Sane Guruji Vidya Prabodhini, Comprehensive College of Education, Khiroda.
Tal. Raver Dist.Jalgaon-425504 (M.S.)

Janata Shikshan Mandal's

Sane Guruji Vidya Prabodhini, Comprehensive

College of Education, Khiroda.

Tal-Raver, Dist- Jalgaon. 425504

(Maharashtra)

Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions (30 June, 2016)

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Part – A

I. Details of the Institution

1.1 Name of the Institution

> Janata Shikshan Mandal's, Sane Guruji Vidya prabodhini, Comprehensive College of Education, Khiroda.

1.2 Address Line 1

> At. Post. Khiroda.

Address Line 2

> Ta.Raver.

City/Town

> Dist. Jalgaon.

State

> Maharashtra.

Pin Code

> 425504

Institution e-mail address

> sgvpcoe@gmail.com

Contact Nos.

> 02584- 284229

Name of the Head of the Institution:

> Prin.Dr.N.R.Fegade

Tel. No. with STD Code:

> 02584 - 284229

Mobile:

> 09767616185

Name of the IQAC Co-ordinator:

> Dr.B.J.Mundhe

Mobile:

> 0 9730586944

Sane Guruji Vidya Prabodhini, Comprehensive College of Education, Khiroda.
Tal. Raver Dist.Jalgaon-425504 (M.S.)

IQAC e-mail address:

drbjmundhe@gmail.com

1.3 **NAAC Track ID**: - MHCOEK113014-Sane Guruji Vidya Prabodhini, Comprehensive College of Education, Khiroda, Maharashtra .doc

1.4 Website address:

www.sgvpcoek.org

Web-link of the AQAR:

http://www.sgvpcoek.org/AQAR201516.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2004	2009
2	2nd Cycle	B	2.10	Jan-Feb- 2012	09 Mar. 2017
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

05.07.2005

1.7 AQAR for the year (*for example 2010-11*)

2015-2016

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i.   AQAR -2012-2013 submitted on 20.12.2013
  ii.   AQAR -2013-2014 submitted on   30.06.2014
 iii.   AQAR -2014-2015 submitted on   30.06.2015
 iv.   AQAR -2015-2016 submitted on   30.06.2016

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1.9 Institutional Status

University   State [√]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [√]   No [ ]

(Eg. AICTE, BCI, MCI, PCI, <u>NCTE</u> √)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                    Urban [ ]   Rural [√]   Tribal [ ]

Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12B [√]

                    Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu.) [√]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   [---]

1.11 Name of the Affiliating University *(for the Colleges)*   [North Maharashtra University, Jalgaon.]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   [No]

                   [No]

University with Potential for Excellence	No	UGC-CPE	
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	any other (*Specify*)	No
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers — 08

2.2 No. of Administrative/Technical staff — 02

2.3 No. of students — 02

2.4 No. of Management representatives — 02

2.5 No. of Alumni — 01

2. 6 No. of any other stakeholder and

   Community representatives — 01

2.7 No. of Employers/ Industrialists — 00

2.8 No. of other External Experts — 02

2.9 Total No. of members — 18

2.10 No. of IQAC meetings held — 04

2.11 No. of meetings with various stakeholders: No. 02 Faculty 02

   Non-Teaching Staff Students 02 Alumni 01 Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

   If yes, mention the amount — ---------   √

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2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	0	International	0	National	0	State	0	Institution Level	0

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

> Implemented Plan of action according to Academic Calendar. Initiated General knowledge Activity and Gender sensitized programme. Human rights and core values programme. Tribal Village i.e. Lohara Tq. Raver adopted for three years for its all round development. Collaborations have been established with the institutions in the area of operation. MoU's have been signed. Career and counselling cell, mentoring, remedial teaching, these innovative activities are also in application.
>
> Daily teaching / lesson observation of the secondary teachers in the secondary schools of the mother institute / organisation is done regularly as a extension activity of the college from 15 June to 15 July. Observation, suggestion and feedback is provided to the teachers. When there is change in curriculum, new changes are brought to the notice of the teachers.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action for (2015-2016)	Achievements (2015-2016)
At the beginning of the academic year 2015-2016 following plan was chalked out by the IQAC towards quality enhancement.	During the year the plan chalked out by the IQAC was reviewed and implemented resulting into the following outcome by the end of the year.
1 To implement all the events, activities and programmes according to the Academic Calendar (2015-2016)	1. All the events, activities and programmes have been implemented according to Academic Calendar prepared at the beginning of the academic year 2015-2016.
2 To organise National Seminar to promote research culture among staff and student.	2. It was Planned to organise National seminar on "Current Challenges in Teacher Education" in the Academic Year 2015-2016. Proposal of the national seminar was prepared by the College and sent to the UGC's Western Regional Office, Pune. But Proposal was not sanctioned. So college could not organise the said seminar.
3. To compete with global challenges by making teaching and non-teaching staff ICT friendly.	3. Concerned College of Education has purchased the Softwares of College Management System, Lib.Man, and employees are working smoothly with it. The entire faculties apply ICT in teaching learning process. Circulation of the library has been fully computerised. Computer Lab. is adequate with internet facilities.
4 To develop communication skills of the student teachers in Marathi, Hindi & English.	4. Student teachers admitted in our college are from rural and tribal area. They need training in communication skills in English, Marathi and Hindi. Teacher Educators has planned and need based training has imparted in communication skills.

