

The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16

The Annual Quality Assurance Report (AQAR) of the IQAC

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 2013-14)

2015- 2016

1. Details of the Institution

1.1 Name of the Institution

HANSRAJ JIVANDAS COLLEGE OF EDUCATION

1.2 Address Line 1

Dr. Madhuri Shah Campus

Address Line 2

Ram Krishna Mission Marg

City/Town

Khar West, Mumbai

State

Maharashtra

Pin Code

400 052

Institution e-mail address

hjcollege@rediffmail.com

Contact Nos.

022-26044641

Name of the Head of the Institution:

Dr. Anita Swami

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

Tel. No. with STD Code:

022 26044641

Mobile:

9820653125

Name of the IQAC Co-ordinator:

Dr.Usha A. Borkar

Mobile:

9820003265

IQAC e-mail address:

hjceiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOTE10480

OR

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/54/RAR/084

1.5 Website address:

www.hjce.in

Web-link of the AQAR:

<http://hjce.in/wp-content/uploads/2017/03/AQAR-215-16.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	B++	85-90 (%)	2003	8.1.2009
2	2 nd Cycle	A	3.01	2011	8.1.2016

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

September 2003

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 28/9/2012 VIA ON LINE SURVEY (Uploaded on College Website)
- ii. AQAR 2012-13 SUBMITTED TO NAAC ON 30/9/2013 VIA ON LINE SURVEY (Uploaded on College Website)
- iii. AQAR 2013-14 Submitted to NAAC and uploaded on College Website.
- iv. AQAR 2014-15 Submitted to NAAC and uploaded on College Website.

1.9 Institutional Status

University State Centr Deemed Private

Affiliated College Yes Y No

Constituent College Yes N No

Autonomous college of UGC Yes No N

Regulatory Agency approved Institution Yes Y No

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

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

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)

PH.D Education

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

NA

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

NO

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

NO

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

04

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

01

2.9 Total No. of members

21

2.10 No. of IQAC meetings held

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

2.11 No. of meetings with various stakeholders: No.

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

Workshops/ Seminar / Conference Organized at HJCE

- UGC Sponsored Two Days National Seminar on 'Women Empowerment: A Global Concern and Challenges for stakeholders' organized by Hansraj Jivandas College of Education, on 13th&14th August 2015.
- The Internal Quality Assurance Cell (IQAC) of the college also organized two days Workshop on 'Drama and Art in Education' on 24th and 25th February 2016.

International Conference - Asian Literacy Conference 2016

28th & 29th January 2016 saw a two day mega event attended by world renowned educationists at Asian Literacy Conference 2016 based on the theme "Role of Information and Communication Technologies in Promoting Reading and Developing a Learning Society" in Mumbai, India. The conference was organized by Reading Association of India (RAI) an affiliate of International Literacy Association (ILA) in collaboration with Gujarat Research Society, and The World Education Fellowship (WEF) Indian Section at Gujarat Research Society.

Workshops/Lectures were conducted during the year on the following topics:

- **By In-house faculty**
 - ❖ "New Age Teacher"
 - ❖ "A Small Truth To give Life 100%" -
 - ❖ "Voice Culture"
 - ❖ "Learning Disabilities" & "Multiple Intelligence"
 - ❖ "Blended Learning"
 - ❖ "Managing our Emotions"
 - ❖ "Values at Crossroads"
- **By Guest Speakers**
 - ❖ The Chinmaya Mission conducted a series of workshops in the college on themes such as Patriotic, Cultural, Emotional, Intellectual, Physical, Universal and Spiritual Transformation
 - ❖ 'Cyber Crime' by Sachin Dedhia, Certified Ethical Hacker

- **Art Workshop by Fevicryl**

A two and a half hours workshop session on making of art pieces and t -shirt painting was conducted by experts from Fevicryl.

A paper craft workshop was also organized for the student teachers where they learned to prepare different types of flowers out of crepe paper.

2.14 Significant Activities and contributions made by IQAC

1. Quality Assurance Initiative through Workshops (as mentioned above)
2. The proceedings of NAAC sponsored National Seminar and UGC sponsored National Conference was published as follows:
 - Higher Education, A Peer Reviewed Edited Book, APH Publishing Corporation, New Delhi, ISBN Number -978-93-313-2569-3, 2016.
 - Women Empowerment- A Reflection, A Peer Reviewed Edited Book, APH Publishing Corporation, New Delhi, with ISBN Number, 2016.
3. Faculty development initiatives in the form of the following:
 - Attending Refresher/ Short term programmes, International, National level seminar and conferences
 - Publication of research and conceptual papers in Peer Reviewed International and National Journals
4. Collaborations with Department of Educational Technology SNDTWU, IIT Mumbai, IGNOU etc.
5. Initiating linkages with Khar Police station, Chinmaya Mission, Apple India, Disha Counselling
6. SWOT Analysis (by all significant stakeholders)
7. Annual Free of Cost Counselling Sessions by trained Psychologist for students and community
8. Training Workshops for students by Trail Blazers & IIT
9. Incorporating Reflections in lesson plans
10. Intellectual Sharing forum
11. Infrastructure up gradation
12. The faculty members conducted Orientation to new courses introduced in the Two Year B.Ed Programme as Convener/ Member of Syllabus Revision on behalf of University of Mumbai for the entire Education faculty.

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 *

*** Attached the Academic Calendar of the year as Annexure i and Plan of Action with Action Taken Report as Annexure ii.**

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

- ❖ Provide ICT related training to as many teachers from sister concern school as possible.
- ❖ Changes in infrastructure to suit the requirements of Two Year B.Ed programme

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	-	-	-
PG	-	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	01 (Study Centre of M.A. (Edu.) of IDOL, Univ. Of Mumbai) 06 IGNOU Study Centre	-	-	05
Total	09	-	-	05

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
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 find an analysis of the feedback in the Annexure iii***

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

The B.Ed programme saw a complete overhauling, acting on the behest of the Supreme Court to revamp the B.Ed course before the end of the year 2014. The National Council of Teacher Education (NCTE) has made some major changes in the curriculum and duration of the B.Ed course. The B.Ed course has now become a two year programme and the course structure offers a comprehensive coverage of themes and rigorous field engagement with the child, school and community. The purpose is to provide a broad knowledge base, pedagogical skills and engagement with the field and community. All the courses include in-built field-based units of study and projects along with theoretical inputs from an interdisciplinary perspective. It also includes special courses for Enhancing Professional Capacities (EPC) of the student teachers in fields like Reading and Interpreting Texts, Drama and Art in Education, Use of ICT and Understanding oneself. Transaction of the courses is to be done using a variety of approaches, such as, case studies, group presentations, projects, discussions on reflective journals, observations of children, and interactions with the community in multiple socio cultural environments.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	09	09	NIL	NIL	NIL

05

2.2 No. of permanent faculty with Ph.D.

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
	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

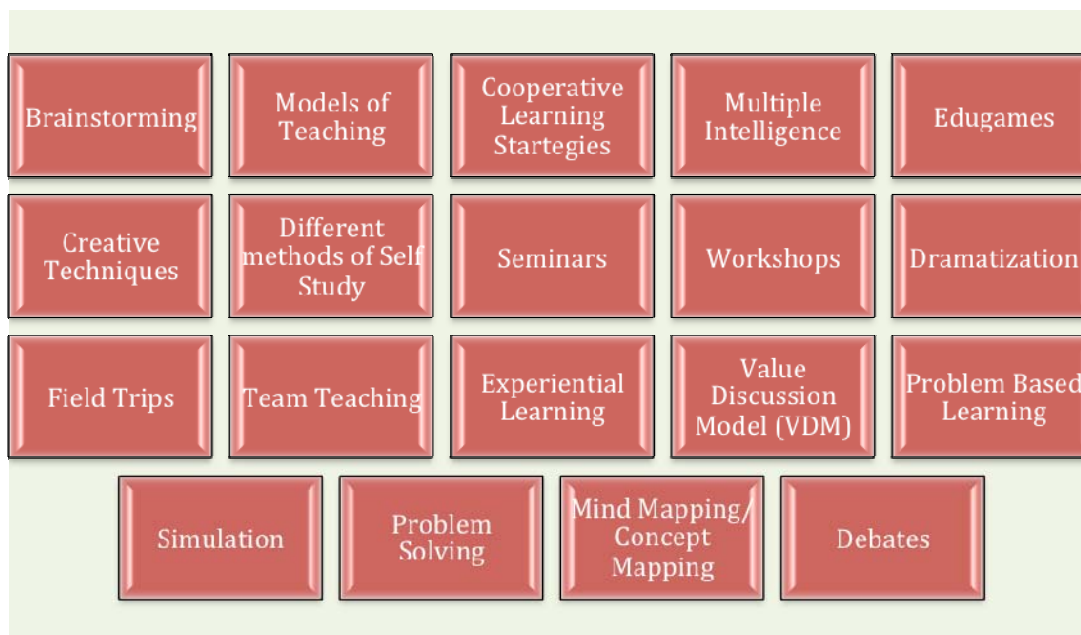
2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL
NIL
NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	09	03	01
Presented papers	09	11	NIL
Resource Persons/Chairing the session	08	01	NIL

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



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)

Institution followed its previously initiated extremely successful exam related practices:

- Tutorials before every class test & prelimis;
- Brainstorming Sessions after every class test & prelimis where students with help of teachers analyse constructively drawbacks in the exam/test papers.
- Music and Meditation therapy before essays and exams.
- Individual student feedback from the Principal after every activity of the practicum and examination – formative feedback.

