

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**(For Autonomous Colleges)**

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

1. Name of the Institution                      K. J. Somaiya Comprehensive College of Education,  
Training and Research

Name of the Head of the institution :                      Dr. Sarla Santwani

- 
- Designation: Principal
- Does the institution function from own campus:                      YES

Phone no./Alternate phone no.                      022 - 21022265

- Mobile no.                      9924904755

Registered Email    principal.bed@somaiya.edu

- Alternate Email

Address                      : Vidyanagar Vidyavihar - (East) Mumbai Maharashtra 400 077

- City/Town                      :                      Mumbai
- State/UT                      : Maharashtra

## 2. Institutional status:

- Autonomous Status ( *provide the date of Conformant of Autonomous Status*):  
6<sup>th</sup> July, 2017
- Type of Institution: Co-education
- Education
- Location : Rural/Semi-urban/Urban: Urban
  
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing  
(please specify) Self Financing UGC 12 B

Name of the IQAC Co-ordinator/Director: Dr Pooja Birwatkar

- 
- Phone no. /Alternate phone no. : 02225209191
- Mobile: 9324498518
- IQAC e-mail address: pooja.birwatkar@somaiya.edu
- Alternate Email address:

3. Website address: <http://www.somaiya.edu/bed>

Web-link of the AQAR: (Previous Academic Year):

[https://bed.somaiya.edu/media/pdf/AQAR%202017-18%20final%2028%20june%20\(1\).pdf](https://bed.somaiya.edu/media/pdf/AQAR%202017-18%20final%2028%20june%20(1).pdf)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: [https://bed.somaiya.edu/bed/admission/academic\\_calendars/BEEd/en](https://bed.somaiya.edu/bed/admission/academic_calendars/BEEd/en)

## 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B++	84	2005	from:28/2/2005 to: 28/2/2010
2 <sup>nd</sup>	B	2.67	2010	from:28/03/2010 to: 27/03/2015
3 <sup>rd</sup>	A	3.07	2015	from:19/01/2016 to: 18/01/2021
4 <sup>th</sup>				from: to:

5 <sup>th</sup>				from:	to:
-----------------	--	--	--	-------	-----

6. Date of Establishment of IQAC: DD/MM/YYYY: 01-04-2005

### 7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	
Regular meetings of IQAC	13 <sup>th</sup> October, 2018 24 <sup>th</sup> April, 2019	
Timely Submission of Annual Quality Assurance Report (AQAR) to NAAC	28 <sup>th</sup> June, 2018	
Analysis of Feedback from Stake holders	March 2019	

**Note: Some Quality Assurance initiatives of the institution are:**

*(Indicative list)*

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

8. Provide the list of Special Status conferred by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

\*upload latest notification of formation of IQAC

[https://bed.somaiya.edu/media/pdf/IQAC\\_composition\\_2018\\_.PDF](https://bed.somaiya.edu/media/pdf/IQAC_composition_2018_.PDF)

10. No. of IQAC meetings held during the year: 2

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No YES

(Please upload, minutes of meetings and action taken report)

[https://bed.somaiya.edu/bed/about\\_us/quality\\_assurance/IQAC/en](https://bed.somaiya.edu/bed/about_us/quality_assurance/IQAC/en)

[https://bed.somaiya.edu/media/pdf/Agenda\\_Notes\\_24th\\_April\\_2019\\_\(1\).PDF](https://bed.somaiya.edu/media/pdf/Agenda_Notes_24th_April_2019_(1).PDF)

[https://bed.somaiya.edu/media/pdf/IQAC\\_agenda\\_.PDF](https://bed.somaiya.edu/media/pdf/IQAC_agenda_.PDF)

[https://bed.somaiya.edu/media/pdf/Minutes\\_24\\_april\\_19.PDF](https://bed.somaiya.edu/media/pdf/Minutes_24_april_19.PDF)

[https://bed.somaiya.edu/media/pdf/Action\\_taken\\_--\\_Oct\\_13th\\_2018\\_meeting\\_\(1\).PDF](https://bed.somaiya.edu/media/pdf/Action_taken_--_Oct_13th_2018_meeting_(1).PDF)

[https://bed.somaiya.edu/media/pdf/minutes\\_IQAC\\_13th\\_oct\\_2018\\_.PDF](https://bed.somaiya.edu/media/pdf/minutes_IQAC_13th_oct_2018_.PDF)

[https://bed.somaiya.edu/media/pdf/IQAC\\_meeting\\_Agenda\\_notes.PDF](https://bed.somaiya.edu/media/pdf/IQAC_meeting_Agenda_notes.PDF)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No NO

If yes, mention the amount:

Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

\*Planning the road map ahead for Private University

\* **Strengthening the internship programme of B.Ed**

\* Constituting a Research and Recognition Committee

\* **Modification in B.ED and M.ED. Curriculum**

\*Action taken on feedback from stakeholders like students, employers and alumni

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

- Enriched Curricula for B.Ed. M.Ed.----
- Promoting Research related to the identified research areas
- Additional Diploma & Certificate Courses. (Eduprenuership)
- Further planning for Four Years integrated B.Ed. program—The steps in this direction
- Enriched Curricula for B.Ed. M.Ed.---- The curriculum of all the courses in B.Ed and M.Ed program were after careful research modified to meet the needs of the global students. These modified curricula were subjected to first internal review by the head

and the faculty members and then placed before Board of Studies and Academic Council. The suggestions given were suitably incorporated

The IQAC after considering the demands of the professional spaces decided to give now onwards a choice from the following languages i.e. French /Spanish/ Sanskrit/ Pali/ Prakrit/ Japanese/Mandarin. Fine /Performing Arts has also been introduced as an elective course. Health, Yoga and Physical Education was also introduced for students

Interdisciplinary Course 1: Gender, Society and Education in Semester 1(B.Ed) was incorporated.

Promoting Research related to the identified research areas-

Constitution of a Research and Recognition Committee. The first meeting was held on 13<sup>th</sup> March, 2019

Ms Rupal Thakkar, Faculty member submitted her Ph. D. Thesis- Promoting reflective practices among pre service teacher: Development and try out of an add-on program on experiential education in environmental education

Ms Usha Sharma, Faculty member submitted her major research project titled “*Infusing Multicultural Content into the Curriculum for Enhancing Social Adjustment among the Students of Minority Run Schools in Mumbai*”.

4 M.Ed dissertations were completed.

Action researches conducted at B.Ed level in areas like innovative methods of teaching, problem of large classrooms, diagnostic and remedial teaching, global competencies etc

- Additional Diploma & Certificate Courses. - One diploma program on Learning Technologies and a Certificate course in Research methodology were designed

Further planning for Four Years integrated B.Ed. program—The steps in this direction have been initiated and awaiting the approval of the same

**14.** Whether the AQAR was placed before statutory body? Yes /No: No

Name of the Statutory body :

Date of meeting(s):

**15.** Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

**Yes/No:** NO

**Date:**

**16.** Whether institutional data submitted to AISHE: YES

AISHE file submitted date is 02/01/2019

**17.** Does the Institution have Management Information System?

**Yes** YES

## Part-B-

<b>CRITERION I – CURRICULAR ASPECTS</b>					
<b>1.1 Curriculum Design and Development</b>					
1.1.1 Programmes for which syllabus revision was carried out during the Academic year RT					
Name of programme	Programme Code		Dates of revision		
B.Ed	01		11.09.2018		
M.Ed	02		6.05.2019		
1.1.2 Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year-					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
Post Graduate Diploma in Management of Education	9.09.2018		Post Graduate Diploma in Management of Education 03	9.09.2018	
<b>1.2 Academic Flexibility-</b>					
1.2.1 New programmes/courses introduced during the Academic year					
Programme/Course			Date of introduction		
Post Graduate Diploma in Learning Technologies 11th August, 2018			Post Graduate Diploma in Learning Technologies 11th August, 2018		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Ed ,M.Ed	01	01	June,2017	01	01
<b>1.3 Curriculum Enrichment</b>					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses	Date of introduction		Number of students enrolled		
Self-management & Life Skills	12.09.2019		66		
Health, Yoga & Physical Education	12.09.2019		13		

