

Matushri Virbaima Mahila Science & Home Science College, Rajkot.

Kalawad Road, Near Under Bridge, RAJKOT

PHONE NO. 091-281-2452997 email ID : mvmsscience@yahoo.co.in



GRADE "A" INSTITUTE (ACCREDITED BY NAAC)

Self Appraisal Form for Teachers

I) (a) General Information

1	Name	Ms. Neela G. Upadhyay/Pandya
2	Address (Residential) & Phone No.	32/ A-1, Sau. Uni. Karmachari Society, B/h. F.S.L., University Road, Rajkot-360005.
3	Designation	Lecturer
4	Department	English
5	Date of Birth	16 th April, 1968.
6	Area of Specialization	Literature
7	Date of appointment	--
	(i) In the present institution	1 st April, 2006
	(ii) In the present post	21 st April, 1989
8	Honours conferred	-----

I) b) Academic qualifications:

Examination passed	Board/University	Subjects	Year	Division/Grade/Merit etc.
S.S.C.	G.S.E. Board	----	1982	Distinction
H.S.C.	G.H.S.E. Board	-----	1984	First
B.A.	Saurashtra Uni.	English	1987	Second
M.A.	Gujarat Uni.	English	1989	First

II) (a) Research Experience & Training

Research Stage	Title of Work/ Thesis	University where the work was carried out
M. Phil or equivalent	-----	-----
Ph. D	-----	-----
Post-Doctoral	-----	-----
Publication (give a list separately)	-----	-----
Research Guidance (give names of Students guided successfully)	-----	-----

Training (Please specify)	-----	-----
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II (b) Research Projects Carried out :

Title of the Project	Name of the Funding Agency	Duration	Remarks
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(II) (c) Seminars, Conferences, Symposia, Workshops, etc. Attended

Name of the Seminars, Conferences, Symposia, Workshops, etc.	Name of the Sponsoring Agency	Place and Date	Title of the paper presented (if any)
42 nd All India English Teachers' Conference	North Gujarat University	Department of English North Gujarat University Patan 18 10 22 nd Dec. 1996	----
State Level Seminar on "Post 1980s Indian Fiction in English"	SUETA	Shri Municipal Arts and Com. College, Upleta 1-2 nd Oct. 2004	-----
National Seminar on "Universal Problems- Society, Culture, Civility, Literature, nationality"	-----	Smt.C.P.Choksi & Shri P.L. Choksi Commerce College, Veraval. 28 th April,'09	Women and Dignity
National Conference on "Quality Sustainance of Higher Education Institution in Rural Areas"	NAAC	Arts and Commerce College, Manavadar. Dec,5-6,2009	Best Practices in Higher Education: The Requirement and Challenges.
State Level Seminar on "Representative Images of Women in Indian Literature."	U.G.C	Jasani Arts and Commerce, Rajkot. Dec. 19-20,2009.	"Emancipation of Indian Middle Class Women in India: An Indigeneous Solution"
State Level	Saurashtra Uni.	Academic Block-12,	"Globalization

Seminar on "Vaishvikaran and Bharatiya Mulyo"	And Vidhyabharati Gujarat Pradesh	Saurashtra Uni., Rajkot. Nov.22, 2009	and Indian HEIs: Threats and Opportunities
International Conference on "Expanding Territories: Comparative Literature in the 21 st Century."	Dept.of English, Saurashtra Uni., Rajkot	Dept.of English, Saurashtra Uni., Rajkot March 29,30,31, 2010.	----
State Level Workshop on "Training Teachers of English to Develop e- Content"	Knowledge Consortium of Gujarat and SUETA	Dept. of English, Sau.Uni., Rajkot. June 31,2010	----
Uni. Level Swarnim Gujarati Kavita	Gujarati Sahitya Parishad,Gujarat sahitya Akadami, Saurashtra Uni.	Saurashtra University, Rajkot 13-14 th Dec. 2010	----
3 day International conference on "Comparative Literature: World Language and world Culture"	SAP,UGC	Dept. of Hindi, Andhra University,Vishakhapattanam Andhra Pradesh Feb.24 to 26, 2011	<i>Gitanjali and the Prophet. A Journey to Wisdom</i>
2day Training Programme for Master Trainers Knowledge Management Programme	Knwoledge Consortium of Gujarat	P.D. Malaviya College of Commerce, Rajkot March 12-13,2011	

