statement

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कर्मचारी अविध्व निधि संगठन
Employees' Provident Fund Organization
अविध्व निधि भवन, 14, भीमराजी कर्मण प्लेस, नई दिल्ली - 110055
Bhavshya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110055




Generated On 10/06/2022 17:08:

Payment Confirmation Receipt

TRRN No :	3122205008188
Challan Status :	Payment Confirmed
Challan Generated On :	16-MAY-2022 21:36:26
Establishment ID :	PUKOL0102250000
Establishment Name :	SHRI ASHOKRAO MANE COLLEGE OF PHARMACY
Challan Type :	Monthly Contribution Challan
Total Members :	27
Wage Month :	MAR-2022
Total Amount (Rs) :	1,01,250
Account-1 Amount (Rs) :	63,450
Account-2 Amount (Rs) :	2,025
Account-10 Amount (Rs) :	33,750
Account-21 Amount (Rs) :	2,025
Account-22 Amount (Rs) :	0
Payment Confirmation Bank :	Axis Bank
CRN :	211100522001316
Payment Date :	10-JUN-2022
Payment Confirmation Date :	10-JUN-2022
Total PMRPY Benefit :	0







**COMBINED CHALLAN OF A/C NO. 01, 02, 10, 21 & 22 (With
EMPLOYEES' PROVIDENT FUND ORGANISATION**

TRRN 3122205008188
ECR Id 73312242
LIN : 1602771732
Dues for the wage month of March 2022

Establishment Code & Name PUKOL0102256000 SHRI ASHOKRAO MANE COLLEGE OF PHARMACY
Address : PETH-VADGAON,, PETH-VADGAON,, PETH-VADGAON,, KOLHAPUR, MAHARASHTRA



Total Subscribers :	EPF 27	EPS 27	EDLI 27	4,05,000	
Total Wages :	4,05,000	4,05,000	4,05,000		

SL.	PARTICULARS	A/C.01 (Rs.)	A/C.02 (Rs.)	A/C.10 (Rs.)	A/C.21 (Rs.)	A/C.22 (Rs.)	TOTAL
1	Administration Charges	0	2,025	0	0	0	2,025
2	Employer's Share Of	14,850	0	33,750	2,025	0	50,625
3	Employee's Share Of	48,600	0	0	0	0	48,600
Grand Total : One Lakh One Thousand Two Hundred Fifty Rupees Only							1,01,250

(This is a system generated challan on 18-MAY-2022 21:36, the particulars shown in this challan are populated from the Electronic Challan Cum Return (ECR) uploaded by the establishment for the specified month and year.

Note :- The following amounts are being remitted directly by Government of India on account of PMRPY / ABRY.

	PMRPY	ABRY
A) A/C no 1 (Employer share) (Rs.) -	0	0
B) A/C no 10 (Pension fund) (Rs.) -	0	0
C) A/C no 1 (Employee share) (Rs.) -	0	0
D) Total (A + B + C) (Rs.) -	0	0
E) Total remittance by Employer (Rs.) -	1,01,250	
F) Total amount of uploaded ECR (D + E) (1,01,250	



EMPLOYEE'S PROVIDENT FUND
ELECTRONIC CHALLAN CUM RETURN (ECR)



Name of Establishment	SHRI ASHOKRAO MANE COLLEGE OF PHARMACY		
Establishment Id	PUKOL0102256000	LIN	1602771732
Wage Month	MAR-2022	Return Month	APR-2022
Contribution Rate (%)	12	ECR Type	ECR
Salary Disbursement Date	15-APR-2022	Uploaded Date Time	18-MAY-2022 21:36
Exemption Status	Unexempted	TRRN Number	
Remarks	OK	ECR Id	73312242
Total Members	27		
Contribution and Remittance Details (In Rupees) :			
Total EPF Contribution Remitted	48,600	Total EPS Contribution Remitted	33,750
Total EPF-EPS Contribution Remitted	14,850	Total Refund Advance	0
PMRPY Upfront Benefit Details (In Rupees) :			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0
PMRPY benefit remarks	NA		
ABRY Upfront Benefit Details (In Rupees) :			
Total ABRY benefit Amount	Employee EPF Share	Employer EPS Share	Employer EPF Share
	0	0	0
ABRY benefit remarks	Establishment is not eligible for ABRY scheme.		

