

**ST. XAVIER'S INSTITUTE OF EDUCATION**

**MUMBAI**

*NAAC Reaccredited with 'A' Grade, 2016*



**ANNUAL REPORT**

**2017-18**

# **THEME**

## **REFLECTIVE ACTION THROUGH HARMONY**

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## VISION AND MISSION STATEMENT

### Our Vision

*“Joyous, Creative Teacher Education”*

### Our Mission

*To Provide Quality Education  
For Empowerment and Enlightenment  
To create a just and humane society  
And strive to build a world of  
Faith, Freedom and Fellowship  
For God’s Greater Glory*

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### Abbreviations

<i>AQAR: Annual Quality Assurance Report</i>	<i>LMS: Learning Management System</i>
<i>B.Ed.: Bachelor of Education</i>	<i>MHRD: Ministry of Human Resource Development</i>
<i>CCA: Co-Curricular Activity</i>	<i>M.Ed.: Master of Education</i>
<i>CET: Common Entrance Test</i>	<i>NAAC: National Assessment and Accreditation Council</i>
<i>CDC: College Development Committee</i>	<i>NCTE: National Council for Teacher Education</i>
<i>DHE: Directorate of Higher Education</i>	<i>NGO: Non-Governmental Organization</i>
<i>EPC: Enhancing Professional Capacities</i>	<i>NLIST: National Library and Information Services</i>
<i>ICSSR: Indian Council of Social Science Research</i>	<i>SAR: Self-Appraisal Report</i>
<i>ICT: Information and Communication Technology</i>	<i>SXIE: St.Xavier's Institute of Education</i>
<i>IPP: Ignatian Pedagogical Paradigm</i>	<i>TEAP: Teacher enrichment Add on Programme</i>
<i>IQAC: Internal Quality Assurance Cell</i>	<i>UGC: University Grant Commission</i>

### **About the Institute**

The St.Xavier's Institute of Education was established in the year 1953 with the vision of Joyous Creative Teacher Education. The College is affiliated to the University of Mumbai. Both, curricular and co-curricular activities organized in this year reflected the Vision and Mission of the college.

### **Annual Report 2017-18**

St. Xavier's Institute of Education had specially planned curricular activities for the year 2017-18, in sync with the vision & mission statement and to achieve the objectives. Efforts have been taken at all levels to promote activities in this direction. The Management works in close coordination with the faculty to ensure a synergistic approach towards promoting and achieving the vision and mission of the institute.

For this academic year, the Institution has adopted the theme of 'Reflective Action through Harmony' as a foundation for implementing all the activities. The Institution carefully planned and implemented the curricular activities based on this theme and the core philosophy of our Institution, Ignatian Pedagogical Paradigm (IPP). The Institution caters to the need of the students in various dimensions to achieve 'Reflective Action through Harmony'. Through the Two year B.Ed curriculum, the institution got an array of opportunities to promote the intellectual and reflective thinking of the students to lead them towards this direction.

### **Theme of the Year**

The Institute adopts every year a theme as a pole star for guiding and promoting values above and beyond the present syllabus and activities set by the University of Mumbai. In 2014-15, the theme was Well-being and the College magazine has recorded the programs and activities promoting Well-being and its dimensions amongst the students.

In the year 2015-16 the institution was decided 'Harmony' as the theme for the year. In the planning year of 2016-17, it was planned that 2016-17 will be 'Experiential Induction into Harmony' and 2017-18 will be 'Reflective Action towards Harmony' in keeping with the Founder's Philosophy of Ignatian's Pedagogical Paradigm.

In 2018-19, the focus is promoting these activities, programs and skills to internship schools, community and making a comprehensive collection of the experiences and program into a compilation of book tentatively called Pedagogy of Harmony or Living with Harmony

### **I. Philosophy of the Institution**

#### **1. Reflection as 'Core Activity'**

Each activity is planned in the Institution in such a way that, there is an element of 'reflection'. Both faculty and student teachers reflect on every activity. The Institution believes that, achieving

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### **I. Philosophy of the Institution**

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Each activity is planned in the Institution in such a way that, there is an element of 'reflection'. Both faculty and student teachers reflect on every activity. The Institution believes that, achieving 'Quality' is possible only when the community 'reflects or 'introspects' on the activity.

Teaching learning process occurs based on the core principle of Ignatian Pedagogical Paradigm. Based on the IPP, the teachers use an amalgamation of different learning strategies and methods in their interaction with students. This year, an initiative was taken for developing a platform for Learning Management System (LMS).

