

**MAEER'S MIT SAINT DNYANESHWAR
B.Ed. COLLEGE,
ALANDI (D)
DEHU PHATA, TALUKA KHED. DIST, PUNE-412105**

NAAC (2013-14)

AQAR

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COMPOSITION OF IQAC

**MAEER'S MIT SAINT DNYANESHWAR B.Ed. COLLEGE,
ALANDI (D)**

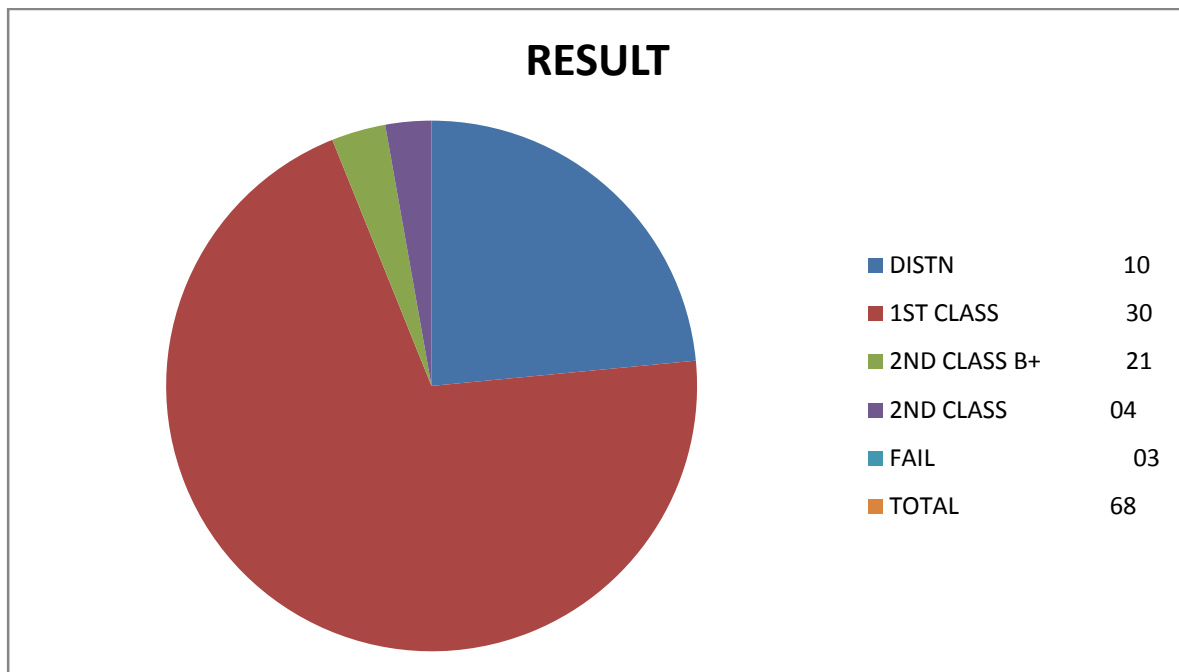
**THE ANNUAL QUALITY REPORT (AQAR) OF THE IQAC FOR YEAR
2013-14**

Name of the Institution	MAEER'S Saint Dnyaneshwar B.Ed. College, Alandi (D)
Address of the Institution	At Post Alandi Dehuphata, Tal. Khed, Dist. Pune- 412105
E.mail.	pornima.kadam@gmail.com
Website	www.mitsoe.org
Ph. No .Office	(020)30253640
Name of the In charge Principal	Dr. Pornima Kadam
Date of formation of IQAC	18/08/2013
The Internal Quality Assurance Cell (IQAC) of our institution was established on 18 th August 2013. The composition of IQAC is as follows:	
Chairman	Dr. Pornima Kadam
Senior administrative officer	Ms. Pratibha Dabhade
Teachers	Mr. Angad Jawale Mrs. Gangotri Rokade Mrs. Jyoti Igawe Mr. Balu Dipke
Members of Management	Dr. Y.J.Bhalerao Dr. B.B. Waphare
Nominees from Local Society	Mr. Rohidas Tapkir
Coordinator	Mrs. Gangotri Rokade

An institution's achievement is reflected in its results. A tabular representation of the results for the academic year 2013-14 is given below, which shows a total pass percentage of 95.58

Result at a glance. (2013-14)

<i>Distinction</i>	<i>10</i>
<i>First Class</i>	<i>30</i>
<i>Second Class with B+</i>	<i>21</i>
<i>Second Class</i>	<i>04</i>
<i>Fail</i>	<i>03</i>
<i>Total Number of Students</i>	<i>68</i>



PART A

Part A.

