

NAGRIK SHIKSHAN SANSTHA'S
COLLEGE OF EDUCATION.

I.Q.A.C. REPORT

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE – 560 010 (INDIA)

Academic Year: June 2005 to May 2006.

NAGRIK SHIKSHAN SANSTHA'S COLLEGE OF
EDUCATION

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NAGRIK SHIKSHAN SANSTHA'S
COLLEGE OF EDUCATION

YEAR OF REPORT: 2005 -2006.

PART A

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

An institution of teacher education needs a thorough planning to achieve the objects of teacher training programme. So at the beginning of the academic year 2005 – 2006, we had located the areas needed for quality enhancement and planned the programme accordingly.

CRITERION – 1

1) CURRICULAM DESIGN AND PLANNING

An exhaustive academic calendar was prepared in the month of May 2005 showing detailed programmes of teaching days, co-curricular activities, seminars, workshop, educational visits, practice teaching etc.

Our total teaching days were calculated in which we conducted training in a systematic way.

Micro Teaching and Lesson Plan workshops were planned in detail and conducted in the class, which helped students to improve their own skills and acquire necessary knowledge and skills for micro teaching and practice teaching.

We have made 11:1 ratio of student teachers and lecturers which helped to provide individual attention to pupils.

Almost all students had participated in competitions conducted by the college on various occasions. Regular staff meetings were held to discuss and decide matters pertaining to curricular and co-curricular activities.

Tutorials at the beginning of terminal (Ist and IInd) examinations helped in developing cognitive abilities and helped them to secure better results.

Essay at the end of each unit helped to provide a feed back to student-teachers. Various clubs were formed at the beginning of the years like Environmental Education Club and Population Education Club. These clubs conducted variety of activities through out the year in disseminating knowledge and learning out a desirable change in students e.g. Population Education Club observed Population Day on 11th July 2005 by conducting elocution competition, poster competition and 5 minutes skit competition.

We have prepared a detailed programme of community service and social commitment. Socially useful productive work (S.U.P.W.) workshop was planned and conducted in the month of July through which students got the opportunities to share talents and skills.

The calendar for co-curricular programme was prepared at the beginning of the academic year 2005 – 2006, taking into consideration the vision of our institution i.e. Secularism, Scientific attitude, and Social commitment.

CRITERION – 2

TEACHING –LEARNING PROCESS AND EVALUATION

To supplement lecture method of teaching, innovative methods and techniques were planned in advance like CAM, IQM and SRM etc. Workshops and seminars were planned at the beginning 10 practice teaching schools were selected in the vacation itself. Student-teachers were prepared thoroughly to teach in schools; also they were well prepared on Audiovisual aids, various teaching methods and teaching skills.

Seminars, workshop speeches etc. were continued throughout the year to fulfill the vision of the institution. Also each faculty member attended workshops and seminars conducted in the institutions. Some of the faculty members worked as resource person in the workshops, seminars conducted by the other institutions.

Collaborative work with Nehru Science Centre was planned. Non formal education programme on preparations of teaching aids for our B.Ed. students was organized by Nehru Science Centre.

To develop secularism, social commitment and civic values in student-teachers, various activities like cleaning drive, community work, and celebrations of all religious and national days were conducted.

To develop all round personality of student-teachers a total programme, concentrated on cognitive, affective and Psychomotor areas were planned like preparation of articles for paper reading programme, workshops, seminar etc. Also to acquaint with Information Technology, computer centre was made available to students.

Remedial teaching was conducted after first semester and preliminary examinations. Tutorials were kept before semester and preliminary examination. Individual feedback was given immediately after examinations.

CRITERION – 3

RESEARCH DEVELOPMENT AND EXTENSION.

- Ph.D. work of Mrs. Nimkar S.S is in final stage.
- Dr. (Mrs.) Samuel S., Mrs. Pereria S.V., Mrs. Karkare K.H., Dr. Redkar A.Y., and Ms. Raut R. are members of voluntary organizations worked for the upliftment of community.
- Institution has its own plan of action for the extension activities and worked accordingly for the upliftment of the community. Our students worked with St. Gracious Orphanage, Vasai, Apne Aap Women's, Khetwadi, Shradhanand Mahilashram, Matunga, Manav Seva Sangh, Sion, and Home for Aged, Andheri.