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

1 Principal + 8 Faculty

2.10 Average percentage of attendance of students

97%

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	15	34	NIL	NIL	NIL

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



2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	01
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	01
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	NIL
Others	09

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	02	01	NIL	Nil
Technical Staff	NIL	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC has developed quality benchmarks in all activities of the institution to ensure continuous improvement in the entire operations of the institution.
- IQAC conducts workshops, awareness programmes, study circle and special lectures on Quality innovations, TQM and workshops related to ICT, leadership, governance and strategic perspective planning.
- IQAC looks after the adequacy, maintenance and proper allocation of support structure and services.
- IQAC monitors the quality of research programmes proposed and undertaken.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	NIL	NIL	NIL
Outlay in Rs. Lakhs	5, 25000/-	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	NIL	NIL	NIL
Outlay in Rs. Lakhs	1,00,000	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	10	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	23	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-17	ICSSR	5,12,775	3,57,750
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects (other than compulsory by the University)	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total		01 Major	5,12,775	3,57,750

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

		Research Project	
--	--	---------------------	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP <input style="width: 40px; text-align: center;" type="text" value="-"/>	CAS <input style="width: 40px; text-align: center;" type="text" value="-"/>	DST-FIST <input style="width: 40px; text-align: center;" type="text" value="-"/>
DPE <input style="width: 40px; text-align: center;" type="text" value="-"/>		DBT Scheme/funds <input style="width: 40px; text-align: center;" type="text" value="-"/>

3.9 For colleges Autonom 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	01	01	NIL	NIL	NIL
Sponsoring agencies	GRS, RAI, ILA & WEF	UGC	NIL	NIL	NIL

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

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

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

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

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

04

NIL for the year

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

NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

NIL

SRF

NIL

Project Fellows

NIL

Any other

NIL

3.21 No. of students Participated in NSS events:

University level

-

State level

-

National level

-

International level

-

3.22 No. of students participated in NCC events:

University level

-

State level

-

National level

-

International level

-

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

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

• **Extension activities in the form of Community work**

Students engaged in compulsory forty hours of community service. The institutions that they were associated with are as follows:

- ❖ Ashadaan-Byculla,
- ❖ Punarvaas-School for the Learning Disabled,Goregaon (West),
- ❖ Shraddhananda Mahilashram,Vasai,
- ❖ Anmol, NGO for street children, Dadar,
- ❖ Cheshire Home, Andheri (East),
- ❖ Shri Manav Seva Sangh,Matunga,
- ❖ Adhar –Old age Home, Borivli(East),
- ❖ Compassionate Charitable Trust, Malad(West),
- ❖ St.Catherine’s Home,Andheri (West),
- ❖ Sneh Sadan, Andheri (East),
- ❖ Missionaries of Charity, Vile Parle(East),
- ❖ Sarvodaya Trust,Ghatkopar,
- ❖ Ankur Children’s Home, Mira Road,

- ❖ National Association for Blind, Ray Road,
- ❖ SnehKiran Community Development Cell, Malad (West) and
- ❖ Premdaan,Airoli

- ***Joy of Giving week***

The Joy of Giving Week was launched in 2009, as a nation-wide 'festival of philanthropy' the week being celebrated every year covering Gandhi Jayanti by engaging people through "acts of giving" - money, time, resources and skills - spanning the corporate, NGO and government sectors, schools, colleges and the general public. The collection of items took place from 2nd October to 18th October 2015 to observe the Joy of Giving week. As every year the college celebrated the week by giving joyfully; Principal, staff and students alike collecting clothes, stationery, footwear, utensils, other useful articles and money too. These donations were then handed to the NGOs, Goonj and Anmol, that are working for street children.

- ***Visit to Shantivan, Panvel***

A visit was organized to Kushtarog Niwaran Samiti at Shantivan, Panvel on 31st October 2015 to sensitize student teachers to reach out to the deprived and unreached sections of society. The students were acquainted with activities of Shantivan in the area of rural development through their residential school for Adivasi children, home for the aged and the homeless, Aadhar for the helpless, co-operative credit society and naturopathy clinic. Later students celebrated Diwali with the inhabitants of Shantivan by distributing cards, sweets, decorating diyas and applying mehendi on the palms of the ladies and singing songs to entertain the inmates. This was their effort to add luster to the lives of the Shantivanites who look forward to meet and interact with our students every year.

- ***Punarwas Rally***

Students attended the Punarwas Rally Programme conducted by Punarwas School in association with Lions Club of Mumbai to mark the International Day of Persons with Disabilities on 3rd December 2015. The rally started from V.N. Indian Society, Malad (West) and concluded at Goregaon Sports Club. The purpose of the rally was to create awareness and sensitize the people about disabilities in children as a matter of growing concern.

- ***Helpdesk Service at the Police Station***

This is the second year that the college has extended its support to the programme, 'Helpdesk Service' initiated by the Police Commissioner of Mumbai. It is a service offered by the Police stations in which college students help senior citizens and women register their complaint; get counseling for their problems instead of or before approaching the officer on duty at the station. Our students rendered their service at Khar (West) Police Station in the month of September 2015. This programme helped dissolve the wall between the common people, especially the young female population and police by building a positive attitude towards them.

- ***Collaboration between Khar Police and Dignity Foundation***

Our students also contributed their services to the cause of Senior citizens by participating in the project of Khar Police station in collaboration with the Dignity Foundation. The students rendered help by gathering information about senior citizens residing alone in the neighboring locality, by approaching different residential societies and their secretaries between 9 am to 1 pm everyday in the month of September, 2015. All the data was compiled and documented by the Khar (West) Police station and it took pride in the fact that, it was the first in the city of Mumbai among all the other police stations to meet the target. Besides, the police officers appreciated the meticulous and conscientious work of the students of our college to make the project a success. They also commented that though they had students coming from other colleges to work on the same project, students of H.J. College displayed higher commitment in comparison with the others. Additional Commissioner of Police Shri Sanjay Kadam felicitated HJCE students on 8th March 2016 for their laudable contribution to society and a dinner was hosted in their honour.

Extend your hand to the unreached....

The Department of Lifelong Learning and Extension [DLLE] promotes a meaningful and sustained rapport between the Universities and the community. The DLLE offers flexible Continuing Education opportunities for the people and various projects from which the college opted for the following two projects:

- ❖ **SWS (Survey of Status of Women):** This program covers welfare and support services, training for employment and income generation, awareness, and gender sensitization of women. Students carried out a survey on the influence of Education on the Status of Women.
- ❖ **APY (Anna Poorna Yojna):** The objective of this programme is to provide Entrepreneurship education to students with the knowledge, skills and motivation to encourage entrepreneurial success in a variety of situations. Students arranged food stalls on Saturdays and sold the items with a minimal profit. Some students extended their entrepreneurial skills further and sold varied stationery items and jewellery at the stalls. Buying and selling at these stalls was an exciting experience for all. The Parents also appreciated the student's APY stalls during the Parents Teacher's meeting.
- ❖ **Udaan Festival:** Students participated in UDAAN festival at DLLE, University of Mumbai representing the college for Poster making competition and Street play competition organized by DLLE on 5th February 2016.
- ❖ **Visit to Anuyog School, Khar (East)**

Anuyog School, Khar (East) was founded by Mr. Satish Chindarkar, an alumnus of the college in 1979. Mr. Chindarkar received a national award for his contribution to the cause of education in 1991. As part of extension activity of community work a visit was organized to the school on 29th March 2016. At the school, the student teachers of the college enacted street plays on the achievements of the women of our society, on the importance of saving the environment, harmful effects of drugs, smoking and alcohol, while the school students presented a play on the importance of saving water. The founder Mr. Chindarkar then shared the struggles and triumphs of establishing a school that caters to the children of slum dwellers with our budding teachers.
- ❖ **Akshaypatra for a 'Basket of Fruits'**

Another initiative of the college in the area of community service is the 'Akshaypatra' or donation box that is used to collect money from students and teachers

and then use the money thus collected to buy fruits, once every month for the patients of the different wards of V.N.Desai, Municipal Hospital, Santacruz-East.

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	1754.254 sq. mt	-	-	-
Class rooms	06	-	-	-
Laboratories	04	-	-	-
Seminar Halls	04	-	-	-
Other Rooms: Rest Rooms & Washrooms [Male & Female],Office, Staff Room, Library,Store Rooms, Activity & Exhibition Gallery	16		-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	4	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	69,150/-	UGC	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- AISHE i.e. All India Survey of Higher Education which is under the HRD Ministry, New Delhi. (Data of student teachers, academic progress, details of teaching as well as non-teaching staff, accounts, all this is to be updated every year) (URL - <http://aishe.nic.in>)
- MIS – Management Information System which is under the Dept. of Higher & Technical Education, Government of Maharashtra, (Academic qualifications, in-service improvement in qualifications, information about student teachers with details of caste, religion, results etc., details of Adhaar Card Number (UID), Voters ID Number, PAN Number, Scale, month wise salary details of teaching non-teaching staff, Income Expenditure details of college etc. is to be provided on the website)(URL -<http://dhemis.maharashtra.gov.in>)
- Student teachers on Roll on the University of Mumbai Website. (<http://eoffice.mu.ac.in/statistical>)

All these three websites and information are monitored and certified through the Nodal Officer appointed at University of Mumbai.

Similarly, the HJCE administrative section has guaranteed that-

- College profile uploaded on the NCTE website,
- Data uploading on NCTE website for Geographical Information of the College,
- Data for E-Monitoring where entire information about the institution is to be uploaded on the NCTE website. This is currently under process.
- HTE Sevaarth which is under the control of Ministry of Finance, Government of Maharashtra for disbursal of regular Salary Grants to Colleges. Regular Salary is uploaded every month, an approval is sought following which the college is issued with a voucher number and only then the college is permitted to submit salary of the next month.
- Admissions under the Director Higher Education, Pune on B.Ed. Admission website.
- Enrollment and Eligibility form are to be filled in by the student teachers on the website of University of Mumbai.

Examination forms are being filled and submitted on the University website for F.Y.B.Ed. student teachers of 2016-18 batch from Semester I and S.Y.B.Ed. Student teachers of 2015-17 batch from Semester III.

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2486	201897	14	4083	2500	205980
Reference Books	15884	1219156	35	20839	15919	1239995
e-books (NLIST)	93000	5000	97000	5700	97000	5700
e-journals (NLIST)	5500		6000		6000	
Journals	17	12160	18	14800	18	14800
Magazines	8	5749	8	6077	8	6077
Digital Database	Libsuite	--	--	--	--	--
CD's & Videos	121	--	41	--	162	--
Others (Thesis, Bound and Back Volumes of Journals, Research Reports, CCRT)	840	--	17	--	857	--

We pay common subscription for Inflibnet's N-List Programme for e-Books and e-Journals

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	33 + 3 laptops	1	2	4	1	1	Nil	
Added								
Total	33 + 3 laptops	1	2	4	1	1	Nil	

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

The entire college campus was made Wi-Fi zone and CCTV cameras were installed in the entire campus. Psychology Lab was equipped with Smart Board facility.

