

NAAC –  
AQAR

2013 - 14

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[MAEER's MIT Vishwashanti Gurukul  
Teacher's Training Academy, B.Ed College  
(English Medium), Loni Kalbhor

# **The Annual Quality Report (AQAR) of the IQAC**

**Name of the Institution:** MAEER's MIT Vishwashanti Gurukul Teacher's Training Academy,  
B.Ed College (English Medium), Loni Kalbhor

**Year of Report:** 2013 - 2014

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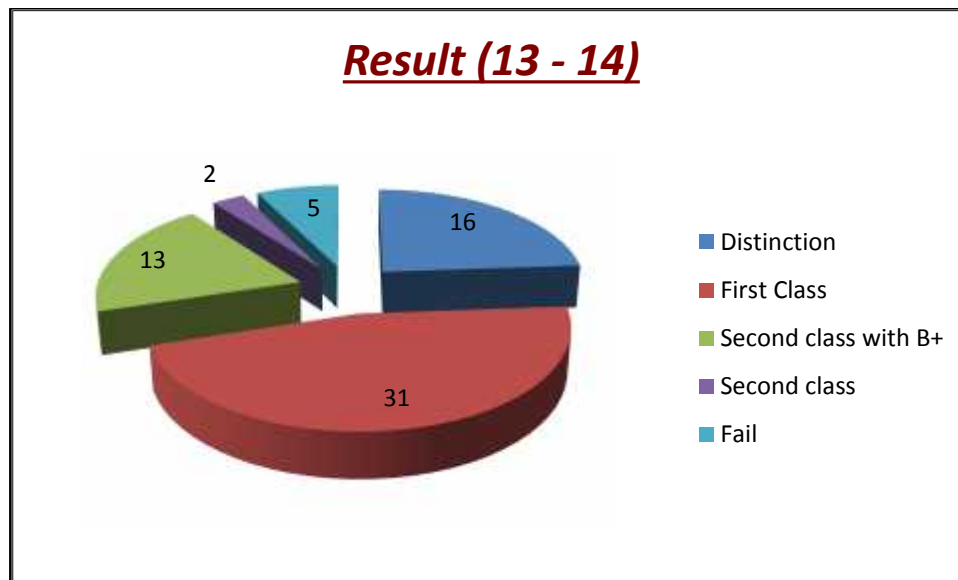
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## **Year Report: Part A:**

An Institutions achievement is reflected in its results. Result of academic year 2013 – 14 was outstanding with maximum number of distinctions. Seen below is an overview of the results for the academic year 2013- 2014, which shows a total pass percentage of 92.50.

| <b>Results at a Glance (2013 – 14)</b> |    |
|--|----|
| Distinction                            | 16 |
| First Class                            | 31 |
| Second Class with B+                   | 13 |
| Second Class                           | 2  |
| Fail                                   | 5  |
| Total number of students               | 68 |

**Total Students- 68, Appeared - 67**



The academic year 2013-14 began with the Inauguration Session on 14<sup>th</sup> August, 2013. A profile of the Institution along with the details of the B. Ed programme was provided to the students. Principals of Alandi and Kothrud B. Ed College were the guest of honor and shared their experiences. The institutions mission, vision, objectives and values were put across in a very logical and organized manner. The main focus was on commitment, competence and dedication to live by the values of the institution.

The Plan of action was chalked out by the IQAC in the beginning of the year:

- Planning of the academic activities like lessons, cultural activities, CCM workshop, Examinations, workshops, social service, health program etc. was done.
- Most of the planning went on as planned, new idea of conducting assembly was implemented.

## **Part B:**

### **1. Activities reflecting the goals and objectives of the institution:**

**Objectives of the institution are as follows:**

- To be academic center for excellence amongst the teacher training institutions.
- To empower the student – teachers with life skills that would help them to tackle classroom related problems.

