Government of Maharashtra's

SECONDARY TRAINING COLLEGE

3, MAHAPALIKA MARG, DHOBI TALAO, MUMBAI-400001.(INDIA)

(Established in 1906)

Re-Accredited By NAAC A (3.23)(2nd cycle)

NCTE (WRC) CODE: 113094.   UGC Recognition under 2(f) 12 (b)

Permanently Affiliated to University of Mumbai.

www.secondarytrainingcollege.org   Visit us@secondarytrainingcollege@gmail.com

PHONE NO:- 022 22620050   FAX NO: 022-22612188

STC/NAAC/AQAR/2016-17/   Date: 15-07-2017

To

The Director

NAAC, Bangalore- 560072, Karnataka India

Dr. Ganesh Hegade

Assist. Advisor

National Assessment & accreditation Council,

P.O.Box No. 10751, Opposite NISIU, Nagabhavi,

Bangalore- 5600072, Karnataka (India)

Subject: Submission of Quality assurance Report (AQAR) for the academic year 2016-17 of
        Secondary Training College, Mumbai

Res/Sir,

The secondary Training College is runs under The State Government of Maharashtra. It is reaccredited by NAAC (second cycle) and awarded "A" Grade in the year 2015.

Now, please find enclosed herewith the AQAR of our college for the year 2016-17 in prescribed format.

Therefore, I request you kindly to accept the same & acknowledge the receipt

Thanking You.

<div align="right">

Yours sincerely

Dr.P.M.Mohitkar

Principal

Secondary Training College

Mumbai

</div>

The Annual Quality Assurance Report (AQAR) of the IQAC
(Secondary Training College, Mumbai 2016-17)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> SECONDARY TRAINING COLLEGE, MUMBAI

1.2 Address Line 1

> 3-Mahapalika Marg

Address Line 2

> Dhobi Talao

City/Town

> Mumbai.

State

> Maharashtra

Pin Code

> 400001

Institution e-mail address

> secondarytrainingcollege@gmail.com

Contact Nos.

> (022)22620050

Name of the Head of the Institution:

> DR.PANDHARINATH MAHADEORAO MOHITKAR

Tel. No. with STD Code:

> (022)22620050

Mobile:

09422157898

Name of the IQAC Co-ordinator:

DR. MASSARRAT SAHEB ALI

Mobile:

09869241728

IQAC e-mail address:

secondarytrainingcollege@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

MHCOTE11982

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

EC (SC)/06/RAR/113 dated 01/05/2015 of second cycle.

1.5 Website address:

www.secondarytrainingcollege.org

Web-link of the AQAR:

www. secondarytrainingcollege.org/AQAR2016-17.pdf

(For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	80.75	2004	5 years
2	2nd Cycle	A	3.23	2015	5 years
3	3rd Cycle				
4	4th Cycle				

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

01/03/2005

1.8 AQAR for the year *(for example 2010-11)* | **2016-17**

1.9 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)*

After 2nd Cycle of NAAC, AQAR was sent as follows

AQAR 2015-16 Submitted to NAAC on (09/08/2016)

1.10 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, NCI) **NCTE (WRC)**

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 ☐

1.11 Type of Faculty/Programme

Arts ☑ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☑ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)   B.Ed. Two Years program under Arts Faculty (Mumbai University, Mumbai

1.12 Name of the Affiliating University *(for the Colleges)*   UNIVERSITY OF MUMBAI

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

Autonomy by State/Central Govt./Uni

| N.A. |

University with Potential for Excellence | N.A. | UGC-CPE | N.A. |

DST Star Scheme | N.A. | UGC-CE | N.A. |

UGC-Special Assistance Programme | N.A. | DST-FIST | N.A. |

UGC-Innovative PG programmes | N.A. | Any other (*Specify*) | Dev grant |

UGC-COP Programmes | N.A. |

2. IQAC Composition and Activities

2.1 No. of Teachers | 05 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 01 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

Community representatives | 02 |

2.7 No. of Employers/ Industrialists | NIL |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 13 |

2.10 No. of IQAC meetings held   : | 02 |

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | 2 |

Non-Teaching Staff Students | 2 | Alumni | 1 | Others | NIL |

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

If yes, mention the amount

> We had received a letter that an amount of Rs 3, 00,000/- for IQAC will be given but we did not receive any till date.