Training was provided to entire faculty and students in the following areas:

- MOODLE
- Smart Board
- Google Apps
- I-Pad integration in Teaching and Learning

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 24,000/- To Rs. 28,000/-
ii) Campus Infrastructure and facilities	
iii) Equipments	Rs.29,018/-
iv) Others	
Total :	Rs. 60,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC through various committees worked towards enhancing awareness about Student Support Services:

- Fortnightly Mentoring Programme for students
- Buddy System
- Speak Well Club- to improve communication skills of students with weak communication skill

GUJARAT RESEARCH SOCIETY'S
HANSRAJ JIVANDAS COLLEGE OF EDUCATION

- Student Grievance Cell
- Placement Cell
- Women Cell
- On Campus Individual Counselling Sessions of trained Psychologists
- Library Orientation
- Career orientation

5.2 Efforts made by the institution for tracking the progression

Institutions track the progress through the following:

- Feedback from Mentor group, individual feedback with Principal, College councillor, informal interaction with students.
- SWOT Analysis done by the Principal with the Students and faculty

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
50	-	09	-

(b) No. of students outside the state

02

(c) No. of international students

NIL

No	%
2	4

Men

No	%
48	96

Women

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
95	02	01	02	NIL	100	47	1	2	NIL	NIL	50

Demand ratio 100

Dropout % NIL

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

Every year the institution organises Orientation for new aspirants of the B.Ed programme. The instituion conducted CET orientation twice in order to facilitate the students to go through admissions in a smooth manner.

No. of students beneficiaries 75

5.5 No. of students qualified in these examinations

NET	01	SET/SLET	01	CAT	-	-	
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	01

5.6 Details of student counselling and career guidance

The college has tied up with Disha-Child, Adolescent and Adult Counselling Centre and established the College Mental Health Centre at the college campus. As part of the progrmme a counselor was available once a week in the college on a pre appointed day to discuss personal or academic problems of student. The purpose of this venture is to help student teachers cope with the rigors of the B.Ed course and life in general. The college has been providing these services from last five years for the students as well for their family members, relatives and friends too. In this way, the college accomplishes its responsibility to the students and community

No. of students benefitted 50

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NA	NA	NA	No Campus Placement due to Implementation of Two Year B.Ed

5.8 Details of gender sensitization programmes

Activities and Events conducted by the Women Development Cell are as follows:

There is a dire need to empower the young women citizens of the country. The Women Development Cell of the college conducted the following activities to create awareness, build confidence and empower our student teachers majority of which are women:

- ❖ UGC sponsored National level Seminar on “Women Empowerment: A Global Concern and Challenges for Stakeholders” in collaboration with UNFPA from 13-14 August, 2015. The student teachers got the opportunity to listen to dynamic women achievers from varied walks of life about their journey in carving a niche for themselves in a male dominated society.
- ❖ A rally was organized on the occasion of International Women’s Day, March 8, 2016, that visited different pockets of the neighborhood of the college and presented a street play on the theme of ‘Illustrious women of India’. The purpose was to encourage the common people especially of the lower strata of society to empower and take pride in the achievements of the girl child. This programme was in collaboration with Khar (West) Police Station. Later during the evening, students were felicitated for their contribution to the Dignity Foundation Work along with other women achievers, especially of the Police force, by Khar Police Station.
- ❖ ‘Cybercrime’ a talk by Sachin Dedhia, certified Ethical Hacker was organized in the college to create awareness about the cyber crimes against people and women in particular and measures to protect oneself.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

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

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	NIL	NIL
Financial support from government	03	Students voluntarily not availed of the Facility
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

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

09

5.13 Major grievances of students (if any) redressed:

The college has a Grievance Redressal Cell headed by the Principal of the institution and assisted by two senior faculty, which uses the suggestion box to collect student teachers' opinions. Criterion 5.2-9 also provides details about functioning of Grievance Redressal mechanism in college.

The grievances and the suggestions of the student teachers are also forwarded by the Student council to the faculty in charge of the council who in turn conveys the same to the Principal of the institution.

The Principal of the institution also follows an open door policy for addressing the grievances of the student teacher, teaching and non-teaching staff. The Quality circle mechanism has been adopted for redressing problems where the focus is always on counseling rather than on punitive action.

The suggestions that have been acted upon

- More number of content enrichment programmes for the student teachers

- More number of Speak Well sessions have been organised in order to enable student teachers to enhance their language proficiency.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the institution is ***Empower, Emerge, Evolve and Encompass.***

- ***Empower*** to sow the seeds of knowledge
- ***Emerge*** to nurture the innate potentialities
- ***Evolve*** to blossom into an integrated personality, and
- ***Encompass*** to commit/pledge to the global society.

The following mission statements are carried out to achieve the vision of the institution-

- develop core competencies by providing knowledge base to student teachers,
- develop practical competencies by creating a learning environment, developing teaching learning strategies and developing resources to support learning,
- develop reflective competencies to help student teachers to reflect on how language, disability, race, gender, geographical locations and other differences impact on learning and appropriate adaptation of teaching strategies,
- to build up the capacity of student teachers to adjust and respond to the diverse needs of students to create an inclusive classroom environment,
- to sensitize the student teachers to social purposiveness reflected by concepts like equality, equity and secularism,
- to align the transaction of the curriculum [theory and practicum] and non-curriculum in consonance with the core values described by NPE 1986, and Constitution of India,
- to bring a global perspective to the curricular and total student teacher's experience,
- to endeavor to promote research skills,
- to build up the capacity of student teachers to integrate ICT in curriculum transaction,
- to develop responsiveness to community needs.

6.2 Does the Institution has a management Information System

Yes the institution has Management Information System which has been prescribed by Director of Higher Education.

- MIS – Management Information System which is under the Dept. of Higher & Technical Education, Government of Maharashtra, (Academic qualifications, in-service improvement in qualifications, information about student teachers with details of caste, religion, results etc., details of Adhaar Card Number (UID), Voters ID Number, PAN Number, Scale, month wise salary details of teaching non-teaching staff, Income Expenditure details of college etc. is to be provided on the website)(URL -<http://dhemis.maharashtra.gov.in>)

- Student teachers on Roll on the University of Mumbai Website. (<http://eoffice.mu.ac.in/statistical>)

All these three websites and information are monitored and certified through the Nodal Officer appointed at University of Mumbai.

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

6.3.1 Curriculum Development

For the Two year revised B.Ed syllabus framing :

- The entire faculty were involved in syllabus framing committees as members.
- Two faculty were Convenors for two courses namely Course I- Childhood and Growing Up and Course III Section I and Course VII Section I – Pedagogy of Learning- Mathematics. The college conducted the syllabus framing meeting as well as Orientation for the aforesaid two courses.

6.3.2 Teaching and Learning

- Training students in Reflective practices in the teaching learning process.
- Curricular transaction through innovative methods like Scenario based learning, co-teaching (with expert), e-games, films, various strategies of co-operative learning, role-plays, blended learning, flipped e-classroom.
- Training students in Integration of ICT for lesson planning as well as execution.

6.3.3 Examination and Evaluation

The following practices are carried out in a meticulous manner in order to ensure student teacher's optimum performance in Practicum as well as Theory components:

- Speak Well Class
- Tutorials
- Remedial teaching in groups
- Individual counseling
- Peer teaching
- Drill and practice
- Self- study materials
- Participatory Learning Strategies
- Access to Internet & Web Site
- Individual one on one counselling by the faculty and the Principal
- Counselling and individual talk with Parents and family members
- Interaction with Parents during the Parent teacher Meetings
- In-house free professional counseling services
- Buddy System
- The college conducts twice the number of essays instead of those prescribed by the University of Mumbai to give maximum practice to student teachers in preparing responses to more number of questions. This helps the students to be more comprehensively prepared for the term end examinations conducted University of Mumbai.
- Besides the class test that is mandatory mid term assessment, the college conducts preliminary examinations on the same lines as the term end examinations conducted University of Mumbai. This is done as in order to provide extra practice and feel of the final examination to the students.

6.3.4 Research and Development

- ***Increase in the number of approved Guides:***

This year two senior faculty members Dr. Usha Borkar and Dr. Karuna Sinha have received their approvals as Ph.D Guides and the number of approved guides has increased from two to four. Interviews for registering Ph.D students were conducted twice during this academic year.

- **Proposals Sent:**

The proposal for increasing the intake capacity of Ph. D students has been sent to the University of Mumbai. The proposal for conducting a National Workshop on "Research Methodology" has been sent to ICSSR, Western Region Office for funding.

- **Upgraded Psychological Laboratory:**

The psychological laboratory has been upgraded with latest standardized tests.

- **Journal of H.J. College of Education:**

The research center came up with two regular issues of the journal titled: "Hansraj Jivandas College's Journal on Futuristic Education", with an ISSN No: 2349-8145, this year. In addition a Special edition comprising of all the papers presented at Asian Literacy 2016 International Conference on the theme 'Role of Information & Communication Technologies in Promoting Reading & Developing a Learning Society'.

- **Pre- Ph.D. Course:**

The research center is planning to conduct Pre - Ph.D Course for the students who have enrolled for Ph.D Programme through this center in the month May-June 2016.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Smart boards,
- TVs,
- Teaching Aids,
- Lab equipments,
- Podium,
- Camera,
- Sound system,
- Installation of CCTV in the entire college campus,
- WiFi connectivity in the entire college campus.

6.3.6 Human Resource Management

- Yoga for faculty and support staff
- Counseling session for faculty and support staff
- Faculty development initiatives like Training for Google Apps, MOODLE and integrating I

Pad in teaching and learning

- Deputing staff for various workshops and seminars

6.3.7 Faculty and Staff recruitment

No new faculty or staff were recruited

6.3.8 Industry Interaction / Collaboration

The The College has received a prestigious consultancy task of E-Content Creation for PG Program in the Paper titled 'Role of Universities in Life Long Learning' which was completed with respect to text content creation.

6.3.9 Admission of Students

- CET Orientation Course was conducted to improve the quality of minority intake
- Efforts were made to reach out to the Gujarati minority community so that the quality and quantity of student applications under minority admissions improve.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	Loan Facility
Students	Instalment facility for payment of fees

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Y Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	NO
Administrative	YES	Joint DE's Office- Government Auditors	Yes	Management

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

For UG Programmes Yes No NO

For PG Programmes Yes No NO

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

The University of Mumbai implemented Two Year B.Ed programme. Major changes with respect to both Theory and Practicum has been incorporated on the basis of guidance provided by NCTE 2014 norms.