1.3.2 Field Projects / Internships under taken during the year-MG	
Internship	No. of students enrolled for Field Projects / Internships

Saraswati Vidyalaya	15(FY)
Raigad Military School	07(SY)
Sameer Wadi English Medium School Karnata	10(SY),
Gurukul	10(FY),11(SY)
DASHMESH SCHOOL	11(FY),09(SY)
S K Somaiya (Vinay Mandir) Junior College	13(FY),09(SY)
Datta Meghe School	10(FY),09(SY)
SVDD School	13(FY),09(SY)

### 1.4 Feedback System-

1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5)Parents
Yes	Yes/No	Yes	Yes	Yes/No

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

### Students Feedback

#### Infrastructure

- **Benches are not proper and old ones to be discarded:** This suggestion has been considered and suitable repairs have been carried out.
- College functions to be done in auditorium: As far as possible the college would try for organizing events which have larger footfall in places which can accommodate the large numbers.
- Cleanliness and ventilation in classroom.AC in summers: This year the budgetary constraints restricted the buying of AC. However in near future provision will be made in the budget to see if these requests can be made feasible. Cleanliness issue has been taken up seriously and regular cleaning of the premises is being carried out.
- Washroom to be clean and hygienic with hand wash. Facility for sanitary napkins in washroom: Washrooms have been completely renovated and designed to suit the needs. The floors, tiles, doors and all other items have been changed and there is also regular cleaning. As per the resources available the college in near future would plan to provide for sanitary napkins.
- Students' access to Xerox machine: there is a Xerox machine on the gorung floor which studnts can freely use.



- Improved Computer and Internet facility: there is provision to procure more computers and also carry out their repair and update the software.

## **Curriculum**

- Exposure to different types of schools: care was taken to ensure that students go to all types of schools like SSC, CBSE and ICSE. There will be in near future also attempts to send them to international schools as well as rural schools. During internship there is system of rotation of groups so that every phase of internship students get to go to a new school which caters to a different board and enhance their experience and exposure.
- More of practicum components in curriculum : This has already been incorporated through the internal exam changed mode.
- 
- Schools allotted for Internship far from area of Residence : As far as possible the internship plan is devised keeping the proximity of the residence however at times to give varied exposure to students and enhance their placement prospective, they are send to schools at a distance.
- Introduction to courses a like Public speaking- The English department would be doing such courses in the year 2019-20
- B.Com Students to be given compulsorily Math and English as schools prefer these subjects: this depends upon the norms prescribed by the regulating authorities. With a private university sturcture planned changes in this direction would be initiated.
- Curriculum is too vast to be studied in short time. Remove irrelevant topics from curriculum: With private university, the entire curriculum will be changed and put to practice from 2020 onwards hence the planning for this curriculum has already started and this suggestion has been kept in focus.
- Internship to be more in CBSE and ICSE schools: efforts will be made in this direction
- M.Sc students to be given internship in Junior Colleges: this has been done as many of the students got a chance to teach Science subjects in Junior College in their second phase of Internship
- Equal exposure to both Pedagogy methods: This has been accepted and both pedagogies have been introduced simultaneously in 2<sup>nd</sup> as well as 3<sup>rd</sup> semester and equally consideration is given to both.
- Grievances/problems to be redressed well in time. This has been taken care by the grievance redressal committee and regular student council meetings are held.

## **Library**

- More Books and reference material in the library: Book bank facility made available to M.Ed students. The library on demand for popular books though its library committee meetings will decide on buying them.
- **Feedback obtained from the employers:**
-

- Based on the dimensions of catering to student needs it was inferred that student teachers can modify the teaching to suit the individual needs. Regarding the feedback of the employers about receptivity it was mentioned that student teachers placed in a few institutions showed self-developing attitude in their performance. Based on the dimension of curriculum transaction the Principals mentioned of student teachers being aware of the requirements of the diverse curricula. Suggestions from the employers focussed on stressing the application of use of resources like storyboard which the student teachers learn during the training period. This was addressed through the addition of a component of Computer Assisted Presentations in Pedagogy of Mathematics. Apart from this the students were groomed on preparation of Computer Assisted Presentations. Regarding the adjustment in school culture it was specified that the student teachers are receptive to the kind of mentoring that is provided in the schools.
- Another suggestion was to train the student teachers for handling Primary class children. For this students were given opportunity to handle the lower classes during the internship in a few schools as per availability. Regarding training for Cambridge level English Program or IELTS exam it is decided to conduct the coaching classes to equip the student teachers to clear the exams. The rigorous training of use of Bloom's taxonomy which was recommended was already present as a component in the syllabus.

### **Alumni feedback**

- It was concluded that the strengths of our institution were the proficient and approachable staff who were perceived to be working towards a common goal. The multicultural environment was another aspect that was appreciated by an alumnus.
- Apart from this another feature that the alumni felt as strength was the wide range of options in internals which gave equal opportunity to all the students to perform well. Regarding other strengths was the practice teaching institutes, teaching methods, high-level placement as well as wide variety of activities/programs which gave each student opportunity to express the thoughts. Another strength was maintaining attendance of the students. A few suggestions were to improve the infrastructure especially the washroom and seating arrangement. One of the alumni appreciated the planning of the activities however suggested the execution of the activities to be improved.
- The Alumni of the institution suggested to conduct the following programs based on Classroom management, Effective communication skills, Art of living, Yoga classes, Guidance program.

- Regarding the Practice teaching program, the suggestion was to provide exposure of schools of all boards (State, CBSE, ICSE) for practice teaching. Apart from this it was recommended that the burden of teaching-aid could be reduced and more focus could be on knowledge of subject content and good interaction between teacher and pupil. One of the recommendations of alumni was to give opportunity to conduct at least 4 to 5 lectures in primary section as it would help student-teachers to deal with young kids after being placed in primary schools.
- Regarding the course content one of the suggestions was to reduce the burden of the syllabus as the students could not manage time. It was recommended that irrelevant topics in the syllabus could be excluded. Apart from this it was suggested that hard copy of the content should be provided or else the course outline should be easily available in book stores.
- Regarding the internal component the alumni appreciated about the different options available, however one alumnus suggested to increase the no of options for the different subjects. One alumnus appreciated the paper pen test more as it could prepare the students for final exam. However the alumni suggested to modify the marking scheme as it was mentioned that the marks were not fair for objective questions. This suggestion was added in the instructions for the examiners of Paper Pen test

## **CRITERION II -TEACHING-LEARNING AND EVALUATION**

<b>2.1 Student Enrolment and Profile-</b>			
2.1. 1 Demand Ratio during the year			
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
<b>B Ed</b>	<b>100</b>	<b>CET Cell</b>	<b>73</b>
<b>M Ed</b>	<b>50</b>	<b>CET Cell</b>	<b>5</b>
<b>PGDME</b>	<b>60</b>	<b>10</b>	<b>10</b>

### **2.2 Catering to Student Diversity**

<b>2.2.1. Student - Full time teacher ratio (current year data)-</b>
--

Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
74(FY) 66(SY)=140	05(FY),04(SY)=09	07	05	06

## 2.3 Teaching - Learning Process-

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

### 2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring is the integral part of the institution which starts right from the admission of the students. Teachers are always available to resolve students' problems. There is proper grievance redressal cell placed in the institution the grievances are brought to the notice by Student Council or through the suggestion box placed in the classroom. Also every teacher is assigned with a group of students for practice teaching wherein the mentor teachers guides them through their academic content and also helps them resolve their personal and professional difficulties.