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 6 | International | - | National | - | State | - | Institution Level | 6 |

(ii) Themes

1 Reading and Reflecting on Text,	2 Drama and Art in Education
3 A.V. Aid Workshops,	4 Micro Teaching Workshops
5 Lesson Planning Workshop	6 Yoga Workshop

2.14 Significant Activities and contributions made by IQAC

> New syllabus successful implementation was given priority. Students begged 1st 2nd & 3rd prizes at State level, District level and Intercollegiate level Competitions.

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	Achievements
1) To develop computer competency in students..	1) Students used technology in education.
2)To develop scheme for Guidance and Counselling	Guidance was provided individually through the Guidance Cell
3)To develop placement cell	Placement cell became active through ICT
4) To develop coordination between Old Student Association, Guidance and counselling cell and Placement cell	Old Student Association became active. Helped Placement cell

Attach the Academic Calendar of the year as Annexure.-**Academic Calendar attached as annexure I**

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [   ]

Management [√]   Syndicate [   ]   Any other body [Staff Council]

Provide the details of the action taken

Provisional format of AQAR was placed before Local Management
Committee for review and suggestions

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	1 (Regular) 2 Yrs. B.Ed.	NIL	NIL	B.Ed. Distance education (YCMOU) Nashik
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	1	NIL	NIL	1
Interdisciplinary	-	-	-	-
Innovative	-		-	-

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

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	-

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

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

Please provide an analysis of the feedback in the Annexure

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

> Meetings held and syllabus implemented for Two years B.Ed. course from 2015-16.
> New syllabus implemented in First batch of S.Y. B.Ed.

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
7	4	2	1	-

2.2 No. of permanent faculty with Ph.D.   5

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
-	-	-	-	-	-	-	1	-	1

2.4 No. of Guest and Visiting faculty and Temporary faculty   NIL   NIL   NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	8	-
Presented papers	-	7	1
Resource Persons	-	2	-

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

> Street plays were organized by students. Reading and reflecting activity was organized very successfully. Students prepared their group library. Students taught through puppet shows. Online notes are provided to students.

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)

| Bar Coding, Photocopy |

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

| - | - | 6 |

2.10 Average percentage of attendance of students

| 90% |

2.11 Course/Programme wise
     distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed. Sem III	46 (16-17)	48	48	04	00	100%

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

Regular meetings were held and implementation of new syllabus was monitored.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation program	6
Faculty exchange program	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others (Workshop for Balbharti Research)	1

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	1	2	Nil	----
Technical Staff	1	----	---	----

Criterion – III

3. Research, Consultancy and Extension

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

Staff motivated to take up Major/Minor Research project. Three staff members have applied for UGC Minor research project. One of the staff is doing Maharashtra State Bureau of Textbook Production & Curriculum Research Balbharti's Research Project

3.2   Details regarding major projects   NIL

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----------	1	-------------	3
Outlay in Rs. Lakhs	-----------	Rs 5,000	-------------	15 Lakhs

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	08	01

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1	Maharashtra State Bureau of Textbook Production & Curriculum Research Balbharti ,Pune	5000	2000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   [-]   Chapters in Edited Books   [-]

ii) Without ISBN No.   [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy   [-]

3.11 No. of conferences

Organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons   [-] [-] [1]

3.13 No. of collaborations   International [-]   National   Any other [1]

3.14 No. of linkages created during this year   [1]

3.15 Total budget for research for current year in lakhs:

From funding agency | Rs. 5000 | From Management of University/College | -

Total | Rs. 5000

3.16 No. of patents received this year

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

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
Nil						

3.18 No. of faculty from the Institution
     Who is Ph. D.Guides? | 1 |
     and students registered under them | - |

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

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

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events: (Not applicable for B.Ed. In place of NSS our student's participated university level extension work)