PUKOL0102256000 / MAR-2022 / 18-MAY-2022 21:36

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Member Details :-

Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
1	100076886062	AMAR PANDURANG MALI	AMAR PANDURANG MALI	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
2	100079333104	AMARSINH RANGRAO PATIL	AMARSINH RANGRAO PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
3	100082608960	ANANDA NANA DABHADE	ANANDA NANA DABHADE	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
4	100464834628	ANIL PANDURANG DONGARE	ANIL PANDURANG DONGARE	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
5	100095919606	ATUL DILIP PATIL	ATUL DILIP PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
6	100104935343	BACCHAN SARJERAO POWAR	BACCHAN SARJERAO POWAR	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
7	100468963546	BANDU VILAS KADAM	BANDU VILAS KADAM	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
8	100107976531	BAPUSO VASANT HIRAVE	BAPUSO VASANT HIRAVE	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
9	100130436964	DATTATRAY PANDURANG SANKPAL	DATTATRAY PANDURANG SANKPAL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
10	100136683861	DHIRAJ SAMBHAJI PATIL	DHIRAJ SAMBHAJI PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
11	100468960583	MANISHA VIJAYSINH MANE	MANISHA VIJAYSINH MANE	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
12	100464552051	PRAMOD BABURAO PATIL	PRAMOD BABURAO PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
13	101208487314	PRANALI PRADEEP PATIL	PRANALI PRADEEP PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
14	100278221769	PRASHANT BHIMRAO PATIL	PRASHANT BHIMRAO PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
15	100291821512	RAJNIKANT BALASAHEB GHOTANE	RAJNIKANT BALASAHEB GHOTANE	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
16	101181487675	SACHINKUMAR VASANTRAO PATIL	SACHINKUMAR VASANTRAO PATIL	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
17	100331769723	SANDIP AKARAM BANDGAR	SANDIP AKARAM BANDGAR	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.
18	100333068047	SANJAY YASHWANT	SANJAY YASHWANT	15,000	15,000	15,000	15,000	1,000	1,250	550	0	0	-	-	-	N.A.

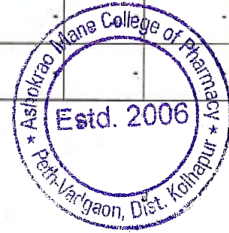
PUKOL102256000 / MAR-2022 / 18-MAY-2022 21:36



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Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
		JADHAV	JADHAV													
19	101696756897	SARIKA SAMPATRAO SURYAWANSHI	SARIKA SAMPATRAO SURYAWANSHI	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
20	100367232626	SUJITSINH SURESHRAO MANE	SUJITSINH SURESHRAO MANE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
21	100371298267	SUNIL BABAN SONWALE	SUNIL BABAN SONWALE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
22	101493930156	TEJASWINI DHIRAJ CHAVAN	TEJASWINI DHIRAJ CHAVAN	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
23	100405819153	VIKAS MAHADEO PATIL	VIKAS MAHADEO PATIL	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
24	100464967163	VIKAS RAJKUMAR DHOLE	VIKAS RAJKUMAR DHOLE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
25	100408467857	VINOD PRAKASH PATIL	VINOD PRAKASH PATIL	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
26	100409227251	VIPUL MALGONDA PATIL	VIPUL MALGONDA PATIL	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
27	100464706869	YOGESH KRISHNAT KEKARE	YOGESH KRISHNA KEKARE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.