CRITERION – 4

INFRASTRUCTURE AND LEARNING RESOURCES.

Institution has planned to use the infrastructure to its maximum use of students. Library is open throughout the year and also used by past students who have enrolled for M.Ed. courses. Auditorium is used for various educational activities like conducting seminars, workshops, S.U.P.W., celebrating various days like Population Day, Annual Day etc.

Advisory committee looked after the library throughout the year. Book bank facility was available for the student-teachers. New books and journals comprising of Rs. 30,000/- were purchased and thus updated library.

Computers and accessories were used by staff and students.

Health services were provided by management. Sports facilities like Gymkhana, gymnasium were used by students-teachers and staff members.

This year Library, staffroom and office were made fully air-conditioned.

CRITERION – 5.

STUDENT SUPPORT AND PROGRESSION

Updated prospectus was published at the beginning.

Student's council worked throughout the year sincerely for the betterment of the institution.

Parents-Teachers Association, Past Students Association were working throughout the year.

CRITERION – 6

ORGANISATION AND MANAGEMENT

Local Managing Committee functions in the beginning of the academic year and beginning of second term to plan other committees and portfolios which helped to plan activities to function the institution effectively.

Computerizing library is in progress. Computerizing administrative work is almost completed. Non-teaching staff were allotted with grades based on their performance.

A minimum of Rs. 5,000/- was budgeted to meet expense of seminars, workshop, guest speakers etc.

As per suggestions, the non-teaching staff is pursuing higher education and competency in computer education. One of the non-teaching staff members has completed D.C.A. computer course. Grievance redressed mechanism is in function. Grievance box is kept outside the class room. Welfare programme for the staff includes Nagrik Shikshan Sanstha's Karmachari's Path Pedhi Ltd., And also medical benefit scheme for the staff of the institution – SMT. SHANTABAI MIRASHI KARMACHARI KALYAN NIDDHI YOJANA.

PART B:

1. Activities reflecting the goals and objectives of the institution.

As teacher Education institution, our institution works with goals and objectives of developing overall personality of student-teachers. Future teacher should be equipped with knowledge, skills and social commitment. A secular feeling, holding scientific attitude in the affairs of day to day life and commitment to the society is a requisite for a teacher. Based on this vision our institution works –

The objectives of our institution are as following-

- To develop positive attitude towards teaching profession.
- To develop personal enthusiasm of student-teachers.
- To develop competencies of student teachers to teach students on the basis of Psychological principals of learning
- To develop competencies to teach subject through innovative practices in the concerned subject.
- To develop evaluative skills.
- To develop skills to conduct co-curricular activities.
- To develop competencies in bringing positive change in the behavior of children.
- To develop skills in the preparation and use of instructional materials.
- Service and upliftment of community.

Based on these objectives, institution conducted following activities.

- ⇒ Curricular activities
- ⇒ Microteaching workshop.
- ⇒ Lesson planning workshop.
- ⇒ Practice teaching in schools.
- ⇒ Internship in schools.
- ⇒ Demonstration Lessons.
- ⇒ Evaluation of practice teaching lessons.
- ⇒ Workshops.
- ⇒ Seminars.
- ⇒ Speech by distinguished personality.
- ⇒ S.U.P.W.
- ⇒ Community work.
- ⇒ Co-curricular activities.
- ⇒ Paper reading sessions in the morning.
- ⇒ Alumni Association.

2. New academic programmes initiated (UG and PG):

Nil.

3. Innovations in curricular design and transaction:

The institution follows a practice of conducting tutorials before terminal and

preliminary examination giving detailed feedback according to their performance in the examination. Brain storming sessions helped student-teacher to keep abreast with the latest techniques and methods of teaching

4. Inter-disciplinary programmes started:

Nil.

5. Examination reforms implemented.

a) Remedial teaching was conducted after semester examination and preliminary examination.

b) Importance was given to application type questions.

c) Qualitative and quantitative grading were done.

d) Percentile ranks of students were calculated and informed to the students.

e) Provided individual feedback.

f) Immediate feedback was given.

g) Tutorials were kept before semester and preliminary examination.

6. A candidate qualifies (NET/SLET/GAIF etc.):

5 of the faculty members are qualified for lectureship.

