

Government of Maharashtra

SECONDARY TRAINING COLLEGE

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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

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STC/NAAC/AQAR 17-18/ 278

DATE -10 /04/2019

To,
The Director,
National Assessment and Accreditation Council,
Nagarbhavi, Bangalore-560072 Karnataka, India

Subject: - Submission of Annual Quality Assurance Report (AQAR) for the Academic year 2017-18 for Secondary Training College, Mumbai

Respected Sir,

Secondary Training College, Mumbai is accredited by National Assessment and Accreditation Council for the second cycle & awarded “A” grade in the year 2015.

Now, Please find enclosed herewith our college AQAR for the year 2017-18. I request you kindly to accept the same and acknowledge the receipt.

Thanking you.

Yours faithfully



DR. B.G. Khade
Principal
Secondary Training College
Mumbai

Annual Quality Assurance Report (AQAR)

Academic year 2017-18

**Secondary Training College,
Mumbai**

The Annual Quality Assurance Report (AQAR) of the IQAC

(Secondary Training College, Mumbai 2017-18)

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

I. 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. MASSARRATSAHEB ALI

Mobile:

09869241728

IQAC e-mail address:

secondarytrainingcollege@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

MHCOTE 11982

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- bott
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/AQAR2017-18.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	1 st Cycle	B++	80.75	2004	5 years
2	2 nd Cycle	A	3.23	2015	5 years
3	3 rd Cycle				
4	4 th Cycle				

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

01/03/2005

1.8 AQAR for the year (for example 2010-11)

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted 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 emed 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 P Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

B.Ed. Two Years program under Interdisciplinary 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 (<i>Specify</i>)	Developm ent 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 :	01
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. International National State Institution Level

(ii) Themes

1 Reading and Reflecting on Text,	2. Action Research Workshop
3 A.V. Aid Workshop,	4 Micro Teaching Workshop
5 Lesson Planning Workshop	6 Yoga Workshop

2.14 Significant Activities and contributions made by IQAC

New syllabus successful implementation was given priority. Students bagged 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
<p>1) To develop computer competency in students..</p> <p>2) To develop placement cell</p> <p>3) To develop coordination between Old Student Association, Guidance and counselling cell and Placement cell</p>	<p>1) Students used technology in education.</p> <p>Placement cell became active through ICT</p> <p>Guidance was provided individually through the Guidance Cell</p> <p>Old Student Association became active.</p> <p>Helped Placement cell</p>

* 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

I. 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) Two 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 Parents
(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.

Syllabus revised and choice based syllabus was framed

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
6	1	4	1	-

2.2 No. of permanent faculty with Ph.D.

4

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL 2 NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	5	-
Presented papers	-	3	1
Resource Persons	-	1	-

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. Cooperative Learning technique was used.

2.7 Total No. of actual teaching days during this academic year 225

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

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

1	3	5
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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 IV	46 (2015-17)	02	33	11	00	100%
B.Ed.Sem IV	27(2016-18)	02	13	11	01	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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	1
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others (Workshop for Balharti Research)	2

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	2	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 had applied for UGC Minor research project. One of the staff has completed Maharashtra State Bureau of Textbook Production & Curriculum Research Balbharti's Research Project .All the S.Y.B.Ed..students conduct Action Research during Internship in Practicing schools.

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	01	----	-----	-----
Outlay in Rs. Lakhs	-Rs 5,000	-----	-----	-----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	-	-
Non-Peer Review Journals	-	-	-
e-Journals	01	-	-
Conference proceedings	--	--	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 <i>(other than compulsory by the University)</i>				
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	-	-	-	-	1
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	
	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
01			01			

3.18 No. of faculty from the Institution Who are Ph. D. Guides and students registered under them

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

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 students participated university level extension work)

University level 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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="1"/>	College forum	<input type="text" value="8"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other <input type="text"/>