## 2.4 Teacher Profile and Quality

### 2.4.1 Number of full time teachers appointed during the year-

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
1	01	-	01	04

### 2.4.2 Honours and recognitions received by teachers-

*(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )*

<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
Nil	Nil	Nil

## 2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
<b>B Ed</b>	<b>01</b>	<b>Sem 3 (2017-19)</b>	<b>30-11-2018</b>	<b>05-01-2019</b>
		<b>Sem 4 (2017-19)</b>	<b>20-04-2019</b>	<b>22-05-2019</b>
		<b>Sem 1 (2018-20)</b>	<b>06-02-2019</b>	<b>16-03-2019</b>
		<b>Sem 2 (2018-20)</b>	<b>10-05-2019</b>	<b>22-05-2019</b>
<b>M Ed</b>	<b>02</b>	<b>Sem 3 (2017-19)</b>	<b>28-11-2018</b>	<b>02-01-2019</b>
		<b>Sem 4 (2017-19)</b>	<b>08-05-2019 and Viva Voce 23-07-2019</b>	<b>03-08-2019</b>
		<b>Sem 1 (2018-20)</b>	<b>07-02-2019</b>	<b>16-03-2019</b>
		<b>Sem 2 (2018-20)</b>	<b>10-05-2019</b>	<b>22-05-2019</b>
<b>PGDME</b>	<b>03</b>	<b>Year End(2018-19)</b>	<b>10-05-2019</b>	<b>22-05-2019</b>

2.5.2 Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year-

**\*Do not include re-evaluation/ re-totalling**

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nil	71(FY)64(SY)=135	Nil

## 2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://bed.somaiya.edu/bed/admission/exam%20and%20results/Results/en>

### 2.6.2 Pass percentage of students-

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final Semester /year examination	Pass Percentage
01	B Ed	62	58	93.55%
02	M Ed	4	4	100%
03	PGDME	11	11	100%

## 2.7 Student Satisfaction Survey-

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

**Link for student satisfaction survey**

[https://bed.somaiya.edu/media/pdf/Student\\_Satisfaction\\_Survey\\_2017-19\\_batch\\_2019\\_09\\_23\\_10\\_23\\_18\\_745.pdf](https://bed.somaiya.edu/media/pdf/Student_Satisfaction_Survey_2017-19_batch_2019_09_23_10_23_18_745.pdf)

**Link for results:**

<https://bed.somaiya.edu/bed/admission/exam%20and%20results/Results/en>

**CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 Promotion of Research and Facilities –**

3.1.1 The institution provides seed money to its teachers for research,			
Yes..... No. .... if yes give details			
Name of the teacher getting seed money	The amount of seed money	Year of receiving grant	
Nil	nil	nil	
3.1.2 Teachers awarded National/International fellowship for advanced studies/ research during the year			
	Name of the teacher awarded the fellowship	Name of the Award	
National	nil	nil	
International	nil	nil	

3.2.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the year
Major projects	18 months	Indian Council of Social Science Research	Rs 4,50,000/-	Rs 1,80,000/-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	-	-

Any other(Specify)	-	-	-	-
Total				Rs 1,80,000/-

### 3.2.2 Number of ongoing research projects per teacher funded by government and non-government agencies during the years

**One** Completed during 2018-19- Major research projects.

Titled *“Infusing Multicultural Content into the Curriculum for Enhancing Social Adjustment among the Students of Minority Run Schools in Mumbai”*

### 3.3 Innovation Ecosystem

#### 3.3.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Seminar	Resource person and Name of the Dept.	Date(s)
National Conference on Language and Literatures of India	It was jointly organized by K. J. Somaiya Bharatiya Sanskriti Peetham K. J. Somaiya Comprehensive College of Education, Training and Research K. J. Somaiya College of Arts and Commerce K. J. Somaiya College of Science and Commerce S. K. Somaiya College of Arts, Science and Commerce	6 <sup>th</sup> and 7 <sup>th</sup> April 2018
Title of Workshop	Resource person and Name of the Dept.	Date(s)
Personal grooming and training Relations at workplace	Shruti Kulkarni (Alumnus)  Teacher in DSB School  Mumbai	12 <sup>th</sup> October  2018
Drama Based Teaching and Story Telling	Ms. Neha Sharma (Alumnus) Humanities facilitator, GEMS Founder.	22 <sup>nd</sup> October, 2018

	Dubai	
Building artistic ability through Creativity Workshop by Pidilite	Ms. Nilima Ankur Pidilite, Mumbai	22 <sup>nd</sup> November, 2018

**3.3.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year- Nil**

3.3.3 No. of Incubation centre created, start-ups incubated on campus during the year		
Incubation Centre	Name	Sponsored by
-	-	-
Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.4 Research Publications and Awards-	
3.4.1 Ph. Ds awarded during the year	
Name of the Department	No. of Ph. Ds Awarded
K J Somaiya Comprehensive College of Education, Training and Research	06

3.4.2 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	Social Sciences, Engineering ,IT, Emerging Technologies and Innovative Research & Education	4	4 journals (7.081, 6.565, 5.87, 1.3)
International	Interdisciplinary research	2	6.21

**Dr Kalpana Kharade**

Published a joint paper with Ms Rupal Thakkar entitled, *Extending Experiential Learning Approach for Changing the Perceptions of Prospective teachers about Environmental Education.*(2018) Electronic International Interdisciplinary Research Journal (EIIRJ). ISSN–2277-8721, UGC Approved Journal No 48833, Volume 7, Issue 2, pp.256-266.,Impact factor



6.21

### **Rupal Thakkar**

Published a joint paper with Dr Kalpana Kharade entitled, *Extending Experiential Learning Approach for Changing the Perceptions of Prospective teachers about Environmental Education.*(2018) Electronic International Interdisciplinary Research Journal (EIIRJ). ISSN–2277-8721, UGC Approved Journal No 48833, Volume 7, Issue 2, pp.256-266. Impact factor 6.21

### **Usha Sharma**

Research Paper titled *A dip into animated societies: Is it worth teaching values?* International Journal of Research in Social Sciences, Vol 9 Issue 2(1), ISSN:2249-2496,Impact factor 7.081, Feb 2019

Research Paper titled *A Glimpse through your lens -using Photo narration and Photo elicitation* International Journal of Research in Engineering, IT and Social Sciences, Vol 9 Issue 2, ISSN:2250-0588, Impact factor 6.565, Feb 2019

### **Dr Pooja Birwatkar**

Research Paper titled *A Study on the Effectiveness of Multimedia for Teaching Biology at Higher Secondary School level* Journal of Emerging Technologies and Innovative Research ISSN: 2349-5162, Peer reviewed, Impact factor 5.87

Research Paper titled *Establishing the Effectiveness of a Training program on Adolescence Education* Journal of Education- Knowledge Consortium of Gujarat, Continuous Issue 19-July-Sept, 2018 ;ISSN 2320-0014, Impact factor 1.3

### **3.4.3 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year**

### **3.4.4 Patents published/awarded during the year Nil**

<b>3.4.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index</b>						
--	--	--	--	--	--	--

Title of the paper	Name of the	Title of the	Year of publicatio	Citation	Institutio nal	Numbe
--------------------	-------------	--------------	--------------------	----------	-------------------	-------

	author	journal	n	Index	affiliation as mentioned in the publication	r of citations excluding self citations
A dip into animated societies: Is it worth teaching values?	Usha Sharma	International Journal of Research in Social Sciences	2019	-	-	-
A Glimpse through your lens -using Photo narration and Photo elicitation	Usha Sharma	International Journal of Research in Engineering IT and Social Sciences	2019		-	-
A Study on the Effectiveness of Multimedia for Teaching Biology at Higher Secondary School level	Dr. Pooja Birwatkar	Journal of Emerging Technologies and Innovative Research	2018	-	-	-
Establishing the Effectiveness of a Training programmed on Adolescence Education	Dr. Pooja Birwatkar	Journal of Education-Knowledge Consortium of Gujarat, Continuous	2018	-	-	-
Extending Experiential Learning Approach for Changing the Perceptions of Prospective teachers about Environmental Education	Rupal Thakkar	Electronic International Interdisciplinary Research Journal (EIIRJ)	2018	-	-	-
Using Experiential learning Approach for teaching of Environmental education: Exploring Promising Connections	Rupal Thakkar	International Journal of Research in Social Sciences	2018			

