

**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 2006 to May 2007**

**NAGRIK SHIKSHAN SANSTHA'S COLLEGE OF**  
**EDUCATION**

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**NAGRIK SHIKSHAN SANSTHA'S**  
**COLLEGE OF EDUCATION**  
**YEAR OF REPORT: 2006-2007**

<b>PART A</b>
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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 2006 – 2007, we had located the areas needed for quality enhancement and planned the programme accordingly.

<b>CRITERION – 1</b>
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**1) CURRICULAM DESIGN AND PLANNING**

An exhaustive academic calendar was prepared in the month of May 2006 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. 15 staff meeting were formally be held during the year

supplemented by many more informal meetings. Discussions and decisions were taken in the meeting which helped for smooth functioning of the institution. Regular staff meetings were held to discuss and decide matters pertaining to curricular and co-curricular activities.

Tutorials at the beginning of terminal (I<sup>st</sup> and II<sup>nd</sup>) 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. Women's development cell was informally formed at the beginning of the year. This cell conducted variety of activities through out the year in disseminating knowledge of women's empowerment and sensitizing different issues about women e.g. sexual harassment at work place, women's rights, domestic violence.

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 2006 – 2007, taking into consideration the vision of our institution i.e. Secularism, Scientific attitude, and Social commitment. At the beginning itself we have formed various committees under various portfolios to meet the various needs of pupils.

* Micro teaching and Simulated lessons	:	(1) Mrs. Nimkar S.S.
* Practice teaching	:	(1) Mrs. Pereira S.V. (2) Ms. Raut R.R.
* Exams	:	(1) Mrs. Nimkar S.S.
* Seminars, Visits, Picnic and Community work	:	(1) Mrs. Karkare K.H.
* Sports	:	(1) Dr. Redkar A.Y.
* Co curricular activities and Competitions	:	(1) Mrs. Kanade S.V.
* Library Committee	:	(1) Dr. (Mrs.) Samuel S. (2) Dr. Redkar A.Y. (3) Mrs. Nimkar S.S. (4) Mrs. Ekbote V.V.

\* Attendance and Discipline Committee : (1) Dr. (Mrs.) Samuel S.  
(2) Ms. Raut R.R.

## **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 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 & Mrs. Pereira S.V. are 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 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.

Library and staffroom were made fully air-conditioned.

<b>CRITERION – 5.</b>
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**STUDENT SUPPORT AND PROGRESSION**

Updated prospectus was published at the beginning. Prospectus include rules and regulations for the students, detailed information of B.Ed. course, with updated syllabus.

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

Our past students also work actively for the betterment of our college through arranging community camp, model lessons for present students and in annual day function.

<b>CRITERION – 6</b>
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**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. Detailed planning of portfolios were held in first Local Managing Committee meeting. An elaborate report of various portfolios were submitted by the staff by the end of the year.

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. 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.

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. DR. REDKAR ARVIND S.-**

- Resources person Talk on “Ellocution and Teacher” of Sewasadan Sanstha’s Ramabai Navrange Adhyapak Vidyalaya, Gamdevi on 18.11.2006.
- Worked as a Director of DSM Course ( Diploma in School Management Course) run at N.S.S. College of Education, Mumbai. Organized by Yashwantrao Chvan Maharashtra Open University, Nashik.
- Co-opted as Director of Janta Shikshan Sanstha, Worli, Mumbai.
- Inducted as a ‘Working Committee Member’ of “Brihan Mumbai Shikshan Sansthachalak Sanghtana”, Mumbai.

### **2. MRS. NIMKAR S.S. -**

- Reinventing Education for Quality Systemance’ National seminar 5<sup>th</sup> & 6<sup>th</sup> Feb. 2007. at Chembur Sarvankash Shikshanshastra Mahavidyalaya.
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### **3. MRS. KARKARE K.H.-**

- Importance of Bhagwat Geeta in Today’s World.
- Career guidance – Dr. Anand Nadkarni.

#### **4. MRS. KANADE S.V.-**

- Conducted workshop on “Effective Teaching Methods” as A.K. Hafizka Institute of Hotel Management & Catering Technology, on 30<sup>th</sup> August 2006.
- Attended for the training of study centre Expert Training Programme for the DSM Course conducted by Y.C.M.O.University, Nashik. On 18<sup>th</sup> April 2006
- As a judge for the English Writing Competition held by Aryan Education Society’s Sharada Sadan on 22<sup>nd</sup> January 2007.
- Member of the forum for Inclusive Education formed by Ali Yavar Jung Institute for the Hearing Impaired Bandra Reclamation, Bandra (W), Mumbai.
- Participated in the National Seminar of ‘Sustenance Quality Education’ conducted by Chembur Sarvankash Adhyapak Mahavidyalaya, Chembur, Mumbai. on 5<sup>th</sup> & 6<sup>th</sup> Feb. 2007

#### **5. MS. RAUT RUPALI –**

- National Seminar on “Reinventing Education for Quality Sustenance” at Chembur Sarvankash Shikshanshastra Manavidyalaya, 5<sup>th</sup> & 6<sup>th</sup> Feb. 2007

8. Total number of seminars/workshop conducted:

- A. How to handle adolescent children a workshop conducted by Ms. Usha Deshpande,
- B. Kathemaghya Katha Seminar conducted by Ms. Monica Gajendragadkar.
- C. Women’s Right Seminar conducted by Mrs. Meera Borwankar.(I.P.S.) Joint Commissioner of Police, Mumbai.