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

- Under Population Education Club Activity of Extension work students took 7 additional lessons in schools and did awareness of school students on social problems.
- Survey of families from Village
- Participation in University level UDAAN Festival of University Extension Department

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	2095sq.ft .along with lobbies &Varandas	.		
Class rooms	05			5
Laboratories	02			2
Seminar Halls	01	Conference room A.C.	D.P.D.C. grant Mumbai	1
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	-	1. computer 2. UPS &Fans, Fire Extinguisher	1.State Plan 2.D.P.D.C. grant	1

Value of the equipment purchased during the year (Rs. in Lakhs)	- Rs. 43.94 Rs.0.47 . Sports equip Rs.00.49 Lab. equip Rs.00.15	--Renovation of Seminar Hall, Air conditions, False Ceiling, wall panelling, 10 fans and 10 UPS - 1 computer --	-Under DPDC Gr. - -State Plan - from PLA	
Others				

4.2 Computerization of administration and library

<p>Administration is fully computerized.</p> <p>Online admission process, e-vetan by sevarth etc. in administration.</p> <p>Library has soul software. Library is partially digitalized.</p>
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3850	69465	177	21400-	4027	90,865
Reference Books	36686	651943	462	2,05.999	37148	8,57,942
e-Books	85000	11000	-	-	85000	11000
Journals/ Newspapers	15	24085	6	8500	21	32585
e-Journals	3000	5000	-	-	3000	5000
Digital Database	1	32000	-	-	1	32000
CD & Video	438	-	-	-	438	-
Others (specify)	4	21468	-	-	4	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	38	2	2	8	1	1	1	-
Added	1	-	-	-	-	-	-	1 printer
Total	39	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 Band connections & Internet access with Wi-Fi connection is available with the institution. Students have been trained for use of ICT

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.16
ii) Campus Infrastructure and facilities	43.94
iii) Equipment	0.64
iv) Others	-
Total :	45

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.

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. Peer Evaluation is done by students.

Micro Teaching cycle of Teach-Reteach is followed by feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
73	-	-	-

Men

No	%
12	16

Women

No	%
61	84%

Women

(b) No. of students outside the state

3

(c) No. of international students

Nil

Category wise no. of students:

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC /DT/ NT	Physically Challenged	Total
50	9	7	10	-	76	67	4	3	2		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 SLET GA CAT

IAS/IPS etc. State PSC UPSC Others 1 TET

5.6 Details of student counselling and career guidance

All the students were guided

No. of students benefitted

47

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	50

5.8 Details of gender sensitization programmes

- Survey undertaken by students.
- Active Women's cell

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level 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 National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government(2017-18)	9	Rs84,752/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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 website.

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

6.3.1 Curriculum Development

Dr. M.S. Ali was appointed as the member of syllabus revision core committee. Dr. M.S.Ali and Dr. B.G. Khade prepared Urdu and Marathi Pedagogy curriculum respectively.

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

Choice based semester system is adopted by Parent University & it is followed properly by the college. Peer Evaluation is done by the students. Each practical aspect is carried out effectively.

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) Action Research done by students. 4) One faculty member has completed Balbhatri (State institute for preparation of text books) research project with financial assistance of Rs. 5000/- Book review is presented by the students under LAC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

SOUL software is in use in the Library. Books were purchased. Science, Psychology and ICT Laboratories were upgraded. Rs43, 94,153/-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. Two Lectures were appointed on C. H.B this year. Well qualified staff is available.

6.3.8 Industry Interaction / Collaboration

School interaction is enhanced in the reported year. Lectures were arranged with local NGO on value education 'Neo Humanistic values'. Practicing schools were collaborated and community work was done by the students for them.

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. programs done through State common Entrance test cell.

6.4 Welfare schemes

For

Teaching	Pension, Gratuity, GPF, Group Insurance, Home loans
Non-teaching	Pension Gratuity, GPF, Group Insurance
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. On screen marking has been introduced

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

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

Uniform Grant, Stitching Grant

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.