Using Mobile Learning for Developing Writing Skills among Vernacular Medium Upper Primary School Students	Dr. Hema Badhawkar	International Journal of Research in Social Sciences Vol. 8 Issue 8(1)	2018			

<b>3.4.7 Faculty participation in Seminars/Conferences and Symposia during the year</b>				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				2
Presented papers				
Resource Persons				

### 3.5 Consultancy –H

<b>3.5.1 Revenue generated from Consultancy during the year</b>			
Name of the Consultant(s) department	Name of Consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
<b>NIL</b>			

<b>3.5.2 Revenue generated from Corporate Training by the institution during the year</b>				
Name of the Consultant(s) & Department	Title of the Programme	Agency seeking training	Revenue generated (amount in rupees)	Number of trainees
Value of the equipment purchased during the year (Rs. in Lakhs)			<b>NIL</b>	
Others				

### 3.6 Extension Activities-

<b>3.6.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations. during the year</b>			
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated in such activities	Number of students participated in such activities

Under Social Responsibility Cell (SRC), RTE	1.The Somaiya School 2. Sameerwadi C.B.S.E.School 3.Sarswati Mandir, Matunga 4.Raigad Military School, Oshiwara	1	73
Ralley for Mithi River	Afroz Shah (Lawyer and Activist)	1	35
Cleaning the Dana Pani Beach	Afroz Shah (Lawyer and Activist)	1	36
The Kids Education Revolution (KER) National Summit 2019	American School of Bombay	2	71
Our student teachers conducted basic literacy programs for the underprivileged children dwelling in the Slums of Bandra area.	‘Social Beyond Boundaries’	1	25
Old age Homes,	Cheshire old age home,	1	15
NGO : Teaching , Student donated old cloth and groceries.	Arna foundation	1	10

### 3.6.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year- NA

### 3.6.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year-

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>co-ordinated</b> such activities	Number of students participated in such activities
Swachh Bharat :	Afroz Shah (Lawyer and Activist)	Rally for Mithi River, Cleaning the Dana Pani Beach	1	71

### 3.7 Collaborations-

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year			
Nature of Activity	Participant	Source of financial support	Duration
-	-	-	-

**3.7.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year**

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Practice Teaching	Internship	Saraswati Vidyalaya	Sem II:15 Feb -1 <sup>st</sup> April 2019 Sem IV 17 <sup>th</sup> jan -15 feb 2019	F.Y.71student- teacher S.Y.64 student-teacher

**3.7.3 MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year**

Nil

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 Physical Facilities-**

Facilities	Existing	Newly added
Campus area	11233.98 sqm  120921.526 sq.ft	-
Class rooms	7	-
Laboratories	2	-
Seminar Halls	1	-
Classrooms with LCD facilities	3	-
Classrooms with Wi-Fi/ LAN	1	-
Seminar halls with ICT facilities	1	-

**4.2 Library as a Learning Resource**

4.2.1 Library is automated {Integrated Library Management System (ILMS)}			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EMIS- Education Management Information System (Bookworm Software)	Partially	--	--

#### 4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books (B.Ed)	8234	85,680	205	13,217	8335-8478	98,897
(M.Ed)	2155	43,537	--	--	--	43,537
Reference Books	104		01	1,750	105	68,950
Book Bank Books	2683	55,540	--	--	--	55,540
e-Books	NIL	--	--	--	--	--
Journals	09	7,200	--	--	09	7,200
e-Journals	NIL		--	--	--	--
Digital Database	NIL		--	--	--	--
CD & Video	153		--	--	--	--
Weeding (Hard & Soft)	--	--	--	--	--	--
Others (specify)- Dissertations & PhD Thesis	291 (more than 127 Titles)	--		--		--

#### 4.2.2 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc-

NIL

#### 4.3 IT Infrastructure-

4.3.1 Technology Upgradation (overall)									
	Total Computer s	Comp uter Labs	Internet	Browsing Centres	Comput er Centres	Office	Departments	Available band width (MBPS)	Others
Exist ing	30	1	29	29	1	3	3	1.39 MBPS (Upload) 230.75MBPS (Download)	-
Adde d	-	-	-	-	-	-	-	-	-
Total	30	1	29	29	1	3	3	-	-

<b>4.3.2 Bandwidth available of internet connection in the Institution (Leased line)</b>	
<b>1.39 MBPS(Upload) 230.75MBPS(Download)</b>	
<b>4.3.3 Facility for e-content-</b>	
Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>NIL</b>	
<b>4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)</b>	
Web link: <a href="https://bed.somaiya.edu/BED/about_US/facilities">https://bed.somaiya.edu/BED/about_US/facilities</a>	

#### **4.4 Maintenance of Campus Infrastructure-**

**Physical-** For handling the problems arising from the physical infrastructure there is a separate Maintenance department in the college campus. Whenever any problem of physical facility arises they are called to sort out the issue

#### **Academic**

Google classroom is used with various interactive strategies for conducting virtual sessions. Every year the faculty members in collaboration with B.Ed. students undertake some research areas where students are given hand on exposure of undertaking research project. For the year 2018-19, the topics including Dialogic teaching, multilingual teaching; perception about assessment; coping strategies for dealing with academic stress; content analysis of social science curriculum and use of experiential learning for promoting environmental consciousness were undertaken by B.Ed students with the mentoring of faculty members . Those students who don't have second pedagogy option, an entrance test is conducted for the second pedagogy subject. Once they qualify in the entrance test they are allowed to offer that pedagogy subject.

### **CRITERION V - STUDENT SUPPORT AND PROGRESSION**

#### **5.1 Student Support**

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Remedial Not done this year

**Yoga** Institution has introduced new subject self-management and Life skill in B.Ed. syllabus for sem III as an interdisciplinary course. Yoga and Meditation are the part of syllabus. Institution provides some session on Yoga and Meditation techniques to understand self by Mr. Prakash Soni . Theory includes Vipasana, Visualization and other techniques of meditation. HYPE is the optional subject where student can get knowledge of Health, Yoga and Physical Education.

### Personal Counselling

We have done personal counselling of students at the institutional level for different issues. The details of personal counselling at institutional level is mentioned below

Student name	Issue	Addressing issue
Anju Yadav, Nikita Boadh	Poor self confidence during internship	Positive talk ,personal references for motivating for giving lessons , Supporting to make presentations etc
Kavita Gupta	Health issue	Health care tips ,diet ,talk therapy for psychological support
Nikita Popat , Maitri Gala	Adjustment issues	Talk therapy for in depth analysis.
Mylin Dsouza , Geneive	Poor faith due to dilemma for selection of course	Giving individual test for selecting the right course.
Vinita Sone	Relationship issue	Relaxation and calming techniques
Pranjal	Fear, Lack of self worth	Talk therapy ,Personal references for believing in self
Durgawati Sharma	Poor self esteem	Talk therapy, grooming for opportunities out of college.

