

The Annual Quality Assurance Report (AQAR) of the IQAC for the Academic Year 2012-2013

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	Gandhi Shikshan Bhavan's Smt.Surajba College of Education
1.2 Address Line 1	Juhu Road (North)
Address Line 2	-
City/Town	Mumbai
State	Maharashtra
Pin Code	400 049
Institution e-mail address	gandhishikshanbhavan@gmail.com
Contact Nos.	022 - 26200589
Name of the Head of the Institution:	Dr.(Smt.) R.N. Rajmane
Tel. No. with STD Code:	022 - 26706277
Mobile:	9323738873

Name of the IQAC Co-ordinator:

Ms. Sabiha More

Mobile:

9821320407

IQAC e-mail address:

aaisabiha@gmail.com

1.3 NAAC Track ID (For ex. MHCIGN 18879)

EC_55_RAR_060 dated 27-3-2011-Gandhi Shikshan Bhavan's Smt. Surajba College of Education, Mumbai-Maharashtra.doc

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/55/RAR/060 dated 27-3-2011

1.5 Website address:

www.gandhishikshan.com

Web-link of the AQAR:

www.gandhishikshan.com/AQAR%20Report.PDF

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A+	90.95%	2004	Five Years
2	2 nd Cycle	B	2.82	27/03/2011	26/03/2016
3	3 rd Cycle				
4	4 th Cycle				

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

05/07/2004

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

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2011-12 submitted to NAAC on 06/02/2013
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

.

1.12 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	4

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Equity in Education	-Org Seminar -had Guest Lecture -Org Exhibition -had film shows

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Programme report given to Management, suggestion taken from Management

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD		Ph.D. in Education		
PG				
UG	B.Ed.			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	1	1		
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Syllabus revised by University

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Not applicable

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	9	5	2	0	2

2.2 No. of permanent faculty with Ph.D. 4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	0	1	0	0	0	0	0	0	0	1

2.4 No. of Guest and Visiting faculty and Temporary faculty 15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	6	
Presented papers	2	5	
Resource Persons	1		

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

- **Constructivist approach**
- **Co-operative approach**

2.7 Total No. of actual teaching days during this academic year 209

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 0 0 7

2.10 Average percentage of attendance of students 90%

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	80		5	59	15	99

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

Attached Report

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	2
Orientation programmes	0
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	1
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	3	0	0	0
Technical Staff	4	2	0	0

Criterion – III

3. Research, Consultancy and Extension

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

<p>→ Action Research by students → Survey Research by staff → Research based paper presentation by staff</p>

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		5	√	
Outlay in Rs. Lakhs			3.05	

3.4 Details on research publications

	International	National	Others
Peer Review Journals			4
Non-Peer Review Journals			
e-Journals			
Conference proceedings	4	14	4

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

Level	International	National	State	University	College
Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sponsoring agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Organized by the Institution

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Not applicable

Type of Patent		Number
National	Applied	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
						1

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) Not applicable

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **Not applicable**

University level State level

National level International level

3.22 No. of students participated in NCC events: **Not applicable**

University level State level

National level International level

3.23 No. of Awards won in NSS: **Not applicable**

University level State level

National level International level

3.24 No. of Awards won in NCC: **Not applicable**

University level State level

National level International level

3.25 No. of Extension activities organized **1 (PEC Programme with DLLE)**

University forum	<input type="text"/>	College forum	<input type="text" value="35"/>		
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other	<input type="text" value="10"/>

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

- **PEC**
- **Education of street children**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3763 sq.mtrs			
Class rooms				
Laboratories	123 sq. Mtrs.			
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Yes

4.3 Library services: 2012-13

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23300	599773	843	34270	24143	634043
Reference Books	500		0		500	
e-Books	No list available					
Journals	35		0		35	
e-Journals						
Digital Database						
CD & Video	188		0		188	
Others (specify)	519					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	09	0	1					
Added	25	1	1					1 Language Lab.
Total	34	1	2					1

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

1 Teacher Sending for Web Designing

4.6 Amount spent on maintenance in lakhs :

i) ICT	11.58
ii) Campus Infrastructure and facilities	0
iii) Equipments	03.84
iv) Others	01.13
Total :	16.55

