



**GANDHI SHIKSHAN BHAVAN'S
SMT. SURAJBA COLLEGE OF EDUCATION
(CONDUCTED BY INDIAN COUNCIL OF BASIC EDUCATION)**

**ANNUAL QUALITY ASSURANCE
REPORT
2015-2016**

Juhu Road (North), Mumbai-400049

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The Annual Quality Assurance Report (AQAR) of the IQAC for the Academic Year 2015-2016

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

AQAR for the year (for example 2010-11)

2015-16

I. Details of the Institution

1.1 Name of the Institution

Gandhi Shikshan Bhavan's Smt.Surajba College of

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. MHCogn 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:

http://www.gandhishikshan.com/AQAR2015-16.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 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 2012-13 submitted to NAAC on 17/07/2014**
- iii. **AQAR 2013-14 submitted to NAAC on 24/12/2014**
- iv. **AQAR 2014-15 submitted to NAAC on 22/02/2016**

1.09 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

University of Mumbai

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>

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

- **“Making Learning Zesty : Through Drama and Art in Education”**
- **“Status of Women in Transitional Society : A futuristic vision”**

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
•	

* Attach the Academic Calendar of the year as Annexure. : **See Enclosure No. 1**

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

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
Ph.D	01	--		--
PG	--	--	--	--
UG	01	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	02	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	1 (B.Ed)
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.

N.A

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

N.A

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	05	02	01	01

2.2 No. of permanent faculty with Ph.D.

04

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

N.A. **N.A.** **N.A.**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers			
Resource Persons			

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

- **Flipped classrooms,**
- **AV Mediated Learning**
- **Constructivist Approach**
- **Using Models of Teaching**

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

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

As per University since college is affiliated to University of Mumbai

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	8
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2.10 Average percentage of attendance of students

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.	49	2	37	55	0	94

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

Annual Quality Assurance Cell is established in the institution for the purpose of Self Enhancement, Self Motivation and Self Improvement. It provides Intrinsic motivation. Monitoring and Evaluation is important because:

- it provides the only consolidated source of information showcasing project progress;
- it allows actors to learn from each other's experiences, building on expertise and knowledge;
- it often generates (written) reports that contribute to transparency and accountability, and allows for lessons to be shared more easily;
- it reveals mistakes and offers paths for learning and improvements;
- it provides a basis for questioning and testing assumptions;
- it provides a means for agencies seeking to learn from their experiences and to incorporate them into policy and practice;
- it provides a way to assess the crucial link between implementers and beneficiaries on the ground and decision-makers;
- it adds to the retention and development of institutional memory;
- it provides a more robust basis for raising funds and influencing policy.

In our institution we take care that during the teaching learning process IQAC contributes monitors and evaluates the process so as to provide maximum benefit to the students.

Sr No	Programme	Contribute	Monitor	Evaluation	Remark
1	Syllabus Formation	All teachers are involved	Principal ensures each one goes for core committee	Teachers become content contributors	From Senior to Junior all benefit
2	Content Transaction	Teachers use different methods and Approaches	Teacher Educator submit their report	Feed back is taken to see the effectiveness of the methods	Variation in Learning
3	Co-curricular Activities for Achieving the Mission Statement	IQAC supports monetarily by Providing training to students	Teachers accompany the students for each exposure	Feed back is taken individually from the students	All around development of students takes place
4	Collaboration with NGOs for exposure	Talks and collaborates with Various NGOs	Ensures that the activities are reflected in the time table	Assignments are taken from the students	Learning out side the walls happen
5	Development of Skills: ICT to dance and dramas	IQAC arranges for training and development of skills happen, New Computer Lab is built by IQAC	Ensures that relative programmes are organized	Exhibition or Show case of Talents takes places after learning	Entry level behaviour and exit level can be measured

6	Organization of Seminars, Symposium and Workshops	Knowledge and understanding of a particular subject enhances	Ensure 100% participation of the students	Take individual feed back	Students get to know stalwarts of the particular field
7	Personal Counselling	Mental health	Periodic interaction with the Faculty and students rapport with the other members of the institution	Feed back is noted in the Faculty Diaries and if necessary send to the required expert	Students have well adjusted personality
8	Exposure to diversity through celebrations and festivals	Decides the Programmes to be celebrated : national and social importance	It is ensured Students are the organizers, presenters and coordinators	Principal and the Faculty assess the Programme	Students go with a lot of understanding to the schools
9	Awareness about Environmental issues	Sensitization towards environment and develops positive attitude towards environment	Imparts education of environment Involves students in maintenance of environment	Formative and Summative Evaluation	Student teacher goes in the society with values of environment and disseminate it through word, action and deed