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year- Nil

5.2 Student Progression			
5.2.1 Details of campus placement during the year-			
5.2 Student Progression			
5.2.1 Details of campus placement during the year			
On campus		Off Campus	
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed



25	64	41	20
----	----	----	----

### **Annexure: Schools invited for placements**

1. Vibgyor international School
2. Avalon heights school
3. Akanksha school
4. Podar school Powai
5. Orchid school
6. Avm school
7. Ajmera Global School
8. Hill spring school
9. Garodia International School
10. Lakhani Classes
11. Abhay International School
12. K J Somaiya English medium school, Sameer wadi
13. Witty international School
14. Shishuvan School
15. Aseema group of schools
16. Billabong group of schools
17. Oberoi International
18. New Era School Dombivili
19. Green Acres School
20. Garodia International School
21. Podar School Thane
22. Samata School
23. Queens Mary School Sakinaka
24. Jogeshwari College
25. Poddar Brio International School and Junior College Badlapur

### **List of students selected by different schools**

<b>Sr no</b>	<b>Name of student</b>	<b>School name</b>	<b>Pay scale</b>
<b>1</b>	Valencia Colaco	Podar School Powai	30000/-
<b>2</b>	Maanushi Shah	Podar School Powai	30000/-
<b>3</b>	Sheetal Singh	Podar School Powai	30000/-
<b>4</b>	Meghna Nair	Delhi Public School ,Panvel	27000/-
<b>5</b>	Afiya Ashtekar	Avalon Heights School	25000/-
<b>6</b>	Nessa Dsouza	Avalon Heights School	25000/-
<b>7</b>	Arshi Kazi	Akanksha School	25200/-
<b>8</b>	Aimana Firfire	Akanksha School	25200/-
<b>9</b>	Aafreen	Akanksha School	25200/-

	Hayat		
<b>10</b>	Gulnaz Khan	New Era School Dombivili	16000/-
<b>11</b>	Shweta Pathare	Vibgyor International	25000/-
<b>12</b>	Jaspreet Panesar	K J Somaiya English medium school, Sameerwadi	22000/-

13	Mohini Chakole	Daffodils High School	20000/-
14	Shruti Gaitonde	Billabong Santacruz	28000/-
15	Nishita Dand	Datta Meghe world Academy	18000/-
16	Megha Udeshi	Green Acres School	26000/-
17	Aditi Anup	Euro School, Airoli	26000/-
18	Sonam Jagtap	Podar School, Powai	30000/-
19	Hina khan	S. K. Somaiya College of Arts, Science And Commerce	Rs 300 on CHB
20	Tanvi Thakker	Somaiya School, Vidyavihar	30000/-
21	Bhagyashree Shewade	Daffodils school ,Bhandup	16000/-
22	Saba Malik	Alsalaam High School,	20000/-

		Powai	
<b>23</b>	Sadaf Momin	St. Marys Malankara School	19600/-
<b>24</b>	Shabina Chowdhary	St. Marys Malankara School	19600/-
<b>25</b>	Aarti Pathak	Oxford English High School, Bhandup	16000/-

<b>26</b>	Jyoti Singh	Lala Lajpatrai Junior College	16000/-
<b>27</b>	Pranali shah	New Horizon School, Airoli	22,000/-
<b>28</b>	Aneesha Kundu	Omkar International School, Dombivali	18000/-
<b>29</b>	Thilaka Nadar	Don Bosco School	12000/-
<b>30</b>	Mitisha Maru	O D M Junior College	9000/-
<b>31</b>	Hiral Haryani	New Horizon School ,Airoli	21000/-
<b>32</b>	Shrushti Rokade	Kamla vasant vaykole English High School,vikhroli	12000/-
<b>33</b>	Anita Yadav	R J Thakur college	12000/-
<b>34</b>	Kiran Gupta	R J Thakur college	12000/-
<b>35</b>	Vidhi Joshi	Prakash College, Kandivali	15000/-
<b>36</b>	Jenifa Choudhary	ASP convent English high school, Ghansoli	15000/-
<b>37</b>	Shahnoor Sayed	Siddharth College of Commerce and Economics, Mumbai ,Fort	15000/-

<b>38</b>	Strelia D'Souza	Children's Academy, Malad	37,000/-
<b>39</b>	Kinjal Singh	Learning Links Foundation Secondary School	35,000/-
<b>40</b>	Renu Yadav	Modern School, Charni Road	10,000/-
<b>41</b>	Aishwarya Sherkhane	Greenland School, Goregaon	7,000/-

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)		
Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	3	
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other CTET/CENTA	10	

#### 5.2.4 Sports and cultural activities / competitions organised at the institution level during the year-

Annual Sports Day of KJSCCER 2019 was held on 8th March 2019 on Somaiya Sports Ground at 8.00am. All students were enthusiastic for sports day. The event started by oath ceremony taken up by Anjali Gori, Sports Secretary FY B.Ed. After taking oath, sports day song was sung by Aditya Rao, FY B.Ed student and then everyone said the campus prayer. As per rules of college, after prayer March pass is taken up so FY as well as SY students actively involved in it. Before starting with sports activities to fresh up the students a small warm up session was taken up by Aimana Ex Sports Secretary and Anjali. Now all students were fully ready for moving ahead with various activities. Teachers in-charge were already allotted for each and every event so before the start of particular event rules were explained and safety measures were taken care off.

Sequence of sports activities as follows :

1. Running Race 200m
2. Shot put
3. Marble and spoon
4. 3 legged race
5. Relay 400m
6. Slow skipping.

All the events went very smoothly and maximum students participated in every activity. Seeing the enthusiasm of B.Ed students Somaiya Sports coach were also happy and actively helped for every needful guidance. First participation round was there and then follow up with final rounds of every activity were simultaneously taken on the spot by in-charge teachers. A refreshment break was given at 10.30 where students were provided samosa pav and frooti. After getting energy, again students were back to activities. Principal ma'am were also overwhelmed by seeing students efforts and enthusiasm. Slow skipping was the last event for the day. The day was well organised and spent well. Seeing the energetic faces of students teachers were also happy and enjoyed the day. Winners of every event were announced, appreciated by everyone and made them stand on stage and photos were clicked accordingly.

#### **Winners for Events :**

Activity	Level	Participants
Running Race - Girls		21
Running Race -S.Y.B.Ed.		24
Running Race - Boys		4
Shot put F.Y.	Institute	19
Shot put S.Y	Institute	19
Shot put Boys	Institute	4
Relay F.Y.Girls	Institute	25
Relay F.Y.Boys	Institute	4
Relay S.Y.Girls	Institute	20



Slow Skipping F.Y Institute	19
Slow Skipping S.Y Institute	12
3Legged Race F.Y. Institute	22
3Legged Race S.Y. Institute	25
Marble and spoon F.Y. Institute	50
Marble and spoon S.Y. Institute	31

### **5.3 Student Participation and Activities-**

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)--NIL

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

After student council election, certain responsibilities and portfolios were allotted to the student council members. , though the all worked together to make the events a success. Picnic was organized by student council at Lonavala. Annual college festival Pratyush intercollegiate competition was also organized by student council. For inter college events, council member made sure to select appropriate participants with the help of teachers.

Sports Day in institution was also a hit with various games and sports to include everyone in the activities student council also assured in case of various scholarships, the students were made aware of it with help of administration faculty.

If any Student had a problem, related to any particular issue, Council made it a point to discuss it during the Women Development Cell Meetings and resolved the problem.

Council also arranged a lecture with a lawyer where he explained the POCSO Act ,which in important for us to know as teachers.

The council also opens the suggestion box under observation of Principal in order to convey the wishes/complaints of the students, for better transparency and within 15-20 days of follow up council successfully resolved all complains and fulfilled their wishes related to classroom infrastructure.

Also, based on our experience in our internships and the general student sentiment, suggestions are made to the authorities.

The council also tries and makes sure that assemblies are conducted in a proper manner.

Overall, the council makes sure that the flow of communication is not restricted between the students and the management.

As a member of student council General Secretary of the council attended CDC meeting and added his/her opinion and suggestions .

### **5.3 Alumni Engagement**

The alumni association is an integral aspect of our institution. The aim of alumni association is to give back their expertise back to the institution in their respective areas in the form of workshops, guest lectures etc. It was established by Dr Vasundhara Padmanabhan in the year

2009 and the date of registration of alumni association was 19/12/2009. In the year 2009, the alumni association began with registration of three members namely Dr Reni Frances, Mr Sharad Tambe and Ms Gomathi Shah. The other members of the association were Dr Kalpana Kharade ,Ms Rupal Thakkar ,Ms Hema Peese and Mr Radha Krishnan. On this day Ms Gomathi Shah, alumnus, passed a resolution of Draft of memorandaum of Association and Rules and Regulation of alumni association. Under the Societies Registration Act, 1860,the letter of approval of alumni association by Assistant Registrar of societies ,Greater Bombay Region was received by the institution on the sixth day of March,2013.