Criterion – VII

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 WhatsApp and through emails. 2) Cooperation among students increased. 2) Students gained Confidence. 3) Many students learnt to make ppt and took lessons in schools. (40% students took such lessons)

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 Techno savvy. 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 2 year B.Ed. course successfully. 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

- National Conference
- Library fully digitalized
- Formation of Cluster Univ.

Name- Dr. M. S. Ali

Name- Dr. B.G. Khade



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I-TERM PLAN


शासकीय अध्यापक महाविद्यालय, मुंबई -१
सेकेंडरी ट्रेनिंग कॉलेज, मुंबई
सत्रतियोजना (शैक्षणिक दिनदर्शिका)
(प्रथम वर्ष बी.एड (बैच २०१७-१९) सत्र पहिले- नियोजन)

BGK

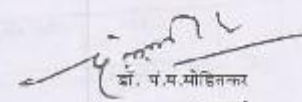
महिना	दिनांक	उपक्रम	प्रभारी प्राध्या./विभाग प्रमुख
	०८.०९.१७ ते १३.०९.१७	प्रवेश प्रक्रिया प्रथम फेरी	प्रवेश समिती (BCK)
	२०.०९.१७ ते २३.०९.१७	प्रवेश प्रक्रिया द्वितीय फेरी	
	१०.१०.१७ ते १३.१०.१७	प्रवेश प्रक्रिया तृतीय फेरी	
	२०.१०.१७ ते २१.१०.१७	प्रवेश प्रक्रिया महाविद्यालय फेरी	
सप्टेंबर	१४	अभ्यासक्रम ओळख व अभ्यास प्रारंभ	सर्व
नोव्हेंबर २०१७	३	छात्राध्यक्ष स्वगत व प्राचार्यांचे अधिभाषण अभ्यासक्रम ओळख	शैक्षणिक प्रभारी (BGK)
	७	गट निर्मिती (३ मंडळे व २ कुल)	शैक्षणिक प्रभारी (BGK)
	८ ते ३०	कुल क १ प्रारंभ (P.B.CCA) (कालावधी ७ नोव्हें २०१७ ते ३० नोव्हें १७) प्रार्थना, परिवाद, वार्ताफलक, जयंती, पुण्यतीथ्या इ. कुल सांस्कृतिक कार्यक्रम २५.११.२०१७ (छात्राध्यक्ष हजेरी क्रमांक ०१ ते २५ एकूण २५)	कुल क १ प्रभारी (MSA)
	१८	निबंधलेखन -CC-I (C&G)	परीक्षा विभाग (PPS)
	२२ ते २४	प्रकल्पधारित समाज कार्य (महाविद्यालय)	(MSA)
	२७ ते २९	समाज कार्य (क्षेत्रावर)	(MSA)
डिसेंबर २०१७	२, ९	निबंध लेखन CC-II (R & C) IC-I (GS & S)	परीक्षा विभाग (PPS)
	५, ६, ७,	CC-I, CC-II, IC-I, Assignment /Task Presentation	संबंधीत प्राध्यापक
	१२ ते १४	Ab C-I-ICT Presentation	संबंधीत विभाग (RSP)
	१९ ते ३०	कुल क २ प्रारंभ (P.B.CCA) प्रार्थना, परिवाद, वार्ताफलक, जयंती, पुण्यतीथ्या इ. कुल सांस्कृतिक कार्यक्रम १६.१२.२०१७ (छात्राध्यक्ष हजेरी क्रमांक २६ ते ५० एकूण २५)	कुल क २ प्रभारी (SSP)
	१८ ते २१	वर्गचाचणी	परीक्षा विभाग (PPS)
	२२, २३	अंतर्गत मूल्यापेक्षा सार्वरीकरण	MSA
जाने २०१८	३ ते ६	विद्यार्थी परीक्षा	परीक्षा विभाग (MSA)
	७	द्वितीय सत्र प्रारंभ	सर्व