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

The University promotes autonomy by giving freedom to the colleges to follow their own schedule of Practice teaching and other practicum within the stipulated time frame. Also the college has freedom to choose their own Practice teaching schools, community centres.

6.11 Activities and support from the Alumni Association

- Demonstartion lessons by the Alumni
- Alumni were a part of Campus Placement
- Alumni were invited to conduct workshop for faculty and students on how to integrate I Pad in teaching and learning
- Felicitation of rank holder Alumni

6.12 Activities and support from the Parent – Teacher Association

- Families of the students support in setting up Annapurna Yojana stalls.
- Parents Teacher Association meeting on 16th April 2016.

6.13 Development programmes for support staff

The following initiative have been taken for support staff:

- Yoga and Meditation sessions
- Participation in workshops & training sessions organised by Joint Director's office
- Free of cost professional Counselling services for the support staff and their families
- Rendering financial support for medical treatment of support staff

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

- Terrace Gardening in College premises
- 'Gift a Plant' initiative with all Practice Teaching Schools
- Installation of Solar Panels

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.

- Sensitizing students to Women Issues and to issues of Senior citizens.

- Collaboration with Khar Police station
- Smart board training, Google apps training and training to integrate Apple technology in teaching and learning, Spoken Tutorials in Education, Social media in Education
- Speak Well Club and utilization of Language laboratory to enhance the language proficiency of the student teachers
- Advanced Certificate course in Computer Applications with enriched syllabus to teach the student teachers skills in Word processing, Spreadsheet, Presentation, Website Designing and Audio Video Editing.
- Faculty Development Initiatives through training sessions by Apple India and Google Apps

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

- Included in the detailed Plan of Action in point 2.15

Refer to detailed Plan of Action in point 2.15 mentioned as Annexure ii

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

Refer to Annexure iv

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

7.4 Contribution to environmental awareness / protection

- Terrace Gardening in College premises
- 'Gift a Plant' initiative with all Practice Teaching Schools
- Installation of Solar Panels

7.5 Whether environmental audit was conducted? Yes No

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

This year Mumbai University instructed all colleges to host a Convocation Ceremony for their students in the college premises. The College successfully conducted the programme and felicitated all the candidates.

Refer to Annexure v for SWOT Analysis

8. Plans of institution for next year

- The HJCE CEL has been established with the objective to develop digital educational collaborators at all levels of education. This initiative has been taken to train teachers and students to integrate technology and pedagogy. The Cell is working towards developing and launching Need based E learning courses for in service teachers and pre service teachers.

Name : Dr. Usha A. Borkar

Name: Dr. Anita Swami





Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure i
ACADEMIC CALENDAR 2015-16 F.Y.B.Ed.

SEMESTER I				SEMESTER II				
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
WORKSHOPS	ORIENTATION TO B.ED COURSE	COMPUTER CLASSES	COMPUTER CLASSES	BRAINSTORMING	COMPUTER CLASSES	COMPUTER CLASSES	BRAINSTORMING	PREPARATION FOR EXAMINATION
CONTENT TEST	ORIENTATION TO CBSGS	THEORY LECTURES	THEORY LECTURES	SUBMISSION OF PRACTICUM	THEORY LECTURES	THEORY LECTURES	SUBMISSION OF PRACTICUM	UNIVERSITY SEM II EXAMINATION
COMMUNITY WORK	COMPUTER CLASSES	ESSAY	ESSAY	PREPARATION FOR EXAMINATION	ESSAY	ESSAY	PREPARATION FOR EXAMINATION	
GROUP WORK	THEORY LECTURES	BRAINSTORMING	TUTORIALS	UNIVERSITY SEM I EXAMINATION	CLASS TEST	CLASS TEST	PRELIMINARY EXAMINATION SEM II	
	ESSAY	BOOK REVIEW ASSIGNMENT	BOOK REVIEW ASSIGNMENT	ASIAN LITERACY CONFERENCE	BRAINSTORMING	BRAINSTORMING		
	TUTORIALS	DEMONSTRATION LESSONS	MENTOR GROUP MEETINGS	SHADOWING	MENTOR GROUP MEETINGS	MENTOR GROUP MEETINGS		
	EXTENSION	MENTOR GROUP MEETINGS	DEMONSTRATION LESSONS	OBSERVATION OF SCHOOL ACTIVITIES	EXTENSION	EXTENSION		
	STUDENT COUNCIL ELECTIONS	EXTENSION	PRELIMINARY EXAMINATION SEM I	COLLEGE PICNIC	STUDENT COUNCIL PROGRAMME	STUDENT COUNCIL PROGRAMME		
	COMMUNITY WORK	STUDENT COUNCIL PROGRAMME	GROUP WORK		GROUP WORK	GROUP WORK		
	GROUP WORK	GROUP WORK	EXTENSION					
		COMMUNITY WORK						

Annexure ii

Perspective Plan of Action 2015-16 and Action Taken Report

- ❖ PLAN OF ACTION: ***Preparation of Academic Calendar***
- ❖ ACTION TAKEN REPORT: Academic Calendar projected the activities – both curricular and co-curricular, which were conducted by varied committees in coordination with Principal.

- ❖ PLAN OF ACTION: ***Implementation of new syllabus semester wise***
- ❖ ACTION TAKEN REPORT: The prescribed syllabus was implemented successfully with 100% results. The results of the academic year 2015-16 is as follows:

<u>Semester I</u>	<u>Semester II</u>
11 -0 grade	15-0 grade
37-A grades	34-A grades
02 - B grades	01- Not appeared

- ❖ PLAN OF ACTION: ***Cultivating Competencies and Capacity Building***
- ❖ ACTION TAKEN REPORT: These was done through the following activities:

Care and Share

Care and Share, one of the best practices of the institution was organized as usual and had students participating and sharing their talents with a lot of gusto and panache. The skills that were shared and learnt were Origami for making of Geometrical shapes, making of Puppets, Stocking and Paper Flowers and Envelopes, also the art of Paper Quilling, Power Yoga and Vedic Mathematics.

Gardening

With green spaces shrinking in the city of Mumbai, greening measures like terrace gardening needs to be adopted by all. The college terrace garden has a collection of lush, healthy ornamental plants that uplift our spirit as well as make aesthetic spaces in the college corridor and classrooms. Every moment that is spent by the students in nurturing them and tending to them is worth the while as well as a rich learning experience. Apart from that keeping with the philosophy of the college to 'Gift a plant instead of a bouquet' the students at the end of the Shadowing activity done in their respective schools, gifted them a

small potted plant prepared and nurtured by them. They also gave a small note that mentions the benefit of having plants kept indoors.

The Student Council

Student's Council in college is a means to develop certain qualities like planning, organizing, leading and team spirit through participation and involvement in activities all through the academic year. The HJCE student council committee was formed by electing the members through the election process in which potential candidates registered, canvassed using posters, charts and placards during the college hours and also on what's-app group. The Council members with the guidance of the in charge faculty members conducted a lot of activities all the year round.

The Student's Council organized activities that vitalized the course. The varied activities that were organized throughout the year are as follows:

- Teacher's Day
- Student Council Elections
- Best out of waste competition
- Navaratri Celebrations (Rangoli, Aarti Thali decoration, Best Attire, Best dancers of the day.)
- Diwali Celebrations (Diya, Lantern making and Mehendi competition)
- Poster making competition on the theme of 'Peace & Harmony'
- Debate on the theme of Gender stereotyping
- Christmas celebrations (Icing the cake, Card making competition)
- Quiz Competition
- Sports Day
- Extempore Competition on the theme of 'Water Awareness & Conservation'
- Week of Change-Special Days- Twin day, Head Gear day, Back to school days, Mix n Match day
- Holi Celebrations
- Antakshari Competition

Inter collegiate Competitions

Participating in co-curricular activities help in chiseling the personality of the student teachers. Inter collegiate competitions provide them with a new environment outside their usual comfort zones; to compete with others, help the best in them manifest. As every year, this year too our student teachers participated in the various intercollegiate competitions all over Mumbai and won several prizes.

Intercollegiate Essay Competition on the topic "Diversity: the Essence of Humanity"

Unfortunately today's world has been torn by diversity resulting in friction, incoherence and unhappiness among citizens. This phenomenon has motivated us to organize an intercollegiate Essay Competition in the month of February 2016, on the topic "**Diversity: the Essence of Humanity**" in fond remembrance of **Dr. Madhuri Shah**, nationally and internationally acclaimed Educationist, Padmashri and the founder mother of Hansraj Jivandas College of

Education. Forty entries were received in English, Hindi, Marathi and Gujarati language.

Students of Anjuman -i-Islam's Akbar Peerbhoy College of Education, Vashi; Bombay Teacher's Training College, Colaba; Lord's Universal College of Education, Malad; Nirmala Memorial Foundation College of Education, Malad and Oriental College of Education, Andheri(West) participated in the competition.

Educational Visits

- ❖ Students and the faculty members together viewed an **educational movie** from mainstream Hindi Cinema, "Chalk and Duster" based on issues in the education system at Eros theater, Churchgate. Students had to submit a report of critical analysis of the movie as part of the curriculum. The entire activity was organized in collaboration with other Colleges of Education from Mumbai such as Bombay Teacher Training College of Education, St. Xavier's Institute of Education, Secondary Teacher Training College, Nagrik Shikshan Sanstha College of Education and Kapila Khandvala College of Education.
- ❖ The students visited the Kala Ghoda Arts Festival. It is an annual festival, nine days long, commencing always on the first Saturday of February and closing on the second Sunday in February, in the Kala Ghoda area of South Mumbai. The purpose was to expose the students to the displays in areas like visual arts, dance, music, theatre, cinema, literature including children's literature, workshops, heritage walks, urban design and architecture, stalls selling food, handmade arts and crafts wares.
- ❖ The students explored the IIT campus, Powai and visited the echo point, IIT convocation hall, Department where Rupee symbol was coined. After attending the workshop on Spoken Tutorials.

Mental Health

The college has tied up with Disha-Child, Adolescent and Adult Counselling Centre and established the College Mental Health Centre at the college campus. As part of the programme a counselor was available once a week in the college on a pre appointed day to discuss personal or academic problems of student. The purpose of this venture is to help student teachers cope with the rigors of the B.Ed course and life in general. The college has been providing these services from last five years for the students as well for their family members, relatives and friends too. In this way, the college accomplishes its responsibility to the students and community

Besides the academic lectures the students are exposed to a lot of talks and workshops on varied themes and issues. Such exposure helps student widen their horizons and increases their knowledge and develops insights in solving problems of life.