University level | 46 | State level | - |

National level | - | International level | - |

3.22 No. of students participated in NCC events: (Not applicable for B.Ed. program.)

University level | - | State level | - |

National level   International level | - | | - |

3.23 No. of Awards won in NSS: Nil

University level [-] State level [-]

National level International level [-] [-]

3.24 No. of Awards won in NCC:

University level [-] State level [-]

National level International level [-] [-]

3.25 No. of Extension activities organized

University forum [1] College forum [8]

NCC [-] NSS [-] Any other [ ]

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

@Survey of Women Status

@Survey of families from Village

@Participation in University level UDAAN Festival of University Extension and got 3rd prize

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total In lakh
Campus area	20954sq.ft .along with lobbies &Varandas	Some unusable construction area renovated in the 15-16 & 16-17 Now it is functional.	D.P.D.C., Mumbai	
Class rooms	05			5
Laboratories	02			2
Seminar Halls	01			1
No. of important equipment purchased ($\geq$ 1-0 lakh) during the current year.	-	-		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-Under DPDC Gr. Rs. 43.73 -State Plan Rs. 22.39 -U.G.C. Devp. Gr. Rs. Sports equip Rs.00.23 Music equip Rs.00.20 Geog/Hist Rs. 00.30 Language lab Rs. 39.00 Science lab equips. psychology lab Rs.00.43	Nil (Purchase in 16-17) Rs. 00.66(Printer,mikes,fan ,camera Rs.01.96 (Desktop,Refri,DLP,TV, Rs.00.11(Sports equip from UGC gr) -- -- -- 00.11 (Purchased from UGC Gr) nil	- -	43.73 23.05 00.34 00.20 00.30 00.39 00.43
Others				

4.2 Computerization of administration and library

Administrative work and library are computerized.

Online admission process, e-vetan by sevarth etc. by state Govt.

Library has soul software. Library is partially digitalized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3850	69465	-	-	3850	69465
Reference Books	36430	588807	256	63136	36686	651943
e-Books	85000	11000	-	-	85000	11000
Journals/ Newspapers	13	21585	2	2500	15	24085
e-Journals	3000	5000	-	-	3000	5000
Digital Database	1	32000	-	-	1	32000
CD & Video	438	-	-	-	438	-
Others (specify)	4	21468	-	-	4	21468

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	32	2	2	8	1	1	1	-
Added	1	-	-	-	-	-	-	1printer
Total	33	2	2	8	1	1	1	1 printer

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

2 Broad Brand connections & Internet access with Wi-Fi connection is available with the institution. Students have been trained for use of ICT in Education. A hand on practice was provided.

4.6 Amount spent on maintenance in lakhs:

i) ICT

0.40 (Source: UGC+ State plan) Expenditure on Computers

ii) Campus Infrastructure and facilities

32.81 (Source: DPDC) Building Renovation

iii) Equipment

0.10   (Source: UGC)

iv) Others

0.21 Student activities (Source: PLA)

0.15 Gym /Labs

Total:

33.67 lakhs

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC organized special camp for filling in GOI scholarship forms.

Special camp for filling in minority scholarship forms

Special event for Earn and Learn activity. Etc

5.2 Efforts made by the institution for tracking the progression

Theory Course wise Class tests, Essays, and Tutorial. Display of grades and guidance to the students. Practice exam with feedback given.

Micro teaching cycles of Teach-Re teach is followed by feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
76	-	-	-

Men

No	%
13	28

Women

No	%
63	83%

Women

(b) No. of students outside the state

(c) No. of international students

Nil

Category wise no. of students:

Last Year 2015-16						This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC /DT/ NT	Physically Challenged	Total
31	6	5	8	0	50	50	9	7	10	-	76

Demand ratio   Dropout %: 4 %

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

> •Advertisement displayed on notice board. Announced in the class. Information about TET provided to students.

No. of students beneficiaries   03

5.5 No. of students qualified in these examinations

NET [   ]   SET/SLET [   ]   GATE [   ]   CAT [   ]

IAS/IPS etc. [   ]   State PSC [   ]   UPSC [   ]   Others [1 TET]

5.6 Details of student counselling and career guidance

> All the students were guided through Guidance and Counseling Cell (G&C Cell) their career Mapping was done.