2.13 Initiatives undertaken towards faculty development : 19

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

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	5	1	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- **All the staff members do small research and get it published in house peer reviewed magazine QUEST IN EDUCATION**
- **Staff members are encouraged to take part in various national and international seminars to present their research papers.**
- **Workshops are conducted on research methodologies**

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs	0	0.5	0	0

3.4 Details on research publications

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

3.5 Details on Impact factor of publications: **NOT APPLICABLE**

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	0	0	0	0
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) Minor				
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 : **NOT APPLICABLE**

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences Organized by the Institution	Level	International	National	State	University	College
	Number		2			
	Sponsoring agencies		Self Finance IQAC			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year : **NOT APPLICABLE**

Total	International	National	State	University	Dist	College

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

University forum College forum
NCC NSS Any other

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

- Seminars
- Workshops
- Visits
- Guest Lecture
- Film shows
- Debates
- Dramas

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	4724.9 sq.mtrs	--	--	4724.9 sq.mtrs
Class rooms	04	--	--	04
Laboratories	03	01	Management	04
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Computers - 30 Laptops – 04 Printers – 07 Water Cooler - 1 Intercom system – 01 Public Address System – 01 CCTV Cameras - 09	Air Conditioners – 9 Computers – 13 Printers – 1 Smart Board – 1 LCD Projector -1 Xerox Machine – 1 Amplifier & Speaker – 1 Science Apparatus - 11	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	--	11.9965	UGC – 11.9945 Non salary- 0.3480	--
Others	--	Storewell Cupboard-4 Filing Cabinet-3 Wall Clock - 2 Big Punch -1 Speaker stand – 2 Sports Good Materials Library Books – Rs.2279/- Library Books - Rs.2199/- Library Books - Rs.3000/- Library Books - Rs.9002/- Library Books – Rs.7776/- Library Books – Rs.2101/- Library Books – Rs.19610/-	UGC Non Salary Non Salary Social Welfare University Book Bank EBC/PTC/STC YCMOU Ph.D. UGC	--

4.2 Computerization of administration and library

Yes

4.3 Library services: 2014-15

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24501	750875 +19027	106	45967	24607	815869
Reference Books	1500	21506	6	15941	1506	37447
e-Books	N list					
Journals	35	16820 +6600	2	1300	33	24720
e-Journals	N list					
Digital Database						
CD & Video	233	--			233	--
Others (specify)	Dissertation – 184 Specimen copies- 25 Grey Literature- 21 Maps – 77 Chart - 25	--	Ph.D Theses -1		Dissertation – 184 Specimen copies- 25 Grey Literature- 21 Maps – 77 Chart – 25 PH.D. Theses -1	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsi ng Centres	Computer Centres	Office	Departments	Others
Existing	34	2	30	2	0	4	2 Library	0
Added	13	1	13	0	0	0	0	0
Total	47	3	43	2	0	4	2	0

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

All the computers are connected to internet and all the teachers, students and office have access to it .
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.5539
ii) Campus Infrastructure and facilities	0
iii) Equipments	12.2615
iv) Others	1.2656
Total :	16.081

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- **Maintains Website**
- **Student Council meetings on regular basis**
- **Principal Addressing the students in Assembly**
- **Faculty meetings**

5.2 Efforts made by the institution for tracking the progression

- **By face to face meeting**
- **Digital follow up**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
50	0	5	0

(b) No. of students outside the state

1

(c) No. of international students

0

Men	No	%	Women	No	%
	0	0		0	0

Last Year						This Year					
General	SC	ST	OBC/ DT-NT	Physically Challenged	Total	General	SC	ST	OBC /DT- NT	Physically Challenged	Total
69	6	0	5	0	80	40	4	2	4	0	50

Demand ratio

Dropout % 2

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

NA

No. of students beneficiaries

NA

5.5 No. of students qualified in these examinations - **NOT APPLICABLE**

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

5.6 Details of student counselling and career guidance

- **Started a certificate course in Counselling and Career Guidance.**
- **Arranging Expert Talks**
- **Faculty Career Counselling**