Workshops/Lectures were conducted during the year on the following topics:

- ❖ "New Age Teacher"
- ❖ "A Small Truth To give Life 100%"
- ❖ "Voice Culture"

- ❖ “Learning Disabilities” & “Multiple Intelligence”
 - ❖ “Blended Learning”
 - ❖ “Managing our Emotions”
 - ❖ “Values at Crossroads”
- **Workshops were also organized for the student teachers by Guest Speakers with expertise from varied backgrounds**
 - ❖ The Chinmaya Mission conducted a series of workshops in the college on themes such as Patriotic, Cultural, Emotional, Intellectual, Physical, Universal and Spiritual Transformation
 - ❖ ‘Cyber Crime’ by Sachin Dedhia, Certified Ethical Hacker
 - **Art Workshop by Fevicryl**
 - ❖ A two and a half hours workshop session on making of art pieces and t-shirt painting was conducted by experts from Fevicryl.
 - ❖ A paper craft workshop was also organized for the student teachers where they learned to prepare different types of flowers out of crepe paper.
 - **Workshop on Drama and Art in Education**

A Two Day Workshop was conducted on Enhancing Professional Competencies (EPC) - 2 - Drama and Art in Education on 24th and 25th February, 2016. Staff and students of various other colleges of education were invited as the same is part of Semester Two theory component of the revised Two year B.Ed. course. Dr. Meenakshi Iyer Gangopadhyay, Assistant professor, Nalanda Nritya Kala Mahavidyalaya, JVPD Scheme and Dr. Radha Kumar, Associate Professor, St. Xaviers College-Autonomous, Mumbai were the invited expert resource persons for the workshop. The workshop concluded with students’ performance on the basis of the inputs gained from the two days learning experience. Students and staff of the following colleges participated in the workshop:

All India Khilafat College, Byculla, Pushpanjali College of Education, Vasai, St. Tresa’s Institute of Education, Santacruz, Thakur College of Education, Kandivli, H.B.B.Ed. College, Vashi, Lord’s B.Ed. College, Malad, Irene Institute of Education, Kalyan, R.R. Educational Trust, Mulund Dnyan Ganga College of Education, Dombivili and Late Shashikant Gawade College of Education, Chiplun.

In all, apart from the 50 students of the college, 200 student participants and 9 faculty members from other colleges were present on both the days.

- ***Workshop were organized by the College in collaboration with varied National Level Agencies***
 - ❖ **Workshop organized by IIT, Bombay**
Students attended a Workshop on Spoken Tutorial on Libre office, Ubuntu and Linux organized by IIT, Powai.
 - ❖ **Workshop by Trailblazers**
Students attended the Teacher Training Workshop organized by Trailblazers and Dow Chemical’s International Private Ltd. (India), ‘Multiply the Message’-Environment Education & Innovative Classroom Teaching Methods around the theme ‘Soil’ at K Star Woods Resort,

Karnala on 22nd January 2016. The students then visited the Yusuf Meher Ali Centre at Tara village.

❖ **Workshop organized by the SNDT Women's University**

Department of Educational Technology SNDT Women's University at their campus as well as on the college campus organized and conducted workshop on the use of ICT Resources for Classroom Teaching. The educational potential of ICT resources such as MOODLE, Prezi, Blogs, OER, QR Codes, Hike in Education, Twitter for Learning and Edupuzzle were explored through a series of hands on workshops.

'Marathi Bhasha Divas'

"Language is the road map of a culture. It tells you where its people come from and where they are going." -Rita Mae Brown

Marathi Bhasha Divas is observed on February 27 every year across the Indian states of Maharashtra & Goa on the birth anniversary of eminent Marathi Poet V. V. Shirwadkar. The college also observed the day and the theme was 'Celebrating Marathi Culture and Marathi Language'. The students presented Marathi Bhasha Gaurav Geet and other Marathi songs on this occasion. One of the students demonstrated use of 'Povada' a Marathi folk song to teach History. 'Marathi Poetry Recitation Competition' was organized on the theme 'Nature'. Thirty five student- teachers participated in the competition. This was followed by observations in Marathi by the teachers. To add authentic Marathi flavor to the day, the students organized stalls of Marathi delicacies.

Recreational Learning

The college through its various Clubs has ensured that there is Learning happening even outside the classrooms.

'Trips In Time' [Social Studies Club]:

All the student teachers who have opted for History, Geography and Economics Method are members of the social studies club 'Trips In Time'. Every year the social studies club members take up different projects. This year the History method students displayed information on different topics on the college notice board.

The following topics were selected for display:

October 2015: Chipko Movement

November 2015: Decoding the Indo-Bangla Pact

December 2015: Vasai Fort

January 2016: The story of R.N.Kao, Founder of Indian RAW and Legendary Spymaster who created a new nation

February 2016: Status in Mumbai

March 2016: The waterman of India: Dr. Rajendra Singh

April 2016: Berlin Wall

As a part of Geography club activity, students visited a place of Geographical significance at Panvel.

Science Club:

Students gain direct experiences through the various activities organized by Science club:

Science Exhibition from 28th October to 30th October 2015 at college level on the theme ' History and Development of Science during ancient, medieval and modern period'. Students had collected information and displayed through various mediums like charts, models, write-ups etc.

Activity of preparing charts on the theme of 'Use of Concept Mapping in Science'. Students selected the topics from the science textbook and presented it in form of concept maps and held an exhibition from 28th October to 30th October 2015.

Students visited the Science exhibition put up the students of JML school on 18th February, 2016.

Mathematics Club:

The students explored the beauty of Mathematics through several activities organized as apart of Mathematics Club.

The activity of 'Gallery Walk' helped the students appreciated the contribution of different Mathematicians from different countries during the different eras. The students realized the significant role played by the Mathematicians in the development of civilization all over the world.

22ndDecember is celebrated as National Mathematics Day as a tribute to Mathematical genius Srinivasa Ramanujan who was born this day. On this occasion, the students revisited the contribution of unparalleled genius and a self-taught mathematician, Ramanujan. Thus the Mathematics club ensured the fulfillment of the purpose of spreading the joy of mathematics and knowledge to learners across the disciplines.

Excursion& Picnic

This academic year, immediately after the University exams of Semester I the teachers and students together headed to the Silent Hill Resort, Manor for a one-day picnic. Fun-filled moments spent in the company of friends in the serenity of nature provided a much needed break after the taxing preparation for University exams.

- ❖ PLAN OF ACTION: ***Empowering the faculty***
- ❖ ACTION TAKEN REPORT: These was done through the following activities:

The college has continuously motivated the faculty to strengthen their strengths, convert their threats/obstacles into opportunities and minimize their weaknesses. The college faculty fulfills this mission through providing platform to explore the depths of new knowledge. Encouraging staff participation and

presentation of papers in International, National, and State level seminars, publishing research based and conceptual papers in Peer reviewed International and National Journals has enabled the faculty to empower themselves with requisite skills. The college also organized the following National and International level seminar and conference:

- UGC Sponsored Two Days National Seminar on 'Women Empowerment: A Global Concern and Challenges for stakeholders' organized by Hansraj Jivandas College of Education, on 13th&14th August 2015. All faculty members as members of the organizing team contributed to the planning as well execution of every aspect of the seminar. All faculty members enthusiastically participated and presented papers at UGC sponsored two days National Level Seminar
- The Internal Quality Assurance Cell (IQAC) of the college also organized two days Workshop on 'Drama and Art in Education'. The entire faculty, who are also members of HJCE IQAC collectively worked and ensured smooth conduct of the workshop. All faculty members actively participated and attended at HJCE organized by HJCE on 24th and 25th February 2016.
- **International Conference - Asian Literacy Conference 2016**

28th & 29th January 2016 saw a two day mega event attended by world renowned educationists at Asian Literacy Conference 2016 based on the theme "Role of Information and Communication Technologies in Promoting Reading and Developing a Learning Society" in Mumbai, India. The conference was organized by Reading Association of India (RAI) an affiliate of International Literacy Association (ILA) in collaboration with Gujarat Research Society, and The World Education Fellowship (WEF) Indian Section at Gujarat Research Society.

Under the leadership of President, GRS Mrs. Kallolini Hazarat, and the principal Dr. Anita Swami the entire college faculty played a pivotal role in different conference committees right from the inception of the conference to its execution and culmination. All the faculty members received a dynamic forum to harness their potential and perform to the optimum.

The conference provided a great opportunity for educators, practitioners, researchers, policy makers, advisors, administrators, and NGOs. Held in the sylvan environment of Khar, Mumbai, the conference highlights included:

- Plenary Sessions by eminent educationists and practitioners from different parts of the world.
- Thought provoking paper presentations and interesting discussions related to the main theme.
- Cultural Program to provide an opportunity to the delegates to get an insight into Indian classical and folk dances and Indian culture.

Distinguished keynote speakers for the plenary sessions included world-renowned educationists:

- Professor (Dr.) David Turner, Treasurer and Communication Secretary, World Education Fellowship International, London
- Professor (Dr.) M.M. Pant, Founding Chairman, Planet EDU Pvt. Ltd., India
- Tan Sri Dato' Emeritus Gajaraj Dhanarajan, Chairman, Board of Governors Wawasan Open University, Malaysia
- Dr. Ramesh Sharma, Educational Technology Consultant, New Delhi, India

- Prof. C. B. Sharma, Chairman, National Institute of Open Schooling, New Delhi, India

All faculty members chaired a session of Research Paper Presentation at Two Days Asian Literacy Conference 2016 on 29th January 2016.

The conference truly enabled all participants to realize that Education has a crucial role to play in the promotion of individual excellence with global perspectives.