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) Support in Admission Support in academic counselling ,placement service and introducing other agencies, Library work
- 2) Support in fees to weaker section

5.2 Efforts made by the institution for tracking the progression

Lifelong Learning training through extension Department

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
80		3	

(b) No. of students outside the state

01

(c) No. of international students

0

	No	%		No	%
Men	0		Women	0	

Last Year						This Year					
General	SC	ST	OBC/ DT-NT	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
66	5	0	9	0	80	59	9	2	10	0	80

Demand ratio

Dropout %

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

Guidance given for SET/NET Exam and provide Library facility

No. of students beneficiaries

01

5.5 No. of students qualified in these examinations -

	<input type="text"/>	<input type="text" value="01"/>	<input type="text"/>	<input type="text"/>
NET		SET/SLET	GATE	CAT
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC
				Others
				<input type="text"/>

5.6 Details of student counselling and career guidance

→ Talk on "How to face Interview"

→ Placement Interviews

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	
8	80	25	45	

5.8 Details of gender sensitization programmes

1. Paper Reading	4. 3 days residential camp at Vacha
2. Women Guest talks	
3. Film & Documentary watching	

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events - **Not applicable**

State/ University level	<input type="text"/>	National level	<input type="text"/>	International level	<input type="text"/>
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No. of students participated in cultural events

State/ University level	<input type="text"/>	National level	<input type="text"/>	International level	<input type="text"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events - **NIL**

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources	6	50000
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives **NIL**

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Copy out side

6.2 Does the Institution has a management Information System

Last page of Quest in Education

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

6.3.1 Curriculum Development

Adding Gandhian Values to each model

6.3.2 Teaching and Learning

Innovative methods use of ICT (online/offline modes)

6.3.3 Examination and Evaluation

Online evaluation of assignments

6.3.4 Research and Development

Every faculty given ICT facility & programme for faculty dept. INFLIBNET etc conducted subscription for online e-journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Added 28 New computers

6.3.6 Human Resource Management

1 staff sending for Web Designing

6.3.7 Faculty and Staff recruitment

Not applicable

6.3.8 Industry Interaction / Collaboration

One collaborative National level workshop.

6.3.9 Admission of Students

100% Centralized admission through Government of Maharashtra

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Food For Life

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative			Yes	Principal

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

Not applicable

For PG Programmes Yes No

Not applicable

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable

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

Not applicable

6.11 Activities and support from the Alumni Association

Donation of Books to the book bank

Yearly Alumni Meeting

6.12 Activities and support from the Parent – Teacher Association

Not applicable

6.13 Development programmes for support staff

1) Teaching Basic Computer Literacy

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

Trees have planted vermin compost pit has been constructed.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **Democratic Decentralization of power**
- **Participatory Approach of Management**

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

**Library Book Bank facility has been introduced for all the students.
Individual tutorials for all
Retest opportunity for all.**

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

- 1) **Collaboration with NGO's**
- 2) **Exam interaction with National level.**
- 3) **Teachers Academic Audit for self Enhancement Dignitaries.**

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

7.4 Contribution to environmental awareness / protection

**We have seasonal festival - Vasantotsav
- Varsha Mangal
→ Exhibition on Environment
→ Paper reading**

7.5 Whether environmental audit was conducted? Yes No

→ **Collaboration with Environmental Agencies.**

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

→ **We are the pioneer familiarizing the student-teacher with Gandhian Philosophy.**

8. Plans of institution for next year

The College organize and undertake innovative practices for women empowerment.

Name: *Ms. Sabiha S. More*

Name: *Prin.Dr.(Smt) Ratnaprabha N. Rajmane*

sd/

sd/

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

VISION OF THE INSTITUTION

PROVIDE QUALITY EDUCATION FOR EMPOWERMENT AND ENLIGHTENMENT THROUGH GANDHIAN PHILOSOPHY TO PREPARE SOCIALLY COMMITTED TEACHERS

MISSION OF THE INSTITUTION

NURTURANCE AND DISSEMINATION OF GANDHIAN VALUES TO DEVELOP INNOVATIVE, INVOLVED AND DYNAMIC TEACHERS FOR THE WELFARE OF SOCIETY.