- To provide opportunities for broadening the experiences of student – teachers through various scholastic and non – scholastic activities.
  - To sensitize the student – teachers towards the local and global issues.
  - To develop critical and rational thinking abilities amongst the student – teachers.
  - To develop strong self-esteem and high personal expectations in the student – teachers.
  - To inspire a lifelong passion for learning amongst the student – teachers and teacher educators.
  - To initiate the quest for knowledge.
  - To help the student – teachers to be accomplished professional in the field of education.
- In the year 2013 – 14 abundant activities were conducted which helped us achieve the objectives of the institution. Activities are as follows:

### Core Training Programme

- **Micro teaching:** This is the first step of developing teaching skills. Here, student teachers conducted 5 minutes lesson on 6 skills: Stimulus variation, set Induction, Explanation, Questioning, Black board skill and closure. Each student teacher gave 2 lessons of each skill, one teach and after implementing the suggestions given by the professor in – charge and peer group re-teach lesson was conducted. Microteaching started from 17<sup>th</sup> Aug 2013 by demonstrations of lessons by professor in charge. Demonstrations of the lessons were carried out so that students know what is expected from teacher trainees. Professors also provided with sample lesson plan so that students get insight into planning the lesson.
  - Micro teaching lessons were conducted in groups. Students were divided equally among the professors irrespective of their methods. Each professor observed lessons of the student in their group for a particular skill and gave suggestions. After a particular skill got over the groups were circulated among the professor in- charge. This method helped the professor in-charge to know each student and students were benefited by the suggestions of each professor.
- **Integration lessons:** By combining all the micro teaching skills, integration lesson is conducted for 20 min. This helped the student teachers to simultaneously integrate all the

skills to conduct an effective lesson. Integration lessons started on 16<sup>th</sup> Sep 2013. Integration lesson on each method was first demonstrated by the professor in-charge before student teachers lesson demonstration.

- **Simulation Lessons:** Here, student teachers conducted two types of lessons: **Technology Based**, in which they used technology like OHP, Computers, and Radio etc and conducted the lessons on their peer group. Other is **Team Teaching**, which utilizes the expertise of two or more teachers to teach single topic. Duration of these lessons was 20 minutes.
- **Practice lessons:** First session of the practice lesson was arranged from 4 /10/13 to 12/10/13 in Limbra English Medium School, Hadapsar, Savitribai Phule School, Hadapsar, Mahadev Tupe Vidyanektan School, Hadapsar & Cygnet English medium school, Hadapsar. Teacher trainees visited the schools and conducted lesson in actual school settings. Second session of the practice lessons was organized in the month of January & February in SNTD Junior college & St. Theresa English medium school, Loni Kalbhor. A detailed time table for the lessons to be conducted was put up by the Practice lesson department two – three weeks in advance, so that students get enough time for preparation. Student teachers were observed by the professors of the college when they were taking lessons in various schools. Total 12 lessons that are 6 of each method were conducted by the student teachers.
- **Internship programme:** 15 days internship program was organized for the student teachers in the month of December in four schools: St. Theresa School, Loni Kalbhor, Cygnet school, Hadapsar, Limra School, Hadapsar and Kanyaprashala, Loni Kalbhor. Students were divided into group of 12 – 15 students and sent to these schools. Student teachers during their internship conducted block lessons, team teaching lessons, technology lessons, lessons on models of teaching, value based lesson and environment lessons. They also prepared a test for each method and implemented it during their internship. Apart from lessons they completed few practicals like study of a school plant, arranging co – curricular activities, competitions, study of parent teachers association, observing lesson of an experienced teacher and study of school problems. This programme helped the student teachers to get firsthand experience as teachers and learnt implementation of all theoretical concepts learned during B. Ed course.

## Academic Activities

- **Tutorials:** This helps in developing continuous study habit among student teachers. 12 tutorials (1 of each paper) were conducted throughout the year. Each tutorial was of 10 marks. Questions for the tutorials were put up on the notice board, one week in advance, so that students referred many books and prepared for the answer.
- **Content Enrichment Programme:** This test was used to check the subject knowledge of the student teachers. 2 C.E.P test were conducted of 40 marks each (20 marks for each method). Before the exams one week C.E.P workshop was organized for student teachers, where they studied with their peer group members. C.E.P exam content was taken from the Maharashtra state boards 6<sup>th</sup> to 10<sup>th</sup> std textbooks related to each subject.
- **Internal test:** 2 internal test was conducted, one in the month of November and other in the month of March. In First term exam each paper was of 40 marks. This exam helped students to get an insight as to where they stand in the group and also helped students to know the B. Ed exam pattern. In preliminary exam each paper was of 80 marks. These tests were used to check the achievement level of the students in various subjects. Based on the results of both the exam mentoring was carried out by the professor in charge.

