

**Chh. Shahu Institute of Business Education &
Research Trust's Kolhapur**

**DINKARRAO KESHAVRAO SHINDE
COLLEGE OF EDUCATION, GADHINGLAJ**

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)**

2009-2010

VISION AND MISSION STATEMENTS OF THE INSTITUTE

VISION :

To be an Institute of First Choice of The Student.

MISSION:

1. To provide professional education and training to students in general and particularly those from and around western Maharashtra which is predominantly rural.
2. To provide facilities and training in professional education.
3. To promote confidence and motivate faculty and staff to efficiently address the expectations of the student community and society at large.
4. To equip the students community, through academic autonomy to face future challenges.

COMPOSITION OF IQAC COMMITTEE

1. Chair Person : Mrs. S. D. Khavnekar.
2. Management Representative : Adv. S. D. Shinde.
: Dr. R. A. Shinde.
3. Teachers : Mrs. S. E. Powar.
: Mr. B. M. Khochage.
: Mr. S. M. Raykar.
: Mrs. V. V. Sawant.
: Mr. U. R. Kadam.
4. Senior Adm. Officer : Dr. S. S. Nikam.
5. Local Society Representative : Dr. B. S. Belgudri.
6. Member Co-Ordinator : Miss. T. Y. Patel.

IQAC REPORT OF 2009- 2010

1. What is the plan of action chalked out by the internal quality assurance cell (IQAC) in the beginning of the years towards quality enhancement and what is the outcome by the end of the years?

Ans : The objective of the college is to provide education to the student teacher coming from weaker sections of the society and rural areas. The college has to make special efforts to develop the objectives in the student teachers of the weaker sections and rural areas.

IQAC planned the following objectives for the academic year 2009 - 2010

OBJECTIVE OF THE INSTITUTION

1. To provide teacher training to the student teachers mainly coming from rural area.

OBJECTIVES FOR THE FACULTY

1. To train the student teachers especially from the rural area.
2. To train them the teaching skills and learning processes.

OBJECTIVES FOR THE STUDENT TEACHERS

1. To motivate the student teachers for teaching profession.
2. To imbibe the importance of teaching profession and their role in inclusive growth of the country.
3. To emphasize the role of student teacher in development of the human capital.

4. To make them able to promote social cohesion, international understanding and protection of human rights and rights of child.
5. To make them able to act as agents of modernization and social change.
6. To make them able to use competencies and skills needed for becoming effective teacher.
7. To make them able to cultivate critical thinking and scientific temper among students.
8. To develop managerial and organizational skills in schools.
9. To promote the students of western Maharashtra and rural area.

Considering the above objectives faculties are encouraged and provided leave for participation in the orientation and refresher courses. Seminars and workshops are also organized and attended by the faculties.

Faculty members have undertaken Action research on various subjects and wrote articles in educational journals. The teaching schedule is planned as per the university guidelines given in the B.Ed. Syllabus. The responsibility is generally divided as per the methods offered by the student teachers. Faculty members assess the student teachers with regard to content knowledge and skills for the programme. Social service is conducted at village level to build the rapport between the college and community. Through internship programme the rapport is established between the school and the institution. Student teachers are involved in blood donation, Aids awareness, diaddiction the faculty member who is the in charge of SUPW entrust the work to student teachers for preparation of chalks, envelopes etc.

In the syllabus of B.Ed. workshops like Micro teaching, workshop on Content cum Methodology, Workshop on Evaluation were arranged with

this practice teaching in simulation and in real classroom situation made the student teachers efficient one. Special guidance was given for language development i.e. Hindi and English.

Organizing Internship Programme, Co-curricular activities develops managerial and organizational skills among student teachers. In the above activities use of ICT make them to act as an agent of modernization. With this the student become skilled required for the teaching service.

Part B

1) Activities reflecting the goals and objectives of the institution

As the college is offering training for the student teachers of weaker sections of the society it is necessary to get the mastery over the subject knowledge and the skills regarding this. To make them able to achieve the mastery over the skills the changes in curricular aspects were taken into consideration by the faculty members. New references, new books were used and information was accessed to overcome the limitation due to lack of advanced knowledge. New methods and techniques were implemented.

To make them able to use competencies and skills needed for becoming effective teacher, student teachers assessment is done on continuous basis by conducting class assignments, home assignments,

seminars and workshops. They are encouraged to participate in the different occasions organized by the institution Orientation classes were conducted to familiarize the students with the institution.

