Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**SEVA SADAN'S COLLEGE OF EDUCATION**
Name of the head of the Institution	**Dr. Beena S. Khemchandani**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02512712065**
Mobile no.	**9969161746**
Registered Email	**sevasadanunr@gmail.com**
Alternate Email	**office@sscoe.edu.in**
Address	**Seva Sadan Marg Opp. Central Hospital**
City/Town	**Ulhasnagar**
State/UT	**Maharashtra**
Pincode	**421003**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Heena D. Wadhwani**
Phone no/Alternate Phone no.	**02512712065**
Mobile no.	**9850564109**
Registered Email	**sevasadanunr@gmail.com**
Alternate Email	**office@sscoe.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sscoe.edu.in/uploads/AQARS/AQAR-2015-2016.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sscoe.edu.in/uploads/Academic%20Calender%202016-2017%20(B.Ed.).pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A+**	**93.35**	**2004**	**03-May-2004**	**02-May-2009**
2	**A**	**3.23**	**2011**	**16-Sep-2011**	**15-Sep-2016**
2	**A**	**3.12**	**2017**	**22-Feb-2017**	**21-Feb-2022**

6. Date of Establishment of IQAC	**01-Jun-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

International seminar	22-Feb-2017 1	60
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

2016 is the fiftieth year of Seva Sadan's College of Education, on this occasion the college felicitated the Principals of the practice teaching schools and awards were presented to the best teachers from the practising schools. This was in recognition of the cooperation they had extended in the last many years for conducting practice teaching programme.

From 13th Feb to 15th Feb 2017 the NAAC peer team visited the college. The college is accredited with 'A' grade in the third cycle

On 22nd Feb. 2017 the college organized an International seminar on the topic 'Internationalization of Higher Education' in collaboration with Department of Education, University of Mumbai.

On 20th and 21st March, 2017 the college organized an International seminar on the topic 'Meeting All Learner's Needs'.

Planning and execution of community work in collaboration with REAP an NGO.

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
International seminar on the topic 'Meeting All Learner's Needs'	The seminar was conducted on 20th and 21stMarch, 2017 and attended by more than 50 delegates
International seminar on the topic 'Internationalization of Higher Education' in collaboration with Dept. of Education, University of Mumbai.	The seminar was conducted on 22nd Feb, 2017 and attended by 60 delegates
Organisation of interschool and intercollegiate competition	Intercollegiate competition – Prism for D.Ed. Students and prize distribution was done by our Former faculty Mrs Komal Jani, Dr Sudhir. Mondkar, Dr Sharad. Dharmadhikari, on 16/09/2016 17/09/2016 , Intercollegiate extempore competition on Women issues (WDC activity) on 15/10/2016
Faculty exchange programme	This enabled to have interaction with faculty of the other institutions and share the knowledge on 20/2/2017 and 9/3/2017 and 23/3/2017 There was exchange programme with St.Xavier's Institute of Education, Nishi Kumar , Mrs Shadab Paloji and Mrs Priti from St Xavier's conducted session on Emergence of Gender specific roles, Oral Discourse in the classroom , Models of viewing learning disabilities. Our 2 faculty members, Dr. Heena Wadhwani ,Dr. Bhakti Jaisnghnai conducted session on role of media in reinforcing gender parity through popular culture ,Developing Inclusive Environmental Practices respectively at St Xavier's Institute of Education
Consultancy services	Problem solving for school students in Maths, Science and English on 03/09/2016 by our Alumni for secondary students of practice teaching schools
Execution of ROTI bank scheme	The scheme started from the month of October. A ROTI box is kept at the entrance, students and staff keep food packet in it. These are later on taken by those who needs it
Visit to various centres for Ek Fruit Yojana, Ek Muthi Yojana (Best	On 24th and 25th October2017,, the said activities were carried in various