As a part of the professional development, the college faculty also attended/conducted the following:

- One day training programme for Coordinators of IGNOU organized by Indira Gandhi Open University.
- First term and second term training programme of Extension work organized by Department of Life long Learning and Extension, University of Mumbai.
- Completed Certificate Course in Online Internet Search Techniques (COIST) from Nagindas Khandwala College of Commerce.
- Conducted lectures on Child Development for E.C.C.E.D programme offered by Gujarat Research Society.
- Conducted expert talk on Annapoorna Yojna and Population Education Club for teachers and students of various colleges attending 1st term training programme of Extension Work at Sydenham college
- The college is an IGNOU Center and a State Level Extended Contact Programme(ECP) for Post Graduate Diploma in School Leadership and Management(PGDSLM)and Post Graduate Diploma in Higher Education (PGDHE) was organized on its premises by IGNOU, Head office, New Delhi. The staff members conducted workshops for the participants of both the programmes .
- The college faculty also conducted workshops on varied topics at varied institutions as follows:
 - Workshop for at Vallabhdas Dogara school for mentally retarded
 - Workshop for senior schoolteachers of Science at Stanislaus School
 - Workshop for senior school teachers organized by Anjuman-I-Islam's Akbar Peerboy College of Education held at Anjuman Girls School, Bandra (w).
 - Workshop for teachers of Anjuman- Islam's group of schools in Anjuman -I- Islam's Allana English High School, CST, Mumbai and Navi Mumbai at Anjuman-Islam's Akbar Peerbhoy College of Education.
- Conducted one day session for Ph.D students on the topic at the Pre Ph.D course at Seva Sadan College of Education
- Conducted lectures in the capacity of field coordinator for different DLLE Projects for Extension teachers and Extension students of various colleges namely Surajbha Gandhi Sikshan College of Education, Jitendra Chauhan Law college, I.Y College, Patuck college of Commerce, Public Night College,Vakola and Chetna college Bandra.

- Judged competitions science exhibition for the evaluation of Teaching Aids prepared by the secondary school teachers of various institutions at Parle Tilak School, Vile Parle (E) and Baikabibai high school, CST, Mumbai.

Contribution to the Revision of B.Ed. Programme

- The faculty members conducted Orientation to new courses introduced in the Two Year B.Ed Programme as Convener/ Member of Syllabus Revision on behalf of University of Mumbai for the entire Education faculty.
- The college hosted the Orientation for the entire Education faculty for the Courses Childhood and Growing Up and Mathematics.
- The faculty contributed as Member of the Sub-committee of M.Ed Syllabus and as a member for the framing of syllabus for Extension Education
- The college faculty also developed content on Extension-concept, history, goals and philosophy and Extension and Research (scope and methodology) for Extension Education paper.

Varsity Examinations:

The college faculty contributed to Varsity Examinations as

- As Chairperson for M.A. Education Part I
- Paper setter, examiner and a moderator for B.Ed. Examination Semester I and Revised course and F.Y. B.Ed Semester I & II & TYBA Semester I & II Examinations.

Contribution to University of Mumbai:

The University of Mumbai entrusted Principal **Dr. Anita Swami** as Convener of Local Inquiry Committee to approve the affiliation of varied colleges of education.

All the faculty members have successfully undertaken varied responsibilities entrusted by the University of Mumbai.

Laurels attained by the Faculty

- Dr. Shrima Banerjee was awarded Diploma for PGDHE from IGNOU.
- Dr. Shrima Banerjee was felicitated at UDAAN festival on 5th February 2016 with a trophy and certificate for special contribution towards DLLE, University of Mumbai.

❖ PLAN OF ACTION: ***Honing the Institutional Research culture***

❖ ACTION TAKEN REPORT: These was done through the following activities:

Sponsored Research Projects Undertaken/ Completed

Dr.Karuna Sinha is working on the ICSSR; New Delhi sponsored “Awareness about Learning Disability among the Teachers of Different Boards in Greater Mumbai and Thane District- A Study” which is on the verge of completion.

Research Paper Presentation

- Dr. Tandra Bandhopadyay presented research paper titled “ A Study of Feminization of Poverty and Empowerment of Women in terms of Health, Education and Employment at Professional Level” at Guru Nanak College of Education and Research on 30th March 2016

- ***Increase in the number of approved Guides:***

This year two senior faculty members Dr. Usha Borkar and Dr. Karuna Sinha have received their approvals as Ph.D Guides and the number of approved guides has increased from two to four. Interviews for registering Ph.D students were conducted twice during this academic year.

- **Proposals Sent:**

The proposal for increasing the intake capacity of Ph. D students has been sent to the University of Mumbai. The proposal for conducting a National Workshop on “Research Methodology” has been sent to ICSSR, Western Region Office for funding.

- **Upgraded Psychological Laboratory:**

The psychological laboratory has been upgraded with latest standardized tests.

- **Journal of H.J. College of Education:**

The research center came up with two regular issues of the journal titled: “Hansraj Jivandas College’s Journal on Futuristic Education”, with an ISSN No: 2349-8145, this year. In addition a Special edition comprising of all the papers presented at Asian Literacy 2016 International Conference on the theme ‘Role of Information & Communication Technologies in Promoting Reading & Developing a Learning Society’.

- **Pre- Ph.D. Course:**

The research center is planning to conduct Pre - Ph.D Course for the students who have enrolled for Ph.D Programme through this center in the month May-June 2016.

- ❖ PLAN OF ACTION: ***Collaborating, Networking & Consultancy***
- ❖ ACTION TAKEN REPORT: These was done through the following activities:

Centre for Distance Education Course

- **Centre for Distance Education of the IDOL, University of Mumbai-M.A. Education**

This is the tenth year of the college as the Centre for Distance Education programme of the IDOL, University of Mumbai. The in house faculty delivered lectures and carried out the tutorials for the participants. The participants have appreciated the efforts of the faculty.

- **IGNOU Study Center**

IGNOU Study Center at Hansraj Jivandas College of Education has expanded and added a new course, M.A. Psychology, which resulted in a phenomenal increase in the enrollment of students. Approximately 500 students were enrolled for July 2015 & January 2016 batch for M.A. Psychology part I and Part II respectively.

Approximately 100 students were enrolled for the various other Programmes i.e., PGDSLM, PGDHE, CTE, DECE and PGDMEA. Orientation programmes, counseling sessions, Practical Examinations as well submission and evaluation of assignments were arranged successfully for the students of these courses during the academic year. Extended Contact Programme (ECP) for the students of both PGDSLM and PGDHE were held in the month of May 2016.

- ❖ **PLAN OF ACTION: *Connecting with the Alumni***
- ❖ **ACTION TAKEN REPORT:** This was done through the following activity:

Convocation Ceremony

This is the second year that the Convocation Ceremony was organized in the college as instructed by University of Mumbai. It was held on January 18, 2016. Dr. Sunita Magre, Head of Department of Education, University of Mumbai, Kalina was the chief guest. Fifty-six students of the 2014-15 year batch were present to receive their convocation degrees.

- ❖ **PLAN OF ACTION: *Responding to community needs***
- ❖ **ACTION TAKEN REPORT:** The college fulfilled its social responsibility through following activities:

- ***Community work***

Students engaged in compulsory forty hours of community service. The institutions that they were associated with are as follows:

- ***Joy of Giving week***

The Joy of Giving Week was launched in 2009, as a nation-wide 'festival of philanthropy' the week being celebrated every year covering Gandhi Jayanti by engaging people through "*acts of giving*" - money, time, resources and skills - spanning the corporate, NGO and government sectors, schools, colleges and the general public. The collection of items took place from 2nd October to 18th October 2015 to observe the Joy of Giving week. As every year the college celebrated the week by giving joyfully; Principal, staff and students alike collecting clothes, stationery, footwear, utensils, other useful articles and money too. These donations were then handed to the NGOs, Goonj and Anmol, that are working for street children.

- ***Visit to Shantivan, Panvel***

A visit was organized to Kushtarog Niwaran Samiti at Shantivan, Panvel on 31st October 2015 to sensitize student teachers to reach out to the deprived and

unreached sections of society. The students were acquainted with activities of Shantivan in the area of rural development through their residential school for Adivasi children, home for the aged and the homeless, Aadhar for the helpless, co-operative credit society and naturopathy clinic. Later students celebrated Diwali with the inhabitants of Shantivan by distributing cards, sweets, decorating diyas and applying mehendi on the palms of the ladies and singing songs to entertain the inmates. This was their effort to add luster to the lives of the Shantivanites who look forward to meet and interact with our students every year.

- ***Punarwas Rally***

Students attended the Punarwas Rally Programme conducted by Punarwas School in association with Lions Club of Mumbai to mark the International Day of Persons with Disabilities on 3rd December 2015. The rally started from V.N. Indian Society, Malad (West) and concluded at Goregaon Sports Club. The purpose of the rally was to create awareness and sensitize the people about disabilities in children as a matter of growing concern.

- ***Helpdesk Service at the Police Station***

This is the second year that the college has extended its support to the programme, 'Helpdesk Service' initiated by the Police Commissioner of Mumbai. It is a service offered by the Police stations in which college students help senior citizens and women register their complaint; get counseling for their problems instead of or before approaching the officer on duty at the station. Our students rendered their service at Khar (West) Police Station in the month of September 2015. This programme helped dissolve the wall between the common people, especially the young female population and police by building a positive attitude towards them.

- ***Collaboration between Khar Police and Dignity Foundation***

Our students also contributed their services to the cause of Senior citizens by participating in the project of Khar Police station in collaboration with the Dignity Foundation. The students rendered help by gathering information about senior citizens residing alone in the neighboring locality, by approaching different residential societies and their secretaries between 9 am to 1 pm everyday in the month of September, 2015. All the data was compiled and documented by the Khar (West) Police station and it took pride in the fact that, it was the first in the city of Mumbai among all the other police stations to meet the target. Besides, the police officers appreciated the meticulous and conscientious work of the students of our college to make the project a success. They also commented that though they had students coming from other colleges to work on the same project, students of H.J. College displayed higher commitment in comparison with the others. Additional Commissioner of Police Shri Sanjay Kadam felicitated HJCE students on 8th March 2016 for their laudable contribution to society and a dinner was hosted in their honour.

Extend your hand to the unreached...