The faculty members are also encouraged to adopt innovative teaching methods such as seminars use of power point presentation, group discussion etc. All the classes were provided the facility of internet and overhead projector. Audio visual aids are also prepared by the faculty for effective presentations. Along with the regular lectures the guest faculties were invited from the departments such as Hindi, Marathi of senior colleges. To develop the skills among the student teachers the different workshops were conducted such as Workshop of Micro teaching, Workshop on evaluation, Workshop on Models of teaching and workshop on Content cum Methodology. Student teachers are involved in preparing various lesson plans for the above workshops.

The student teachers assessment was done on the basis of their performance in practical and internal examinations (Terminal, Unit tests and Preliminary) the examination department followed a scaling down system as mentioned in the section 'Standard of passing' of the curriculum for B.Ed..

After declaration of the results by university a list of failed students was prepared to overcome the problems in student teachers.

In this way the college has been contributing to give right direction to student teachers admitted for this course.

2) New academic programmes initiated

The institute is proposed to start begin the new programs such as M Ed., Diploma in School Management and ECCE.

3) Innovation in curricular Design and transaction

A) One of the faculty members of the institution is the member of Board of studies. She attended the meetings of board of studies; suggestions regarding the above mentioned points were presented by her.

In academic year 2008 revision in the curriculum have been made. The changes in methodology sections are major. Prior to this change the papers of methodology were of a 100 marks. After 2008 onwards they were of 50 marks.

In the academic year 2008-09 guest faculty were called to conduct model lessons from V. D .Shinde Highschools Gadlinglaj Savitribai Phule Vidyalaya Gadhinglaj, Gijawane Highschool Gijanane etc. After model lessons suggestions were provided by the student teachers and remedies were given.

B) To get the mastery on skills, practicals on theory is very important student teachers were encouraged to organize the seminars. The seminars in the subjects were as follows-

SEMINARS CONDUCTED

Sr.No.	Subject	Contents	Total No. of students in the group	conducted by
1	Paper I Section I	Indian Thinkers-Swami Vivekanand and Karmaveer Bhaurao Patil	10	Mrs. V.V.Sawant
2	Paper I Section II	Formal and nonformal education channels Family, school, open education system	10	Mrs.S.D.Khavnekar
3	Paper II Section I	Education for special children	10	Mr. B.S.Khochage
4	Paper II Section II	Thinking Process and it's types	12	Mrs. S. E. Powar
5	Paper III Section I	Concept of Secondary education, Education in Post independence era	10	Mr. S.M. Raykar
6	Paper III Section II	Secondary School Code, Grants and Fee concession	20	Miss. T.Y. Patel

7	Paper IV Section I	Language Laboratory	10	Mr. U. R. Kadam
8	Paper IV Section II	Networking – world wide web WWW e-mail, e-learning, multimedia it's uses in education.	10	Mr. R.S. Sawekar
9	Paper V Section I	Social Institute, Techniques to teach the adults	10	Mrs. V.V.Sawant
10	Paper VI Methodology			
	Marathi	Objectives of teaching Marathi	10	Mr. S.M. Raykar
	Hindi	Correlation of Hindi with other subject	10	Mr. B.S.Khochage
	English	Objectives of teaching English	10	Miss. T.Y. Patel
	Maths	Mathematician Bhaskaracharya, aaryabhata, Ramanujan	10	Mr. U. R. Kadam
	Science	Tools and technique of teaching science and contribution of eminent sciences in the development of science –Homi Bhabha, A.P.J.Abdul kalam Einstine, Merry Quire	10	Mr. R.S. Sawekar
	History	Types of curriculum – Linear, Concentric	10	Mrs.S.D.Khavnekar
	Commerce	Correlation of Commerce with other subject	4	Mrs. S. E. Powar

C) Workshops - to get the knowledge of there and skills related to the there paper is essential so the following workshops were conducted by the

Sr.No.	Date	Workshop	Conducted by
1	13-09-10	Workshop on Micro teaching	Mrs. S. E. Powar
2	16-10-10	Workshop on Simulation	Miss. T.Y. Patel
3	04-10-10	Workshop on Evaluation	Mr. U. R. Kadam
4	19-11-10	Workshop on Content cum Methodology	Miss. T.Y. Patel
5	01-12-10	Workshop on Models of Teaching	Miss. T.Y. Patel

college.