## Scholastic and Non - Scholastic Activities

- **Assembly:** Daily assembly was conducted to inculcate values and discipline among the student teachers. Student teachers also learnt the process of conducting assembly. Every day assembly was conducted at 9.40 am for 15 minutes. Student teachers started the assembly with world peace prayer, then National Anthem. Assembly was conducted as per the cell group. For one month a cell group consisting of approx 12 students conducted the assembly. During which each member of the cell group told news and moral story to the students. Each student wrote an assembly report on a colored paper with full of creativity. Many beautiful designs were made by the student. Each assembly report contains the story told to the group and thought shared.
- **Co-curricular Activities:** Co-curricular activities were conducted throughout the year during which student teacher organized and executed the programs. This was done to help student teachers know the importance of certain days and also learn ways of

organizing them. Functions like inauguration function, Independence day, Extempore competition, Teaching aids workshop, Teacher's day celebration, Gandhi Jayanti, Republic day, Science club inauguration, Dussera celebration, Diwali celebration, Children's day celebration, Guru Nanak Jayanti celebration, Mahatma Phule death anniversary, Christmas, new year celebration, History, Geography day celebration, sports day, youth festival & days celebration etc. were celebrated throughout the year. Student teachers under the guidance of professors organized all these various days.

- **Workshops Organized:**

- **Teaching Aids Workshop:** Teachings aids play a very important role in making a teaching learning process interactive and lively. Keeping this aim in mind teaching aids workshop was organized on 3<sup>rd</sup> & 4<sup>th</sup> September. This helped student teachers to know about various ways of making innovative teaching aids, which they used during their core training programmes. Experts from M.S.C.E.R.T conducted this workshop for 2 days.

- **Workshop on 'Elevate Learning through Imagineering Teaching':** Three days' workshop for school teachers and teacher trainees was organized from 26<sup>th</sup> December to 28<sup>th</sup> December 2013. This workshop was sponsored by **ICSSR (Indian Council for Social Science Research), New Delhi**. Workshop had four main sessions on Empowering teachers for inclusive education, Life skills for effective teaching, ICT in Education & Constructivism as a paradigm for teaching & learning. Teachers from schools like St. Theresa School, Limbra School, Dastur School, Prithviraj school and teacher trainees of all the three colleges attended this workshop. All the sessions were activity based with videos, handouts, poster presentation and ice breakers. A manual by developed by the professors of the college which had information related to the topic and handouts. This workshop gave an insight to the teacher's regarding all the topics and they shared that it will be useful for them in future.

- **Visits:** Educational visit to Ankur Vidyalay, Shivaji nagar and Science center, Chinchwad, Pune was organized on 10/01/14 from 10.30 am to 5.00 pm. Ankur Vidyalaya is an inclusive school which provides education and training to children from

economically backwards families, children who are differently abled along with normal children. Teacher trainees visited the school had an interacting with the coordinator of the school. She informed the students about the admission procedure, administration, PTA and activities conducted in school. Students visited the school and interacted with the children of the school. This visit helped the teacher trainees to realize the need of education for all and also developed empathy in them.

Visit to Science center was organized after visit to Ankur School. Visit to Science center was organized in order to develop scientific attitude among the students. Student teachers viewed the charts and models displayed in the center. They also went for Taramandal show in an inflated and portable planetarium. At last students enjoyed the 3D show. We have teacher trainees from all the faculties this visit to Science center helped all of them gain knowledge about basic Science laws and experiments.

- **Inauguration of Science club “Neutrons”:** During this academic year Science club of the college was inaugurated by the hands of Mrs. Supriya Shrivastava (Principal, Innovera School), Dr. Sulbha Deshpande (Principal, MIT B. Ed College, Kothrud) and our Principal. For the inauguration a mud volcanoes was constructed and when water put on the solid substance fizz came out with color and name of Science club appeared. Students of Science method had put up many fun filled experiments like floating egg, burning cloth, floating clay boat and so on. All the students of the college enjoyed the event and it developed scientific attitude in them.
2. **New academic programmes initiated (UG):** Short term course on Communication skills was conducted for the students who are weak in English Language and needed guidance.
3. **Innovations in curricular design and transaction:**
- Curriculum of University of Pune was followed therefore design could not be changed, but a slight modification was done in CCM lessons for which student teachers were asked to prepare lesson plan using 5 E model which they had learnt during the workshop.
  - For transaction of the curriculum different ways were used like **cooperative learning, discussion, poster presentation, lecture using technology, seminar, self-learning.** Use



of these methods of teaching helped the students teachers to become independent learners and also developed many qualities like cooperation, respect for others views, inductive thinking, creativity etc.