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5 To organise Curricular, Co-curricular & Extra- Curricular activities for all round development of the students.	5 Curricular, co-curricular & Extra Curricular activities for all round development of the students' teachers have been implemented according to academic year 2015-2016. (Pls.see Annexure.No.3)
6 To organise placement camp for the placement of trainee teachers	6 From the academic year 2015-2016, two year B.Ed. Course (General) is in practice. So at the end of the Academic year, it was not provisioned of organising placement camp for the student teachers.
7 To achieve more annual quality result in B.Ed. course.	7. 41 student were appeared to F.Y.B.Ed Exam. 18 student were passed in distinction and 07 student passed in first class. Total Result was 60.97 for the academic year 2015-16
8. To undertake effective extension activities for the trainee teachers as well as for the teachers in the area of operation.	8. College of Education Conducted Extension Activities for Regular Trainee teachers as well as for in service teachers in the area of Operation. Rural and tribal village i.e.Lohara Tq .Raver has been adopted under the head of Extension activities.
9. To upgrade the library services for students as well as for public in the area of operation	9. Circulation of the library has been fully computerised. Even library facility has been extended to the public in the area of operation.
10. To motivate Faculties to undertake minor research projects to promote research culture among the faculties.	10. Teacher Educators had submitted their Minor Research Proposals to UGC WRO, Pune. These proposals yet to be sanctioned.

Please see Annexure No II, III & IV (Academic Calendar of the year 2015-16).

2.16 Whether the AQAR was placed in statutory body   Yes √   No ☐

  Management √   Syndicate ☐   any other body ☐

  Provide the details of the action taken.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	01	00	00	00
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	01	00	00	00

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** / Open options
  (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	B.Ed.
Trimester	00
Annual	00

1.3 Feedback from stakeholders*   Alumni   Parents   Employers   Students
  (*On all aspects*)   √   √   √   √

    Mode of feedback   :   Online [ ] Manual √ Co-operating schools (for PEI) √

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> 1) B.Ed. Syllabus has been revised from the year 2013-14 as it has recommended by NCFTE 2009.
>
> 2) Semester Pattern with credit system has been applied for this new revised curriculum.
>
> 3) Scale down system has been introduced for external and internal assessment.
>
> 4) It emphasis on school based and field based activity.
>
> 5) On screen evaluation system has been initiated by N.M.U. Jalgaon

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
07	06	01	00	00

2.2 No. of permanent faculty with Ph.D.

01+04=05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	00	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	00	00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	00	00
Presented papers	02	08	00
Resource Persons	0	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Faculty from the institution have applied the optimum use of ICT.

Seminars, group discussion, demonstration, field study, workshop methods have been applied in regular teaching- learning process.

2.7 Total No. of actual teaching days

During this academic year

204

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Semester system, bar coding, online question paper delivery system, on screen evaluation introduced by N.M.U. Jalgaon

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

C.R. - 08

BOS- 03 Members, Faculty of Education Dean -01

CDW-03

2.10 Average percentage of attendance of students

$\boxed{85}$

2.11 Course/Programme wise

Distribution of pass percentage: (Academic Year 2015-2016)

Title of the Programme	Total No. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
F.Y.B.Ed.(Gen.)	41	18	07	00	00	60.97%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC chalks out the plan in the beginning of the Academic year.

- IQAC gets verify whether the schedule of the college is being implemented or not according to plan of action.

- Peer Evaluation and student evaluation programme worked out regularly.

- Feed back is taken by student, parents and alumni.

- Various committees have been formed. smooth functioning is done by committee members and secretary of the Committees.