5.3.2 No. of registered Alumni:
691
5.3.3 Alumni contribution during the year (in Rupees) :
Rs 15,500/-
5.3.4 Meetings/activities organized by Alumni Association :

The following are the activities organised under Alumni Association

Date	Alumnus	Details
8/10/18	Varun Menon ,Head of Department ,Social Sciences ,R N Podar School ,Santacruz	Guest lecture on ‘Resume writing and cover letter’
16/10/18	Ms. Pushpalata Raja Prof ,Nartayan Guru College	Guest Lecture on Creative Writing skills
16/10/18	Avni Kher Humanities Facilitator, Mount Maunganui College	Guest lecture on ‘e-portfolio & Registration process to work abroad’
12/10/18	Shruti Kulkarni Teacher, DSB School	Workshop on ‘Personal grooming & Human Relations at workplace’
20/10/18	Anushree Sarkar, Kohinoor American School ,Khandala	Guest lecture on ‘Video Resume’
22/10/18	Neha Sharma, Humanities Facilitator ,GEMS Founder ,Dubai	Workshop on ‘Drama Based Teaching & Story Telling
3, 2018	Ms Fareen Qureshi	-Big History Project, IGCSE curriculum & Assessments

## **CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 Institutional Vision and Leadership**

This institution aspires to become a premier institution of Teacher Education at national and international levels preparing competent teachers equipped with pedagogical knowledge &

skills relevant to the 21<sup>st</sup> century and multicultural global perspectives along with humanitarian values.

By being the very first TE institution in the state of Maharashtra to be conferred autonomy by UGC, it has paved the way for experimenting successfully with path breaking & innovative methods of training the prospective teachers for the future. By emphasizing on Community Work, the institution strives to realize the dream of the founder of Somaiya Vidyavihar Padmashree K. J. Somaiya whose major life-principle was to 'give back multifold to the society.' The institution is also gradually breaking away from the colonial system of education which has been information and examination oriented. Having its roots in the glorious 'Bharatiya' tradition of 'apara (worldly)' and 'para (higher spiritual)' vidya (knowledge, it aims at blending the best of the traditions of East and the West.

### **6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)**

The successful functioning of any educational institution depends on the optimum contribution of each staff member. Each member in the staff is endowed with unique talents and capabilities. To identify the talents and capabilities of each member and utilize these talents and capabilities to the fullest by delegating appropriate responsibilities and tasks is the major challenge for an educational manager.

After obtaining autonomy in June 2017, the institution had to undergo an overhaul. Autonomy brings more responsibilities as now the institution had to devise its own modalities of execution of all tasks/activities related to academics, assessment, cocurricular activities, connecting with the alumni, parents, other academic institutions and society at large. Appropriate norms and regulations for each of these aspects were to be formulated and implemented.

- This was all accomplished by through collective deliberations. We all used to come together for prolonged discussions about the changes we should introduce in the curriculum, assessment methods, community work and all the other aspects of the all the academic programs running in the college as well as aspects related to the overall learning environment of the college.
- All the faculty members were delegated with revising & upgrading the syllabus of the courses of B.Ed. & M. Ed as per the courses they were teaching & their academic backgrounds. Each Faculty member had to share the revised versions for the feedback from other faculty members. With this additional input in the form of feedback given by the others the syllabus of B. Ed. became quite rich and of better quality than the previous one. Similarly, for M. Ed syllabus we are following the same procedure and we have completed revising it. It remains to be now compiled and edited.

### **6.1.2 Does the institution have a Management Information System (MIS)?**

Yes/No/Partial:

## **6.2 Strategy Development and Deployment**

### **6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):**

#### **Admission of Students**

- B.Ed. is a professional course and as per Maharashtra Government rules; admissions are decided from the single window of Higher & Technical Education Board.
- Guidance is provided to prospective students regarding CET Exam and filling online forms.
- The institution guides the students in their selection of college.
- The policy of inclusion is followed in the admission process.

#### **❖ Teaching and Learning-**

- ❖ Students were given hands on experience of designing models and teaching aids from trash through workshop conducted by Mr Shivaji Mane. The session also included observing displays of interesting model such as Jacob ladder, Magic book, flexigon (Food Chain), Maths-Abacus model, by using match stick and tube: 3D shape like prism, octagon etc.
- ❖ The B.Ed students were trained to conduct action research projects during the internship period.
- ❖ Alumni expertise was used to groom the B.Ed students in different areas: CV writing, Innovative methods of teaching, workshop on infusing multiculturalism in classroom
- ❖ On September 1, 2018 Mr Danesh Qureshi (Software Engineer, J P Morgan Chase) conducted a session in the workshop on Art and Digital Pedagogy organised on the theme 'Digital Story telling.' The B.ed students were trained in the basic steps of virtual storytelling for developing values.
- ❖ On 8 September, 2018, Ms Aishwarya Likhite, Art Director DDB Mudra an expert from the field of arts trained the pre-service teachers on how the photography can be used in teaching values and for social justice.
- ❖ Dr Radha Kumar (Asst Professor from St Xavier College) an expert in the field of performing arts was invited for training teachers on how dance can be used to teach values of tolerance and justice in class.
- ❖ On December 19, 2018, a site based learning was organised by a visit to Gurukul Special School. The F Y B Ed students were oriented towards the concept of Inclusive Education meant for students of special needs. The session helped students to make observations regarding functioning of an inclusive school. The students observed the infrastructural arrangement in this institution. The students also got acquainted to vocational classes that was being conducted for secondary school level and they were trained to develop vocational skills of arts, dance, craft, chocolate making etc.
- ❖ On 14th January, 2019, the session on Art based therapy' by Miss Neha Patel from, Mind and Arts institute, Vileparle was conducted in relation to the subject guidance

counselling. The aim of the session was to orient the students towards the use of Art based therapy on dealing with sexual abuse and LGBT student issues in classroom. Ms Neha demonstrated how arts or expression can be understood and related to different emotions.

- ❖ On 21 February, 2019, one of the eminent artists National Award winning scriptwriter, Sanjay Chauhan explained about the basic components of script writing as it was one of the topics related to the subject Drama, Art and Aesthetics in Education.
- ❖ On Feb 23, 2019, F Y B Ed students got the opportunity of student's enrichment session on 'Hands on Mathematics' by Homi Bhabha Centre of Science Education. The aim of the session was studying patterns formed by natural numbers and their squares as well as expressing any number as a sum of powers of 2. Many activities were conducted by the experts. During the session many students came up with different patterns. At the end the students ended up generalizing it using algebraic expressions.

On March 2, 2019, B Ed students got the opportunity of students enrichment session by the expert from HBCSE, Prof K Subramanian oriented students towards History of Numbers and Number Systems as well as to enlighten students towards the Egyptian and Babylonian Numeration System. It gave students an idea of what it means to write in an age-old numeral system.

### **Library:**

In order to maintain the quality of the materials in the library following steps are taken

Stock taking- The stock of entire books and materials in the library is taken and the damaged books and magazines are set out. Also a tab of issued books is maintained for students and faculty separately.

Course wise cards are given to the students i.e., B.ED, M.Ed, PGDME separately.

B.Ed students are not allowed to issue more than 4 books one time, M.Ed and PGDME students are given two books per week and after one week the students are fined with a amount of 10 Rs respectively

- As the institution believes in sharing the knowledge, the library is kept open to all the students and faculty members of the sister institutes to access the resources in the library.

- In order to help M.A.Education and Ph.d students in their academic and research endeavours they are allowed to access the dissertations at a minimal charge of 100rs. Per day. Wherein they would not be allowed to take the book at home nor are allowed to take pictures of it.

-Under Global Common Circulation policy the student and the staff of all the sister institutes can issue the books and magazines for one week after that they would be charged with a late fee.

- The library staff constantly works on trying to make the ends meet, even if some book is unavailable in the library they would search it through the date base with the help of Title, author's name and accession number throughout the libraries of the sister institutes in order to provide the particular book to the students.