1)WORKSHOP ON MICRO TEACHING

The first practical of the training is Micro teaching. To get the mastery over teaching skills, proper practice of Micro skills is required. Student teachers are divided in the group of twelve to thirteen and the five micro skills such as Introduction, Explanation, Stimulus variation, Questioning and Board writing were developed. The Bridge lesson is conducted after successful completion of the above skills. These all five skills are of five minutes and twice teaching of each skill is done which is called teach and reteach. In the teaching of skill according fair plan trainee has to conduct the lesson, the lesson is observed by the guide and other peer observers. The

feedback is given to the trainee immediately. The trainee corrects the mistake as in the next presentation i.e. reteach. Separate rooms, reference material and print material to write practical is provided to each trainee.

2) SIMULATION TEACHING

This is another practical where training of teaching for 30 minutes is provided. This practical is conducted in the classroom of institute itself. The trainees are divided into groups of twelve. Basically these are the group of Methodologies. Guide or method master attend the group. Each trainee has to conduct one lesson plan of practice teaching. Student teachers have to prepare the lesson plan and get corrected the plan by method master. After correction they have to conduct the lesson in their group so before entering in the real classroom situation they practice in simulation. Separate rooms, reference material, print material and guidance is provided to each trainee.

3) CONTENT CUM METHODOLOGY

This is the practical related to Methodology In each methodology student teachers understand the correlation of the subject. Structure of the subject, the method to analyze the content. Methods to analyze the syllabus etc.

The Student teachers are divided in the methodology's group reference material is provided. Theory regarding the syllabus, Contents Analysis etc is done in group.

This practical is important in their service period to understand the method according to the teaching content to give weightage according to their objectives and marks.

Student teachers conduct one lesson of each method according to different teaching methods in real classroom situation. Here student teachers understand the different contents and their teaching level at school.

4) WORKSHOP ON EVALUATION

This practical aims at the understanding of evaluation. They must understand the year planning, Unit Planning, lesson planning, and Blue Print and Unit test to assess the performance of their student's property. Student teachers are given the theory of year, Unit and lesson planning. Theory on Blue Print and unit test is also provided. Then they are told to prepare the above planning. Separate groups are prepared. Separate rooms and reference material are provided to each group. The student teachers are divided in the method wise group.

In the preparation of Blue print student teachers understand to give weightage to objective to difficulty level. To sub topics and types of questions.

5) WORKSHOP ON MODEL'S OF TEACHING

Here trainees have to understand the different models of Teaching. Teacher educators of the institute give lecture on theory of models of teaching those are information processing Models. Social interactions Model and Behavioural interactions. The Models from the above category are Role Play, Concept attainment, Inductive thinking, Advanced Organizer and Inquiry Training. From Above five, student teachers have to conduct two models they prepare plans according to them and conduct the lessons in the group.

6) INTER DISCIPLINARY PROGRAM STARTED

In the syllabus there are papers based on philosophy, Psychology. Secondary and Higher secondary Education, School management, New Trends, Action Research etc. From these papers we can understand different disciplines. Different methodologies understand different disciplines. Different methodologies such as Marathi, Hindi, English, Science, Math's, History and Commerce are related the school subjects themselves.

7) EXAMINATION REFORMS IMPLEMENTED

As mentioned in the curriculum for B. Ed. Regular class assignments home assignments seminars, practical based on workshop and class participation considered for evaluating the student teachers. Terminal examination of 30 marks was hold in the beginning as second and preliminary examination of 100 marks was hold in the month of March to maintain uniformity in the internal and external mark a system of scaling down is implemented.

8) NUMBER OF CANDIDATES QUALIFIED: NET/SET

No candidate of the college has qualified the NET/SET examination.

9)Research project

a) Newly implemented.

Nil

9) Patents generated if any

Nil

10) Total research grants received from various agencies

Nil

11) New collaborative Research Programmes

Nil

12) Details of Research scholars

Sr. No.	Name of the faculty	Degree
1	Mrs. V. V. Sawant	Ph.D.

13) Citation index of faculty members and input.

Nil.

14) Honors and a words to the faculty

Nil

15) Internal resources generated

Nil

16) Details of department getting SAP/COSIT/DST,DIST etc. assistance/recognition

Nil

17) Community Services

Swachhata Abhiyan was arranged on 14th Jan 2010 in the following four villages namely

1. Inchanal
2. Kaulage
3. kadgaon
4. Lingnur Gadhinglaj

For their abhiyan student teachers of the collage divided into four groups. Two faculty members for each group were allotted. The sarpancha of the particular village and other society members provided guidance and help for this abhiyan.