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, Mumbai.

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’”. A study of effect of Stress Reduction Model on the teaching competency of B.Ed. students.

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) Manav Seva Sangh : Sion, Mumbai.
- 4) Parle Municipal School: Vile Parle, Mumbai.
- 5) Home for the aged: Andheri (E), Mumbai.

19. Teachers and officers newly recruited.

- 1) Ms. Raut Rupali.R.
- 2) Mr. Bhagwat Vasant

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:

**EDUCATIONAL YEAR: 2006 – 2007**

- 1) Amount spent on the purchase of books – Rs. 31,992.30  
No. of books purchased – 178
- 2) Amount spent on the purchase of periodicals: Rs. 10,125.00  
No. of periodicals subscribed – 22

23. Courses in which student assessment of teachers in 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:

Rs. 30,140/- is the unit cost of education.

25. Computerization of administration and the process of admissions:

administrative work is fully computerized. Office staff are competent enough in computer work.

Admission: The institution has joined with Maharashtra Vijnan Adhyapak Mahavidyalaya Sanstha Chalak Association, Pune for admission to B.Ed. course through CET conducted on 2<sup>nd</sup> July 2006. After CET, the answer books were assessed by MVAMAS, CET result were declared and merit list was prepared followed by interview by panel of experts.

Total students were 100

Open category students	:	41
SC category students	:	19
ST category students	:	03
DT category students	:	01
NT category students	:	10
SBC category students	:	04
OBC category students	:	22

Allotment of students (Subject wise)

Marathi	:	20
Hindi	:	12
English	:	07
History	:	28
Geography	:	06
Economics	:	15
Science	:	10
Maths	:	02

26. Increase in the infrastructure facilities:

Computerization of office from the academic year.

27. Technology up gradation:

Total computerization of institution is in progress Institution has its own DVD, OHP, T.V., Camera, number of educational CD's and Printer.

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:

Past students are in constant touch with the institution. Past students conduct demonstration lesson, arrange community work and involve in co-curricular activities

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

Parents help in co-curricular activities of the institution.

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:

Mr. Anil Ashok Nivate won III<sup>rd</sup> prize in folk dance conducted by state level Yuva Mohsotsav. He also won I<sup>st</sup> prize in choreography conducted by Ekta cultural Mohsotsav He also won I<sup>st</sup> prize in choreography conducted by Vasai Taluka Kala Krida Mohsotsav for young sters.

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. Ekbote V.V. is pursuing M.Phil. in Library Science from Y.C.M.O.U.
- 2) Surve N.N. has joined S.Y.B.Com. of Y.C.M.O.U.
- 3) Mrs. Tambe M.M. is pursuing B.A. form S.N.D.T. University.
- 4) Ms.Kenche V.Y. is pursuing B.A. examination of S.N.D.T.
- 5) Mr.Juwatkar V.K. is pursuing 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 worked 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 “Diploma In School Management” which is compulsory for principals and vice principals of primary, secondary schools, Higher secondary and D.Ed, colleges appointed from the year 2004. Dr. Redkar worked as director of the course. Mrs. Kanade S.V. was the co-ordinator of the programme. We have received over whelming response for the first batch which consisted of 53 students. The programme / course was inaugurated by Hon. Shri. Kapil Patil , M.L.A. from Teacher’s constituency in the month of October 2006.

## **PART C:**

### **FURTHER PLANS OF OUR INSTITUTIONS.**

1. Further plans for an institution emerge from the challenges to be met with an institution. We are already working as the centre for Yashwantrao Chavan’s Maharashtra Open University offering Diploma in School Management Course for Principals and school teachers. We are planning to start M.Ed. programme for students in the near future.
2. We are planning to work in collaboration with University of Mumbai under Women Development Cell to carry out various upliftment programmes for women of Tardeo area. It will be a combined venture of Senior College, D.Ed. College, Pharmacy College, and School run by Nagrik Shikshan Sanstha. Programmes and activities for the upliftment of women of our area will be the prime objective of Women Development Cell of our institution combined with career guidance programmes.
3. Institution also plans to conduct an inter collegiate skit competition based on the 10 core-elements incorporate in the syllabus which would help the student community to enrich their values and also to apply it in schools to bring up new generation.

(Mrs. Karkare K.H.)  
Name & signature of the  
Coordinator, IQAC

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