- Discussions are held on various problems and even students participation, cooperation is also taken for smooth academic progress and smooth administration.

- Principal & Chair Person of the IQAC and Co-ordinator of the IQAC get verify the academic work done by the Faculties smoothly in the IQAC meetings held time to time and provides help, Co-operation & Guidance where necessary.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	01	00	00
Technical Staff	01	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

When IQAC meeting is held, UGC's guidelines are discussed and faculty members are motivated to undertake major/minor research projects. Financial assistance schemes (By UGC) are put before the faculties and inspired to undertake research projects. Duty leave, flexibility in teaching workload and library facilities are provided.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs	00	00	00	00

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	02	00	00
Outlay in Rs. Lakhs	00	1,30,000/-	00	00

3.4   Details on research publications

	International	National	Others
Peer Review Journals	00	03	00
Non-Peer Review Journals	00	07	00
e-Journals	00	00	00
Conference proceedings	02	07	00

3.5 Details on Impact factor of publications:

Range [--]   Average [--]   h-index [--]   Nos. in SCOPUS [--]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

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Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	00	00	00
Minor Projects	2015-2016	U.G.C.	1,30,000	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects *(other than compulsory by the University)*	00	00	00	00
Any other(Specify)	00	00	00	00
Total	00	00	1,30,000	00

3.7 No. of books published   i) With ISBN No.   00   Chapters in Edited Books   00

ii) Without ISBN No.   00

3.8 No. of University Departments receiving funds from

UGC-SAP   00   CAS   00   DST-FIST   00

DPE   00   DBT Scheme/funds   00

3.9 For colleges   Autonomy   00   CPE   00   DBT Star Scheme   00

INSPIRE   00   CE   00   Any Other (specify)   00

3.10 Revenue generated through consultancy   00

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00		00	00	00
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   00

3.13 No. of collaborations   International   00   National   00   Any other   05

3.14 No. of linkages created during this year   00

3.15 Total budget for research for current year in lakhs:

From funding agency   00   From Management of University/College   00

Total   00

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions   received by faculty and research fellows
     of the institute in the year

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

3.18 No. of faculty from the Institution
     Who are Ph. D. Guides

02

    and students registered under them

12

3.19 No. of Ph.D. awarded by faculty from the Institution

01

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   00   SRF   00   Project Fellows   00   Any other   00

3.21 No. of students Participated in NSS events: (NSS & NCC not applicable for B.Ed. Course in
N.M.U.Jalgaon)

University level   00   State level   00

National level   00   International level   00

3.22 No. Of students participated in NCC events:

University level   00   State level   00

National level   00   International level   00

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3.23 No. of Awards won in NSS:

University level | 00 | State level | 00 |

National level | 00 | International level | 00 |

3.24 No. of Awards won in NCC:

University level | 00 | State level | 00 |

National level | 00 | International level | 00 |

3.25 No. of Extension activities organized

University forum | 00 | College forum | 06 |

NCC | 00 | NSS | 00 | Any other | 00 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Major activities have been conducted like street drama, blood donation, literacy awareness, tree plantation, AIDS awareness Rally, Anti Dowry system, Save Girl Child Movement, etc.

- Training & special guidance for secondary teachers' new technique and methods of teaching.

  Observing their lessons directly in the sister schools in the area of operation.

- Collaborations have been established with the institutions in the area of operation.
- Tribal Village i.e. Lohara has been adopted for three years for the all round development.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.67Hector	00	00	8.67hector
Class rooms	03	00		00
Laboratories	03	00		00
Seminar Halls	01	00		00
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	00	03		00
Value of the equipment purchased during the year (Rs. in Lakhs)		19990/-		00
Others	00	00		00

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4.2 Computerization of administration and library

- Circulation of the Library has been fully computerised. (Lib.man Software is in application)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	00	00	00	00	00	00
Reference Books	33759	284988/-	67	7825/-	33826	292813/-
e-Books	1,35,000	5725/-	00	00	1,35,000	5725/-
Journals	17	7930/-	00	00	17	7930/
e-Journals	6000	5725/	00	00	6000	5725/
Digital Database	-	-	-	-	-	-
CD & Video	19	2350	00	00	19	2350
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	20	10	yes	01	01	05	05	00
Added	00	00	00	00	00	00	00	00
Total	20	10	02	01	01	05	05	00

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up gradation (Networking, e-Governance etc.)