No. of students benefitted

20

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
PANBAI INTERNATIONAL SCHOOL	3	None	None
<ul style="list-style-type: none"> • Due to 2 yrs B.Ed. course – No placements done for 2015-16. • However alumni were suggested placement to their What’s App group whenever vacancies were available 			

5.8 Details of gender sensitization programmes

- **Paper Reading**
- **Films**
- **Residential Camps**
- **Drama/ Street Play**
- **Open Debates / Discussion**

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events - **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	9	3870
Financial support from government	0	0
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

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:

- * **Started Canteen**
- * **Extended Library hours**
- * **Dress Code for teaching changed**
- * **Innovative methods used**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION OF THE INSTITUTION

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

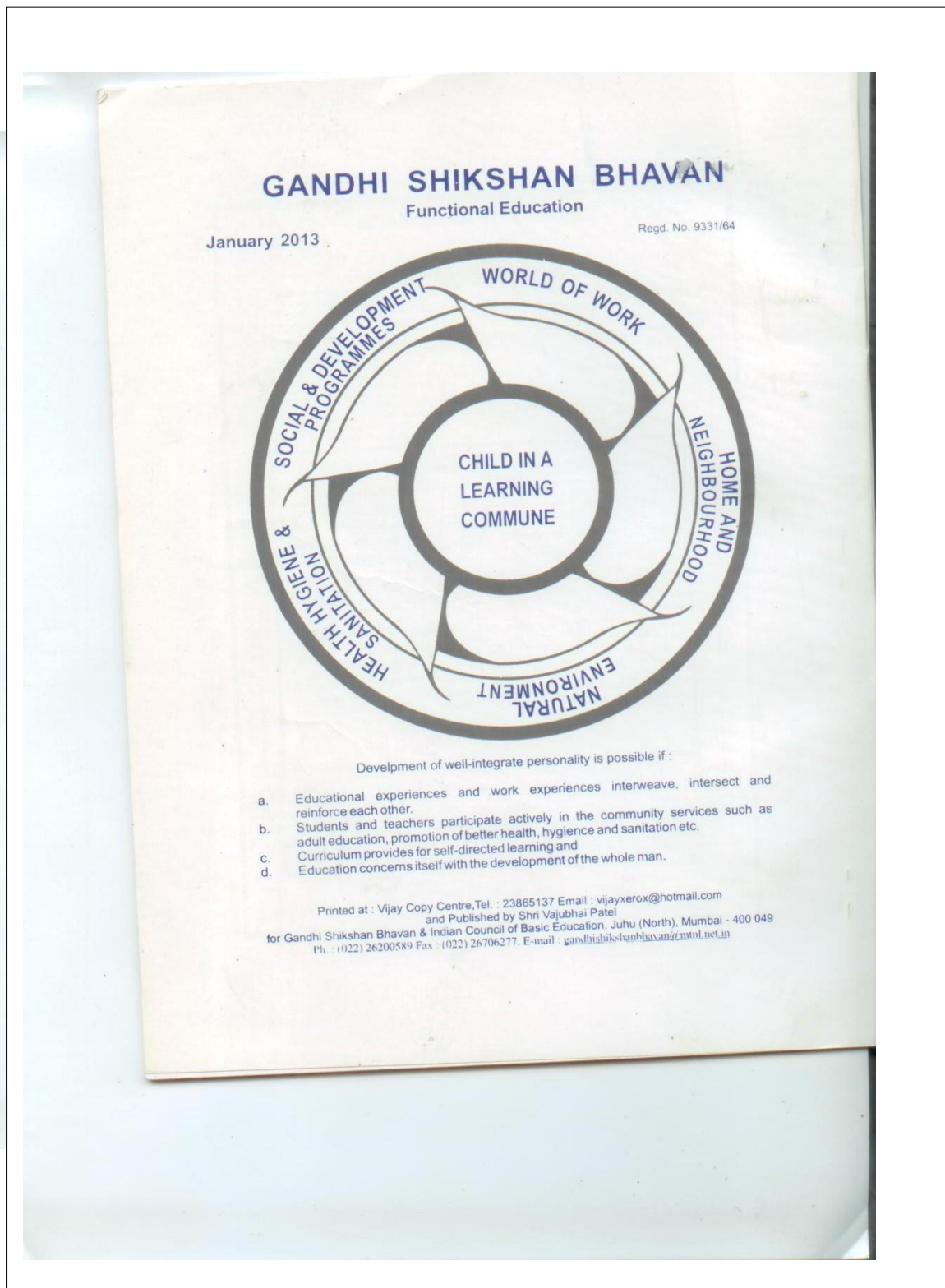
MISSION OF THE INSTITUTION

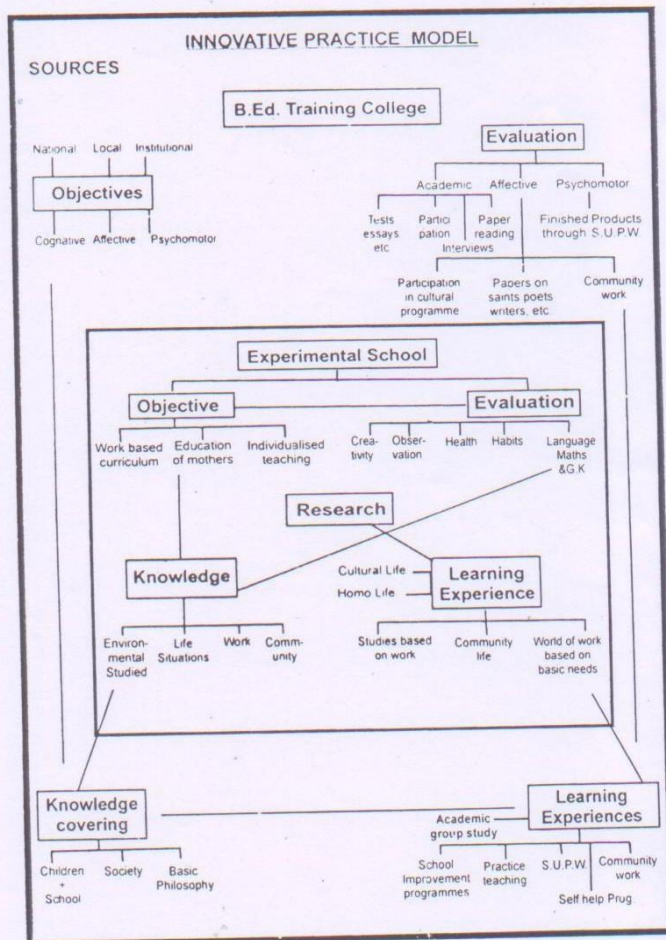
NURTURANCE AND DISSEMINATION OF GANDHIAN VALUES TO DEVELOP INNOVATIVE, INVOLVED AND DYNAMIC TEACHERS FOR THE WELFARE OF SOCIETY.

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.**

6.2 Does the Institution has a management Information System





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

- **Sava Dharma Prathana**
- **Sarvadaya Patra**