The plan of action chalked out by the IQAC in the beginning of the year.

16th August was the first day of the academic year 2013-14

- ❖ Planning of the academic activities like class lecturers, educational visits to various places, making of tutorial programme, guest lectures and so on were planned.
- ❖ Most of the planning could be put into practice. And Communication skill development, mentoring programme and campus interview were some of the significant programmes done in this year.
- ❖ In the current academic year a National Level seminar was organized on
18th January 2014 Skill Based Education System:
Impetus for Empowered Society
- ❖ In addition to this the following activities were conducted as well
Placement Cell Activity
Organizing the campus interviews
Visit to special school
Lectures on health and Yoga

PART B

Part B.

Activities that reflect the goals and objectives of the institution were given below.

Objectives of the institution are as follows

- To be one of the best academic centre for excellence among the teacher training institutions.
- To empower the student teacher with Life Skills that would help them to tackle classroom related problems.
- To provide opportunities for broadening the experience of student teacher through various scholastic and non –scholastic activities.
- To sensitize the student teacher towards the local and global issues.
- To develop critical and rational thinking abilities amongst the student teachers.
- To develop strong self esteem and high personal expectations in the student teachers.
- To inspire a lifelong passion for learning amongst the student teachers and teacher educators.
- To initiate the quest for knowledge.
- To student teachers to be accomplished professionals in the field of education.
- To make them aware of the significance of skill based education in today's world.
- In the year 2013-14 numerous activities were conducted which helped us achieve the objectives of the institution. Activities are as follows.

Core Training Programme

- **Micro Teaching :**

This is the first step of developing teaching skills. Here, student teacher conducted 5minutes lesson on 6 different skills.

1. Set Induction
2. Black Board Writing

3. Illustration
4. Questioning
5. Stimulus variation
6. Set Closure

Each student teacher gave 2 lessons of each skill and after implementing the suggestions given by the professor in charge and the peer group, they had to re-teach the lesson. Each skill was first demonstrated by the professors, so that students know what is expected from them.

Integration lessons: By combining all the microteaching skills, an integration lesson of 20 minutes duration was conducted in each method. This helped student teachers to integrate all the skill and to conduct effective lessons. Integration lesson on each method was demonstrated by the professor-in- charge.

Stimulation lessons Here the student teachers conducted two types of lessons. Technology based lessons in which they used technology like O.H.P, Computer, and Radio etc. conducted the lessons in their peer group. The other one is Team Teaching, which utilizes the expertise of two or more teachers to teach a single topic. Duration of these lessons was 20 minutes each.

Practice Lessons: Student teachers visited the following schools.

1. Rashmi English Medium School, Vishrantwadi
2. Poona Public School, Bhosari
3. Priyadarshani English Medium School, Bhosari.
4. MGM School, Kalas.
5. Horizon School, Dighi

Lessons were conducted in actual school settings. A detailed time table for the lesson to be conducted was put up by the practice lesson department two three weeks in advance, so that students get enough time for preparation. Student teachers were observed by the professors of the college when they were taking lessons in various schools. Total 12 lessons that are six of each method were conducted by the student teachers.

Internship programme: Fifteen days' internship was organized for the student teachers in six schools.

1. Priyadarshani High school & Junior college, Bhosari
2. Horizon English Medium School, Dighi
3. Poona Public School, Bhosari
4. M.G.M English School, Alandi Road.
5. The Trinity School, Kalas, Dighi Camp.

Students were divided into groups of 10-12 and send to these schools. Student teachers during their internship conducted Block Lessons, Team Teaching Lessons, Technology Lessons, and Lesson on Models of Teaching, Value Based Lessons and Environmental lessons. They also prepared a test for each method and implemented it during their internship. Apart from the lessons they completed few practicals like Study of school plant, Interview with an experienced teacher, study of N.G.O. Execution of guidance & counseling programme, arranging co-curricular activities, conducting competitions, study of parent-teacher association, observing lesson of an experienced teacher and study of school problems. This programme helped the student teacher to get firsthand experience as teachers.

An innovative idea tried by one group of interns was appreciable. They worked on a theme based internship programme and the theme for them was **Each one, Plant one**, in which our teacher trainees initiated each student of the school to choose a seed of any plant they like, watch its growth from the seed to saplings and to plant the saplings in their school campus.

Academic Activities.