Note: UANs are prefixed with Asterisk sign (*) in case AADHAAR is not seeded /unverified

PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name	Reason Code	Reason Name
EC10001	ECR already filed for this member	GK10001	EPF wages are greater than or equal to 15,000/-
EC10002	Parallel Employment: ECR already filed for this	GK10002	Mismatch in EPF and EPS wages
EC10003	Benefit already availed for this member	GK10003	EPF contribution remitted is greater than due remittance
EC10004	Gross/EPF wages greater than 15,000/-	GK10004	EPS contribution remitted is greater than due remittance
EC10005	Mismatch in EPF and EPS wages	GK10005	(EPF - EPS) diffrence contribution remitted is greater than due
EC10006	Mismatch in Due and Remitted values	GK10006	EPS contribution remitted is greater than due remittance
EC10007	UAN Deactivated	GK10007	Aadhaar not seeded





Performance Appraisal System for Teaching & Non-Teaching Staff

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Ashokrao Mane College of Pharmacy, Peth-Vadgaon



FACULTY ANNUAL PERFORMANCE APPRAISAL REPORT
Academic Year 2021-2022

1. **Name of Faculty:** Dr. Udugade B. V.
2. **Department:** Pharmaceutical Chemistry
3. **Designation:** Associate Professor
4. **Date of Joining to the Institute:** 02-09-2021
5. **Name of the Institute:** Ashokrao Mane College of Pharmacy, Peth-Vadgaon

Sr. No.	Particulars	Marks Obtained
01	Lecture Evaluation	5
02	Percentage Result Analysis	5
03	Student Feedback	4
04	Responsibilities handled at Institute	10
05	Responsibilities handled at University Level	5
06	Efforts taken for Students Achievements	10
07	Awards/ Grants/ Honors/ Appreciation Letters received	5
08	Publications	30
09	Workshop/ Seminar/ Conferences/ STTP/FDP Attended	05
10	Sincerity/ Discipline/ Behavior	05
Total (Out of 100)		84

Performance: Excellent

[Signature]
Academic Incharge
A.M.C.P. Peth-Vadgaon

[Signature]
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Peth-Vadgaon, Dist. Kolhapur.

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Ashokrao Mane College of Pharmacy, Peth-Vadgaon

Faculty Annual Performance Appraisal Report Academic Year 2021 to 2022




1. Name of Faculty: Dr. Udugade B. V.
2. Department: Pharmaceutical Chemistry
3. Designation: Associate Professor
4. Date of Joining to the Institute: 02-09-2021
5. Result and Student Feedback:

Sem.	Subjects Handled	SUK Result (%)	Student Feedback (Marks out of 5)
III	Pharmaceutical Organic Chemistry-II (TH-4 & PR-12)	100%	3.7
IV	Medicinal Chemistry-I (TH-4 & PR-12)	100%	3.7

6. Responsibilities Handled at Institute Level:

- Manuals of Medicinal Chemistry-I & Pharmaceutical Organic Chemistry-II
- Designing and updating the CO and PO and its mapping
- Developing and implementing institutional policies, guidelines related to **research and development, slow learners and fast learners, Student centric methods**
- Involved in the student enrollment process, including admissions, registration, and maintaining student records.
- Provided comprehensive support services to students, including counseling, academic advising, career guidance, and special needs support. Creating a student-centered environment that promotes their well-being, personal development, and success.
- Working towards institutional accreditation and ensuring compliance with quality standards and benchmarks. Conducting internal assessments, monitoring academic quality, and implementing improvement measures based on feedback and evaluation.
- Managing internal and external communication to keep them informed about


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institute activities, achievements, and events. Promoting the institute's reputation, values, and successes through various media platforms like what's app.