Practices)	centres ,viz Visit to Aadhar ,Mulgaon, Visit to Vishwas,Thane for Ek Fruit Yojana.. Ek Muthi Yojana was carried out at Ambeshivwadi ,Badlapur, *Collaboration with REAP
Formation of committees for organizing various curricular/cocurricular activities throughout the year	This ensured smooth execution of activities fostered shared responsibility and teamwork
Preparation of the Academic Calendar	Both curricular and cocurricular activities were conducted in keeping with the projected plan
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	13-Feb-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	05-Feb-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes – Management Information System is under the Dept. of Higher and Technical Education and Government of Maharashtra for admission, information of teachers and student teachers. The college library has an Integrated Library Management System. The college creates all databases in various formats to be stored on computers. Microsoft Excel is commonly used for easy access and easy retrieval.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum of B.Ed. is framed by the University of Mumbai. It comprises of

different courses. B.Ed. curriculum comprises theory as well as practical part. According to NCTE norms and B.Ed syllabus of Mumbai University, the institution trains student trainees to develop competencies for quality teaching keeping in mind the vision and mission of the college. At the commencement of the programme the institution distributes the syllabus to each student and conducts orientation programme for the newcomers. The staff under the leadership of the Principal discusses the entire curriculum and prepares the time table. Teachers are assigned charge of various activities and the same is informed to students. The Principal conducts staff meetings frequently and discusses the progress and functioning of various activities and the minutes of the meetings are noted in the minutes book by the staff member. The Principal communicates the information regarding various events in the college to teachers, students and administrative staff through official meetings and notice. The college encourages the faculty to participate in subject meetings, seminars and workshops to enrich their experience and knowledge. In order to develop sensitivity to the needs of the society, the institution organises programmes like visiting centers for mentally challenged, special schools, and the Faculty makes use of various internet search engines to update information, prepare lectures and make PowerPoint presentations. The faculty makes optimum utilization of technology while planning teaching - learning process as well as evaluation. Lectures by faculty include PowerPoint presentations, use of films, videos to enhance teaching –learning process. All the activities conducted by the institution are documented in the form of Committee Report, Notice, and Minutes etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate course in Nursery Teaching	Nil	25/11/2014	180	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Education	10/07/2010
MEd	Education	01/06/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	8	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	228
MEd	Education	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The College has a structured feedback mechanism for students for quality sustenance and improvement. The college encourages feedback and communication in following ways – Students -At the end of the academic year all the students are required to fill in Feedback form having 4 point rating scale. Students are free to express their opinion regarding the strengths and weaknesses of the different academic programs. The different criteria on which the feedback is to be taken ranges from techniques of teaching used by the teacher, classroom management, approaches used, teaching aids used, use of technological devices, participation of students and overall impact of the teacher. The students express their experiences and give suggestions for any modification needed. The feedback given by the students are analyzed and necessary changes are implemented in the transaction of the curriculum. Alumni - Feedback is received from alumni on various activities conducted by the college during alumni meet. Valuable suggestions are received and discussed with the Principal.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	128	128	128
MEd	Education	8	8	8
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of

	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2016	128	8	16	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
16	16	12	9	6	100
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Students' mentoring system is available in the institution. The process of Mentoring is an individualized form of counselling and guidance. It addresses the needs of the students in the campus. The mentoring system is aimed at fostering a better rapport between the students and the teachers at a personal level. A mentor is a teacher acting both as a friend and a role model who supports and encourages a student in his/her academic and personal growth. The mentor guides a student in his/her academic pursuits and emotional and psychological development, particularly in the latters transition phase.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
128	16	1:8

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
15	16	Nill	Nill	15

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Nil	Nill	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

MEd	M.Ed	4	01/05/2017	31/08/2017
BEd	BEd	4	01/05/2017	31/08/2017

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation of the students on the basis of examinations is an integral part of the teaching-learning process. The college follows criteria for internal evaluation system prescribed by University of Mumbai. The faculty informs and elaborates the syllabus along with internal evaluation scheme, its objectives and paper patterns to students at the beginning. The college displays all the circulars regarding Internal examination on notice boards from time to time. The faculties provide extra guidelines and counselling to students regarding evaluation whenever required. Practice Essay and Class Test is conducted to improve the performance of students in the internal work and university examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared at beginning of academic year and planning of examination is done.The evaluation of the students on the basis of examinations is an integral part of the teaching-learning process. The college follows criteria for internal evaluation system prescribed by University of Mumbai. The faculty informs and elaborates the syllabus along with internal evaluation scheme, its objectives and paper patterns to students at the beginning. The college displays all the circulars regarding Internal examination on notice boards from time to time. The faculties provide extra guidelines and counselling to students regarding evaluation whenever required. Practice Essay and Class Test is conducted to improve the performance of students in the internal work and university examination.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.sscoe.edu.in/uploads/B-Ed-2-Years-Syllabus.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.Ed	BEd	Education	99	98	98.99
M.Ed	MEd	Education	9	9	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.sscoe.edu.in/feedback.html