No. of students benefitted   46

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
1	6	1	15

5.8 Details of gender sensitization programmes

- Survey undertaken by students under Extension Department.
- Active Women's cell

5.9 Students Activities

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

State/ University level | 2 | National level | - | International level | -

No. of students participated in cultural events

State/ University level | 23 | National level | | International level |

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

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

Cultural: State/ University level | 3 | National level | - | International level | -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government(2016-17)	18	Rs 2,38,031/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level | 1 | National level | - | International level | -

Exhibition: State/ University level | 1 | National level | - | International level | -

5.12 No. of social initiatives undertaken by the students | 3 |

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

> **Mission:**-Excellence through Training (To achieve excellence through all sorts of professional lustrous learning and training of teachers, is the Mission of the college.)
>
> **Vision:**-Our vision is to prepare such type of excellent teacher through excellent training so that all teaching community will identify our product and will brand it as an STCIANS teacher.

6.2 Does the Institution have a management Information System:

> Ours is a State Govt run college. Director of Higher Education under the Hr. & Technical Edn institution has developed management Information System for all Government colleges. College has its own updated website.

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

6.3.1 Curriculum Development

> All professors Participated in orientation of new B.Ed. revised syllabus which were organized by BOS (Education) University of Mumbai.

6.3.2 Teaching and Learning

> Teaching through smart board and LCD projector. Various methods of teaching /techniques such as concept map, co-operative learning, and creative lessons were used. Notes are circulated amongst B.Ed. pupil teachers through e-mails.

6.3.3 Examination and Evaluation

> Credit based semester and grading system is adopted by Parent University & it is followed properly by the college. Each practical aspect is carried out effectively. Teaching staff members participated in evaluation process.

6.3.4 Research and Development

1) Organized Research methodology workshop.2) Organized various workshops regarding novel ideas related to EPC & all others related practicum. 3) Active Research Cell. 4) One faculty member has completed Balbhrati (State institute for preparation of text books) research project with financial assistance of Rs. 5000/-

6.3.5 Library, ICT and physical infrastructure / instrumentation

SOUL software is in use in the Library. Books were purchased. Necessary equipments in Science, Psychology and ICT, language Laboratories.
Rs. 32.00 lakhs incurred on renovation of the Building through DPDC, Mumbai

6.3.6 Human Resource Management

Human resources are managed very well. Talent and ability of every employee is identified and given chance to work. Teaching Staff is assigned duties for various committees of Joint Director, Higher Education Mumbai Region. Principal worked as a referee for Ph.D. & M. Ed examination.

6.3.7 Faculty and Staff recruitment

Being Government College; Faculty and staff recruitment is done as per Government norms. No addition made this year. 3 staff members got transferred to another destination & in place of them 4 staff members joined this college. Well qualified staff is available.

6.3.8 Industry Interaction / Collaboration

The College has collaborated with ANTI DOWRY MOVEMENT an NGO and MSCERT. School interaction is enhanced in the reported year. Lectures were arranged with local NGO on value education "Navya Manavatavad".

6.3.9 Admission of Students

Online Centralized CET based admission process as per the State Govt. rules. Admissions are done on the basis of CET & academic scores (50-50 % basis) Reservation policy strictly followed. Admission to the first year B.Ed. program is done through State common Entrance test cell from.

6.4 Welfare schemes

For

Teaching	Pension, Gratuity, GPF ,Group Insurance, Home loans
Non-teaching	Pension , Gratuity, GPF, Group Insurance, various loans facility.
Students	Group Insurance, GOI Scholarships for B.C. Students, Free ship, Minority scholarship, EBC, Earn and Learn scheme for students

6.5 Total corpus fund generated   NIL

6.6 Whether annual financial audit has been done   Yes √   No

(Internal audit has been done. Reconciliation has been completed.)