(टिप- उर्वरित कालावधीत वेळापत्रानुसार नियमित वर्गाध्यापन सुरु राहिल)

स्थळ मुंबई


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शासकीय अध्यापक महाविद्यालय, मुंबई -१

BGK

सेकेंडरी ट्रेनिंग कॉलेज, मुंबई

सत्रनियोजन (शैक्षणिक दिनदर्शिका)

(प्रथम वर्ष बी.एड (अॅच २०१७-१९) सत्र पहिले- नियोजन)

महिना	दिनांक	उपक्रम	प्रभारी प्राध्या./विभाग प्रमुख
	२८.०९.१७ ते १३.१०.१७	प्रवेश प्रक्रिया प्रथम फेरी	प्रवेश समिती (BGK)
	२०.०९.१७ ते २३.१०.१७	प्रवेश प्रक्रिया द्वितीय फेरी	
	१०.१०.१७ ते १३.१०.१७	प्रवेश प्रक्रिया तृतीय फेरी	
	१७.१०.१७ ते ३१.१०.१७	प्रवेश प्रक्रिया महाविद्यालय फेरी	
सप्टेंबर	१४	अध्यासक्रम ओळख व अध्यापन प्रारंभ	सर्व
नोव्हेंबर २०१७	३	छात्राध्यापक स्वागत व प्राचार्यांचे अधिष्ठापन आभ्यासक्रमा ओळख	शैक्षणिक प्रभारी (BGK)
	७	गट निर्मिती (३ मंडळे व २ कुल)	शैक्षणिक प्रभारी (BGK)
	८ ते ३०	कुल क्र १ प्रारंभ (P.B.CCA) (कालावधी ७ मीळे २०१७ ते ३० मीळे १७) प्रार्थना, परिपाठ, वार्ताफलक, जयंत्या, पुण्यतीर्थ्या इ. कुल सांस्कृतिक कार्यक्रम २५.११.२०१७ (छात्राध्यापक हजेरी क्रमांक ०९ ते २५ एकूण २५)	कुल क्र १ प्रभारी (MSA)
	१८	निलमलेखन -CC-I (C&G)	परीक्षा विभाग (PPS)
	२२ ते २४	प्रकल्पाधारित समान कार्य (महाविद्यालय)	(MSA)
	२७ ते २९	समान कार्य (क्षेत्रावर)	(MSA)
डिसे २०१७	२, ९	निबंध लेखन CC-II (K & C) IC-I (GS & S)	परीक्षा विभाग (PPS)
	५, ६, ७,	CC-I, CC-II, IC-I Assignment /Task Presentation	संलग्नीत प्राध्यापक
	१२ ते १४	Ab CI - ICT Presentation	संलग्नीत विभाग (R&P)
	२ ते ३०	कुल क्र २ प्रारंभ (P.B.CCA) प्रार्थना, परिपाठ, वार्ताफलक, जयंत्या, पुण्यतीर्थ्या इ. कुल सांस्कृतिक कार्यक्रम १६.१२.२०१७ (छात्राध्यापक हजेरी क्रमांक २६ ते ५० एकूण २५)	कुल क्र २ प्रभारी (SSP)
	१८ ते २१	वर्गयानणी	परीक्षा विभाग (PPS)
	२२, २३	अगस्त मूल्यमापन सादरीकरण	MSA
जाने २०१८	३ ते ६	विद्यार्थी परीक्षा	परीक्षा विभाग (MSA)
	७	द्वितीय सत्र प्रारंभ	सर्व

(टिप- उदरित कालावधीत वेळापत्रानुसार नियमित वर्गाध्यापन सुरु राहिल)

स्थळ मुंबई

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सेकेंडरी ट्रेनिंग कॉलेज, मुंबई

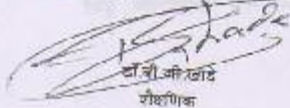
सत्रनिर्वाह (शैक्षणिक दिनदर्शिका)