‘Quality’ is possible only when the community ‘reflects or ‘introspects’ on the activity. This helped the faculty and student teachers to analyse the different stages involved in a task and to deeply analyse their involvement at every stage. Thus, the institute emphasized on ‘Reflection’ as the Core Activity’.

## 2. Core Philosophy of Course Transaction

Teaching learning process occurs based on the core principle of Ignatian Pedagogical Paradigm. Based on the IPP, the teachers use an amalgamation of different learning strategies and methods in their interaction with students. The diverse learning needs of the students were catered to through the use of interactive teaching methods. Among the various teaching methods adopted include; group activities, team teaching, workshops, flipped classroom approach, reflective writing, case study, cooperative learning strategies, activity based and ICT based strategies.

This year, an initiative was taken for developing a platform for Learning Management System (LMS). The developing process is in the final stage and we hope that, the institution would implement Learning Management System in the next academic year for the teaching learning process. For enhancing the reference work, specific library time was also assigned in the timetable for the individual/ group work related to each course.

## II. Curricular Activities

### 1. Course work

Assignments are a part of each course work. The college systematically planned and designed the course work. For conducting each assignment, specific time was provided in the timetable. During this time, the faculty in charge and the students discussed the tasks, and the faculty in charge provided guidelines to the students for conducting these course works successfully.

During the submission of report, student teachers were asked to reflect on their experience with reference to the task, individually or in groups. This helped the students to correlate the theory with the actual educational context.

### 2. Extension

#### *Community Service: Harmony with students from diverse backgrounds*

For realizing the need of the community, this year too, community service was arranged by the institution. Students went to community centres like YMCA at Andheri, Cheshire Disability Trust at Andheri and Shelter Don Bosco at Matunga for their community service program from 12<sup>th</sup> December to 16<sup>th</sup> December, 2017. During the community service, student teachers basically helped the students at the centre in their academic activities. The students have submitted a detailed report on the activities performed on each day, along with their reflection. Evaluation of community work was conducted with the involvement of staff members at every centre. Feedback was also obtained from the community centres. The reflections were presented in soul stirring assemblies which blended the attitude and sensitivity with the curriculum requirement.

## II. Curricular Activities

### 1. Course work

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#### **Community Service**

For realizing the need of the community, this year too, community service was arranged by the institution. During the community service, student teachers were basically helping the students at the centre for their academic activities. The community service is an experiential learning through which student teachers can learn to appreciate the diverse context of the marginalized students. In the current academic year, the college has also organized the literacy awareness program in a non-formal setup in collaboration with REAP (Reach Education Action Programme).

The community service is an experiential learning through which student teachers can learn to appreciate the diverse context of the marginalized students. The students could reflect on their experiences and feel the emotional binding towards the people who are marginalized and can think of ways to support the educational cause.

### ***Literacy Awareness***

In the current academic year, the college has organized the literacy awareness program in a non-formal setup in collaboration with REAP (Reach Education Action Programme).

### **3. Teacher Enrichment Add On Programme**

The institute continues with its 60 hours Teacher Enrichment Add-on Program, offering courses to enhance their teacher competence. In the last few years the teacher enrichment programme has added to joyous, creative education of the student teachers. For this academic year, topics relevant to the theme 'Reflective Action towards Harmony' has broadened the perspectives of the student teachers. Through this course, it is hoped that student teachers would be exposed to a variety of socio cultural realities and would be able to hone certain teaching competencies. Experts from the field were invited and the expertise of the in-house teachers was also utilized.

### **4. Method Club Activities**

Method club had organized a program/ field visit to different place/s of importance. Following places were visited by the students and faculty during the academic year 2016-17.

1. Economics, Geography, History & Science Club – Talk on 'Be a Scientific teacher' (Academy of STEAM)
2. Mathematic Club and Geography club - Nehru Science Centre
3. Women's Club : Women empowerment talk. This was hosted by Barkha Dutt along with Ekta Kapoor and Nimrit Kaur at Taj Vivanta.

The students actively participated in the visits and enriched their knowledge based on the experiences, and reflected on their participation.

### **5. Workshops, Orientation & Seminar**

Following workshops were conducted by the college during the academic year 2017-18 for enhancing the understanding level and orienting the student teachers towards teaching profession.