- Establishing and maintaining connections with alumni, organizing alumni events, and leveraging their expertise and experiences to benefit current students. Building a strong alumni network to foster lifelong connections and support.
- **Encouraging and supporting research activities** among faculty and students. Promoting a culture of innovation, intellectual inquiry, and interdisciplinary collaboration.
- Engaging in ongoing self-assessment, monitoring institutional performance, and implementing strategies for continuous improvement.
- Initiated, planned, conducted and worked as Chief Coordinator for **four days National level workshop on teaching with technology** organized by AMCP, Peth-Vadgaon from 2022.20/09/2022 to 23/09/2022
- **Working as NAAC Criterion 2 In charge:** worked closely with various stakeholders to ensure that the teaching, learning, and evaluation processes within the institution are of high quality and align with the NAAC standards. They contribute to the institution's efforts to continuously enhance the educational experience and outcomes for students. Studied NAAC guidelines and parameters, revisions made by NAAC related to teaching, learning, and, evaluation. Planned and implemented initiatives and strategies to improve the teaching, learning, and evaluation processes within the institution. Promoted pedagogical innovations and encourages faculty members to adopt learner-centered and interactive teaching methods.
- **GPAT and Competitive Examination Cell In charge:** Supervised the application process, ensured timely dissemination of information regarding registration deadlines, eligibility criteria, and required documentation. Ensured availability and access to books from library. Provided extra study room specially for GPAT aspirants
- Head of Department of Pharmaceutical Chemistry
- **Research Cell In charge:** facilitated the application process, ensure compliance with funding guidelines, and support researchers in securing research grants.

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1. Applied for Core Research Grant of SERB, Applied for Research Grant for teachers by Shivaji University, Applied for Seminar Grant of SERB, Applied for Research Grant of DBT
 2. Registered institution on portal of BIRAC for inclusion of institute on portal for research grant application
 3. Finalized and Created list of **National and International journals** for teachers and library based on Scopus index.
 4. Drafted **Research Incentive Scheme for AMCP, Peth-Vadgaon**
- Coordinated registration for CRS-IC E-symposium in Institutional Students category from Ashokrao Mane College of Pharmacy, Peth-Vadgaon
 - Hospitality committee - Farewell ceremony, 2021.
 - Assisted administration in planning the academic/ administrative / development activities
 - Registered **Innovation Incubation Cell** at Institute
 - Supported to fill data of GPAT-2022 for AICTE
 - Working as a member for Library Committee. Provided **Books requirement** for Department of Pharmaceutical Chemistry and GPAT
 - Involved in Admission companion for 3 days at Karad.

Coordinated "Research Sensitization scheme for students 2021": 5 Students received grant of 10000/-

Coordinated "Research grant to College Teachers": 25000/- Grant received by 3 teaching staffs

Coordinated SERB Grant Application: 3 Application submitted and all are under evaluation

Coordinated AVISHKAR 2021: TH Category: 1 Prize, PPG: 1 Prize. PG: 2 Prizes and UG: 1 Prize from Shivaji University

Drafted "Research incentive scheme for teachers

7. Responsibilities Handled at University level:

- Coordinated Participation in AVISHKAR 2021-22
- Sharing of Human Resources Activity For The Academic Year 2021-22


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- Coordinated Student Research Sensitization Scheme
- Coordinated Staff Research Sensitization Scheme
- Attended CAP for paper evaluation
- Arranged 5 guest lectures for GPAT-2023 Aspirants
- Worked as a flying squad in university theory exam
- Assisted Academic Audit by Shivaji University
- Guided 5 students for Research Project
- Worked as a supervisor for received grant Rs 10,000 for students under research sensitization scheme 21-22 from Shivaji University Kolhapur.
- Worked as an internal examiner for sessional and university theory exam.
- Worked as an external examiner.
- Conducted project viva of final year students.
- Worked as Jr. Supervisor in university theory exam.

8. An effort taken for students achievements:

- Assisted students for participation in AVISHKAR, Poster Presentation and Hacahton
- Involved in the dialogue and meeting process of the students within the framework set various working committees of the institute.
- Supervised maintenance of student discipline and within the rules and procedures provided by an institute, for the discharge of the students on a corrective basis.
- Founded the YouTube Chanel "PharmaTube" for Pharmacy Students. Today we have 40 videos based on pharmaceutical science that are viewed by 5000+ students globally
- Created Educational Blog for subject POC-II
- Peer Mentoring for academically poor students. Have helped more than 100 students to improve their educational outcomes with counseling
- Provided students with a high-quality education that includes a well-designed curriculum, competent teaching and adequate resources.
- Recognized and accommodated the diverse learning needs of students by offering