III) (a) Teaching Experience

Courses taught	Name of the University /College/ Institution	Duration
U.G.	(1) Kavishri Botadkar Arts & Commerce College, Botad.	21/8/1989 to 20/11/1990
	(2) Prataprai Arts & Kamani Science College, Amreli.	20/11/1990 to 31/12/95
	(3) C. C. Mahila Arts & Sheth C. N. Commerce College, Visnagar.	1/1/1996 to 23/10/2003

	(4) M.B.Arts & Commerce College, Gondal.	23/11/2003 to 31/3/2006
	(5) Matushri Virbaima Mahila Science & Home Science College, Rajkot.	01/04/2006 onwards
P.G.	(1) Prataprai Arts & Kamani Science College, Amreli. (2) Brahmbhatt Arts & Com. College, Unjha	
M. Phil	-----	
Any other	-----	

III) (b) Total Teaching Experience:

(i) Under-graduate: 20 yrs.

(ii) Post graduate: 2 yrs.

Give list/lists separately for the following if required.

IV) Innovations / Contributions in Teaching

a. Design of Curriculum: Member of the syllabus committee for revision of F. Y. B. Sc. (Home Science) & S. Y. B. Sc. For the year 2008-09

Member of the committee for revision of T.Y.B.Sc. syllabus for the year 2009-10.

b. Teaching Methods :

Chalk & Talk, multimedia, Listening Sessions, Reading Sessions, hand outs role plays

c. Laboratory experiments :

Conducting practicals on computers using various software of English language learning

Use of multimedia in the class room as well as lab for teaching language since 2009

d. Evaluation Methods :

Exercises at the end of the Chapters, Surprise tests, Internal tests, Assignments and Project works.

e. Preparation of resource material Including book, reading materials, Laboratory manual etc.:

Lecture notes, hand outs, materials from various web sites, practical exercises etc.

f. Remedial Teaching / Student :
Solving students' difficulties, guiding seminars and projects.

g. Counseling (academic):

Informally, for the improvement of language, in preparing students for elocution and essay writing competitions and paper presentation.

h. Any other :

Details of the participation in the following:

- (1) University evaluation-Yes
- (2) Internal evaluation-Yes
- (3) Paper setting-yes
- (4) Assessment-yes
- (5) Assessment of Home Assignments-yes
- (6) Evaluation of Projects-yes

V) Extension Work/Community Service:

a) Please give a short account of your contribution to:-

- i) Community work such as values of National Integration, secularism, democracy, socialism, humanism, Peace, Scientific temper, flood or drought relief, small family norms etc.

Active participation in programmes arranged by JATHA for eradication of superstitions among the community and create rational attitude and maintain scientific temper.

Donation

- ii) National Mission: election duty

b) Position held/Leadership role played in organizations linked with Extension Work & National Service Scheme (NSS) or NCC or any other similar activity.

Member of Jatha

VI) Participation in Corporate Life:

Please give a short account of your contribution to:-

a. College/ University/Institution:

Head, Department of English, M V M Science and Home Science College, Rajkot since 2006.

Co-Ordinator, Internal Quality Assurance Cell of the College since 2007.

Member of the college committee for Elocution and Creative Writing since 2004.

Member of Sarjanatmak Abhivyakti Dhara since 2008.

Member of UGC College Committee for the 11th plan.2009

Editor, Spectrum, Vol.-1 to 5, the college magazine 2010-2011

Co-ordinator, SCOPE, (OAS) of the college

Head, Sarjanatmak Abhivaykti Dhara of the college

- b. Co-curricular Activities:-** Anchoring various functions organized on the Campus 2008-2009.
Anchored National Level workshop in the college on Nano Science and Nano technology 2010

C.Enrichment of Campus Life:
(Hostels, Sports, Games, Cultural Activities)

Guiding students for Youth Festival competitions organized by Sau. University and Various Interclass competitions.

- c. Students Welfare & Discipline:**

Helping Placement activities in the college

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

Member, Board of Studies, Saurashtra University, Rajkot.
Member. Syllabus Committee, Saurashtra University, Rajkot.

- e. Professional Organization of Teacher:**
Member of Adhyapak Mandal

VII) (a) Membership of Professional Bodies, Societies etc.:
Member of SUETA

(b) Editorship of Journals:
Editor-in-chief of the college Magazine "Spectrum" Vol.1 to 5, 2010-2011

VIII) State brief assessment of your performance indicating:

(a) Achievements:

(b) Difficulties faced:

(c) Suggestions for improvement:

IX Step taken by you for the evaluation of the course/ programme taught:

Interaction with students

X) Any other Information:

(Signature of Teachers)