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	ICSSR ,New Delhi	6	6
Minor Projects	365	University of Mumbai	1.3	1.3
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	5	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	40
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of

Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Nil	Nil	Nil	Nill	Nill	Nill	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nill	Nill	Nill	Nill	Nill

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	2	Nill	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rally (Women Issues, AIDS), Cleanliness Drive, Street Play, Skits, 7 Days Special Camp.	NSS Unit,Seva Sadans college of Education Ulhasnagar	4	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nill	Nill

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
REAP	REAP centres in slum areas of Mumbai and thane	Teaching	16	128

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	100	SELF	5

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MEd II Semester 4	Internship	Secondary Schools	11/02/2017	04/03/2017	11
MEd II Semester 3	Internship	College of Education – SDT Kalani College of Education	08/08/2016	10/09/2016	11
BEd I Semester 2	Internship	Secondary Schools and Junior colleges	16/02/2017	11/03/2017	128
BEd II Semester 3	Internship	Secondary Schools and Junior colleges	03/01/2017	04/02/2017	100
BEd II Semester 4	Internship	Secondary Schools and Junior colleges	01/07/2016	31/10/2016	100

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
297000	276872

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Existing
Campus Area	Existing
Class rooms	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25093	50938	219	44650	25312	95588
e-Books	93759	Nill	50	Nill	93809	Nill
Reference Books	89	26725	Nill	Nill	89	26725
Journals	32	14689	Nill	Nill	32	14689
Digital Database	Nill	Nill	5000	Nill	5000	Nill
CD & Video	130	Nill	Nill	Nill	130	Nill
Library Automation	25312	95588	219	44650	25531	140238
Others(specify)	Nill	Nill	480	Nill	480	Nill
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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existin	61	2	61	0	0	3	1	3300	16

g									
Added	0	0	0	0	0	0	0	0	0
Total	61	2	61	0	0	3	1	3300	16

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)
3.5 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	**Nill**

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
447000	**436028**	**297000**	**276872**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institution has well equipped classrooms for different mediums of instructions like English, Marathi and Hindi. We have different rooms or cubicles for each method. Classrooms are fully ventilated. It has physical facilities like fans,tube lights, AC, projector and PC also it has a mike system. Institution has appointed an electrician to look after the electronic facilities. For white board and green glass board maintenance the concerned company is in contact with the institution. The institution is contacting the company whenever necessary. The institution has appointed computer engineers to look after the functions of computers and wifi systems. A Computer Engineer visits the institution as per requirement of the institution and also takes care of the software of the language lab and other computer working and Wifi systems. The entry register has been maintained for the language lab and computer laboratory for students. The institution has a Science Laboratory and Psychology Laboratory.
http://www.sscoe.edu.in/infrastructure.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Nil**	**0**	**0**
Financial Support from Other Sources			
a) National	**Scholarship and Free ship**	**13**	**440285**
b)International	**Nil**	**Nill**	**0**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Intercollegiate Extempore competition on Women issues	15/10/2016	15	Colleges of Thane District
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 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Teaching	Nill	45	Nill	Nill
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
1.St Anthony School, Badlapur, 2.St Paul School, Ulhasnagar, 3.Inner Wheel School, Ambernath, 4.Queen's Mary School, Mumbra	55	16	Secondary Schools and Junior Colleges in Thane and Mumbai	60	38
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

| 2017 | 17 | BEd | Education | IDOL,PUNE, MUMBAI, RKT | MA,MCOM,Msc |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	2

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
1.Inter Collegiate Competition - Prism for D.Ed. Students, 2.Intercollegiate extempore competition on Women issues	District	30

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Nil	Nill	Nill	Nill	Nill	Nil

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council plays a vital role in academic and co-curricular activities which are carried throughout year .Variety of programmes were arranged and initiated by the student council. Student council takes major initiative in planning various programmes. Council members try to solve the difficulties of students. Student council orients students about various curricular and co-curricular programmes.Student council takes active participation in arranging academic enrichment programmes as well as programmes organised by different committee members. Student council collects data of all students for allocation of schools for practice teaching or for allotment of reap centers or for community work. Council members have leading role for sports and cultural events from planning till execution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association of Seva Sadan?s College of Education, Ulhasnagar was registered on 29 th December 2010. Alumni association registration number is MH/3194/10/Thane. Every year after results students become alumni of our college by filling the registration form of the alumni association. Alumni association is an integral part of our college. Every year many alumni

participate in different activities at college. It facilitates the functioning of our college by enhancing the participation of Alumni in various activities of college and maximizing the interaction of Alumni with budding teachers. College also utilize the potential of alumni students by maintaining cordial relations. Alumni communicate about job opportunities available in school and help in getting placement for the students.