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Director and Joint Director of Higher Education (Review taken in annual Meeting)
Administrative			YES	Director and Joint Director of Higher Education

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?

College conducts Univ. exam. Online paper delivery system is in practice.

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

The college has proposed for inclusion in Cluster University under RUSA Scheme for which the institution has signed MOU along with other three colleges which are run by the State Government of Maharashtra.

6.11 Activities and support from the Alumni Association

Alumni meet was arranged in the college. Alumni also had organized campus recruitment in the college.

6.12 Activities and support from the Parent – Teacher Association

> Parents helped in organizing WDC programs. A program on Women Health and Hygiene was organized with the help of alumni's Doctor Parent.

6.13 Development programmes for support staff

> Uniform Grant, Stitching Grant, Departmental examination.

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

> 1) Plastic free zone. 2) Terrace Garden 3) Medicinal plants & flowering plants.
>
> 4) Participation in Tree plantation program. etc

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.

> - Use of ICT: Created following positive impact
>
> 1) Students shared notes on Whats App and through emails. 2) Cooperation among students increased.3) Students gained Confidence.4) Many students learnt to make ppt and took lessons in schools.(40% students took such lessons)Formation of Counseling Cell: Created following positive impact
>
> 1) Students were eager to know about various possible opportunities in their career.2) First time they thought about their strengths and weaknesses and felt need for guidance about it.3) Students opened up with their personal, vocational, emotional, problems during counseling and took guidance.
>
> - Four practical subjects EPC I, II, III and IV created remarkable changes in students.
>
>   EPC I reading and reflecting texts widened students Reading competency. EPC II Art and Drama in Education developed creativity among students. They also came to know their talents. EPC III Understanding of ICT helped them become Technosavy. They used ICT in education. EPC IV Self Understanding helped them to know themselves better.

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

> College implemented the new two years B.Ed. course successfully. Workshop on Art and Drama in Education was organized. Practice for Use of ICT in education was provided to students.
>
> All the Cells/committees worked actively. Students got opportunity to become reflective practitioner.
>
> Library partially digitalized.

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

> 1)   Daily Prayers which help in peace of mind, concentration self-confidence, Social development.
>
> 2)   LIBRARY : Development of E-environment

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

7.4 Contribution to environmental awareness / protection

> 1) Tree Plantation.(Terrace Garden) 2) Environmental awareness led to Cleaning of campus on grand scale. The college campus is huge with many other Govt. departments. Our students took lead to clean the entire campus 3) Plastic free zone

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

> Student's feedback form is analyzed and staff is guided accordingly. Staff prepares API and submits to Internal Quality Assurance Cell.

7.8. **Plans of institution for next year**

- To organize National Conference

- To Make Library fully digitalized

Name   Dr. Masarrat Saheb Ali   Name __Dr. Pandharinath M. Mohitkar_

Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

_____***_____

Government College of Education, Mumbai

F.Y.B.Ed. - Ist Term Plan 2016-17

Duration - (From Sep. 2016 to 30 Jan 2017 revised)

Month	Date	Activity	Professor In-Charge
August	18 to 22	Admission First Round	Admission Committee In charge (BGK)
2016	26 to 29	Second Round	Admission Committee In charge (BGK)
September	2 to 7	Third Round	Admission Committee In charge (BGK)
2016	26 to 30	College Level Round	Admission Committee In charge (BGK)
October	13,14,15	Special Round College Level	Admission Committee In charge (BGK)
2016	3	Welcome of Students, Principal Speech. Celebration of Gandhiji's Anniversary	Students council In charge (M.S.A) Cultural In charge (R.S.P)
	04,05	Introduction of Syllabus	All
	6	Formation of groups (3 Clubs, 2 Kula)	Educational In charge (B.G.K)
	15,22	Content Test - Essay writing-course -1 Vachan Prerana Din	Exam In charge (PPS) Cultural In charge (RSP)
	10 to 25	Kul No.1 Start (A.P.J Abdul Kalam Kul), (Prayer, Paripath, News boards, Celebration of birth & death anniversary etc)	
	25	Cultural Programme Kul No 1	Kul In charge (MSA)
November	15	Essay writing course -2	Exam In charge (PPS)
2016	19	Essay writing course -3(i)	Exam In charge (PPS)
	26	Essay writing course -2(ii)	Exam In charge (PPS)
	15 to 30	Kul No.2 Start (Prayer, Paripath, News boards, Celebration of birth & death anniversary etc)	Kula In charge (SSP)
	26	Cultural Programme Kul No 2	Kul In charge