18) Number of teachers and Officers newly recruited

Nil

19) Teaching and non teaching staff ratio

There are eight teaching staff members and nine non teaching staff including administrative staff. So the ratio of teaching to non teaching is 8:9

20) Improvement in the library services

The library of the collage lag stocked with books up to 31st march 09. Library is providing open access facility to all students has spent Rs.41,666 /- On purchase of 340 books.

21) Number of new books / journal subscribed and their values

Sr. No.	Name	Total number	Amount spent
1	new books	340	41,666/-
2	news paper	5	04,980/-
3	Journals	22	04,438/-

22) Numbers of courses for which student assessment of teachers is introduced and the action taken a student feedback

Feedback from the student teachers was taken at end of academic session Questions based on teachers teaching performance was given to the student teachers. The results were communicated to individual faculty members for improvements.

23) Unit cost of education

$$\text{AC (Average cost)} = \frac{\text{FC (Fixed cost)} + \text{VC (Variable cost)}}{\text{No. of student}}$$

$$\text{AC (Average cost)} = \frac{920585.00 + 4183896.25}{100}$$

$$\text{AC (Average cost)} = \frac{5104481.25}{100}$$

AC (Average cost) =51044.81/-

24) Computerization of administration and the process of admission and examination results issue of certificates

All the documents such as letters, notices and the records are related to staff and student teachers are prepared on computer installed in the office.

Process of admission is also on computer. The process it is centralized but the data is installed in the office.

The question papers are prepared on computer. The results of internal and practical examination are prepared on computer. All the mark lists are prepared on the computer.

25) Increase in infrastructural facilities

Furniture in the library and office such as tables and counter are added.

26) Technology Upgradation

Canon Company's digital camera for various functions in the college was provided by the institute.

Upgradation of the computers in the computer lab was done.

27) Computer and internet access and training to teachers and students

In computer lab internet and intranet connectivity is available all the teachers are allowed to access internet for their theory papers according to their need and convenience.

To the student teacher there is one practical i.e. IT lesson where student teacher have to prepare slides on their given topic to teach for PowerPoint presentation.

Question banks of different theory papers were installed by the faculty members in different computers. These question banks are made available to the student teachers at any time.

28) Financial aid to students

Nil

29) Activities and support from the Alumni-Association

The Alumni Association was activated in the academic year. The meeting or Alumni was conducted on 15th Dec. around 78 students participated and expressed their thoughts on their college days and suggestions were also given for further improvement.

30) Activities and support from the parent teaching association

As the course is at graduate level parent teacher association is not required.

31) Health Services

In the institute one doctor visits to institute as and when required. Physical check up camp is organized ones in a year including expert doctors.

32) Performance in sport activities

During the academic year 2009-10 out student teachers organized different events at school level. Such as kabbadi, kho-kho, long jumps, high-jumps etc. in four schools namely Gijawane Highschool, Dada Desai Highschool Inchanal, Kedarling Highschool Kadgaon and New English School Kaulage etc.

At the end of the year sports were organized in which male and female student teachers participated in different events such as Kho-Kho, Kabbaddi, Cricket, Solo events like long jump, high jump, 100 mt.; 400 mt. running.

33) Incentives to outstanding sport persons, momentous and certificates for the event

Certificates were provided to the student teachers who achieved success.

34) Student achievement and awards

Nil.

35) Activities of the Guidance and Counseling Unit

Student teachers of different methodologies are assigned to the related method teachers. Each teacher gets around twelve student teachers for guidance. The student teachers approached their teachers as and when required.

36) Placement services provided to students

One placement cell was established in the college. One of the faculty members is in charge of the cell. 12 student teachers' placement has done by this cell.

37) Development programme for non teaching staff

Development programme for nonteaching staff organized by Shivaji University was attended by the nonteaching staff.

38) Any other relevant information the institution notes to add

Every month the period of grivence-redressal is arranged to redress the grievances of the student teachers.

39) Healthy Practices

At the end of each month each faculty member prepares one paper on academic and student related issues, recent trends and innovations in education.

Tutor-ward scheme is going on where twelve student teachers are allotted to teacher educator where these educators solve their academic as well as personal problems.

40) Linkages with International universities / Institutions

Nil

PART C

Plans of the Institution for the next year

1. To make efforts to enhance institute image at state level.
2. To increase alumni activities.
3. To organize workshops on new trends in secondary education.
4. To make the student teachers efficient in soft skills.