D. G. Gund
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- individualized instruction, such as personalized learning plans
- Utilized interactive and engaging teaching methods, including hands-on activities, group projects, discussions, and **real-life applications of knowledge**.
 - Provided timely and constructive feedback to students, highlighting their strengths and areas for improvement.
 - Fostered critical thinking and problem-solving skills by promoting open-ended questioning, analysis, and evaluation of information. Encouraged students to think independently and develop their own perspectives.
 - Created a **positive and supportive learning environment** where students feel safe to take risks, ask questions, and actively participate in the learning process. Fostered a culture of respect, collaboration, and inclusivity.
 - **Encouraged parents and guardians** to actively participate in their children's education by providing regular updates on student progress, involving them in college activities, and fostering open communication between teachers and parents.
 - Helped students to set **realistic and achievable goals** that align with their interests and abilities.
 - Promoted participation in extracurricular activities such as sports and cultural events which can enhance students' skills, confidence, and overall development.
 - Incorporated educational technology tools and resources into the teaching and learning process to facilitate **interactive learning experiences**, access to information, and collaboration among students.
 - Implemented regular formative and summative assessments to monitor student progress, identify areas of improvement, and provide targeted interventions when necessary.
 - Offered mentoring programs or tutoring services to provide additional support for **struggling students** or those in need of extra challenge.
 - Took efforts to foster a growth mindset among students, emphasizing the belief that abilities and intelligence can be developed through effort, practice, and resilience.
 - Recognized and celebrated students' achievements, both academic and non-academic, to boost their self-esteem, motivation, and sense of accomplishment

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9. Awards/ Grants / Honor/ Appreciation Received etc.:

- Received Letter of Appreciation from Vasantidevi Patil Institute of Pharmacy, Kodoli for delivering guest lecture on 10th March 2022 -

10. Publications (Only Numbers):

Research Papers (Scopus Indexed Journals)	Patents	Books/ Book Chapters	Presentations
01	2	1	0

11. No. of Workshop / Seminar/ Conference/ STTP/ FDP attended (Only Numbers):

Workshop	Seminar	Conference	STTP	FDP
05	10	1	2	5

Note: Attach Supporting Documents wherever necessary

Date: 25/02/2022

Sabir Jadhav
Faculty Signature

D. S. G. S.
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1. Name of Non-Teaching Staff: *Ms. Tejaswini Dhiraaj Chavan*
2. Department: *Office*
3. Designation: *Clerk*
4. Date of Joining to the institute: *01/06/2019*
6. Qualification: *M.A. M.Ed.*
7. Details of responsibility Handled



Sr. No.	Department	Responsibility Handled
1.	<i>Office student section</i>	<i>student Admission</i>
		<i>issuing student certificate</i>
		<i>merit list verification</i>

8. Additional responsibilities at Sanstha level *student level communication.*
9. Appreciation letter received / Honor received etc. give details: **1**
10. No. of Work shop / seminar/ administrative training attended: **1**
11. Details of the work undertaken in College Committees if any *Naac Criteria-2 Committee for Persons with Disabilities (Divyraj)*
12. HOD Remark: Sincerity/ Discipline/ Behavior

✓

Excellent	Good	Satisfactory	Poor	Very Poor
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Date:

Tejaswini
Signature of Staff

P.B. Patil
(Mr. P.B. Patil)

Dr. Suman
PRINCIPAL
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ASHOKRAO MANE COLLEGE OF PHARMACY, PETH-VADGAON

Non-Teaching Staff Annual Performance Appraisal Report
Academic Year 2021-2022

1. Name of staff: *Ms. Tejaswini Dhisey Chauhan*
2. Department: *Office student section.*
3. Designation: *clerk*
4. Date of joining to the Institute: *01/06/2019*

Sr. No.	Particulars	Marks Obtained
01	Details of responsibility Handled	30/40
02	Additional responsibilities at Sanstha level	05/10
03	Appreciation letter received / Honor received	05/10
04	No. of Work shop / seminar/ administrative training attended	05/10
05	Details of the work undertaken in College Committees	05/10
06	HOD Remark: Sincerity/ Discipline/ Behavior	05/10
07	Sincerity/ Discipline/ Behavior	10/10
Total (Out of 100)		65/100

Performance: *Very Good*

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