The Department of Lifelong Learning and Extension [DLLE] promotes a meaningful and sustained rapport between the Universities and the community. The DLLE offers flexible Continuing Education opportunities for the people and various projects from which the college opted for the following two projects:

- ❖ **SWS (Survey of Status of Women):** This program covers welfare and support services, training for employment and income generation, awareness, and gender sensitization of women. Students carried out a survey on the influence of Education on the Status of Women.
- ❖ **APY (Anna Poorna Yojna):** The objective of this programme is to provide Entrepreneurship education to students with the knowledge, skills and motivation to encourage entrepreneurial success in a variety of situations. Students arranged food stalls on Saturdays and sold the items with a minimal profit. Some students extended their entrepreneurial skills further and sold varied stationery items and jewellery at the stalls. Buying and selling at these stalls was an exciting experience for all. The Parents also appreciated the student's APY stalls during the Parents Teacher's meeting.
- ❖ **Udaan Festival:** Students participated in UDAAN festival at DLLE, University of Mumbai representing the college for Poster making competition and Street play competition organized by DLLE on 5th February 2016.
- ❖ **Visit to Anuyog School, Khar (East)**

Anuyog School, Khar (East) was founded by Mr. Satish Chindarkar, an alumnus of the college in 1979. Mr. Chindarkar received a national award for his contribution to the cause of education in 1991. As part of extension activity of community work a visit was organized to the school on 29th March 2016. At the school, the student teachers of the college enacted street plays on the achievements of the women of our society, on the importance of saving the environment, harmful effects of drugs, smoking and alcohol, while the school students presented a play on the importance of saving water. The founder Mr. Chindarkar then shared the struggles and triumphs of establishing a school that caters to the children of slum dwellers with our budding teachers.
- ❖ **Akshaypatra for a 'Basket of Fruits'**

Another initiative of the college in the area of community service is the 'Akshaypatra' or donation box that is used to collect money from students and teachers and then use the money thus collected to buy fruits, once every month for the patients of the different wards of V.N. Desai, Municipal Hospital, Santacruz-East.

- ❖ **PLAN OF ACTION: *Catering to Women Empowerment***
- ❖ **ACTION TAKEN REPORT:** The college ensured its commitment to women empowerment through following activities:

Women Development Cell

There is a dire need to empower the young women citizens of the country. The Women Development Cell of the college conducted the following activities to create awareness, build confidence and empower our student teachers majority of which are women:

- ❖ UGC sponsored National level Seminar on “Women Empowerment: A Global Concern and Challenges for Stakeholders” in collaboration with UNFPA from 13-14 August, 2015. The student teachers got the opportunity to listen to dynamic women achievers from varied walks of life about their journey in carving a niche for themselves in a male dominated society.
- ❖ A rally was organized on the occasion of International Women’s Day, March 8, 2016, that visited different pockets of the neighborhood of the college and presented a street play on the theme of ‘Illustrious women of India’. The purpose was to encourage the common people especially of the lower strata of society to empower and take pride in the achievements of the girl child. This programme was in collaboration with Khar (West) Police Station. Later during the evening, students were felicitated for their contribution to the Dignity Foundation Work along with other women achievers, especially of the Police force, by Khar Police Station.
- ❖ ‘Cybercrime’ a talk by Sachin Dedhia, certified Ethical Hacker was organized in the college to create awareness about the cyber crimes against people and women in particular and measures to protect oneself.

❖ **PLAN OF ACTION: *Catering to prospective candidates for B.Ed programme***

❖ **ACTION TAKEN REPORT:** The college extended its services to students desirous to seek admissions for B.Ed programme:

The college carries out a Counselling and Orientation programme for candidates, interested in pursuing the B.Ed. course. It gives the candidates an overview of the course, the Common Entrance Test (CET), the procedure of admission, and provides answers to a lot of their queries. This service is open to all candidates desirous of pursuing B.Ed. from any college. For the last academic year approximately 100 candidates attended the orientation programme. For the forthcoming academic year the college conducted the Orientation on 22nd April and 6th May 2016.

❖ **PLAN OF ACTION: *Cultivating a Digital Age Climate***

❖ **ACTION TAKEN REPORT:** The college is committed to integration of ICT in teaching and learning which it did through:

Computer Applications in the field of Education

To keep up with the digitally adept younger generation HJCE ensures that the prospective teachers are equipped to meet this challenge. With this purpose computer classes with more enriched syllabus were conducted to teach the student teachers skills in Word processing, Spreadsheet, Presentation, and also Website Designing and Audio Video Editing.

HJCE Center for E learning (HJCE CEL)

The HJCE CEL has been established with the objective to develop digital educational collaborators at all levels of education. This initiative has been taken to train teachers and students to integrate technology and pedagogy. The Cell is working towards developing and launching Need based E learning courses for in service teachers and pre service teachers.

- ❖ **PLAN OF ACTION: *Reaching out to Stakeholders***
- ❖ **ACTION TAKEN REPORT:** A significant step towards including the parents in the educative process of their wards was done in the following way:

Parents are significant stakeholders in the education of the learners. This year the IQAC of the college invited the parents of the current batch students for a unique interaction at the college on 16th April 2016. The purpose was to develop a positive parent teacher relationship. Open communicating is a key factor for making this relationship work. The parents need information about what and how their child is learning, and the teacher needs important feedback from the parent about the child's academic and social development. HJCE Parent Teacher Meet provided an opportunity for the parents and teachers to exchange vital information about each student.

The Parent Teacher meet comprised of interaction between the parents and teachers where the parents were familiarized with the varied and numerous activities of their wards in college. It was an emotional moment for many parents when they heard the recorded and read the special messages depicted on charts pasted on the walls of the college, by their wards. The parents were invited to share their views about the college and the transformation that they have observed in their wards. It was a proud moment for the students to receive their certificates of achievement of the entire year from their parents on stage. Parents also interacted with the mentors of their wards to get an in depth feedback. Truly, the meet enabled the college to develop a positive parent teacher relationship that in turn is a stepping-stone for a learner's success in the institution.

Meeting the new demands...

Inspection at HJCE

NCTE 2014 norms demanded the implementation of two year B.Ed. programme in composite settings. To fulfill this requirement the college has initiated the process to apply to NCTE for permission to commence with M.Ed programme. As a part of the said process the state government organized inspection of the college to evaluate as per NCTE 2014 norms the appropriateness of the college infrastructure, staff, and instructional facilities for two year B.Ed programme as well as M.Ed programme. The college successfully completed the inspection of varied committees:

23rd September 2015- Inspection Committee deputed by University of Mumbai for allotment of units for B.Ed programme.

14th October 2015 – Inspection Committee deputed by Joint Director’s office for head count of current batch.

1st February 2016- Inspection Committee deputed by Joint Director’s office for evaluating the college infrastructure, staff, and instructional facilities for M.Ed programme as per NCTE 2014 norms.

5th April 2016- Inspection Committee deputed by Joint Director’s office for evaluating the college infrastructure, staff, and instructional facilities for B.Ed programme as per NCTE 2014 norms.

Gujarat Research Society's
Hansraj Jivandas College of Education, Khar [w], Mummbai-400 052
Stakeholder's Feedback Analysis

Academic Year	2015-2016			
Parameters	Very Good	Good	Satisfactory	Unsatisfactory
Depth of course	39	10	-	-
Extent of course coverage	38	12	-	-
Applicability/ Relevance	40	09	01	-
Learning Value	44	05	-	-
Clarity & relevance	35	14	-	-
Relevance of Additional source	33	06	-	-
Extent of efforts	44	05	-	-
Overall rating	40	09	-	-

Total Number of Student teachers = 50

Strengths: 2015-16

- The rigorous training in the college has helped us to do quality work with proper time management.
- One of the best teacher training colleges.
- The greatest asset of the college is excellent, highly qualified, motivated, approachable, committed and dedicated staff.
- Principal of H.J. College is the best.
- The non-teaching staff is also very supportive, hardworking and approachable.
- Excellent physical and emotional environment on the college campus helped to complete such challenging course successfully.

- College has imbibed qualities like discipline, punctuality, Integrity and commitment in the students.
- The college has helped to bring a positive change in my attitude and a complete transformation of personality

Weaknesses: 2015-16

- The college timings should be flexible.
- Library timings should be increased.
- Canteen facility should be made available during Saturdays.
- Number of washrooms should be more.
- The course duration should be increased to two years.
- The course is too hectic.

Annexure iv : Best Practices

BEST PRACTICE I

1. Title of the practice:-
SPEAK WELL CLUB

2. The context that required initiation of the practice:-

Communication skills are very essential for success in teaching. Every year from the enrolled student teachers, there are 10-15% students who are weak in their speaking and writing skills. Students weak in speaking, experience low self-esteem during micro teaching and simulated lessons and in spite of content mastery are unable to deliver their lessons effectively and with confidence. On the other hand, poor written skills affect their performance in essays and exams.

3. Objectives of the practice:-

The objectives of the Speak Well Club are as follows:-

- To develop listening, speaking, and writing skills of students with weak communication skills, so that they are confident teachers who are able to deliver effective lessons.

4. The Practice:-

- In the beginning of the year during presentation of micro teaching lessons the students weak in communication skills are identified on the basis of the feedback received from all the teachers. For around 15 days the students weak in communication, teacher in charge of the Speak well club and students who are good in the communication skills posing as volunteers, meet for one hour before college, i.e. from 10-11 a.m.
- The speak Well Club activities; include activities to develop listening, speaking, reading and writing skills.
- Activities of listening are carried out in the Language Laboratory, where students listen to good models of that helps them improve their usage of language structures, vocabulary and pronunciation.
- The practice in speaking is provided in the face to face classroom interaction mode for about ten sessions. A topic is taken up for instance, greeting the students and classroom etiquettes; 'Good Morning', 'How are you today?', 'Please sit down', 'some rules for my class; raise your hand to answer, do not answer out of turn or in chorus' and similar courtesies are written on the board. Students are provided with practice time in pairs, and later they present the learnt models in front of the whole group. Feedback from peers and teacher is provided. The next day is followed by further drilling and practice in the learnt structures and formulas.

- Similarly, introducing a lesson, explanation of a concept with and without a teaching aid questioning and concluding a lesson is also practised in a similar fashion. The practice sessions are specifically targeted to develop those skills that will help in effective lesson delivery and classroom management.
- This is followed by listening sessions in the Language Laboratory to reinforce and reiterate the learnt formulas, their pronunciation and enunciation.
- Apart from the practice sessions in the same face to face mode, students are also helped to improve their writing skills. Student's essays are checked through the lens of language by the peers on the basis of a rubrics provided. The student teachers on the basis of the feedback provided re write their essays that helps them improve their writing skills.

5. Obstacles faced if any and strategies adopted to overcome them:-

- In spite of planning the time slots and materials to be used, well ahead in time and identifying student volunteers, certain unforeseen problems are encountered. Students have to miss their Computer Class that is arranged as an extra class too before college begins. Students find it difficult to contribute at times as volunteers due to their personal assignments of the programme.
- Regularity, commitment and practice is essential for student success. Sometimes due to proximity of the residence from the college, heavy rains, bus and train strike and other unavoidable reasons, the student teachers may miss the class. This is made up by the students and their mentoring teacher and buddies meeting later during the day or staying back after college.