- **Visit to Mani Bhavan – Gandhi Sangralaya**
- **Presentation of ‘My Experiments with Truth’ to all students**
- **Presentation of anecdotes from ‘My Experiments with Truth’ to our students in our practice teaching schools**
- **Papers on Gandhian Ideology by teachers and students**
- **Seminars on Gandhian thoughts**
- **Community lunch programmes for all students and staff**
- **Khadi Exhibition**
- **Visit to Handloom and Handicraft Fairs**
- **Regular Socially Useful Productive Work**
- **Regular Community Service Programme**
- **Gandhi Jayanti Celebrations**
- **Gandhi Punyathithi**
- **Rural Camp for four days**

6.3.1 Curriculum Development

- **Revised curriculum as per NCTE**
- **Value added courses started**
- **Institutional Philosophy based programmes Started**

6.3.2 Teaching and Learning

- **Flipped classroom**
- **Self learning (Constructivist mode)**
- **Collaborative Learning**
- **Peer Learning**
- **Co-Teaching**
- **Assignment based Learning**
- **ICT initiated Learning**

6.3.3 Examination and Evaluation

- **Qualitative Evaluation**
- **Continuous Comprehensive Evaluation**
- **Exam on Demand**

6.3.4 Research and Development

- **Research Cell activities**
- **Action Research**
- **Ph.D.**

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Automation of library – SOUL**
- **Extension of Rooms**
- **Upgrading**

6.3.6 Human Resource Management

- **Multi Tasking of the Personnel**
- **Delegation of work**
- **Professional Development through Seminars / Workshop**