5.4.2 – No. of enrolled Alumni:

99

5.4.3 – Alumni contribution during the year (in Rupees) :

990

5.4.4 – Meetings/activities organized by Alumni Association :

Organizing Alumni Meet, Demonstration of Micro and Macro lessons, Deliver talks on topics related to teaching, learning and evaluation, Participation in co-curricular activities of the college, Organize workshop

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has an IQAC cell which monitors all the activities of the college. The administration follows a decentralized system of governance through various committees. In the beginning of the academic year, the faculties are assigned duties of various faculties by the Principal of the college. Various committees viz, lesson committee, library committee, examination committee gymkhana committee, cultural committee etc. have been constituted for execution of different institutional activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum development: University develops curriculum which is followed by college. Faculty worked in core committee for curriculum and syllabus revision, Discussion on changes to be brought in the syllabus, Interaction with student, faculty and stakeholder to gain feedback on curriculum, Teaching and Learning: Maximum faculty uses ICT in teaching learning and curriculum transactions, Interactive methods of teaching, Focus group and extra guidance, Study circle, Examination and Evaluation: Special focus on slow learners, Peer Tutoring (high achievers and slow achievers), Counseling to academically weak students, Re-exam, Online and offline

assessment of assignment and providing necessary feedback Research and Development: Minor and major research projects undertaken by faculty, Presentation and publication of research articles, Faculty guiding M.Ed. and DSM students, Library, ICT and Physical infrastructure/Instrumentation: Network resource Centre, LAN, Techno savvy classrooms, Language Laboratory, Installation of CCTV ,Reprographic machine, Ample Parking Facility and spacious playground, Clean drinking water facility, water purifier, Automation of Library Services with SOUL Software, Human resource management: Participatory approach, Human resource management system, Faculty involved in guiding D.Ed, IGNOU, DSM Students, Industry interaction and Collaboration: Practice teaching activity in schools, Campus interview, Collaborating with different agencies for conducting seminars and workshops like Dept of Education, university of Mumbai and NEUPA, New Delhi, Admission of students as per Govt. Norms for B.Ed and D.El.Ed, Ph.D admissions by PET and interview.

Teaching and Learning	• Maximum faculty uses ICT in teaching learning and curriculum transactions. • Interactive methods of teaching. • Focus group and extra guidance, Study circle
Examination and Evaluation	• Special focus on slow learners • Peer Tutoring (high achievers and low achievers) • Counseling to academically weak students • Re-exam • Online and offline assessment of assignment and providing necessary feedback
Research and Development	• Minor and major research projects undertaken by faculty • Presentation and publication of research articles • Faculty guiding M.Ed. and DSM students
Library, ICT and Physical Infrastructure / Instrumentation	• Network resource centre • LAN • Techno savvy classrooms. • Language Laboratory. • Installation of CCTV ,Reprographic machine , • Ample Parking Facility and spacious playground. Clean drinking water facility, water purifier • Automation of Library Services with SOUL Software.
Human Resource Management	• Participatory approach • Human resource management system. • Faculty involved in guiding D.Ed, IGNOU, DSM

| Industry Interaction / Collaboration | • Practice teaching activity in schools • Campus interview • Collaborating with different agencies for conducting seminars and workshops like Dept of Education , university of Mumbai and NEUPA, New Delhi. |
| Admission of Students | • As per Govt. Norms for B.Ed and D.El.Ed • Ph.D admissions by PET and interview. |

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	Administration - Tally/Excel, Finance and Accounts-Tally ERP9 Package for accounting purpose, Student Admission and Support -FoxPro/Excel, Examination - Online Question Paper

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Nil	Nil	Nil	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Nil	Computer training, Workshop by Management for Administrative staff –FEDENA ,Training was provided to the non –teaching clerical staff in the use of	Nill	Nill	Nill	3

latest technology like by Government of Maharashtra, MIS, Government of India AISHE. University of M