All faculties & administrative staff have completed MS-CIT Certificate Course. All of them are well acquainted with internet friendly users. Administrative Office of the College is computerised. Administrative staff applies e-Suvidhs facility, in their day to day administrative work.

4.6 Amount spent on maintenance in Lakhs: (AS per audit report 2015-16)

i) ICT 80900/-

ii) Campus Infrastructure and facilities 0

iii) Equipments 19990/-

iv) Others 23130/-

Total: 124020/-

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Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> IQAC prepares Annual plan which includes student support services. Board of student welfare has established in college. Career Counselling Cell, Mentoring, and G.K.Awareness, tree Plantation, Govt. Scholarship, gymnasium, e-suvidha facility, first aid, library support, book bank scheme and remedial Coaching are some of the activities practised in college. Through these activities, awareness regarding the student support services is enhanced.

5.2 Efforts made by the institution for tracking the progression

> Annual plan prepared by IQAC is fully supported by the institution.
> Full Academic flexibility is provided by the institution to the faculty as well as administrative staff.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
42	--	--	--

(b) No. of students outside the state

01

(c) No. of international students

00

Men

No	%
18	43

Women

No	%
24	57

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
02	12	03	62	00	79	01	08	2	31	00	42

Demand ratio = 00   Dropout = 2.38 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> B.Ed. Course duration is for two years from AY 2015-16. Trainee Teachers for TET (Teacher Eligibility Test) lectures and talks, individual guidance are held and one innovative activity i.e. G.K.Awareness activity has been introduced.
> As per student's requirements, students are guided personally. NET/SET guidance is provided for post graduate students.

No. of students beneficiaries   41

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5.5 No. of students qualified in these examinations

| NET | 00 | SET/SLET | 00 | GATE | 00 | CAT | 00 |

| IAS/IPS etc | 00 | State PSC | 00 | UPSC | 00 | Others | 00 |

5.6 Details of student counselling and career guidance

> In this college, Career counselling Cell has been established. All students have benefitted it. Under this cell lectures and talks have been conducted for preparing Bio-data, C.V., Resume, soft communication skills in English and how to face interviews for any type of job.

No. of students benefitted   41

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nirmal International School	--	--	--

5.8 Details of gender sensitization programmes

> In this College, Gender Sensitization Committee has been formed and 03 Gender Sensitization programmes have been conducted in 2015-16.

5.9 Students Activities

  5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 03 | National level | 00 | International level | 00

No. of students participated in cultural events

State/ University level | 03 | National level | 00 | International level | 00

  5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 00 | National level | 00 | International level | 00

Cultural: State/ University level | 00 | National level | 00 | International level | 00

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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	40	6,10,818/-
Financial support from other sources	00	00
Number of students who received International/ National recognitions	00	00

5.11   Student organised / initiatives

Fairs   : State/ University level | 00 | National level | 00 | International level | 00 |

Exhibition: State/ University level | 00 | National level | 00 | International level | 00 |

5.12   No. of social initiatives undertaken by the students | 03 |

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Enlightening the masses through Education

Mission Statement

To evolve and organize training programmes for preparing teachers so as-

➢ They dedicate to the cause of Nation building through all-round development of the younger generation,

➢ They develops unflinching faith in Education as instrument of individual and social change,

➢ They develop motherly attitude in their own behaviour towards their students,

➢ They concern for basic human values,

➢ They deeply engross in the attainment of wisdom and

➢ They believe in the harmony of knowledge, scientific temper and ethical values should go hand in hand.

6.2 Does the Institution has a management Information System

> The Management Information System is in practice.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> This college is affiliated to North Maharashtra University, Jalgaon. B.Ed. curriculum has revised in the Year2013-14 and 08 faculties were deeply involved.

5.3.2 Teaching and Learning

> Faculty from the institution have applied the optimum use of ICT.
> Seminars, group discussion, demonstrations, field study, workshop methods have been applied in regular teaching learning process.

6.3.3 Examination and Evaluation

> Instructions given by University regarding the Examination and Evaluation were strictly followed. Test exam, Home assignments are also conducted by Faculty.
> On screen evaluation system has been initiated by NMU, Jalgaon from the Academic year 2015-2016

6.3.4 Research and Development

> One Faculty has obtained Ph.D. in this Academic year. One Faculty is pursuing her Ph.D. in Education. Librarian of our college is also pursuing his Ph.D. in Library and Information Science. Two faculties have undertaken Minor Research Projects in Education as it has funded and guided by UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> Softwares of C.M.S, Library management Software are in application.