			(SSP)
November	16,17,18, 21,22,23	Social Work	In charge (MSA)
	19	Book review -submission of practical of all courses	All
	15,24,25	GroupWise presentation EPC-1 (R&R)	SSP
	28,29,30	Class Test	Exam In charge (PPS)
December	5,6	Completion of Internal Assessment	Internal assessment In charge (MSA)
2016	7,8,9,13	University Exam	University Exam In charge (PPS)

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Mid Term break :- 06-09-2016 to 12-09-2016

Winter Vacation :- 26-10-2016 to 14-11-2016

Winter break :- 26-12-2016 to 1-01-2017

Principal

Government College of Educatin, Mumbai

SECONDARY TRAINING COLLEGE, MUMBAI

Term Plan 2016-17

S.Y.B.Ed. - III Semester

Date- 06-06-2016 to 26-10-2016

Month	Date	Planning	Prof-In charge
June			
	06-Jun-16	Term starts	All
	08-Jun-16	Welcome and Greetings-Key Note	Address by Hon. Principal
	6 To 11 June 2016	Admission to II nd year	University Section.
	13 To 18 June 2016	Introduction of Syllabus - Workshop for Lesson Planning	
	21-Jun-16	International Yoga Day	All Teacher and students
	21 to 27 June 2016	School Visits and Planning for Internship	
	27 to 30 June2016	Preparation of Internship and guidance for practical	Group wise
July			
	01 to 02 July 2016	Preparation of Internship and guidance for lesson planning	Group wise
	4 to 30 July 2016	Internship in concerned schools (4 Weeks)	Group wise
	9,16,23,30 July 2016	Guidance (Other completion of work in college)	Group wise
	23-Jul-16	Celebration of birth anniversary of Lokmanya Tilak	Guide
August			
	1 to 27 and 29 to 31 August 2016	Internship (4 weeks) Three days in concerned school as per planning	Group wise
	6,13,20,27 August 2016	Guidance (Other completion of work in college)	Group wise
	15-Aug-16	Independence Day- Flag Hoisting Ceremony	All Teaching and non teaching staff and all students
Sept			
	01 to 03 Sept 2016	Internships 3 Days	
	6to 10 Sept 2016	Vacation	As per university circular
	12 to 17 Sept 2016	Internship (1 week)	

	19-Sep-16	Submission of internship and assessment	
	20-Sep-16	awareness of literacy programme - Group formation	Related Department
	24-Sep-16	Essay writing - Pedagogy School subject Course - VII (i)	Exam department
	26-Sep-16	Literacy awareness programme-filed work	Related Department
	30-Sep-16	Submission of literacy awareness programme filed work	Related Department
October			
	03-Oct-16	Celebration of birth anniversary of Mahatma Gandhi	Cultural department
	18 and 19 October 2016	Class Test	Exam department
	22-Oct-16	completion of internal assessment	Related Department
	25-Oct-16	Term ends	

Place   Mumbai

Dr.P.M.Mohitkar
Principal
Government College of Education, Mumbai

I Term	
Term Period	06-06-2016 To 25-10-2016
Vacation	06 September 2016 rs 12 September 2016

Government College of Education, Mumbai

Secondary Training College, Mumbai -1

F.Y.B.Ed. II nd Term Plan 2016-17

Date 01-02-2017 to 26-05-2017 (Both Days Include)