6.3.7 Faculty and Staff recruitment

NA

6.3.8 Industry Interaction / Collaboration

NA

6.3.9 Admission of Students

100% Centralized admission through Government of Maharashtra

6.4 Welfare schemes for

Teaching	Free Internet Accession
Non teaching	Free Internet Accession
Students	Free Internet Accession Monetary support

6.5 Total corpus fund generated

0

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

- **Financial help**
- **Curriculum improving**
- **Career Placement**

6.12 Activities and support from the Parent – Teacher Association

Not applicable

6.13 Development programmes for support staff

- **Taught usage of ICT**
- **Enhancing Educational Qualification**

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

- **'GO GREEN' – Initiation of Compost Bin**
- **Development of Herbal Garden**

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.

- **Making students a part of Governance**
- **Sharing responsibilities at major event**

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

Feedback for each program taken individually from students

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

7.4 Contribution to environmental awareness / protection

- **Herbal Garden – Usage of LED equipments**
- **Compost Bin**

7.5 Whether environmental audit was conducted? No

7.6 Any other relevant information the institution wishes to add.

8. Plans of Institution for next year

Name: *Ms. Sabiha S. More*

Sd/

Signature of the Coordinator, IQAC

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

sd/

Signature of the Chairperson, IQAC

Enclosure No.1

**Gandhi Shikshan Bhavan's
Smt. Surajba College of Education
Juhu Road (North), Mumbai – 400049.**

Academic Calendar July 2015

Date	Day	Particulars
1	Wednesday	
2	Thursday	
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	
12	Sunday	-----Holiday-----
13	Monday	-----College Reopens-----STAFF MEETING----- Allotment of Potfolio-----
14	Tuesday	ORIENTATION COURSE 1: Growing up with Child
15	Wednesday	ORIENTATION COURSE 1I: Contemporary India and Education
16	Thursday	ORIENTATION COURSE 1II.2: Understanding Discipline
17	Friday	ORIENTATION COURSE: EPC 1—Reading and Reflection-----
18	Saturday	-----RAMZAN-- EID--HOLIDAY---
19	Sunday	-----Holiday-----
20	Monday	ORIENTATION COURSE III.1: Pedagogy of School Subject
21	Tuesday	ORIENTATION COURSE III.1: Pedagogy of School Subject
22	Wednesday	ORIENTATION COURSE IV: Knowledge and Curriculum
23	Thursday	ORIENTATION COURSE V: Learning and Teaching
24	Friday	ORIENTATION COURSE VI: Assessment for learning
25	Saturday	ORIENTATION COURSE- EPC 2
26	Sunday	-----Holiday-----
27	Monday	Preparation of handouts in each subject/ books reviews etc
28	Tuesday	Preparation of handouts in each subject/ books reviews etc
29	Wednesday	Practicum Orientation
30	Thursday	Preparation of handouts in each subject/ books reviews etc
31	Friday	Preparation of handouts in each subject/ books reviews etc

Principal: Dr. Ratnaprabha Rajmane

Co-ordinators: Dr. Judy Andrews/Dr. Frances Vaidya

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Academic Calendar August 2015

Date	Day	Particulars
1	Saturday	Preparation of handouts in each subject/ books reviews
2	Sunday	-----HOLIDAY-----
3	Monday	-----IQAC Meeting-----
4	Tuesday	Preparation of handouts in each subject/ books reviews etc
5	Wednesday	Preparation of handouts in each subject/ books reviews etc
6	Thursday	Preparation of handouts in each subject/ books reviews etc
7	Friday	Preparation of handouts in each subject/ books reviews etc
8	Saturday	----- HOLIDAY-----
9	Sunday	----- HOLIDAY-----
10	Monday	Preparation of handouts in each subject/ books reviews etc
11	Tuesday	Preparation of handouts in each subject/ books reviews etc
12	Wednesday	Preparation of handouts in each subject/ books reviews etc
13	Thursday	-----Seminar at HJ college-----
14	Friday	-----Seminar at HJ college
15	Saturday	
16	Sunday	----- HOLIDAY-----
17	Monday	Preparation of handouts in each subject/ books reviews
18	Tuesday	-----PATETI HOLIDAY-----
19	Wednesday	Preparation of handouts in each subject/ books reviews etc
20	Thursday	-----Extension Training-----
21	Friday	-----Staff Meeting-----
22	Saturday	----- HOLIDAY-----
23	Sunday	----- HOLIDAY-----
24	Monday	-----NEW SYLLABUS Discussion-staff meeting
25	Tuesday	Preparation of handouts in each subject/ books reviews etc
26	Wednesday	Preparation of handouts in each subject/ books reviews etc
27	Thursday	Preparation of handouts in each subject/ books reviews etc
28	Friday	ONAM CELEBRATION
29	Saturday	Preparation of handouts in each subject/ books reviews
30	Sunday	----- HOLIDAY-----
31	Monday	Preparation of handouts in each subject/ books reviews etc