6.3.6 Human Resource Management

> Board of Management is helpful and supportive. There is harmonious relationship among all the employees. Playful and enjoyable atmosphere is also among the students.

6.3.7 Faculty and Staff Recruitment

> One senior clerk post is vacant due to Govt. 0f Maharashtra's Ban on recruitment of all the Non teaching posts. Except this, all posts have been recruited as per norms laid down by NCTE and Govt. of Maharashtra.

6.3.8   Industry Interaction / Collaboration

> This College is Teacher Education Institute. Interaction is made between educational institutions in connection with exchange of ideas and employment opportunities.

6.3.9   Admission of Students

> Students for B.Ed. Course are admitted on the basis of Common Entrance Test (CET) conducted by Director, Higher Education (M.S.) through MKCL under the administration of Directorate of Higher Education, Pune.

6.4 Welfare schemes for

Teaching	Study leave, Academic Flexibility, Training College Employee Welfare Fund Society,Khiroda.
Non teaching	Training Opportunities, Administrative flexibility, and Training College Employee Welfare Fund Society,Khiroda .
Students	Govt. Scholarship, various academic schemes under student welfare Board.

6.5 Total corpus fund generated

00

6.6 Whether annual financial audit has been done (2015-16) -- Yes   √

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	N.M.U. Jalgaon	Yes	Steering Committee
Administrative	Yes	Up to 2013-14 J.D.Office	Yes 2015-16	Sarode & Firke Co.Ltd.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes √   No

For PG Programmes   Yes   No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

North Maharashtra University, Jalgaon has initiated semester examination pattern form the Academic year 2013-14. 60-40 pattern is implemented. University theory papers are for 60 Marks each and 40 Marks internal theory papers are conducted in College. (Attendance & behaviour, Seminars & tests and Home assignments (10+10+10+10=40) in addition with this, on screen evaluation has been initiated by NMU, Jalgaon from the Academic year 2015-2016. Internal assessment is also in practice. DEPS system adopted by University.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University promotes for autonomy to the affiliated/constituent colleges in each year.

6.11 Activities and support from the Alumni Association

Alumni Association has been formed. In meet, this association helps for trainee teachers in job opportunities and shares their professional views, ideas & experiences in practical situation. Lecture series, experts' talks are arranged by alumni.

6.12 Activities and support from the Parent – Teacher Association

The Parents meet the faculty both formally and informally. A number of parents have been the Alumni of the college and they give suggestions for improvement.

All the faculties have interacted regularly with parents of students who have been irregular in attending lectures and practicals in classes.

6.13 Development programmes for support staff

An adequate training is available for the staff (Refresher Course, Orientation Course, Short Term Course provided by UGC) when they require.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Already College Campus is eco-friendly, hygienic. Daily campus is cleaned through daily shramdan. Tree plantation is done. Love for nature is enriched.

Sane Guruji Vidya Prabodhini, Comprehensive College of Education, Khiroda.
Tal. Raver Dist.Jalgaon-425504 (M.S.)

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

- Recently, TET (Teacher Eligibility Test) has been initiated for the recruitment of secondary teachers. In this regard, Guidance for TET is provided.
- Mentoring to the students has been started effectively.
- Remedial coaching improved the content Knowledge of the students.
- Tribal Village i.e. Lohara has been adopted in this year for the three years for its all round development.
- Daily teaching / lesson observation of the secondary teachers in the secondary schools of the mother institute / organisation is done regularly as an extension activity of the college from 15 June to 15 July. Observations, suggestions and feedback is provided to the teachers. When there is change in curriculum, new changes are brought to the notice of the teachers.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the
Beginning of the year