- Typed notes were provided to the students for each subject which helped them to study for exams.

**4. Inter-disciplinary programmes started: NA**

**5. Examination reforms implemented:**

- Preparation leave was given before each exam so that students get time for revision.
- Question paper set for the exams was application based, through which student teachers learned the application of the theory.
- Questions for the tutorial were put up on the notice board one week in advance.
- Student teachers were supplied with the question bank of each paper at the start of the year. Question bank helped the student teachers to practice for the exams.
- Professor in – charge assessed the answer sheet of the students within one week’s time.
- After every exam mark sheet was put up on the notice board. Individual teachers discussed the feedback with each student regarding their performance and improvements needed.

**6. Candidates qualified: NET/SLET/GATE etc.**

- Entire staff is NET / SET qualified

**7. Initiative towards faculty development programme:**

- Paper presentation by faculty at State, National & International level was encouraged.
- Staff also attended many conferences and seminars conducted by the University of Pune.
- Faculty development workshop on communication skills, public speaking was organized for all the professors of MITSOE in Kothrud and Alandi. Many games were planned and executed which helped in developing communication skills. Workshop in Alandi was also activity based during which professors had to prepare song, skit, play and group discussion for a single topic. This helped all the professors know different teaching learning strategies that can be used for teaching a single topic.

#### 8. **Total number of seminars/workshops conducted:**

- Many workshops were conducted for the students and teacher, which are as follows:
  - Three day Workshop on “Elevate learning through Imagineering teaching” was organized for teacher & teacher trainees.
  - Seminar on all the subjects was arranged by respective subject in charge.
  - Workshop on writing model answer was organized at Kothrud, which was attended by our students.
  - Faculty development workshop for MITSOE staff at Kothrud and Alandi.

#### 9. **Research projects**

**a) Newly implemented:** Proposal for a minor research project was sent to ICSSR, for which funding of 8 lakhs was received. Topic of the research project was “A study of effectiveness of the instructional module based on constructivist approach in classroom teaching for the school teachers in semi-rural area of Pune city.” Work for the project is under process.

**b) Completed:** In process

#### 10. **Patents generated, if any: NA**

**11. New collaborative research programmes:** Minor research project on the topic “A study of effectiveness of the instructional module based on constructivist approach in classroom teaching for the school teachers in semi-rural area of Pune city.” Was taken up in collaborating with ICSSR, New Delhi.

**12. Research grants received from various agencies:** Grant of Rs. 8 lakh was received from ICSSR for a minor research project.

#### 13. **Details of research scholars:**

- Ms. Priya Singh is pursuing her Ph. D in Education from Department of Education, University of Pune.
- Ms. Puspha Atole is pursuing her M. Phil in education from University of Pune.
- Mr. Virendra Bawskar is pursuing his M. Phil form University of Pune.

**14. Citation index of faculty members and impact factor:**

|   |   |                 |
|---|---|-----------------|
| Ms. Priya Singh & Ms.<br>Geetanjali Ware<br><i>“Ethics Education:<br/>Prospects &amp; Challenges”</i> | PHECR<br>Academic Journal<br>Published by Pillai HOC<br>College of Education &<br>Research, Rasayani. | ISSN: 2347-7512 |
|---|---|-----------------|

**15. Internal resources generated:**

- Workshop on ‘Elevate learning through Imagineering teaching’ was organized for which a minimal fee was charged from the teachers and trainees.

**16. Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc.: - NA**

**17. Assistance/recognition:** We provide assistance to the practice lesson schools by organizing workshops for them every year. This year to a workshop “Elevate Learning through Imagineering Teaching” was organized so as to help teachers develop and update their knowledge and skills related to the topics.