7. Initiative towards faculty development programme:

The staff members conducted free seminars, workshops, speeches etc. Also they published articles, attended seminars etc.

1. MRS. PEREIRA S.V. -

- Currently working as editor of 'Shradhachar' magazine.
- Organized seminar for youth group on the topic 'Sexual changes & Mental Development'
- Organized counseling for HSC and SSC students.
- Given speech on the topic "Women and Society: Vision and Mission.
- Also on 'Values in Human Life' she has published the following articles in the magazine.
 1. Nirbhay
 2. Experience through sight.
 3. Kaay Bhulalasi Varlia Ranga?
- Participated in National Seminar conducted at St. Xavier's Institute of Education on: Values a multi disciplinary perspective.
- Also participated in UGC sponsored National conference at Bombay Teachers Training College on "Challenges and choices: Education in a

globalizing world”

2. MRS. NIMKAR S.S. -

- Currently working with Vidyarthi Sahayak Sanstha in Book Bank preparation.
- Published article named “ Shimpalyatil Moti” in the magazine “ Sanmitra Samachar.

3. MRS. KARKARE K.H.-

- Attended workshop on Importance of Shrimat Bhagwat in Today’s world.
- Stress Management through Philosophy of Bhagwat Geeta through Chinmay Mission, Pawai.
- She has also participated in National Seminar on “Challenges and choices” education in a globalizing world” in Bombay Teacher Training College, Mumbai.
- Conducted workshop on “Effect of Vedic chanting on Mind” at Chinmaya Mission.
- Importance of career guidance and counseling “Role of women in Today’s World”
- How will you teach Geeta to school children? at Wadala school for school teachers.

4. DR. REDKAR A.Y.-

- Work as a resource person on the topic “Introduction to Elocution” for General Insurance Employer’s Union, Mumbai.
- Conducted a seminar on “Problems of Education in Modern Times” for Muslim minority girl students at Malad.
- Organized a Seminar on private Universities and the future of Higher Education for Joshi-Adhikari Trust at convocation Hall, University of Mumbai.
- Worked as a resource person on the topic “Vakrutva : Tantra ani Mantra” at Mazgaon Dock workers Sanghtana, Mumbai.
- Attended a workshop on “Quality Sustenance and Enhancement measures in Higher Education” conducted by University of Mumbai.

- Attended a workshop on “The place of Marathi in the system of Jurisdiction: current situation and challenges” conducted by University of Mumbai.
- Honored as life member of “Sharadashram Vidya Mandir Trust” Mumbai.

5. MRS. KANADE S.V.-

- Conducted workshop on “Letter writing in English to VIII standard students of Bhausaheb Hiray Vidyalaya, Tardeo, Mumbai.
- Worked as a resource person on the topic “An Introduction to Multiple Intelligence” at Irene College of Education, Kalyan, Thane.
- Conducted faculty development programme on the topic “An introduction to Multiple Intelligence based on Howard Gardner’s Theory of Multiple Intelligence at N.S.S. College of Education, Tardeo, Mumbai.
- Attended “Health and Ayurveda “Seminar at Sahyadri Guest House, Malabar Hill, Mumbai.
- Participated in workshop for Master Trainers programme held by Ali Yavar Jung Institution for the Hearing Impaired on ‘Inclusive Education’ at Bandra, Mumbai.
- Presided as a judge for the Science Exhibition ‘Elocution competition’ held in Saifee High School, Mumbai.
- Helped the Science teachers of Sharada Sadan Girl’s School, Girgaon, Mumbai to present their prize winning projects in English at the State and National Level.

6. MS. RAUT RUPALI –

- Worked as a judge to evaluate ward level Science Exhibition conducted by Maharashtra High School, Ghatkoper, Mumbai.

- Provided free lectures on Disaster management through Dr. Anirudha Academy of Disaster Management.
- Attended seminar conducted by women Development cell, University of Mumbai.

7. MRS. GAWDE MANISHA –

- Conducted Guidance & Counseling programme for Xth std. students of Nallasopara, Thane.
- Attended seminar conducted by women Development Cell, University of Mumbai.