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Academic Calendar September, 2015

Date	Day	Particulars
1	Tuesday	Preparation of handouts in each subject/ books reviews etc
2	Wednesday	Preparation of handouts in each subject/ books reviews etc
3	Thursday	Preparation of handouts in each subject/ books reviews etc
4	Friday	Teacher's Day Celebration with the Institution
5	Saturday	Teacher's Day Celebration –B.Ed College
6	Sunday	-----Holiday-----
7	Monday	-----Staff Meeting-----
8	Tuesday	Preparation of handouts in each subject/ books reviews etc
9	Wednesday	Preparation of handouts in each subject/ books reviews etc
10	Thursday	Preparation of handouts in each subject/ books reviews etc
11	Friday	Preparation of handouts in each subject/ books reviews etc
12	Saturday	-----Holiday-----
13	Sunday	-----Holiday-----
14	Monday	Admission / Book Review
15	Tuesday	Admission / Book Review
16	Wednesday	Admission / Book Review
17	Thursday	Ganesh Chaturthi Holiday
18	Friday	Admission / Book Review
19	Saturday	2 Round Admission Book Review Book Review
20	Sunday	-----Holiday-----
21	Monday	Vajubhai Patel Memorial Lecture- Guest Lecture By Dr. Manisha Gupte
22	Tuesday	LIC VISIT (Staff went out as Panel Members) Staff meeting/ Admission / Book Review
23	Wednesday	LIC Visit at college
24	Thursday	LIC VISIT (Staff went out as Panel Members) / Admission / Book Review
25	Friday	-----Bakrid Holiday-----
26	Saturday	-----Holiday-----
27	Sunday	-----Holiday-----
28	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
29	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
30	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities

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Academic Calendar October, 2015

Date	Day	Particulars
1	Thursday	Classroom interactions
2	Friday	Gandhi Jayanti Celebration – with NGO KVIC
3	Saturday	Visit to Mani Bhavan
4	Sunday	----- HOLIDAY -----
5	Monday	Paper Reading (Faculty Start) and Classroom interactions
6	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
7	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
8	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
9	Friday	National Seminar 'Status of Women in Transitional Society: A Futuristic Vision'
10	Saturday	Admission Completed. Faculty- Research Work
11	Sunday	Vacha Camp
12	Monday	Vacha/ Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
13	Tuesday	Vacha/ Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
14	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
15	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
16	Friday	Varha Mangal Celebration
17	Saturday	Community work begins
18	Sunday	Orientation to B.Ed. SM- Theory; JA- Practicum
19	Monday	Classroom interactions
20	Tuesday	Navaratri Celebration
21	Wednesday	Correlation / Maxims / VD * Chinmaya Mission- Expert Talk on Values.
22	Thursday	Dussera/ Vijayadashami Holiday
23	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities / Essay.1
24	Saturday	----- Moharaum Holiday -----
25	Sunday	----- HOLIDAY -----
26	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
27	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
28	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
29	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities / Essay 2
30	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
31	Saturday	Community work

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Academic Calendar November, 2015