GOALS OF THE INSTITUTION

- **TO MAKE TEACHING - LEARNING AN ENJOYABLE EXPERIENCE.**
- **TO CREATE TEACHERS WITH WELL INTEGRATED PERSONALITY.**
- **TO PREPARE TEACHERS AS AGENTS OF SOCIAL CHANGE.**
- **TO ENSURE HARMONIOUS DEVELOPMENT OF TEACHERS FOR A PEACEFUL SOCIETY.**
- **TO DEVELOP RESEARCH SKILLS AMONG TEACHERS.**
- **TO MAKE GREATER USE OF INFORMATION AND COMMUNICATION TECHNOLOGY TO PREPARE FOR GLOBALIZATION.**
- **TO CREATE A PASSION FOR LIFE-LONG LEARNING AMONGST STUDENT- TEACHERS.**

Report of the IQAC Activities taken in the YEAR 2012- 13

Any college which seeks excellence has to organize various programs to ensure that the quality meter keeps ticking. The college promoted itself in various ways one of them is through activities of IQAC. Following activities were organized during the year 2012-13.

1) Paper reading was done on various issues of National Integration like Foods and Festivals of India, Daughters of the Indian Soil, Issues of water sharing of Rivers in India, The cultural Legacy etc.

2) Visits to various places were made, like Study Tour of Karnataka, Visit to the Local village of Maharashtra, One day Tour to an ashram Shala at Parnel to understand the cultural diversities and rich heritage of the country.

3) Book reviews were done on various issues connected to national integration. Some of the Books are as follows:

We The Indians : Merhoo Bengali

National integration : Satyendra Kachru

Multicultural Education Policy: Responding to Societal Needs: Newfoundland and Labrador

4) Expert talks were arranged on the topic to create a better understanding of cultural diversities . Sonal Shukla the Director of Vaccha, an NGO working of young girls and their problems was invited. Swami Anup Das was called to make people understand the Vedic philosophy and its importance in daily life, Sudha Panchal was invited to teach the Art of Handicraft in India, Daksha Mashruwala took a session on Use of dance in daily teaching.

5) Students were asked to participate in the Extension Activity of the University where by student took special lesson connected to the Indian culture and heritage. Each student gave one project on national integration per school which comprised of food, dance, culture and geographical uniqueness.

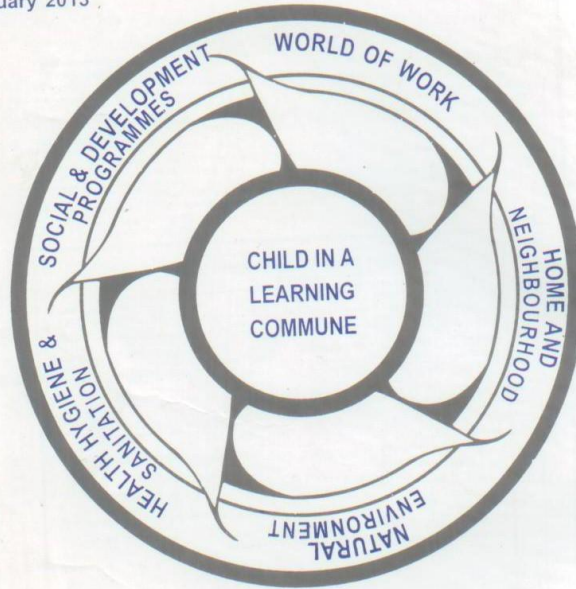
6) For bringing excellence to our program we also tried to have collaboration with the out side agencies to bring in the feature of National Integration. The Sarvodaya Mandal, The Anti dowry Cell, Mahim Nature Park, The Chatrapati Shaje Raje Musuem etc. there were special seesions held to promote national integration and understanding of how it needs to be developed.

GANDHI SHIKSHAN BHAVAN

Functional Education

January 2013

Regd. No. 9331/64



Development of well-integrate personality is possible if :

- a. Educational experiences and work experiences interweave, intersect and reinforce each other.
- b. Students and teachers participate actively in the community services such as adult education, promotion of better health, hygiene and sanitation etc.
- c. Curriculum provides for self-directed learning and
- d. Education concerns itself with the development of the whole man.

Printed at : Vijay Copy Centre, Tel. : 23865137 Email : vijayxerox@hotmail.com
and Published by Shri Vajubhai Patel
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