8. Total number of seminars/workshop conducted:

- A. 'Stress Management 'a workshop conducted by Ms. Usha Deshpande, on 7th July 2005.
- B. 'Importance of School Records' a workshop conducted by Shri. Lingayat R.V. on 13th July 2005.
- C. 'Anti-Dowry Movement' a seminar conducted by Shri. Kulkarni Mamasahab, on 2nd Feb. 2006.
- D. Talk on 'Self development of teachers by' by Shri. Gadhare, on 18th Feb. 2006
- E. Seminar on the theme 'Indian culture and Education' on 3rd Sept. 2005, Shri. Arvind Vaidya as a resource person spoke on 'History of Indian Culture' Dr. Uma Rele., Principal, Nalanda Nrityakala Mahavidyalaya engaged a session on the importance of Indian Dance.

9. Research projects a) Newly implemented: Nil.

b) Completed: Nil

10. Patents generated, if any.

Nil

11. New collaborative research programs. Institution works in collaboration with Nehru Science Centre, Worli. Workshop had been conducted on Non-formal education and innovative methods in teaching aids.

12. Research grants received from various agencies.

Nil

13. Details of research scholars.

Mrs. Nimkar S.S. under the guidance of Dr. Usha Rao. The topic is “Shrimad Bhagwad Puranat Nidarshanas Aalele Shaikshanik Vichar va Mulya Vishayak Anudan ‘Ek Chikistak Abhyas.

14. Citation index of faculty members and impact factor :

Nil

15. Honors/awards to the faculty :

Nil

16. Internal resources generated :

Nil

17. Details of departments getting SAP, COSIST/DST, EIST, etc

Assistance/recognition:

Nil.

18. Community Services.

Community services developed the quality of social commitment in student-teachers, institution worked with the following institution.

- 1) St. Gracious Orphanage: Vasai, Thane.
- 2) Apne Aap Women’s Collective: Khetwadi, Mumbai
- 3) Shradhanand Mahilashram: Matunga, Mumbai.
- 4) Manav Seva Sangh : Sion, Mumbai.
- 5) Parle Municipal School: Vile Parle, Mumbai.
- 6) Home for the aged: Andheri (E), Mumbai.

19. Teachers and officers newly recruited.

- 1) Mrs. Shirsat Rama.
- 2) Ms. Raut Rupali.
- 3) Mrs. Gawade Manisha.

20. Teaching-Non- teaching staff ratio:

There is 2:1 ratio between teaching and non-teaching staff.

21. Improvements in the library services:

- 1) Book Bank facility for student teachers was continued.
- 2) Issued six books of each subject at a time for library reading during examination period.

22. New books / journals subscribed and their value:

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- 1) Amount spent on the purchase of books – Rs. 23,108.90
No. of books purchased – 179
- 2) Amount spent on the purchase of periodicals: Rs. 6,995.00
No. of periodicals subscribed – 22
23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:
Teacher evaluation is done by the student-teachers and feedback forms are distributed to teachers for introspection and improvement. This process helps the teacher to improve his/her classroom procedures and methods of teaching learning in the light of feedback.
24. Unit cost of education:
28,500/- is the unit cost of education.
25. Computerization of administration and the process of admissions:
The institution already has computer centre and this centre is used for administrative work.
26. Increase in the infrastructure facilities:
Library, Staff room and office are made air-conditioned.
27. Technology up gradation:
Total computerization of institution is in progress Institution has its own DVD, OHP, T.V., Camera and number of educational CD's
28. Computer and internet access and training to teachers and students:
Institute has computer facilities. The management has provided computers for the office use and educational purposes. The teaching, non-teaching staff and students are free to use computer and internet for their self-development. The first lab is multimedia computers with 2 printers and a scanner. The courses offered are Ms-office, tally, Fax pro 2:6, Visual basis, C++ and internet programming. The second computer lab is on the third floor, it has 13 multimedia computers and a server, connected in LAN. The internet access is provided by Heathway Cable net.
29. Financial aid to students:
Nil.
30. Activities and support from Alumni Association:
Alumni Association organized a discussion programme on the topic 'How to

become successful in examination' on 11th March 2006. Five top rankers of past years are the members of the Alumni Association. Those past student were the resource persons to conduct the discussion . In the academic year 2005-2006., 4 past students of our institution employed in Nagrik Shikshan Sanstha. 2 of them in B.Ed. College, 1 in D.Ed. College and 1 in Sr. Commerce College.