Date	Day	Particulars
1	Sunday	-----HOLIDAY-----
2	Monday	Content Test
3	Tuesday	Revision holiday
4	Wednesday	Class Test 1 Childhood and Growing Up
5	Thursday	Class Test 2 Contemporary India and Education
6	Friday	Class Test 3 .1 Pedagogy of School Subject, 3.2- Understanding Disciplines and School Subjects
7	Saturday	Community work
8	Sunday	-----HOLIDAY-----
9	Monday	DIWALI VACATIONS
10	Tuesday	DIWALI VACATIONS
11	Wednesday	LAXMIPOOJAN
12	Thursday	BALIPRATIPADA
13	Friday	DIWALI VACATIONS
14	Saturday	Community work
15	Sunday	-----HOLIDAY-----
16	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities – Activities – C1 submission
17	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities – Activities – C2 submission
18	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities – Activities – C3 submission
19	Thursday	Essay 3 Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
20	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
21	Saturday	Community Work
22	Sunday	-----HOLIDAY-----
23	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
24	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
25	Wednesday	Gurunanak jayanti holiday
26	Thursday	Essay 4.- Course 3.2 Understanding Discipline and School Subjects Classroom Interactions
27	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
28	Saturday	Community work/ Faculty Research Work.
29	Sunday	-----HOLIDAY-----
30	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities / Practice for Constitutional Day

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Academic Calendar December, 2015

Date	Day	Particulars
1	Tuesday	Constitutional Day Celebration / Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
2	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
3	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
4	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
5	Saturday	Community work
6	Sunday	----- HOLIDAY -----
7	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
8	Tuesday	Book Review/ Extension-VD/PC/FV
9	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
10	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
11	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
12	Saturday	Community work
13	Sunday	----- HOLIDAY -----
14	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities / Life Skill Workshop
15	Tuesday	Classroom Interactions/ Ph.D. Open Defense / Visit 2.30 p.m.
16	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
17	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities / Book Review
18	Friday	Teachers Report about Schools / Students help in sports to I.J. Patel school
19	Saturday	Community Work
20	Sunday	----- HOLIDAY -----
21	Monday	Book Review / Street play
22	Tuesday	Street play
23	Wednesday	Christmas celebration
24	Thursday	Idd-a-Milad
25	Friday	Christmas Holiday
26	Saturday	----- Winter Break -----
27	Sunday	----- Winter Break -----
28	Monday	Winter Break
29	Tuesday	Winter Break
30	Wednesday	Winter Break
31	Thursday	Winter Break

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Academic Calendar January, 2016

Date	Day	Particulars
1	Friday	Winter Break
2	Saturday	Re –Test/ Task mark Submissions
3	Sunday	-----Holiday-----
4	Monday	Individual tutorials
5	Tuesday	Individual tutorials
6	Wednesday	Individual tutorials
7	Thursday	Individual tutorials
8	Friday	Individual tutorials
9	Saturday	Individual tutorials
10	Sunday	-----Holiday-----
11	Monday	University Examination –Semester1- Course.1
12	Tuesday	University Examination –Semester1- Course.2
13	Wednesday	University Examination –Semester1- Course.3.1
14	Thursday	University Examination –Semester1- Course.3.2
15	Friday	-----Semester –Break-----
16	Saturday	Community Work
17	Sunday	-----Holiday-----
18	Monday	II. Sem. Orientation
19	Tuesday	UNIVERSITY CONVOCATION
20	Wednesday	Trail Blazers Work shop on Environment
21	Thursday	Shadowing of School teachers
22	Friday	Shadowing of School teachers
23	Saturday	Shadowing of School teachers
24	Sunday	-----Holiday-----
25	Monday	Shadowing of School teachers
26	Tuesday	-----Republic Day-----
27	Wednesday	Shadowing of School teachers
28	Thursday	Shadowing of School teachers
29	Friday	Rural Camp
30	Saturday	Rural Camp
31	Sunday	Road Safety Ride- Extension

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Academic Calendar February 2016

Date	Day	Particulars
1	Monday	Shadowing of School teachers
2	Tuesday	Shadowing of School teachers
3	Wednesday	Shadowing of School teachers
4	Thursday	Shadowing of School teachers
5	Friday	Shadowing of School teachers
6	Saturday	CRI Class room instruction
7	Sunday	-----Holiday-----
8	Monday	----- Internship-----
9	Tuesday	----- Internship-----
10	Wednesday	----- Internship-----
11	Thursday	----- Internship-----
12	Friday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
13	Saturday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
14	Sunday	-----HOLIDAY-----
15	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
16	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
17	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
18	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
19	Friday	-----VASANTOTSAV- School & College-----
20	Saturday	----- Community Work-----
21	Sunday	-----HOLIDAY-----
22	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities cancer control mission- expert talk Practice for Makarshankaranti / Marati Bhasha Bhavan
23	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities cancer control mission- expert talk Practice for Makarshankaranti / Marati Bhasha Bhavan
24	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities cancer control mission- expert talk Practice for Makarshankaranti / Marati Bhasha Bhavan
25	Thursday	-----CRI-----/ Practice for Makarshankaranti / Marati Bhasha Bhavan
26	Friday	----- Makarshankaranti / Marati Bhasha Bhavan -----
27	Saturday	----- Community Work-----
28	Sunday	-----HOLIDAY-----
29	Monday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities cancer control mission- expert talk IV Task activity/ NAAC Meeting