(प्रथम वर्ष जी.एड (वर्ष २०१७-१८) वर पुनः- नियोजन)

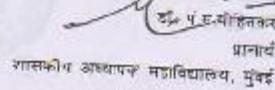
महिना	दिनांक	उपक्रम	प्रभावे प्राध्या./विभाग प्रमुख
फेब्रुवारी २०१८	१ व २	अभ्यासक्रम आरंभ कुल प्रारंभ (स.क १ ते २५) प्रार्थना, परिषद, वार्षिक, जयंती, पुण्यतीर्था, आयत्या वेळेचे उपक्रम व सांस्कृतिक कार्यक्रमा इत्यादी (कालावधी १ एप्रिल ते १७ मार्च २०१८)	प्रभावे प्राध्या./विभाग प्रमुख BGK व सर्व कुलप्रभार MSA
	३ ते १७	छात्रसेवापूर्व तयारी - छात्रसेवाकार्यासाठी शास्त्रभेटी, पाठ वाचन क्लब, नमुनापाठ क्लब, सौ. सांस्कृतिक क्लब व अ शालेय उपक्रम निर्वाहणे व सहाय्याची पाठ निर्वाहणे व छात्रसेवा शालेय शिक्षक पाठ व छात्राध्यक्ष पाठ इत्यादी नावाची माहिती	SSP व सर्व
	१९ (२०)	छात्रसेवा शिवाजी महायज्ञ जयंती	सांस्कृतिक विभाग व कुल RSP व MSA
	२१	भ्रमण दिन (बाह्य भ्रमण)	BGK
	२७	मराठी भाषा दिन (ना.ग.म मंडळ)	BGK
	२८	विज्ञान दिव (विज्ञान मंडळ)	PPS
	१९ ते २४	छात्रसेवाकाल (पहिला आठवडा)	SSP व सर्व
	२६ ते २८	छात्रसेवाकाल (दुसरा आठवडा)	SSP व सर्व
मार्च २०१८	१ ते ३	छात्रसेवाकाल (तिसरा आठवडा)	SSP व सर्व
	५ ते १०	छात्रसेवाकाल (चौथ्या आठवडा)	SSP व सर्व
	१०	कुल कर्मांक १ सांस्कृतिक कार्यक्रम	MSA
	२९	कुल कर्मांक २ प्रारंभ (स.क २६ ते ५०) (कालावधी १९ मार्च ते ३० एप्रिल) प्रार्थना, परिषद, वार्षिक, जयंती, पुण्यतीर्था, आयत्या वेळेचे उपक्रम व सांस्कृतिक कार्यक्रमा इत्यादी	SSP
	१६ ते १७	वार्षिक स्नातकसम्मेलन पूर्वतयारी व कोटा स्पर्धा	छात्रपरिषद MSA क्षेत्रीय विभाग RSP
	२० ते २२	वार्षिक स्नातकसम्मेलन	छात्रपरिषद MSA
	२४	निबंध लेखन CC-3 (L&T)	परीक्षा विभाग PPS
	३१	निबंध लेखन EC-1 (Pedagogy)	परीक्षा विभाग PPS
एप्रिल २०१८	७	निबंध लेखन IC - 2 (Ed.M.)	परीक्षा विभाग PPS
	२,४,५	सर्व क्षेत्रीय उत्तर व नेटून दिलेल्या कर्मांक सादरकारण	सर्व
	१०,११,१२	वर्गदाहणी	PPS
	१६	द्वितीय वर्ष छात्राध्यक्ष शुभेच्छा सत्कार	छात्रपरिषद MSA
	२४ ते २६	अंतर्गत मूल्यांकन कार्यक्रमा	MSA
	२८	कुल क. २ सांस्कृतिक कार्यक्रम	SSP
	२७ ते विद्यापीठ परीक्षा	उजळणी, पर्यवेक्षण अभ्यास, विद्यापीठ परीक्षा	सर्व MSA
	२८(३०)	वार्षिक अंक प्रकाशन व सत्र समाप्ती	छात्र परिषद MSA व वार्षिक अंक विभाग