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nill	Nill	Nill	Nill

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit Society Loan	Contribution and Economical support	Fee management by NGO

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, M/s. Borkar and Muzumdar is Internal Auditor and Accounts are externally Audited by Joint Director and A.G. Office. Internal audit is done by IQAC.IQAC reviews and provides suggestions.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nill

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	University	Yes	IQAC, Joint Director
Administrative	Yes	Accounts are externally Audited by Joint Director and A.G. Office.	Yes	M/s. Borkar and Muzumdar is Internal Auditor

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Nil

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Faculty enrichment programmes 2) Augmentation of infrastructural facilities 3) Doing more Research work

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	International seminar on the topic 'Internationalization of Higher Education' in collaboration with Dept of Education, University of Mumbai.	06/02/2017	22/02/2017	22/02/2017	60
2017	Faculty exchange programme	06/02/2017	20/02/2017	23/03/2017	100
2017	International seminar on the topic 'Meeting All Learner's Needs'	06/02/2017	20/03/2017	21/03/2017	50
[View File](#)					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Intercollegiate extempore competition on Women issues	15/10/2016	15/10/2016	12	3

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	02/12/2017	90	REAP	Educational assistance to children from the underprivileged sections of the society	116
					[View File]()		

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of International Yoga Day	21/06/2016	21/06/2016	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
Each student contributed and planted one sapling in college campus Cleanliness drive SWACHH BHARAT (Awareness Rally) In Collaboration With IGNOU Regional Centre Mumbai NSS Activities like Slogan writing and Street Plays Collection of E - waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
1.Ek Muthi Yojana is to develop sense of social commitment among the students. The basic purpose of conducting novel activity "Ek Muthi Yojana"is serving the underprivileged sections of the remote and inaccessible nearby rural areas. 2.Ek Fruit Yojana--The basic purpose of conducting novel activity "Ek Fruit Yojana" is serving the children with special needs- Hearing Impaired, Visually Impaired and mentally challenged .

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.sscoe.edu.in/best-practices.html

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Seva Sadan's College of Education is the premier and the Pioneer Institution founded by Late Seth Parasram Parumal Dabrai in the Year 1966 to meet the needs of the suburban people of Mumbai. The vision-mission statements and objectives of the college focus on leading quality education and lifelong learning to the aspirants irrespective of caste, creed and religion. All educational activities and programmes are organized to mould student teachers to become capable of facing the challenges in the competitive era. The students are nurtured to excel professionally and to be a responsible Teacher. We are conducting courses right from certificate course in Nursery teaching affiliated to University of Mumbai, D.El.Ed to Ph.D. in Education. College is a partner institute to offer courses like PGDHE. B.Ed., B.L.I.S., MLIS, PGDLAN, PEDET, CELL of IGNOU, New Delhi. College is recognized study center of YCMOU Nashik, IDOL (University of Mumbai) for teacher education programme and other job oriented programmes. The college has adequate and good infrastructure facilities –technology enabled AC classrooms, computer labs, language laboratory, automated library, and YOGA hall and good auditorium with a/c facilities. The College Principal, Dr. Beena S. Khemchandani, is the chairman of Board of Studies, University of Mumbai. During her tenure CBSGS (Credit Based Semester and Grading System) was implemented .The faculties are members of core syllabus revision committee and subcommittee for various subjects. Faculties are also conveners for core courses and methods. College publishes peer reviewed biannual journal i.e. "Innovations in Teacher Education- A Road Map", with ISSN – 0975-4989 for scholarly communication. College arranges Expert talk and faculty exchange programme with St Xavier's institute of education provides an intellectual platform for broadening the horizon of knowledge. College has tradition of implanting various innovative and healthy practices which are related with community, Special children, teaching-learning process. The collaboration with REAP (Reach Education Action Programme) a NGO satisfies the need of social commitment among students. Our student teachers on every Saturday visit centers in slum areas of Thane and Mumbai, where children from underprivileged groups are taught. College has a unique practice of contributing food to needy students through ROTI bank. As the name of the college indicates 'Seva', the college believes in Seva Bhav.

Provide the weblink of the institution
http://www.sscoe.edu.in/college-profile.html

8.Future Plans of Actions for Next Academic Year

- Collaborative projects • Conduct seminars at National and International Level
- Consultancy services for school teachers and students