1. Orientation to the theme 'Reflective Action through Harmony' – 20<sup>th</sup> June 2017
2. Workshop on Inquiry based approach – 29<sup>th</sup> June 2017
3. Orientation on Optimizing Communication Aids & Maximizing Chalk board - 29<sup>th</sup> June 2017
4. Workshop on Blueprint : 29<sup>th</sup> July 2017
5. Short Term Course: A Six days Workshop for Faculty development 7<sup>th</sup> – 12<sup>th</sup> August 2017
6. ICSSR Sponsored Seminar : Educational Illumination: Global Understanding and Transformation - 13<sup>th</sup> & 14<sup>th</sup> October 2017

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### **5. Workshops, Orientation & Seminar**

Workshops, Orientation and Seminars were conducted by the college during the academic year 2017-18 for enhancing the understanding level and orienting the student teachers towards teaching profession. The topic /theme of Workshops, Orientation & Seminar included diverse issues related to educational scenario.



7. Session on Cyber Bullying : 22<sup>nd</sup> November 2017
8. Inclusion of Human Rights : 22<sup>nd</sup> December 2017
9. Session on Campus Recruitment and Interview : 4<sup>th</sup> January 2018
10. Orientation of different teaching skills : First week of February , 2018 for First year students
11. Institution organized an Expert talk on Classroom Observational /Ethnographic Research - 2<sup>nd</sup> February 2018.
12. Faculty Development Program : LMS Orientation : 22<sup>nd</sup> February 2018
13. Session on various school boards : 15<sup>th</sup> March 2018
14. Session on IB & ICSE Board : 16<sup>th</sup> April 2018

#### **6. Faculty Exchange Program**

Faculty exchange programs were continued with other colleges in the fraternity. In the current academic year, four faculty exchange programs were conducted with Seva Sadan's College of Education, Ulhasnagar. The faculty exchange program gave different perspectives to the students about the course topics.

#### **6. Faculty Exchange Program**

Faculty exchange programs were continued with other colleges in the fraternity. The staff members of two institutes, collectively worked in teaching a unit before transaction in the colleges. In the current academic year, four faculty exchange programs were conducted by the college with Seva Sadan's College of Education, Ulhasnagar. The faculty exchange program gave new perspectives to the students about the topics. This also served as a measure for enhancing teacher quality at the institute.

#### **7. School Internship**

Students of the current academic year went for internship programs to different schools as per the requirement of University and NCTE. The internship programs were organized by the institution from July 2017 to October 2017 and from December 2017- February 2018. Totally, nine schools participated for the internship program and all the students successfully completed their internship program. The internship activities included activities like Shadowing of pedagogy teacher, Observation of peer lessons, Observation of school activities, Co teaching with teachers and peers, Action research and Organizing Co-Curricular Activities helped the student teachers to orient on various teaching methodology and understanding the school climate. A set of criteria/rubrics was developed by the institution to ensure objective evaluation for all the internship activities by the faculty members.

#### **7. School Internship**

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### **III. Evaluation and Feedback Process**

#### **1. Internal Assessment Evaluation**

The institute ensured that the evaluation process for all the activities of internal assessment were clarified to the students well in advance. In case of examination, general feedback was provided by each course teacher in the answer sheets distributed in the class along with their grade. Thus, students could understand the evaluation framework of their work by themselves which provided openness in the internal assessment evaluation.

#### **8. Movie**

Learning in harmony with Media: An educational film was watched by the B.Ed. Students and faculty for critical and educational review. Students were guided by teachers of course papers Creating Inclusive Schools ( S.Y B.Ed) and Learning and Teaching(F.Y B.Ed). Students were given guided questions and orientation of how to use educational film as a learning tool and resource.

### **III. Evaluation and Feedback Process**

#### **1. Internal Assessment Evaluation**

The institute ensured that the evaluation process for all the activities of internal assessment were clarified to the students, well in advance. The students were informed about the Criteria for evaluation/Performance Indicators of different activities through the orientation. In case of examination,

general feedback was provided by each course teacher in the answer sheets distributed in the class along with their grade. Thus, students could understand the evaluation framework of their work by themselves, which provided openness in the internal assessment evaluation

## 2. University Exam

In the current academic year, the first semester examination was conducted by the University of Mumbai in the month of January 2018 and Third Semester exam was conducted in the month of November 2017. The second and fourth semester exam will be tentatively planned by the University in the month of May 2018. 49 S.Y B.Ed students and 48 F.Y B.Ed students had written the University semester end examination. All the students successfully passed in the First semester and Third semester examination. The grade wise details and percentage of the number of students are as follows;

### First Semester

- A+ Grade- 4% of students
- A Grade – 63% of students
- B+ Grade – 29% of students
- B Grade – 4% of students

### Third Semester

- O Grade- 20% of students
- A Grade – 53% of students
- B Grade – 25% of students
- D Grade – 2% of students

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### Third Semester

- O Grade- 20% of students
- A Grade – 53% of students
- B Grade – 25% of students
- D Grade – 2% of students

## 3. Feedback Process

### A. Internal Assessment Feedback

Students were apprised of their performance at Semester end feedback session. At this session, each student was individually guided with respect to their internal assessment score and expected external assessment scores. The first semester end feedback was held in the month of December 2017. This was done in the presence of the Principal and the mentor of the student. Thus, the students along with the faculty in charge were encouraged to frame a plan of action to improve their results.