**18. Community services:** Project with **Door Step School** was taken up by the college. It is an NGO working in the field of Education and its task is to identify the drop outs from the school and enroll them in schools. Our students helped the school and visited slums in Loni Kalbhor to identify the drop out children. A datasheet was prepared and given to the Door step school for further process. This kind of social service helped the trainees to work on field and do something for the society.

**19. Teachers and officers newly recruited:**

- Ms. Sneha Mali was recruited as an Assistant Professor.
- Mr. Kamlesh was recruited as Driver cum Peon from this academic year.

**20. Teaching – Non-teaching staff ratio:**

- The teaching to non – teaching ratio was 8:5

## 21. Improvements in the library services

- Reference books, textbooks worth Rs 15,968 /- was purchased during the academic year.
- Six new educational journals were added to the library.

22. **New books/journals subscribed and their cost:** In this academic year more new books are added like

| <b>Paper</b>  | <b>Total No of Books</b> |
|---|--------------------------|
| a. Education for New Times  | 113                      |
| b. Psychology of development and Learning                         | 112                      |
| c. School Management-principles and Practices                     | 147                      |
| d. Information, Communication Technology and Instructional System | 81                       |
| e. Educational Evaluation and Electives                           | 154                      |
| f. Subject Education  | 477                      |
| g. Education related books  | 158                      |
| h. Reference Books<br>(Dictionary,Encyclopedia,Handbook)          | 05                       |
| i. General Books  | 181                      |
| j. Textbooks  | 173                      |
| <b>i.</b>   |                          |
| <b>ii. Total</b>  | <b>1601</b>              |
| <b>Total Amount of Books</b>                                      | <b>1,01,340/-</b>        |

## 23. Journals-Details

| <b>Sr.No</b> | <b>Name of Journal</b>                             | <b>DD Amount</b> |
|--------------|--|------------------|
| 1            | Journal of Educational Planning and Administration | 350/-            |
| 2            | NCERT: Journal of Indian Education                 | 150              |
| 3            | EDUTRACKS  | 750/-            |
| 4            | Anweshika:IJTE                                     | 460/-            |

|   |                    |        |
|---|--------------------|--------|
| 5 | University news    | 950/-  |
| 6 | Shikshan Sankraman | 150/-  |
| 7 | Education world    | 450/-  |
| 8 | Mentor             | 1000/- |

**24. Courses in which student's assessment of teachers is introduced and the action taken on student's feedback.**

- Students were given feedback form by the Principal and they rated the teacher's performance in terms of content knowledge, syllabus completion, use of different methods of teaching, guidance given to the students, punctuality, guidance towards assignments etc. Students filled up the form and then it was shown to the teacher educators by the Principal and suggestions given for improvement.
- Self-Appraisal form by University of Pune was given to each teacher educator and they judged their performance. This form was submitted to the Principal for her remarks.
- Peer –Appraisal form is also filled from each teacher educator, which helped the teacher educators to know their strengths and weaknesses.
- Based on all the above feedbacks, teacher educators were guided by the Principal in order to improve the teaching learning process.

**25. Unit cost of education**

- Unit cost of Education means Total Expenditure of college in one academic year divided by number of students.
- The total expenditure of college in this 2013-14 year is Rs. 52,10,068/- divided by 78 students, it mean unite cost of education for this academic year was Rs. 76,619/- .

**26. Computerization of administration and the process of admissions and Examination results, issue of certificates.**

- All the administrative work is computerized. This involves work like admission record, scholarship, salary of staff, accounts maintenance etc. Tally software is used for maintaining the accounts of the college.

- Admission process of the course is centralized and controlled by MKCL. Admissions are given on the bases of CET conducted by state government and then allotting the candidate to different colleges depending upon their preferences.
- College has surrendered its 100 seats to MKCL i.e. all the seats of the college was filled up by the MKCL.
- After getting allotment letter from MKCL, students approached our college and completed the admission process by paying the fees and submitting necessary documents.
- Exams for this course were conducted by University of Pune in the month of May. Throughout the year college conducted many exams and activities and submitted marks of same to University of Pune. The final result of students was on the basis of external exam and internal marks.
- After 45 days of Examination University published the results on their website and distributes the mark sheet to the college, which is given to particular individual.

27. **Increase in the infrastructural facilities:** New notice boards were put up in the corridor and near the stair case. New chairs were bought for the staff.