Plan of Action for (2015-2016)	Achievements (2015-2016)
At the beginning of the academic year 2015-2016 following plan was chalked out by the IQAC towards quality enhancement.	During the year the plan chalked out by the IQAC was reviewed and implemented resulting into the following outcome by the end of the year.
---	--
3 To implement all the events, activities and programmes according to Academic Calendar (2015-2016)	2. All the events, activities and programmes have been implemented according to Academic Calendar prepared at the beginning of the academic year 2015-2016.
---	--
4 To organise National Seminar to promote research culture among staff and student.	2. It was Planned to organise National seminar on "Current Challenges in Teacher Education" in the Academic Year 2015-2016. Proposal of the national seminar was prepared by the College and sent to the UGC's Western Regional Office, Pune. But Proposal was not sanctioned. So college could organise the said seminar.
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3. To compete with global challenges by making teaching and non-teaching ICT friendly.	3. Concerned College of Education has purchased the Softwares of College Management System, Lib.Man, and employees are working smoothly with it. The entire faculties apply ICT in teaching learning process. Circulation of the library has been fully computerised. Computer Lab is adequate with internet facilities.
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5 To develop communication skills of the student teachers in Marathi, Hindi & English.	4. Student teachers admitted in our college are from rural and tribal area. They need training in communication skills in English, Marathi and Hindi. Teacher Educators has planned and need based training has imparted in communication skills.
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6 To organise Curricular, co-curricular & Extra Curricular activities for all round development of the students.	5 Curricular, co-curricular & Extra Curricular activities for all round development of the students' teachers have been implemented according to academic year 2015-2016. (Pls.see Anx.No.3)
6 To organise placement camp for the placement of trainee teachers	6 From the academic year 2015-2016, two year B.Ed. Course (General) is in practice. So at the end of the Academic year, it was not provisioned of organising placement camp for the student teachers.
7 To achieve more annual quality result in B.Ed. course.	7. 41 student were appeared to F.Y.B.Ed Exam. 18 student were passed in distinction and 07 student passed in first class. Total Result was 60.97 for the academic year 2015-16
8. To undertake effective extension activities for the trainee teachers as well as for the teachers in the area of operation.	8. College of Education Conducted Extension Activities for Regular Trainee teachers as well as for in Service teachers in the area of Operation. Rural and tribal village i.e.Lohara tq.Raver has been adopted under the head of Extension activities.
9. To upgrade the library services for students as well as for public in the area of operation	9. Circulation of the library has been fully computerised. Even library facility has been extended to the public in the area of operation.
10. To motivate Faculties to undertake minor research projects to promote research culture among the faculties.	10. Teacher Educators had submitted their Minor Research Projects to UGC WRO, Pune. These proposals yet to be sanctioned.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> Following are the two best practices practised in our college.
>
> - Mentoring
> - Don Shabda Malika (Two words series)

Annexure I & II have been enclosed in support of this Point No. 7.3

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> The college has already conducive campus. All the students protect campus and disseminate the values regarding the environment. Tree plantation, conservation of the soil, tree, water and air.

7.5 Whether environmental audit was conducted?   Yes √   No ☐

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

> - **Strengths:**   01. Management is supportive.
>   02 .The colleges enjoy the reputation in the society.
>   03. All faculty members are well qualified with wide experience and
>   Some of them are enjoying status of University statutory bodies.
>   04. College enjoys the status of 2 F & 12 B by UGC.
>   05. College enjoys the status of permanent recognition and
>   affiliations by N.C.T.E. &   N.M.U.Jalgaon respectively.
>
>   06. College enjoys the status of Grant in Aid by State Govt.of
>   Maharashtra
> - **Weaknesses**:   01   Poor academic response from the students.
> - **Opportunities:**   01 Utilization of potentialities of students and alumni.
> - **Challenges:**   01 To attract intellectual and meritorious students teachers in the
>   stream   of Teacher Education Institution.

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8. *Plans of institution for next year (2016-2017)*

➢ To prepare RAR and send to NAAC office for the 3rd cycle Re-accreditation

➢ To prepare LOI and send it to NAAC office for the 3rd cycle Re-accreditation

➢ To implement all the events, activities and programmes according to Academic Calendar

  (2016-2017

➢ To organise National Seminar to promote research culture in staff and students.

➢ To develop overall personality of the students by organising various activities i.e. seminars and workshops in class.

➢ To develop communication skills of the teacher trainees in Marathi, Hindi & English.

➢ To organise Curricular, Co-curricular & Extra curricular activities for all round development of the students.

➢ To organise placement camp for the placement of trainee teachers

➢ To achieve more annual quality result in B.Ed. course.

➢ To undertake effective extension activities for the trainee teachers as well as for the teachers in the area of operation.

➢ To motivate Faculties to undertake minor research projects to promote research culture among the faculties.

➢ To set up competitive examination Centre in College

Name Dr.B.J.Mundhe   *Name Dr.N.R.Fegade*

Signature of the Coordinator, IQAC   *Signature of the Principal& Chairperson, IQAC*

_____***_____

Mentoring

Objectives:

- To attain the vision of the institution- that of '**Enlightening the Masses through Education'**
- To improve discipline and human interaction on the campus through the mentoring system.
- To help them to cope with their personal problems

The Context:

The College had earlier head in charge of their respective methods; they were in charge of handling over the examinations progress reports after every exam. Conducted, wherein, the academic progress of the students was monitored, with not many opportunities to look into the strengths and weaknesses in the personal life of the student and guide them. To overcome this problem, the mentoring system was adopted in the College.