6. Impact of the practice:-

- The students are able to deliver their lessons with confidence and also have certain language formulas and vocabulary as tool as tools during their lessons. The fluency in speech helps in delivering effective lessons which raises the student teacher self-esteem. This further motivates them to work harder and deliver other lessons effectively.
- Similarly there is a marked improvement in students writing skills and their performance in the essays, class tests and other written exams.

7. Resources required:-

The college arranges for the resources; human, infrastructural, material and time. Extra class of one-hour duration is arranged before the college timing on the time table. A classroom is allotted to conduct the sessions. The college has a language laboratory which is utilized for the same purpose. The students are provided time in the Language Laboratory in the last lecture of the day on pre-ordained days, to listen to good models of speaking and vocabulary. Staff in charge and student volunteers help in tutoring and mentoring these students weak in communication.

8. Contact person for further details:-

The Principal,

Gujarat Research Society's

Hansraj Jivandas College of Education,

Dr. Madhuri Shah Campus

R.K. Mission Marg,

Khar [w] Mumbai.

Office: 022-26044641

E Mail: hjcollege@rediffmail.com

Website: www.hjce.in

BEST PRACTICE II

1. Title of the practice:-

TECHNO PEDAGOGY

2. The context that required initiation of the practice:-

The innovations in educational technology has prompted a fundamental shift in our understanding of pedagogy and its related practices. This pedagogy is supported by constructivist and cognitive theories. The contemporary students' society is using technology voraciously to search for the information. If the teacher in such scenario struggle while using the educational technology in classroom situation, students' faith on the teachers abilities will degenerate. Also it is very obvious that it makes teaching learning process very enjoyable for the students. So teach the generation who born with different devices and application in hand, it is most required that the teachers should have techno pedagogical skills and competencies among themselves. The best way to develop it is the institution training teachers should use it. Keeping this in mind our institution use techno pedagogy.

3. Objectives of the practice:-

The main objective of the practice is to incorporate Information and Communication Technology to provide enriched learning experiences to student teachers and to develop techno pedagogical competencies among future teachers. This shift from traditional teaching learning process to modern and innovative strategy helps in bringing in change in the current education system. All the students and even the future generation will be benefitted by this pedagogy as our student teachers are utilizing and will follow using these competencies while dealing with the school curriculum.

4. The Practice:-

Training Programmes for the Staff:

- The institution provides opportunities to develop techno pedagogical skills among the staff by organizing workshops on skills like use of Moodle, Apple Apps, and Smart board. The staff members also share the technological knowledge with the colleagues through intellectual sharing programme. The sessions which are conducted in-house are use of social networking in teaching learning process, Cloud storage, Concept mapping, and use of Filamentality techniques. The details of above mentioned methodologies are provided in Criteria II and Criteria III, Criteria IV. All these programmes help staff members in effective handling of techno pedagogy.

Instructional Techniques:

- The teaching staff takes initiative and use various techniques in dealing with the content of B.Ed. programme. All the staff members make use of LCD projectors, Presentation softwares and smart board technology in the class. The Flipped Classroom, blended learning approach, social networking, blogs and many other web based strategies are used by the staff. The details of the same are provide in criteria II & Criteria IV.
- The research guidance, lesson guidance is done by using Google Docs, Emails, whatsapp. All the subject students are part of content enrichment groups of their respective subject on whastapp wherein they share and exchange the information related to their subjects and the queries in their subjects are solved by the method teacher. The college timetable is uploaded on the whatsapp group for easy access.
- It is a practice to record the micro teaching skill lessons of the students on their own to reflect on their skill development.
- The institution follows of E- delivery of question papers during university examination and well equipped with essential hardware and software facilities.

Instructional Material:

- The college campus is Wi-Fi enabled. The free internet facility is provided to the staff and the students. The well-equipped ICT Laboratory is used by the students. All the classrooms are equipped with computer, LCD projector, internet facility, smart board technology.
- The college website has repository of university question papers, college magazine, newsletter and also e-journals. The College library is fully computerized. The students can avail institutional repository of Computer assisted training packages prepared by our students, Educational CDs, Educational Movies from college library.
- All the staff members, B.Ed. student- teachers and Ph.D. scholars enrolled in our research centre are provided with the membership of N List [INFLIBNET].
- **Training Programmes for Student-Teachers:**
- Apart from the content included in the B.Ed. Curriculum, the institution provides special training in ICT skills to student teachers.
- The institution in collaboration with IIT, Mumbai, Department of Educational Technology, SNDT University and Apple, India provides special training in use of educational technology to the student teachers.
- The students are also trained in use of smart board technology as many schools has that facility. The college also runs an Advance course in Computer Technology to train students in the use of different softwares. The staff members also train students in use of social networking site in education, concept mapping, blended learning, Prezi, Wiki through various workshops to make teaching learning process more effective.
- The student-tecahers are trained in language skills with help of language Laboratory software. The student teachers are updated about the day today happenings in the world by broad casting news channels during break time.

Use of Technology by the Student-Teachers:

- The student teachers use smart board technology, presentation softwares, and videos very comfortably during practice teaching sessions. They utilize computers and internet facility provided by institution to prepare for presentations on academic topics, lessons, and other practicum aspects mentioned in Criteria II.

5. Obstacles faced if any and strategies adopted to overcome them:-

It is always a big task to keep pace with the technological development in the field of education. The institutions takes all the steps to update the technological aids in the available funding / annual budget and also motivates all the stake holders to use it effectively. The maintenance of the aids is also taken care of. The institution time to time provide opportunity to staff and student teachers to learning new technological skills.

6. Impact of the practice:-

All our student teachers use educational technology comfortably. It has become a part of our success story in the field of education .The schools who appoint our student teachers in their schools after completion of course are very satisfied by the Techno Pedagogical skills among them.

7. Resources required:-

- Infrastructural facility to keep technological aids
- Different technological aids namely:Computers, Laptops, LCD projectors, smart boards, acoustic system, Library software, Institutional Repository of CAI packages, Educational CDs and Educational Movies, Language Laboratory Software, Inlibnet, Internet Connectivity, Printers, Copiers, Scanner, Camera, Video Recorder, CD player, Television, Acoustic system.
- Resource persons

8. Contact person for further details:-

The Principal,

Gujarat Research Society's

Hansraj Jivandas College of Education,

Dr. Madhuri Shah Campus

R.K. Mission Marg,

Khar [w] Mumbai.

Office: 022-26044641

E Mail: hjcollege@rediffmail.com

Website: www.hjce.in

ANNEXURE v

Overall Outcome of SWOC/T ANALYSIS – With Students, Parents and Faculty

2015-2016

STRENGTHS	
	Grant –in- Aid College
	Use and access of technology
	Academic freedom
	Committed and dedicated staff
	Involvement and execution academic planning
	Equal opportunities – for faculty and students
	Research environment – supportive and motivating
	Study material for the students
	Learner Centered Environment/ Student Friendly
	Optimum utilization of Infrastructure and instructional facilities
	Top leadership – Encouraging and motivating- fulfillment of the requirements of the college
	First class Physical Infrastructure & Emotional Environment
	HJCE- Brand Name
	Strong and meaningful Community and Extension activities
	Stakeholders- excellent PR and involvement in college activities
	Team Spirit- conducive environment
	CCA- ample – excellent opportunity for development of leadership qualities
	Best of students- creamy layer (academically highly proficient) of students enrolled with the college
	Ample opportunities for Professional Development- PH.D and other courses of higher education

	Inclusive practices-mentoring, individualized attention
STRENGTHS	Counseling facilities – for faculty, students & their families
	Personality Development through varied workshops, guest lectures and interactions with national and international entities.
	Collaborations- IIT, Mumbai, Khar Police, SNDTWU
	Prime Location of the college
	Up to date Library resources- faculty & students
	On Line resources- latest Journals, books
	Innovations is encouraged, practiced and improvised
	Democratic environment- staff & students
	Facilitates promotion to one grade to another grade and up to date financial
	Strong Grievance Redressal mechanism in place
	Staff Welfare- In-service and Retired
	Student Welfare- Counseling to avoid student dropout
	Placements before academic year – students placed in premiere institutions in Mumbai, Maharashtra & abroad
	Decentralization of power- no interference by authority- Principal or Management
	Medical Unit, Physiotherapy, Yoga available to the students
	Canteen facilities available to the students and all members of the institution
	Recreational facilities available to the students
	Recognition that faculty gets as member of the college
	Strong feedback mechanism from all stakeholders
	Seminar and Conferences organized by the college
	Benevolent Management
	University Examination Results
	Students going abroad

	SWOT Analysis
WEAKNESS	
	Limited time to complete syllabus
	Limited Canteen facilities on Saturdays
	No staff quarters
	No hostel facilities for students
	Limited space for parking
	Reduced student representation at state and national level sports events
	Skewed student population- more females and less males
OPPORTUNITIES	
	Excellent student population – motivates the staff to try out innovations
	Pursue- research at all levels
	Attend national and international seminars, conferences – abroad
	All staff – members of committees, coordinators, chairperson, e-content developer and writer, IGNOU, IDOL,
	More collaboration with National and International agencies
	Students get to explore different kinds of schools, placement in elite schools
	Faculty as Resource persons/ experts
	Varied extension activities
	Platform for exhibiting talent- staff & students
	Varied opportunities to upgrade - staff & students
	Collaborate with best of the schools, NGO, community and other institutions (as a part of the course and otherwise)
	To undertake Social Responsibility- serving society along with law and other NGOs
	To interact with experts from different walk of life
To showcase students talent, skills	

OPPORTUNITIES	To handle technology, access of technology for teaching and learning
	To meet staff- personally and online – professional & personal
CHALLENGES	Assessment of papers at the University by not qualified teacher educators and in turn has an impact on the mindset and results of the students
	Continuous change in syllabus- 4 times in last five years
	Policy changes at the different levels- NCTE, University, Joint Director
	Continuously meeting the requirements of NCTE, University, Joint Director
	Meeting NCTE specifications with respect to Space & Infrastructure
	Human, material, and infrastructure resources
	Dealing with delinquent staff to have conducive environment
	Student population – attract and retain – specially with the introduction of Two Year B.Ed.
	With 2 years B.Ed. course challenge is to get students and deal with mental set of new graduates
	Centralized admission students- quality of students with respect to medium and method
	Late admissions
	Meeting the demands of the changing student population