### **6.2.2 : Implementation of e-governance in areas of operations:**

#### **Planning and Development**

This institution employs E-governance (application of information and communication technologies) to enhance the efficiency, effectiveness, transparency and accountability on part of all the personnel for the governance of the institution.

1. Planning and Development: For planning all academic and co-curricular activities of the students, input from all the faculty members is sought through e-mails. This type of communication helps in promoting transparency as to what each of the staff member is doing. The principal shares all the information regarding the various developmental plans which are discussed at higher level in the meetings of all the Heads of Somaiya Vidyavihar with the management of Somaiya Trust. For example, the process of transforming the Somaiya institutions into a private university had been going on since a long time. All information regarding its gradual progress was shared by the principal with all the staff members after the meetings of all the Heads of Somaiya Vidyavihar with the management of Somaiya Trust.

2. Administration: For the administration within the institution, to facilitate current and the prospective students who are looking for the right institution of Teacher Education, all the necessary information related to students such as eligibility criteria for admission, CET, Programs, Curricula, Courses, Syllabus, Cocurricular activities, Dates for examination, Results, Placement details and so on are displayed on the institutional website. All students can easily access it online. For day to day governance also if any information needs to be shared with all the current/Alumni/prospective students it is successfully managed through e-mails or Mobile technology.

#### **Student Admission and Support –**

Institution conducted Student Council Elections 2018 for on the 18<sup>th</sup> of December 2018 as best practice of student support. Election was held by the Honourable Principal Dr. Sarla Santwani and the teachers in the multipurpose hall. The various posts in the student's council namely, the General Secretary, the Cultural Secretary, the Environmental Secretary, the Secretary of the Women-development Cell, the Literary Secretary, the Sports Secretary, the Academics Secretary, the Reserved Category Secretary and the Principal's Nominee were to be filled up shortly. An election was held for the posts of the General Secretary and the Secretary of the Women- development Cell. The candidates for the rest positions were selected by the Principal and the teachers after scrutiny and perusal of the certificates, documents and laurels won by the candidates. This student council is involved in decision making at all levels for different curricular and co-curricular areas. Faculty as a Mentor of the student group to have interactions with students to discuss their needs, challenges and

problems and then seek proper solutions. There is a provision of grievance box where student can suggestions and their requirements.

### **Examination**

This year also examination cell continue with the following practices:

- Masking and Coding of answer papers
- Centralized assessment of Papers for B Ed and M Ed
- Dual checking of papers for B Ed and M Ed
- Revaluation/Photocopy of answer papers given to students if applied for.

Mark sheets with the logo of University of Mumbai and Security measures.

### **6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year -NIL**

6.3.2 Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year-NIL

### **6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year**

Dr Pooja Birwatkar attended refresher course.

6.3.4 Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent-nil	Fulltime-nil	Permanent-nil	Fulltime-nil

### **6.3.5 Welfare schemes for**

Teaching	Provision for gratuity, PF, LTC is in place. **
Non teaching	Provision for gratuity, PF, LTC, Earned Leave Encashment annual medical allowance (Rs 3500 per person), uniform, medical insurance

Students	Scholarship Instalment for fees payment
----------	--

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)

In order to improve the organizations operations Internal and External Audits are conducted religiously. The external audit called the statutory audit is conducted once in a year wherein the statement of account of the entire year is checked. Each voucher is tallied with bank balance and cash balance of the institution. Internal audit on the other hand is conducted twice in a year where voucher checking, stock of consumer items such as stationary items etc and verification of fixed assets are taken.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)		
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Nil	Nil	Nil

6.5 Internal Quality Assurance System-				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NO	YES	Board of Studies Academic Council IQAC
Administrative	NO	NO	YES	Management Council  College Development Council

### 6.5.2 Activities and support from the Parent – Teacher Association (at least three)

On 19 January, 2019, on the event of Somaiya Alumni Reunion the alumni are given awards in the campus event .The memories of the alumni is presented and their achievements are cherished. The parents spouse meeting was organised on the same day. This day was chosen



as the parents of students of present batch could understand about the journey and the achievements of the students from past batches. Apart from this the focus of the program was to sensitize the parents / guardians / spouses of the students about the various demands of the course as also to inform them about the discipline and the ethos of the college. It also helped to express to the families that success in a demanding course like B Ed is only possible with the help of a supporting family. During the meet the faculty could informally interact with the parents / guardians / spouses and express the progress of the respective student.

### 6.5.3 Development programmes for support staff (at least three)

Mr. Sameer Lokhande, Junior Clerk of the institution was sent to a workshop on '**Digitized Administrative Office**', on 3<sup>rd</sup> June 2019. The workshop was organized by IQAC Cell with the aim to improve the digitized administration related skills of the clerical staff.

Mr Radha Krishnan (Billing concern) & Ms Ashwini Salgaonkar (Assistant) went for an orientation program at Mulund Regional Centre on 28 October 2018.

### 6.5.4 Post Accreditation initiative(s) (mention at least three)-

Curriculum revamping- Focus was shifted from rote learning and emphasis on paper pen test. More thrust on Practicum and Internship

Starting of different boards like College Development Council, Academic Council, Board of Studies and Research and Recognition Committee

Thrust on striving to become a private university and start 4 year integrated B.Ed/M.Ed

### 6.5.5

- a. Submission of Data for AISHE portal : (Yes /No) Yes
- b. Participation in NIRF : (Yes /No)
- c. ISO Certification : (Yes /No)
- d. NBA or any other quality audit : (Yes /No)

### 6.5.6 Number of Quality Initiatives undertaken during the year

Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
Session on importance of sports and health.	18 September, 2018	18 September, 2018 to 18 September, 2018	100

Session on Resume Writing and Cover Letter.	8 <sup>th</sup> October 2018,		
‘Nature Trail’ to Maharashtra Nature Park Society	9th October 2018	The	60-70
lecture on Creative Writing skills	16th October, 2018		60-70
Guest Lecture on 'e-portfolio and Registration process to work abroad'	16th October, 2018		
Guest lecture on 'Video Resume	20 <sup>th</sup> October, 2018 '.		
Phonics and Teaching of Grammar’.	23 October, 2018		120-130
Orientation on certified programs like Cambridge program or ILETS for improving written and spoken English standards.	5 Dec , 2018		
Visit to Gurukul Special School	December 19, 2018,		
Workshop on ‘Script writing for Drama on Social Issues’.	20th December, 2018,		
Session on ‘Art based therapy.’	14th January, 2019		
Session on Domestic Violence Act, 2005 and Anti-Rape laws	18th January 2019		

## **CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities-**

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

The institution aims at making our pre-service teachers more responsible and environmentally conscious citizens. Therefore the goal of institution is to engage students,

staff, faculty, and administrators in matters of waste reduction and conserving our resources.

1. Environmental education students were deputed for 2 day National level Bio Diversity named Earth2050 was organised by K C College, Dept of Life Sciences in association with Godrej Envoice Ltd. on 5th & 6th of Feb 2019. Besides technical sessions, students got exposure of different trails including the flora, fauna, bio diversity and adaptations of mangroves in the area. The students got exposure about the People's BD Register (PBR) which is an app available in 31 languages and can be used to register the species in taxonomy.
2. The college had organized 'Nature Trail' on 9th October 2018. The students visited Maharashtra Nature Park Society located in Mahim. The park is famously known as 'Man-made Miracle' consisting of 37 acres and garbage dumping ground. The park opens a wide variety of flora and fauna with 125 varieties of birds, 85 varieties of butterflies, 30 varieties of snakes and many more shrubs, trees, plants and grass add to the beauty of the park. Students enjoyed the nature walk and appreciated the beauty. Lipstick trees and Jamaican blue spike shrub were the special attraction.
3. A group of our students worked with Afroz Shah (Lawyer and Activist) & his team for cleaning the DanaPani Beach. They got the opportunity to interact with Mr. Aditya Thackrey, a young socio-political leader, who also is actively involved in the activities pertaining to safety of the Marine Life. They also participated in the Rally for Mithi River on 10th February 2019 in Filter pada, Aarey colony. Apart from this they conducted an awareness program about the segregation of wet and dry garbage so that it can be recycled & reused.