The students being at a vulnerable age tend to be rebellious (be it with regard to dressing, use of cell phones, attendance or relationships). The mentor, with constant counselling helps them to cope with their personal problems. This helps the students to be closer to the teacher in charge.

The mentors also strike a balance between the students coming from different strata of society thus creating an environment of self- respect and respect for others.

The practice:

Mentorship is assigned to each faculty member based on the subject/ methods and classes they handle. In the case of the Science / Maths methods, they are assigned according to the Practicals they handle.

Each staff member is allotted 05-06 students and she/he is a mentor for all the two years of their stay in JSM's Sane Guruji Vidya Prabodhini, Comprehensive College of Education, Khiroda.. The mentor has maintained the records to make provision to include all academic, co-curricular and personal details of the candidate including his/ her family during the first year degree.

The mentor helps the student understand the organizational culture. She /he provides guidance on personal issues and guides her/ him as per her/him requirement

The mentor points out strengths and areas for development in each student. She / he also helps the student to set long- term career goals and short- term learning objectives to enable them to perform effectively.

The mentor meets her / his wards regularly. Parents is reported to make them know how constructively their ward utilizes the time at home. Constructive suggestions are made for the overall development of the student.

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Parents of achievers are advised by the mentor to encourage their wards to capitalize on their strengths and pursue higher studies. Slow learners are given and home assignments in their weak subjects by the respective teachers.

Sometimes mentors even address health problems and personal problems of the students.

Evidences of Success:

- Mentoring has proved to be the ideal system to have adopted. As tremendous improvements that have been seen in the overall performance of the students.
- There is a significant change and marked improvements in the students' attendance and attitude.
- High self- esteem, appreciation for one-self and respect for others.
- Mentorship was highly appreciated by parents who felt that their children were in safe hands.
- Students felt that they had somebody to turn to in times of trouble.
- Improved discipline and humanizing environment on campus.
- Indiscriminate use of cell phones reduced.

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Annexure II

Don Shabda Malika (Two Words Series)

Objectives:

- To enable student teachers to think independently.
- To enable them to compose their ideas and put it on paper orderly.
- To enable them to read the composed and written matter silently with comprehension.
- To enable them to present the self composed and written matter before the class.
- To develop their presentation skills.
- To develop self confidence among the student teachers.

The context:

Student teachers admitted in our college of education are generally from rural area. They have already inferiority complex that they do not lead themselves in speaking fluently, do not deliver any speech, do not conduct any programme on their own, do not compose their own ideas and do not think independently. Even some of them do not speak at least five minutes on stage.

Our college of Education, taking into account this situation from the last 20 years prepares the subject list for example Gau Tyana Arati, Majhe Adarsh Shikshak, Great Personalities, selected 80 human values and, Majha Gaon etc.

Practice:

Subject list on which student teacher has to compose their ideas and present before the class is displayed on the notice board well in advance. As per their Roll Call No. students go through library references and prepare their notes on given topic. Every day one student comes on stage and delivers his /her speech within seven minutes in the form of abstract. Teacher Educator provides feedback on the spot if needed. On the second day, he /she submits the prepared written note in detail to the HoD. Finally at the end of the academic year, all these written notes on the college provided colour papers are binded professionally and kept ready for reference in library for other readers permanently.

Evidences of success:

- There is significant change and marked improvement among the student teachers in thinking independently.
- They started to compose their ideas creatively and put it on paper orderly.
- They found eligible to read the composed and written matter silently with comprehension. Improvement is observed in language development.
- They dared and presented their speeches before the class without any hesitation.
- There is significant change and marked improvement in the student teachers in presentation skills before the class.
- They built up their confidence to present themselves anywhere as the situation occurs.

Annexure III

Janata Shikshan Mandal's

Sane Guruji Vidya Prabodhini,

Compressive college of Education. Khiroda.