### B. Feedback Obtained from various Stake Holders

Feedback was sought from the students at the end of the semester as well as individually for some activities. The representation of student voice through feedback mechanisms, as student council body as well as representation at the IQAC and College Development Committee meetings has empowered the students as well as the leadership in its decision making process. Feedback was also obtained from various stakeholders like Parents, Community Camp centres, Practice teaching schools for the improvement in various dimensions of the institution.

## 3. Feedback Process

### a. Internal Assessment Feedback to students

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## IV. Initiatives taken for Faculty Development

### 1. In-service Program

Faculty members were encouraged by the Institute to attend the refresher course / seminars.

## 2. Expert talk and Workshop

The Institution organized an Expert talk on Classroom Observational /Ethnographic Research on 2<sup>nd</sup> February 2018 for faculty development. A UGC sponsored short term course was organized for six days from 7<sup>th</sup> – 12<sup>th</sup> August 2017 for enhancing the competencies of the faculty members.

## 3. Faculty Sharing

A Programme was proposed and initiated by the faculty members to share information about a topic with other staff members for professional growth. This year Librarian attended the refresher course

## V. Admission

### 1. Admission Process

The students were admitted on the basis of their CET examination score conducted by Directorate of Higher Education, Maharashtra and purely based on the norms and regulations laid by the Government. The merit list was drawn and admission granted on fulfilling the requirements of the eligibility criteria. Admission was given based on the pedagogy (subject) wise allotment of seats. Since, the college is under Christian Minority Status, 50% of the students were admitted based on the Christian minority quota.

In the academic year 2017-18, 50 students were admitted in the college out of which, 4 were male students and 46 female students. The admission process was completed and approved by the Directorate of Higher Education, Pune.

## VI. Student Support and Progression

### 1. Faith Formation Session

The Institution organized a faith formation session for minority students on 11<sup>th</sup> January 2018. Resource person shared his thoughts on different myths related to Christian faith and traditions.

### 2. Student Council

The institution always caters towards democratic setup by providing opportunities to the students to participate in the process of planning. The institution has the culture of setting up the student council through a democratic way. In this current academic year, the student council election was held in the month of July 2017 for S.Y Students and November 2017 for F.Y students. Student council members lead the student community to organize various activities catering to the students' needs in different ways. The council organizes various activities that are in sync with the holistic development of future teachers. Celebrations like Diwali, Navratri, Christmas Celebrations, Canteen day, One day picnic and educational excursion etc. were successfully planned and organized by the Student Council. The council also arranged indoor games, annual sports meet and executed inter house competitions at the institutional level. Student council meetings were held systematically to discuss the various issues and concerns of the students regarding campus life.

### 3. Mentoring

## IV. Initiatives taken for Faculty Development

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### 2. Expert talk

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## VI. Student Support and Progression

Institution organized various Student support programmes throughout the year. The programmes are

- Faith Formation Session
- Student Council
- Mentoring
- Women's Cell
- Student Resource Sharing
- Theme Based Assembly
- Various Library Initiatives
- Counseling
- Campus Placement
- TEAP
- Workshop/Orientation
- Cultural and Field trip

Students organised and designed the program in such a way that all the students should get equal chance to participate in the activities. All students are participated actively in all the activities.

Mentoring as an activity was focused upon right from the start of the course. Each staff member was allotted a group of students to mentor. Individual as well as group mentoring was done, based on the need of the mentoring group. In the second semester, buddy mentoring was also initiated with the second year students by the institute. In the Buddy Mentoring system, the second year student teachers acted as mentors to first year B.Ed students. The second year students shared their experiences and resources with the first year students with reference to internship program, evaluation process and co-curricular activities. Mentoring provides a platform to the students to share their difficulty with a particular faculty and get directions from them.

### **5. Women's Cell**

In order to sensitize students towards various women related issues, the women's cell conducted various sessions during the academic year. On 8<sup>th</sup> March, 2018, a special assembly was conducted to celebrate Women's day and organized a talk on women issues and social responsibility with Byculia Police Station and MSWC.