- ❖ **Tutorials** This helps in developing continuous study habit among student teachers. 24 Tutorials (2 of each paper) were conducted throughout the year. Each tutorial was of 10 marks. Questions for the tutorials were put up on the notice board one week in advance so that student could refer many books and prepare for the answers.
- ❖ **Content Enrichment Programme** This test used to check the subject knowledge of the student teachers. 2 C.E.P tests were conducted of 40 marks (20 marks for each method) before the exams, a workshop on C.E.P, was

conducted for the student teachers where they studied with their peer group members.

- ❖ **Internal Test 2** Internal tests were conducted, one in the month of November and the other in the month of March. Each paper was of 80 marks. These tests were used to check the achievement level of the students in various subjects. Based on the results, mentoring was carried out by the professor in charge.

Scholastic and Non Scholastic Activities

- **Assembly:** the Morning Assembly is an occasion for an auspicious beginning of a day in an institution. Every day assembly was conducted at 10.45 am for 15 minutes. Student teachers started the assembly with the National Anthem and Prayer. According to their roll numbers each student teachers narrated moral stories, an inspirational quote and some education related news were also read out.
- **Day's Celebration:** This was done to help student teachers to know the importance of certain Days and learn the ways of celebrating them.
 - Teacher's Day
 - Hindi Day
 - Geography Day

Important days were celebrated throughout the year. Student teachers under the guidance of Professors arranged programmes for all these days.

Workshop/ Seminar Organized:

- *Teaching Aid Workshop:* A workshop on making different types of teaching aids was conducted by experts from the Audio-Visual Department of SCERT.
- *A workshop on Models of Teaching* was organized and Students were oriented on different Models of Teaching with Demonstration of each model.
- *A workshop on Constructivism* was organized and an activity oriented learning atmosphere was created for the trainees.
- *National level Seminar on Skill Based Education; Impetus for Empowered Society was organized.*

Co curricular activities: Various competitions like

- Solo singing competition
- Elocution competition
- Essay writing competition
- Extempore competition
- Collage Making competition
- Fancy Dress Competition
- Mehendi Designing competition
- Group song competition
- Tea Time Snacks & Salad Making Competition was conducted.

Colors' Week Celebration was organized and Onam Celebration and Christmas Day Celebration were also done wonderfully.

The English Club, **SYLVANUS** also organized some fantastic activities on the occasion of its launching.

The student teachers were encouraged to participate in all the activities.

Students also participated in Vishwa Jigyasa Inter collegiate Extempore Competition conducted by Vishwashanthi Gurukul Teacher's Training Academy (B.Ed college, Loni Kalbhor) and won First Prize.

New Academic programmes initiated (UG)

- a. A social service programme with **Doorstep, an N.G.O** under the project **GROW WITH THE BOOKS**, focusing on the best reading competency, was done in P.C.M.C School Chowisawadi and Wadmukhwadi, Pune.
- b. **The English Club, SYLVANUS**, was officially launched with many activities as the plan of action for the academic year 2014-15.

Innovations in curriculum design and transactions:

Curriculum of University Of Pune, Pune was followed. The lesson in C.C.M using different methods was conducted by constructivist approach.

For the transaction of the curriculum different ways were used like co-operative learning, discussion, technology based lessons, and seminars. These methods of teaching helped student teachers to become independent learners and also developed

many qualities in them like co-operation, respect for other's views, inductive thinking and creativity.

Inter disciplinary programmes initiated: Nil

Examination reforms implemented

- ✚ Quality Enhancement Programme which was one of the new approaches implemented last year. Was reformed with some modifications. Student teachers were divided into Diary Groups and each student was given questions to prepare. Discussions were done on selected questions. Power Point presentations and soft copies on the key points of the answers were insisted to be maintained so that students would be able to have them handy for a quick glance.
- ✚ Application based questions were given more importance in the question papers.
- ✚ Tutorial Questions were given one week in advance.
- ✚ Student teachers were supplied with the question banks with the marking scheme of each paper.
- ✚ M.C.Q Questions for assessment of Content Enrichment Programme were framed well.
- ✚ Supervisors from other fields were invited.

Candidates qualified: NET/SET/GATE/TET: Students passed in the 1st level of TET (Teacher Eligibility Test)

Initiative towards faculty development programme: Staff Enrichment Programme was arranged in which many interactive programmers' were organized along with the other branches of our institution.

Paper presentations by faculty at State, National & International level were encouraged.

Staff also attended many conferences and seminars conducted by University of Pune, Pune.

Total Number of Seminars/ workshops conducted:

National Level Seminar on “**Skill Based Education System; Impetus for Empowered Society**” was conducted on **18th December 2013**.