Uni. Of. Mumbai. Circular No. UG/81 of 2016 -17 Dated 19-10-2016

Month	Date	Activity	Prof-In charge
Jan-17			
	30 and 31	School Visits	In charge ¼SSP½
Feb-17			
	1	Term Starts, Introduction of syllabus	Edu. In charge ¼BGK½
		Start of Kul No 1 (Duration 1.2.2017 to 25.3.2017) Implementation of Daily Prayer, Paripath, Writing of News boards, celebration of birth anniversaries etc.	In charge ¼MSA½
	01 to 11	Workshop for preparation of Internship	In charge ¼SSP½
	1 to 7	Micro planning workshop	In charge ¼SSP½
	8 to 10	Lesson planning workshop	In charge ¼SSP½
	11	Information regarding internship	In charge ¼SSP½
	19	Celebration of shivjayanti	In charge ¼MSA&RSP½
	13 to 28	Internship (Four weeks)	In charge ¼SSP½
Mar-17			
	01 to 11	Internship	In charge ¼SSP½
	14 to 17	annual social gathering and sport competition	In charge ¼MSA½
	25	Cultural Programme Kul No 1	In charge ¼MSA½

	27	Kul No 2 start (During 27.3.2017 to 26.5.2017) Implementation of Daily Prayer, Paripath, Writing of News boards, celebration of birth anniversaries etc.	In charge ¼SSP½
Apr-17			
	1,15,22	Essay writing curse 4,5,6	In charge ¼PPS½
	8	Send-off for II nd year B.Ed. Students	¼MSA½
	10 to 13	Submission of EPC -2	In charge ¼MSA½
	14	Birth Anniversary of Dr. B.R. Ambedkar	In charge ¼SSP&RSP½
	17 to 18	Review of Educational Film Review	In charge ¼MSA½
	19 rs 21	Submission of practical/Assignments/Assigned work for course -4,5,6	All In charge
	29	Cultural Programme Kul No 2	In charge ¼SSP½
May-17			
	1	Flag Hoisting ceremony	Student Council ¼MSA½
	2 to 5	Class Test	Exam Council ¼PPS½
	8 to 13	Completion of internal Assessment	In charge ¼MSA½
	15 to 26	Revision, self study, Supervised study, University Exam	In charge ¼MSA½
	26	Test End	

Place   Mumbai

Dr.B.G.Khade   Dr.P. M. Mohitkar

Educational In charge   Principal

                                                Government College Of Education, Mumbai

Government College of Education, Mumbai
S.Y.B.Ed. - IV Sem Term Plan 2016-17
Date 15-11-2016 to 30-04-2017 (No.UG/10 of 2016-17)

Month	Date	Activity	Prof- In charge
Nov-16	29,30	Term starts, Introduction of Syllabus	All
December			
2016	1,2	School Visit	In charge (SSP)
	5,6,7	School based Action Research Workshop	In charge (BGK)
	8 To 10	Workshop for internship (Development of Instructional Material, Interview of the students, Planning of co-curricular activities, Peer Teaching-Report)	Uncharged (SSP)
	12 to 24	Internship (Two week)	In charge (SSP)
January			
2017	02 To 28	Internship (Four week)	In charge (SSP)
	26	Republic Day	Students Council (MSA)
Feb			
2017	11,18,25	Essay writing course 8(1), 8(ii), 9(i)	In charge (PPS)
	25	Language Day	Literature Council (BGK)
	27	Marathi Language Day	In charge (BGK)
	28	Science Day	Science Council In charge (PPS)
March			
2017	4	Essay writing - Course 9(ii)	In charge (PPS)
	14 to 17	Annual Social Gathering	Students Council (MSA)
	20,21	Submission of EPC-4	In charge
	23	Submission of Action Research	In charge (BGK)
	27 to 31	Class Test	In charge (PPS)
April			

2017	3 to 6	Completion of Internal Assessment	In charge (MSA)
	8	Send-off for SYB.Ed. Students	Students Council In charge
	10 to 28	Revision Self-study, Supervised study,	In charge (MSA)
	29	Publication of college Annual Magazine	In charge (MSA)
	30	Term Ends	

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Mid Term break :- 06-09-2016 to 12-09-2016

Winter Vacation :- 26-10-2016 to 14-11-2016

Winter break :- 26-12-2016 to 1-01-2017

Principal