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Gandhi Shikshan Bhavan's
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Academic Calendar March 2016

Date	Day	Particulars
1	Tuesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
2	Wednesday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities cancer control mission- expert talk
3	Thursday	Classroom Interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
4	Friday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
5	Saturday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
6	Sunday	HOLIDAY
7	Monday	Mahashivratri Holiday
8	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
9	Wednesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
10	Thursday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
11	Friday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
12	Saturday	Classroom interactions research work/library reference/indoor & outdoor games/curricular activities
13	Sunday	HOLIDAY
14	Monday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
15	Tuesday	Classroom interactions research work/library reference/indoor & outdoor games/ co-curricular activities
16	Wednesday	Classroom interactions research work/library reference/indoor & outdoor games/ co-curricular activities
17	Thursday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
18	Friday	Classroom interactions/ campus interview-Kaiser College of Education
19	Saturday	Classroom interactions
20	Sunday	HOLIDAY
21	Monday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
22	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
23	Wednesday	-----Holiday-----
24	Thursday	Dullivandan Holiday
25	Friday	Good Friday
26	Saturday	Holiday
27	Sunday	HOLIDAY
28	Monday	Essay-3/Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
29	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
30	Wednesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
31	Thursday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities

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Academic Calendar April 2016

Date	Day	Particulars
1	Friday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
2	Saturday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
3	Sunday	HOLIDAY
4	Monday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
5	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
6	Wednesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
7	Thursday	-----Mask making workshop-----
8	Friday	-----Gudipadwa Holiday-----
9	Saturday	NAAC Preparation/ Visit to Maharashtra Nature park
10	Sunday	HOLIDAY
11	Monday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
12	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
13	Wednesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
14	Thursday	Babasaheb Ambedkar –Holiday
15	Friday	Ram Navmi Holiday
16	Saturday	Holiday
17	Sunday	HOLIDAY
18	Monday	Classroom interactions/ Tutorials course IV
19	Tuesday	-----Mahavir Jayanthi Holiday-----
20	Wednesday	Class test- Course IV/Tutorials –FV/PC
21	Thursday	Class test- Course V/Tutorials-SK/YM/VD
22	Friday	Class test- Course VI/ Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
23	Saturday	----- Faculty Research work-----
24	Sunday	----- Holiday-----
25	Monday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
26	Tuesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
27	Wednesday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
28	Thursday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
29	Friday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities
30	Saturday	Classroom interactions/ research work/library reference/indoor & outdoor games/ co-curricular activities

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**Academic Calendar
May 2016**

Date	Day	Particulars
1	Sunday	Holiday
2	Monday	Staff Meeting- Last Working Day
3	Tuesday	Study Holidays Summer Vacation
4	Wednesday	Study Holidays Summer Vacation
5	Thursday	Study Holidays Summer Vacation
6	Friday	Study Holidays Summer Vacation
7	Saturday	Study Holidays
8	Sunday	Summer Vacation
9	Monday	Study Holidays Summer Vacation
10	Tuesday	Study Holidays Summer Vacation
11	Wednesday	Study Holidays Summer Vacation
12	Thursday	Study Holidays Summer Vacation
13	Friday	Study Holidays
14	Saturday	Summer Vacation
15	Sunday	Summer Vacation
16	Monday	Summer Vacation
17	Tuesday	Summer Vacation
18	Wednesday	Summer Vacation
19	Thursday	Summer Vacation
20	Friday	Summer Vacation
21	Saturday	Summer Vacation
22	Sunday	Holiday
23	Monday	University Semester Exam –Course IV
24	Tuesday	University Semester Exam –Course V
25	Wednesday	University Semester Exam –Course VI
26	Thursday	Summer Vacation
27	Friday	Summer Vacation
28	Saturday	Summer Vacation
29	Sunday	Holiday
30	Monday	Summer Vacation
31	Tuesday	Summer Vacation

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