Research Projects:

1. Newly Implemented : Nil
2. Completed : Nil

Patents granted, if any: Nil

New collaborative research programmes: Nil

Research grants received from various agencies: Nil

Details of research scholars: Nil

Citation index of faculty members and impact factor: Nil

Honors/Awards to the faculty: Best Teacher Award for the year 2013-14 was

Awarded to **Mrs. Gangotri Vishwas Rokade**

16. Internal resources generated: Nil

17. Details of departments getting SAP/COSIST (ASSIST) /DST. FIST, etc: Nil

18. Assistance /recognition: Nil

19 Community services:

Visited Smt.Patashibai Lunkad Blind School, Bhosari Worked with Doorstep, an N.G.O, under the project GROW WITH THE BOOKS, focusing on the best reading competency.

Teachers newly recruited:

Mrs. Jyothi Igawe

Mr. Balu Dipke

Teaching – Non-Teaching ratio: 7: 3

Improvements in the library services

Library was updated with more reference books and textbooks

Sr.No	Name of Paper	Total No. Books
1.	Education for New Times	274
2.	Psychology of development and learning	281
3	School Management Principles and practices	251
4	Information Communication Technology & Instructional System	252
5	Educational Evaluation & Electives	300
6	Subject Education	579
7	Education related Books	116
8	Reference Books	41
9	General Books	400
10	Text Books	852
	Total Books	3861
	Total Cost of Books	4,35,115.8

Library was updated with more Journals

SR. No	Name of The Journal
1	Jeevan Shikshan
2	Shikshan Sankraman
3	Shikshan Samiksha
4	Entire Research
5	Edu-track
6	Indian Educational Review
7	School Science
8	The Primary Teacher
9	Journal of Indian Education
10	Bharatiya Adhunik Shiksha
11	Journal of value education
12	Indian Educational Abstract
13	Indian Journal of Vocational Education
14	Primary Shikshak
15	Journal of Education Planning & Administration
16	Indian journal of Adult Education
17	University News
18	Journal of Community

Teacher-educator's assessment:

- All courses taught by the teacher educators were assessed by the other teachers. Periodical assessment carried out twice a year and feedback by students and teachers is implemented.
- Students were given feedback form by the Principal and they rated the teacher's performance in terms of content knowledge, syllabus completion, use of different methods of teaching, guidance given to the students, punctuality, guidance towards assignment etc. Suggestions were given by the Principal to the teacher Educators for improvement on the basis of feedback from students.
- Self Appraisal form by University of Pune, Pune. was given to each teacher education and they judged their performance .This form was submitted to the Principal for her remarks.
- Based on all the above feedbacks, teacher educators were guided by the Principal in order to improve the teaching learning process.

Unit cost of education

- Unit cost of Education means Total Expenditure of college in one academic year divided by number of students.
- The total expenditure of college in this year 2013-14 is divided by 68 students.

Computerization of administration and the process of admission and examination, issue of certificates.

All the administrative work is computerized. This involved work like software used for maintaining the accounts of college.

Admission processes of the course is centralized and controlled by MKCL. Admissions are given on the basis of CET conducted by State Government and then allotting the candidate to different colleges depending up on the preferences. College has surrendered its 100 seats to MKCL i.e. all the seats of the college was filled up by the MKCL.

After getting allotment letter from MKCL students approached our college and completed the Admission process by paying the fees and submitting necessary documents.

Exams for their course were conducted by university of Pune in the month of May. Throughout the year college conducted many exams and activities and submitted marks of same to University of Pune. The final result of students was on the basis of external exam and internal exams.

After 45 days of examinations, University of Pune published the results on their website and distributed the marks sheet to the college, which is given to the students.

Increase in the infrastructure facilities

- Library books worth Rs.50,000

Technology up gradation- Internet facility provided to staff room

Computer and internet access and training to students:

Internet facility is accessible to computer laboratory which students use in their TBT practical and other works.

Students teacher were trained to use computers, internet, send e-mail etc. Apart from this they did TBT practical through which they learned to use power point, excel, word document etc.

All the teacher educators are computer literate and use technology for class room teaching.

Financial aids to students;

Financial aid is not provided by the college but we help the students to reduce the burden of fees. College fills up the scholarship form for students and submits to Samaj Kalyan, through student's get scholarship at the end of the year.

The students who are financially weak were given three installments for submitting their fees.

Support from the Alumni Association and its Activities.

Alumni meet was organized and all the past students from the last four batches were invited for the function. Students participated in the function and shared their experiences about the college, course and teachers. They also shared their experience

about their job. All this helped the student teachers to know more about the profession and also united all the students in one bond.