28. **Technology up gradation**

- All the computers were formatted and anti-virus was uploaded.

29. **Computer and internet access and training to teachers and students.**

- Internet facility is accessible to students in computer laboratory which students use in their TBL & CAI practical and other works.
- Student teachers were trained to use computers, internet, send e-mails etc. Apart from this they did T.B.L practical's, through which they learned to use power point, excel, word document etc.
- All the teachers' educators are computer literate and continuously use technology for their work and lectures.
- **Financial aids to students:** Financial aid is not provided by the college but we help the students to reduce the burden of fees. College fills up the scholarship form for students

and submits to samaj kalian, through which student's gets scholarship at the end of the year.

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

### **30. Supports from the Alumni Association and its Activities:**

- Alumni meet was organized in this year and all the past students from last three batches were invited for the function. Students participated in the function and shared their experiences about the college, course and teachers. They also shared their experiences about their job. All this helped the student teachers to know more about the profession and also united all the students in one bond. This year alumni meet was commonly arranged for all the three college of education under MITSOE at Loni campus. Report of each college was presented along with distribution of prizes to the students and staff members. In the function awards were given to previous batch student as per their performance in the course. Many activities were conducted by all the three colleges and awards for teachers, students and support staff given.

### **31. Support from the parent- teacher association and its activities- NA**

### **32. Health Services:**

- Gurukul School is having medical facility which is used by us in case of emergency.
- College also pays equal importance to the health of the students. Every day health programme was conducted in the college for about half an hour, during which all student teachers did yoga, mass P.T. This activity helped the student teachers to maintain their health, overcome the stress levels and also learnt about organizing of the health programme which they will need as future teachers.

**33. Performance in sport activities** – Sports day at college level was organized on Gurukul ground. Trainees and professors participates in the games like 100 mts race, 400 m relay, discuss throw, lemon spoon, tug of war, short put etc.

**34. Incentives to outstanding Sportsperson-** Students who performed well on the sports days were given awards on the valedictory function so as to appreciate their efforts.

**35. Students achievement and awards:**

- Our student Ms. Aakansha Pandey received First prize in the intercollegiate debate competition held at Swami Vivekananda College of Education, Pune.

**36. Activities of the Guidance and Counseling Cell:**

- Guidance and counseling helps the students to adjust to the current situations. Student teachers who came for the course were having a lot of problems like family problems, workload etc. due to this they sometimes went through stress. All the students are provided a mentor who helps them to cope up with stress and provides timely guidance and support.
- Principal of the college was always open to hear problems of the students, which made them more relaxed.

**37. Placement services provided to students**

- College had a placement cell, its job was to send invites to different schools and call them for conducting campus interviews. This year many schools came for placement interviews like Akansha foundation, Podar International School, Vibgyor High, New Era High School, Dr. Cyrus Poonawala English School and St. Theresa School.
- Our most of the students got placed in the above mentioned schools during these interviews. Students also got an exposure to attending interviews.

**38. Development programmes for non-teaching staff – Communication skills workshop** was organized for the staff including support staff. They participated in activities like one minute story, advertising, and picture stories. This helped them develop and polish their communication skills.

**39. Best practices of the institution**

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



- Newsletter for each month was generated by each professor in-charge. It consisted of activities both curricular or co – curricular arranged during a particular month.
- Monthly report was prepared by the staff member it had details of the work done by them.
- Tutorial groups were made in which each professor had 12 students. Professor in-charge mentored the students and guided them in writing answers and practical's. In – charge gave practice questions to the students, which helped them, prepare for the exams.
- Organizing extempore competition named 'Vishwajigyasa extempore competition'. This competition will be held every year. This will help develop a trade mark of the college.
- Every teachers training college is supposed to provide services to its society. In order to achieve this we organized a three days' Workshop on 'Elevate learning through Imagineering Teaching was conducted for teachers and trainees. This workshop helped the Teachers and trainees to get insight into Life skills education, Inclusive Education, Constructivism and ICT in education. A Manual was developed for this workshop which contained detailed information about the topics.
- Faculty development programme was organized on communication skills and public speaking in order to develop their skills.

#### **40. Linkage developed with National, International Academic/ research bodies**

- Grant is received by ICSSR for a minor research project.