(टिप- उर्वरित कालावधीत वेळापत्रानुसार विद्यार्थी वगैरेचा सुक राहिल)

स्थळ मुंबई


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सेकेंडरी ट्रेनिंग कॉलेज, मुंबई

सत्रनियोजन (शैक्षणिक दिनदर्शिका)

(द्वितीय वर्ष बी.एड (बॅच २०१६-१८) अभ्यासक्रम सत्र तिसरे- नियोजन)

दिनांक २०.०६.२०१७ ते ३६.१०.२०१७ (No.UG/ICD/22 OF 2017-18)

महिना	दिनांक	उपक्रम	प्रभारी / प्राध्या. / विभाग
जून			
२०१७	२० जून २०१७	सत्र प्रारंभ, स्वागत	प्राध्यापक अधिभाषण
	२१ व २२ जून २०१७	द्वितीय वर्ष प्रवेश प्रक्रिया आंतरराष्ट्रीय योग्य दिन	डॉ.अली
	२३ जून २०१७	अभ्यासक्रम ओळख	डॉ.खाडे व सर्व
	२४ जून २०१७	छात्रसेवा गट निर्मिती व शाळाभेटीचे नियोजन	छात्रसेवा प्रभारी व सर्व
	२७ जून २०१७	छात्रसेवा शाळाभेटी	छात्रसेवा प्रभारी
	२८ ते ३० जून २०१७	छात्रसेवापूर्ण कृत्रिमते छात्रसेवा पूर्वतयारी व पाठ टाचण मार्गदर्शन	छात्रसेवा प्रभारी
जुलै			
२०१७	०१ जुलै २०१७	छात्रसेवापूर्व कृत्रिमते, छात्रसेवा पूर्वतयारी व पाठ टाचण मार्गदर्शन	छात्रसेवा प्रभारी
	०३ ते २९ व ३१ जुलै २०१७	छात्रसेवा काल (चार आठवडे) संशोधित शाळेत (नियोजनानुसार)	गट निहाय (सर्व प्राध्या.)
	८,१५,२२,२९ जुलै २०१७	छात्रसेवा: सराव पाठ मार्गदर्शन, अहवाल लेखन सादरीकरण	गट निहाय महाविद्यालयात
	२९(२३) जुलै २०१७	लौ.टिळक जयंती	सांस्कृतिक विभाग
ऑगस्ट			
२०१७	१ ते २४ ऑगस्ट २०१७	छात्रसेवा काळ (चार आठवडे)	गटनिहाय शाळेत
	५,१२,१९,३०,३१ ऑगस्ट २०१७	छात्रसेवा, सराव पाठ मार्गदर्शन, अहवाल लेखन सादरीकरण	गटनिहाय (महाविद्यालयात)
	०१ ऑगस्ट २०१७	लौ.टिळक पुण्यतीर्थी	सांस्कृतिक विभाग
	१५ ऑगस्ट २०१७	स्वातंत्र्य दिन (ध्वजारोहण कार्यक्रम)	छात्र परिषद
	२५ ते २९ ऑगस्ट २०१७	सत्र मध्य सुटटी (गणेश चतुर्थी)	विभागीय परिपत्रकानुसार
सप्टेंबर			
२०१७	०१ सप्टेंबर २०१७	साक्षरता जागीव जागृती तात्त्विक भाग व गटनिर्मिती	संबंधित विभाग