Academic Calendar (in Details) (2015-16)

Sr. No.	Month	Date	Programme Details
1	June2015	15 June2015	Opening of the college
2		16 June 2015 to 30 June 2015	Library Resource Material& Students Counselling.
3	Jully2015	02 July to 31Jully2015	Students Counselling Library Resource Material& Students Counselling
4	August 2015	01August 2015 to 13Sept.2015	Students Counselling Library Resource Material& Students Counselling
5		15 August 2015	Independence Day
	September2015	14 September to 10 October 2015	Admission Process
7		5 sep 2015	Teachers day
8	October 2015	02 October 2015	Mahatma Gandhi Jayanti
		11 October 2015 to 17 October 2015	Teachers and students introduction , Orientation
9		13october 2015	Simulation skill- Demonstration
10		20 October2015	Explanation skill
11		29 October 2015	Questioning Skill
12	November 2015	5 Nov 2015	Narration Skill Demonstration
13		8 Nov 2015 to 14 Nov 2015	Winter vacation
14		20 Nov 2015	Black Board Writing Skill Demonstration

15		25Nov 2015	Bridge lesson -Demonstration
16		26 Nov 2015	Bridge lesson -Demonstration
17		23 Nov 2015to 28 Nov 20145	First Test Exam.
18	December 2015	6 Dec 2015 10 Dec 2015 to	Dr. Babasaheb Ambedkar Mahaparinirvan Din
19		21 Dec 2015	Annual 1st sem. paper
20		22 Dec to 29 Dec. 2015	Death anniversary of the founder of the Organisation. (as a Chaitanya Saptah)
21		24 Dec 2015	Sane Guruji Jayanti
22	January 2016	3 Jan 2016	Savitribai Phule Jayanti
		07 Jan 2016 to 10 Jan 2016	Yuvarang
23		11 Jan 2016 to 29 Jan 2016	Class Lesson Programme
24		12 Jan 2016	Swami Vivekananda Jayanti
25		15 Jan 2016	Makar Sankranti II nd Sem. seminar start
26		26 Jan 20156	Republic day
27		29 Jan 2016	Yuwati Sabha
	Feb 2016	19 Feb 2016	Chatrapati Shivaji Maharaj Jayanti
28		22 Feb 2016 to 27 Feb 2016	Class Lesson
29		27 Feb 2016	Marathi Rajbhasha Din
30		28 Feb 2016	Science Day
	March 2016	3 Mar 2016 to 4 Mar	Sports Competition

31		11 Mar 2016 to 12 Mar 2016	Class Lesson
32		17 Mar 30 2016	Test Exam. II
33		20 Mar 2016	Cultural Activities/ Programme
34	April 2016	14 April 2016	Dr. Babasaheb Ambedkar Jayanti
35		20 April 2016 to 3 May 2016	Annual Exam. II nd Sem.

Section in Charge

                                     Principal

Sau. P.D. Suryawanshi
(Assistant Professor in Education)   (Dr. N.R. Fegade)

Annexure IV

Academic Calendar For the Year 2015-2016

1	Student's Counseling		15/6/2015 to 12/9/15
2	Admission		14/09/15 to 10/10/15
3	Orientation		12/10/15 to 17/10/15
4	Theory started for		19/10/15 to 1/11/15 25/12/15 to 10/4/16
5	Pre Practice Teaching (M.T. & B.L./ C.L.)		12/10/15 to 24/11/15 - M.L. 25/11/15 to 7/12/15 - B.L.
6	Demo Practice Teaching (C.L.)		5/1/16 to 6/1/16 - C.L. Demo 11/1/16 to 16/1/16 18/1/16, 29/1/16, 22/2/16 to 27/2/16 11/3/16 to 12/3/16
7	Sessional test		1st term exam - 23/11/15, 24/11/15, 27/11/15, 28/11/15 2nd term exam - 17/3/16, 19/3/16, 30/3/16, 1/4/16
8	Co-Curricular Activities	→	Spread over all the year upto end of April 2016
9	Working with the community (Lohara)		30/10/15, 29/2/16
10	Annual Examination		Ist Sem 10/12/15 to 21/12/15 IInd Sem 20/4/16 to 3/5/16

Annexure V

ACADEMIC CALENDER FOR THE YEAR 2015-2016

Week Activities	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
Student Counseling/ Admission																																													
Orientation																																													
Theory																																													
Practical work relevant to microbridge theory Demot workshop																																													
Guide demo Preparatoin for internship (Lesson week) practice teaching																																													
Ist sem & IInd sem Internal Exam																																													
Working with the community project work (Lohara)																																													
Cocurricular activities sessional tests assignments etc.																																													
End of the course Examination																																													

Annexure VI

Plans of institution for next year (2016-2017)

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Name Dr.B.J.Mundhe   *Name Dr.N.R.Fegade*

Signature of the Coordinator, IQAC   *Signature of the Principal& Chairperson, IQAC*

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