Nature trail at Bhandup pumping station was planned for all the avid bird watchers and nature lovers. Over the 4 hours of this bird watching tour, the students could spot several rare and exotic avifauna species that includes forest, grassland and water birds. Lush and evergreen outlook of the region provided good opportunity to spend quality time amidst the bountiful nature and indulge in nature photography

Following efforts have been taken in this direction:

<b>7.1.3 Differently abled (Divyangjan) friendliness</b>		
Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	-
Provision for lift	Yes	-
Ramp/ Rails	No	-
Braille Software/facilities	No	-
Rest Rooms	Yes	-
Scribes for examination	No	-
Special skill development for differently abled students	Yes	-
Any other similar facility	-	-

**7.1.6 Activities conducted for promotion of universal Values and Ethics-**

Activity	Duration (from-----to-----)	Number of participants
International UN Day	24October,2018	6
Karwa Chauth	27October,2018	10
<u>Halloween</u> DIY Halloween objects Fancy dress competition	31 October 2018	22
Diwali celebration	3 November	65= 40
Diya Painting		10
Mythological quiz		9
Rangoli making		12
Dance		10
Diya Painting		10
Singing		
Food mela		
Poster making-Domestic Violence Against women	27 November, 2018	22
Greeting card making- inclusion of disabilities	3 December 2018	10
World Aids Day	December 1, 2018.	10
Human Rights Day	10th December, 2018	<b>20</b>
Miniature making- World's shortest day	21 December 2018	5
Mathematics day	21 December 2018	15
<u>Christmas celebration</u> X-mas tree decoration, Salad carving	22nd of December 2018	70
Hindi Diwas Poetry recitation, Best costume	10 January, 2019	<b>70</b>
Makar Sankranti- Kite making	14th Jan ,2019	50
Christmas Clebration	<b>23 feb 2019</b>	<b>120</b>

Visit to Gurukul Special School	19 Dec 2019	64
Sport day	8 March 2019	85
Pratyush Intercollegiate competition	14 March 2019	130

### **7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)**

The institution believes that each one of us can in some capacity impact our environment for the betterment of future generations. So with purpose in mind, some of environmentally sustainable practices taken up by college and at campus level are:

#### **1. Rain Water Harvesting**

Every year the campus reuses approximately one crore litres of rainwater from the catchments area, also considerable rainwater is being recharged. The water thus stored will supplement the growing requirement of non-potable water in the campus. This system also serves as an opportunity for students to observe the practical implications of rainwater harvesting. This social initiative at the campus has raised the water table of the entire area impacting the environment positively.

With the commitment to preserve the environment, Vermiculture is practiced at campus level. Every day around 200 to 250 kilos of wet waste is produced on campus and there are 8 compost pits of about 200 square meters. The Vermiculture project ensures proper disposal of garbage and recycling of waste. More than 17 tons of compost is produced annually. The compost formed is used as natural manure within the campus.

#### **3. Water Audit**

#### **2. Vermiculture**

This year (2018-19), under Environmental Education Club of the college involved 13 students from S. Y. BEd. Class worked as the core volunteers for the Water Audit activity. They monitored the water filters and washroom taps/flush of 2 floors and the amount of water wasted was calculated thereafter. The activity was concluded by arriving at the preventive measures to be adopted in order to save water from wasting.

#### 4. Awareness Campaign

Spreading awareness and practicing the “3 R’s” Reduce, Reuse and Recycle is our approach to enhance the current green efforts and sustainable development at our college as well as campus level.

#### 5. Energy conservation

Judicious use of lights and fans is maintained by the eco-friendly structure of our building. All rooms are provided with large windows to let light in and air to circulate. Use of artificial lighting during day time is minimal and cross ventilation of air ensures a cooler indoor environment largely reducing dependence on fans as well as of air conditioners.

### 7.2 Best Practices-

#### **Best Practice 1- Holistic Approach to Institutional Planning**

1. **The context** - To bring the activities under one thematic umbrella and give it an inter-disciplinary touch,
  2. **Objectives** - To identify an all pervasive theme and identify an all pervasive theme
  3. **The Practice** - the college selected “Marginalisation of Children” as a central theme for the year 2018-19. All the major college activities like research projects of the students, inter-collegiate competition” Pratyush” and community work was designed around the theme. The students of SY B.Ed. chose educational problems related to the issue of marginalization of children. Some of the issues were problems of vernacular students, slow learners, socio-cultural deprivation etc. The inter-collegiate competition Pratyush was organized based on the theme of “Marginalisation”. Community work also kept the theme of marginalized children
  4. **Obstacles faced** - Chaos in terms of understanding the need for such an approach on the part of students, time and efforts required to design the activities. These obstacles were overcome by constructive dialogues between the teachers and students, collaborative efforts of the teachers and meticulous planning for implementation of the action plan.
- 5. Impact of the practice**-This practice brought drastic changes in the very process of designing institutional plan by making it very enriching.

#### **Best Practice: 2- “Reach and Enrich” Model for school children**

**The context** -The main purpose of this initiative was to provide the marginalized children the access to quality education.

**Objectives of the Practice**-1. To orient the prospective teachers to the need and significance of providing an academic scaffold to marginalized children;

2. To equip them with the knowledge and practical skills to conduct RAE Model in schools.

**4. The Practice** - 1. Orientation Phase-The prospective teachers were oriented to the various components of RAE model and given practical training in planning their sessions for this model.

2. Transfer phase- In this phase the students organized the following activities:

a) Need analysis of children admitted under RTE;

b) Identifying the basic concepts in their knowledge gap;

c) Conduct sessions for these basic concepts as per the RAE model. As per this model each session had following steps- Connecting (with the learners as will with their previous content knowledge), Reviewing, Guided practice, Coached Practice, Independent Practice and lastly consolidation of learning.

**5. Obstacles faced** -lack of time available with the pre-service teachers and participants

**6. Impact of the practice-** Promoting innovations among the pre-service teachers in designing learning activities for different levels of children, Confidence building of these teachers in using RAE for instructional purposes, Preparing the pre-service teachers for the changing classroom scenario

### **7.3 Institutional Distinctiveness-**

One distinctive feature of the overall performance of the institution is its assessment system. Our Faculty members are all aware of the weaknesses of our stereotypical written examination system which by & large assesses only the memory of the students and doesn't highlight the special talents or capabilities they might have. For the 40% internal marking students are not only assessed through some innovative methods but all are given several options to choose their preferred mode of assessment therefore they can choose the option in which they know they can deliver their best. These options include Ted Talks, Administration of Tests, Preparation and Try out of certain academic or developmental modules, Field work for studying certain institutions offering alternative education, NGOs, attending short term courses elsewhere related to the content of certain courses and so on.

We are also trying to implement the CBCS pattern in its true spirit. The students are allowed to study online courses similar to those which are prescribed in their syllabus Swayam or similar agencies and to consider them equivalent to the credited courses of the syllabus.

### **8. Future Plans of action for next academic year (500 words)**

- As per the information shared by MHRD & NCTE, four-year integrated B.A-B.Ed. & B.Sc.-B.Ed. programs will be launched from next academic year so we aim at launching these two programs in our institution. We will have to advertise for this so that people come to know about it and seek admissions in our institution.
- To manage four-year integrated B.A-B.Ed. & B.Sc.-B.Ed. programs well, additional Faculty members will have to be appointed
- To manage four-year integrated B.A-B.Ed. & B.Sc.-B.Ed. programs well, additional infrastructure will have to be procured.

To manage four-year integrated B.A-B.Ed. & B.Sc.-B.Ed. programs well, all the faculty members will need to prepare for the courses prescribed by NCTE

Name Dr Sarla Santwani \_\_\_\_\_ Name \_\_\_Dr Pooja Birwatkar \_ Coordinator, IQAC \_\_\_\_\_

### Annexure I

#### **Abbreviations:**

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence



\*\*\*\*\*