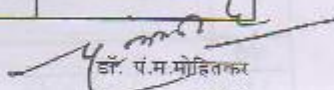


	४ ते १६ सप्टेंबर २०१७	छात्रसेवाकाल (दोन आठवडे)	गटनिहाय संबंधित शाळेत
	९, १६ सप्टेंबर २०१७	छात्रसेवा, सराव पाठ मार्गदर्शन, अहवाल लेखन सादरीकरण	गटनिहाय (महाविद्यालयात)
	५ (९)सप्टेंबर २०१७	शिक्षक दिन	सांस्कृतिक विभाग
	१४(१६)सप्टेंबर २०१७	हिंदी दिन	हिंदी विभाग
	२३ सप्टेंबर २०१७	निबंधलेखन (कोर्स ७ विभाग १ शालेय विषय अभ्यापनशास्त्र)	परीक्षा विभाग
	२९ सप्टेंबर २०१७	कोर्स ७ विभाग २ ऐच्छिक कोर्स	परीक्षा विभाग
ऑक्टो			
२०१७	०२ ऑक्टोबर २०१७	महात्मा गांधी व लालबहादूर शास्त्री जयंती	सांस्कृतिक विभाग
	३ ऑक्टोबर २०१७	साक्षरता प्रात्यक्षिक सादरीकरण	संबंधित विभाग
	५ ते ७ ऑक्टोबर २०१७	वर्ग चाचणी	परीक्षा विभाग
	९ ते १६ ऑक्टोबर २०१७	उजळणी, पर्यवेक्षित अभ्यास व अंतर्गत मूल्यमापन कार्यपूर्ती	अंतर्गत मूल्यमापन समिती
	१६ ऑक्टोबर २०१७	रात्र रागाप्ती	

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सेकेंडरी ट्रेनिंग कॉलेज, मुंबई

सत्रनियोजन (शैक्षणिक दिनदर्शिका)

(द्वितीय वर्ष बी.एड (बॅच २०१६-१८) अभ्यासक्रम सत्र चौथे- नियोजन)

दिनांक ०३.११.२०१७ ते ३०.०४.२०१८ (No.UG/ICD/22 OF 2017-18)

महिना नोव्हें	दिनांक	उपक्रम	प्रभारी/प्रध्या./विभाग
२०१७	०३ नोव्हेंबर २०१७	रात्र प्रारंभ, छात्रसेवा गट निर्मिती	छात्रसेवा प्रभारी व छात्रपरिषद प्रभारी
	०६ व ०७ नोव्हेंबर २०१७	अभ्यासक्रम ओळख	शै.प्रभारी व सर्व
	०८ व ०९ नोव्हेंबर २०१७	छात्रसेवा शाळापेटी	छात्रसेवा प्रभारी
	१० ते १४ नोव्हेंबर २०१७	शाळा आधारित कृतिसंशोधन कृतिसत्र	कृतिसंशोधन प्रभारी
	१५ ते १८ नोव्हेंबर २०१७	छात्रसेवा कालासाठीची कृतिसत्रे १ अध्ययन साहित्य विकसन २ सहाध्यायी सह अध्यापन ३ शालेय विद्यार्थी गुलाखत ४ सह शालेय उपक्रम आयोजन ५ अहवाल लेखन	छात्रसेवा प्रभारी
	२० ते ३० नोव्हेंबर २०१७	छात्रसेवाकाळ (दोन आठवडे)	छात्रसेवा प्रभारी
	२५ नोव्हेंबर २०१७	छात्रसेवाकाळ मार्गदर्शन अहवाल सादरीकरण (महाविद्यालयात)	छात्रसेवा प्रभारी
डिसेंबर			
२०१७	०२,०९,१६,२३ डिसेंबर २०१७	छात्रसेवा मार्गदर्शन अहवाल सादरीकरण (महाविद्यालयात)	गट निहय
	०४ ते २३ डिसेंबर २०१७	छात्रसेवाकाळ (तीन आठवडे)	छात्रसेवा प्रभारी
	२६ ते ०१ जानेवारी २०१८	हिवाळी सुट्टी (नताळ)	विद्यापीठ परिपत्रकानुसार
जाने			
२०१८	२ ते ६ जानेवारी २०१८	छात्रसेवा काळ (एक आठवडा)	छात्रसेवा प्रभारी