Support from parent- teachers' association and its activities: NA

Health services:

- MAE campus medical facilities were used in case of emergency.
- College also pays equal importance to the health of students. Every Saturday's health programme was conducted in the college for about half an hour, during which all student teachers did **Yoga, Pranayama and meditation exercises**. This activity helped the student teachers to maintain their health, overcome stress level and also to learn about organizing of the health programme which they will need as future teachers.

35. Performance in Sports activities.

Students participated in the Inter Collegiate Sports Meet conducted in MIT Loni Kalbhor Campus and had bagged many prizes including individual championships.

Incentives to outstanding sports person: NIL

Students' achievements and awards:

The college motivates the students in State and Inter Collegiate level competitions conducted by various colleges in and around the city.

They participated in the Indian Student Parliament 2013 and in the Inter collegiate Extempore Speech Competition.

Activities of the Guidance and Counseling Cell:

A Grievance Reduction Cell is established. The present members, Asst. Professor Usha Krishnan and Asst. Professor Mrs. Gangotri Rokade helped the students to solve their problems.

The Principal of the college was always open to hear the problems of the students, which made them more relaxed.

Placement Services provided to students

Placement cell was actively functioning and students were selected in campus interview conducted by various well established schools such as Podar Group of International schools. Akanksha Foundation School, Vibgyor, Orchid and New Era.

Students were given training on Interview skills and communication skills prior to the campus interviews.

Development programme for Non-Teaching staff- NIL

Best practices of institutions:

The following initiatives were taken by the institute for the benefit of students and staff.

- ✚ Diary groups were made. Students were supposed to maintain diaries and get them checked by the diary group in charges.
- ✚ Diary group in charge is also the mentor of the groups under their care, looking after all activities for quality enhancement.
- ✚ We visited the Smt. Patashibai Lunkad Blind School in Panjarpole ,Bhosari and our students taught them various games and entertained them with many activities.
- ✚ We also associated with DOORSTEP, an N.G.O under the Project GROW WITH THE BOOKS, focusing on the best reading competency in PCMC School, Chowisavadi and Wadmukhawadi and taught the students there.

Linkage & development with National, International academic/ research bodies.

Sterling University Scotland (International)

CFBT

ICSSR

Any other relevant information

Every year MIT Conducts Students Parliament, our students actively participated in this event.

All the faculty members were encouraged and given opportunity to be expert speakers in the workshops organized by the college.

Students were given special guidance and training before facing the Campus Interviews.

PART C

**MAEER's MIT SAINT DNYANESHWAR B.Ed. COLLEGE,
ALANDI (D), PUNE 412105**

The Annual Quality Assurance Report (AQAR) of IQAC

COMPOSITION OF IQAC FOR THE YEAR 2014-15

Name of the Institution	MAEER'S Saint Dnyaneshwar B.Ed. College , Alandi (D)
Address of the Institution	At Post Alandi Dehuphata, Tal. Khed Dist. Pune- 412105
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Website	www.mitsoe.org
Ph. No .Office	(020)30253640
Name of the In charge Principal	Dr. Pornima Kadam
Date of formation of IQAC	08/01/2015

The Internal Quality Assurance Cell (IQAC) of our institution was established on 08th January 2015. The composition of IQAC is as follows:

Chairman	Dr. Pornima Kadam
Senior administrative officer	Ms. Pratibha Dabhade
Teachers	Mr. Angad Jawale Mrs. Gangotri Rokade Mrs. Swati Bhawar Mrs. Maithili Bhoi
Members of Management	Dr. Y.J.Bhalerao Dr. B.B. Waphare
Nominees from Local Society	Mr. Rohidas Tapkir
Coordinator	Mrs. Gangotri Rokade

Part C: Proposed detailed plan of the Institution for the year 2014-15

1. Initiative toward faculty development programme:

A seminar will be conducted to orient the faculty to prepare the NAAC accreditation Report to be NAAC.

2. Community services

Social awareness about cleaning the Indrayani ghat at Alandi (D) campus and street play based on cleanliness will be organized.

3. New books/journals subscribed

Several books and journals related to the topics, especially school subjects and electives worth Rs. 1 lakh will be purchased. Educational C.D.s for 5th to 8th std. worth Rs.12, 000/- will be purchased.

4. Increase in infra-structural facilities:

To provide clean and pure water, RO purifying system will be installed in addition to the coolers.

5. Placement services provided to the student-teachers:

Placement cell will be activated further and more number of schools will be involved for campus interviews.

6. Proposed Workshop:

National level workshop will be organized for the in-service teachers from various schools.

(Mrs. Gangotri Rokade)

Coordinator IQAC

(Dr. Pornima Kadam)

Principal/ Chairperson, IQAC