31. Activities and support from the Parent-Teacher Association:

Parent-teacher association helps the institution to keep good rapport with the parents and teachers. Parents attended our Annual Day function.

32. Health services:

Both, Gen. Secretary and Superintendent of our Nagrik Shikshan Sansatha are doctors. Gen. Secretary Dr. J.R.Mirashi., and Superintendent Dr. (Mrs.) P.J.Mirashi., are providing medical aid to the students-teachers whenever needed. Our Sanstha have an ultramodern gymnasium. Student-teachers and staff members take advantage of this facility. The charges of the gymnasium have been kept nominal for student teachers and staff members.

33. Performance in sports activities:

Education is no longer confined to intellectual development. It aims at the development of the total personality. To teach our student-teachers to conduct sports events, we always took initiative to conduct indoor and outdoor sports. Outdoor games such as running, long jump, shot put were conducted at Priyadarshani Park, Nepean-sea road, Mumbai and indoor games such as carom, chess, and table-tennis were conducted at the gymkhana situated at our college premises.

34. Incentives to outstanding sport persons:

Nil.

35. Students achievement and awards:

Many of our students have won prizes in Inter. Collegiate competitions in various fields like singing, story telling,

36. Activities of the Guidance and Counseling Unit:

Nil.

37. Placement services provided to students:

Qualified students were informed about various placements available in schools and colleges.

38. Development programme for non-teaching staff:

1) Mrs. Surve N.N. has joined S.Y.B.Com. of Y.C.M.O.U.

2) Mrs. Tambe M.M. Completed D.C.A. Computer Course. She is pursuing S.Y.B.A. from S.N.D.T. University.

3) Ms. Kenche V.Y. has appeared for T.Y.B.A. examination of S.N.D.T.

4) Mr. Juwatkar V.K. had appeared for F.Y.B.A. examination of Y.C.M.O.U.

39. Healthy practices of the institution:

a) Social commitment implemented through servicing various community center.

b) Community service of staff members through free lectures, workshops and guidance programme

c) Welfare programme for the staff includes Nagrik Shikshan Sanstha's Karmachari Patpedhi Ltd., And also a medical benefit scheme for the staff of the institutions. SMT. SHANTABAI MIRASHI KARMACHARI KALYAN NIDDHI YOJANA

40. Linkages developed with National / International academic research bodies:

The institution works in collaboration with Nehru Science Center.

41. Any other relevant information the institution wishes to add: Our institution is selected by Yashwantrao Chavan Maharashtra Open University as a main centre in Mumbai District for a course of "School Management Diploma" which is compulsory for principals and vice principals of primary, secondary schools, Higher secondary and D.Ed, colleges appointed from the year 2004.

PART C:

Institution has planned out various activities for the next year.

In the state of Maharashtra, in every school the first period of 30 minutes is for value education and this period is compulsory. But in the B.Ed. syllabus there is no provision for 'value education teaching methodology'. Therefore our institution has planned a teaching methodology of value education. One of our staff members Dr. Redkar A.Y. has written a book on methodology of value education. (Mulyashikshanachi Navi Disha, Lokvangmay Griha Prakashan Mumbai, 2005. 2nd edition pg.160) Our student-teachers will take practice teaching lessons of value education during first period of 30 minutes of our time table. We are planning to organize Inter collegiate elocution competitions and Inter collegiate 10 minutes skit competitions. The theme for the skits and the topics for the elocution will be based on our vision i.e. secularism, scientific attitude and social commitment.

For community work, we are planning to adopt an area near our college campus and our student-teacher will go once in a week in that area for community work.

We are planning to strengthen our ties with NGO'S like,

- 1) Lokvidhanyan sanghtana (Working for popularizing Science)
- 2) Andhshradha Nirmulan Samiti (Working against superstitions)
- 3) Apne Aap Woman's Collective (Working for betterment of women)
- 4) Srushtidnyan (Centre for Environment Education, Research and Documentation)
- 5) EKTA (Working for communal harmony)

We would start a diploma course of 'School management for principals and Vice Principals of School and D.Ed.colleges. Our institution is selected by Yashwantrao Chavan Maharashtra Open University as a main centre in Mumbai district.

(Dr. Redkar A.Y.)
Name & signature of the
Coordinator, IQAC

(Dr. Samuel S.)
Name of Signature of the
Chairperson, IQAC