	८, ९ जानेवारी २०१८	छात्ररोवाकाळ मार्गदर्शन अहवाल सादरीकरण (महाविद्यालयात)	गटनिहाय (महाविद्यालयात)
	२०, २७ जानेवारी २०१८	निबंधलेखन (कोर्स ८(१), ८(२))	परीक्षा विभाग
	११ जानेवारी २०१८	लालबहादुर शास्त्री पुण्यतिथी	सांस्कृतिक विभाग
	१२, (१३) जानेवारी २०१८	स्वामी विवेकानंद जयंती	सांस्कृतिक विभाग
	१४ जानेवारी २०१८	भूगोल दिन	भूगोल विभाग
	२६ जानेवारी २०१८	ब्रजासत्ताक/गणराज्य दिन	छात्रपरिषद व सांस्कृतिक विभाग
फेब्रु			
२०१८	०३ व १० फेब्रुवारी २०१८	निबंधलेखन (कोर्स ९(१), ९(२))	परीक्षा विभाग
	१९ फेब्रुवारी २०१८	छात्रपती शिवाजी महाराज जयंती	सांस्कृतिक विभाग
	२१ फेब्रुवारी २०१८	भाषा दिन	भाषा मंडळ
	२७ फेब्रुवारी २०१८	मराठी दिन	मराठी मंडळ
	२८ फेब्रुवारी २०१८	विज्ञान दिन	विज्ञान मंडळ
मार्च			
२०१८	०५ ते ९ मार्च २०१८	वार्षिक क्रीडा स्पर्धा व स्नेहसंमेलन पूर्वतयारी	क्रीडाविभाग व छात्रपरिषद
	१२ ते १५ मार्च २०१८	वार्षिक स्नेहसंमेलन	छात्रपरिषद
	१९ ते २३ मार्च २०१८	इपीसी-४ सादरीकरण व कृत्तिसंशोधन सादरीकरण	संबंधित विभाग
	२७ ते ३० मार्च २०१८	वर्गचाचणी	परीक्षा विभाग
एप्रिल			
२०१८	०२ ते ६ एप्रिल २०१८	अंतर्गत मूल्यमापन कार्यपूर्ती	अंतर्गत मूल्य विभाग
	९ ते २१ एप्रिल २०१८	उजळणी, पर्यवेक्षीत अभ्यास, विद्यार्थी परीक्षा	संबंधित विभाग
	१० एप्रिल २०१८	एस.वाच.जनाध्यापक शुभेच्छा	छात्रपरिषद
	३० एप्रिल २०१८	वार्षिक अंक प्रकाशन व सत्र समाप्ती	संबंधित विभाग

स्थळ मुंबई

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Annexure II

Best Practice

Title of the Practice : LIBRARY : Development of E-environment

Library was not fully computerized. E-Book and journals were not available for users. Manually locating books was difficult. Efforts were made to enter the data in to SOUL software. Purchased and adopted E-Journal facility through N-LIST. Our Ex-students and other Researchers are allowed to refer the library books. Total collection of college library books is 34,985. Regular pest controlling and care has helped us to preserve our rare book collection. 85,000 E-books and 3,000 E-Journals have been made available to the teachers, students and other researchers. At a single click we come to know the position of the book, its availability and location. It is good practice which need continuous development. Work has been simplified and process has become fast. This practice is based on technology which advances very fast. We can bring the changes according to the new version of library software. With the help of SOUL Server we could store /save the book data easily. Start -up of E-Development in Library is successful. It can continue in future. Other Libraries can replicate it and get good results. NAAC Peer Team has appreciated the Library and its Rare Books Collection in the second cycle of Re-accreditation in April 2015. The college library has old golden collection and rare collection which include Manuscripts also. They have been preserved properly. It helped in smooth functioning of library. It is user friendly. Feedback given by users is very encouraging. Their suggestions are always welcomed and institution tries to implement the good Suggestions.



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