20 students and 3 staff members attended a women empowerment talk. This was hosted by Barkha Dutt along with Ekta Kapoor and Nimrit Kaur at Taj Vivanta. Reflective discussion Forum of Students was created and feedback was taken with Qualitative Analysis.

Survey conducted on B.Ed. students on Awareness of Women Achievers, input followed by group wise charts on themes on :

- Women as Entrepreneurs
- Women as Decision Makers in politics
- Women in Defense
- Women Educationist
- Women as Social Change Agents

Presented these charts blended with storyline during the valedictory program.

### **6. Student Resource Sharing**

Reflective and creative workshop was conducted by student leaders in two assembly slots to bring awareness and alternative ways to plastic ban in the month of March 2018 under X-LED (Xavier Leadership Efficacy Development). Students shared their talents and resources with the class throughout the year. Music band as a part of X LED celebrated the musical talents of the students. This unique initiative discovers the talents of the students as resources.

### **7. Theme Based Assembly**

The institutional activity begins everyday with theme based assembly. Theme based assembly ends with reflections shared by faculty or students on the basis of the theme. As a new initiative, this year the institution started practicing to integrate the library activity with the assembly. In this new initiative, students were asked to read a book /an article and present their reflective view point in the assembly. This helps the faculty members and students to reflect on various educational issues in the assembly.

## **8. Library Initiative**

For Strengthening Library Resource, following activities were organized by Library committee.

- a. Initiated best library user award for students.
- b. Assembly collaboration with library
- c. Library Competitions – December 2017
- d. Journal and Periodical alert service
- e. Theme related Display of Books

## **9. Counseling**

A counselor was appointed for the academic year by the institution for counseling for the students. The counselor visited twice in a month for counseling. The students utilized this facility for reducing their stress and anxiety.

## **10. Campus Placement**

Campus Placement was organized on 13<sup>th</sup> January and 5<sup>th</sup> February 2018. The campus placement program was conducted in three phases as Pre interview Orientation program, campus placement and Post campus placement program. 27 Schools participated from local and international level. 45 students appeared for interviews and Feedback had taken from the Schools for quality improvement.

## **11. Co-Curricular Activities**

Conduction of co-curricular activities has always been a matter of precision at the institute. Several activities are conducted throughout the year for student progress;

### *1. Talent's Day*

Every student was given the opportunity to showcase their potentials, be it in performing arts, fine arts or any other field of interest. This gave students an opportunity to express themselves and also fostered interpersonal and intrapersonal reflection. It developed team spirit and the values of tolerance and faith in themselves as well as others.

### *Organization of Canteen day*

This included setting up stalls on the canteen day. The event was interesting as well informative in nature.

### *2. Cultural Programs*

Celebrations like Diwali were organized by Student Council. In order to develop fellow-feeling among the students, the council encouraged everyone at the institute to wear the designated colours during the nine days of Navratri. The council also arranged indoor games, annual sports meet and executed inter house competitions at the institutional level.

### *3. PRAYAS- Annual Fest*

Prayas was organized by the institution on 24<sup>th</sup> March 2017. This year, Prayas was organized on the theme 'Harmony' in the form of intercollegiate competitions. Different events were depicted the essence of harmony. All students and faculty participated actively participated in this endeavor.

### *5. Language fest*

On the occasion of Birth Anniversary of Gyanpith Award Winner, Late Vishnu Vaman Shirwadkar (Kusumagraj), the institution celebrated Marathi Bhasha Divas on 5th March 2018. On 9<sup>th</sup> March 2018, college was organized Mother Tongue day emphasis the values of different regional language. Both programmes bring out the elements of harmony among the students.

## **VII. Collaboration and Consultancy**

Faculty members are collaborated with various institution and University for the academic work.

- Faculty members are invited as resource persons for various academic activities in the University and colleges etc.
- Two Faculty members of the college served as core committee members for framing revised two year B.Ed. program of University of Mumbai during the academic year.
- Faculty members are involved in the examination committee of University of Mumbai for B.Ed, B.A Education, M.Ed and M.A Education.

The above experience helped the faculty members to broaden their knowledge improve the networking with various institution.

## **VIII. Research and Progress**

### **1. Research**

The institute considered 'research' as an important area in the academic activities. The teaching faculty members are encouraged to take up research projects as independent projects as well as apply for funds from various reputed government bodies. Following are the ongoing sponsored minor research projects taken up the faculty of the institution.

### ***Submitted Research Projects during the year 2017-18***

#### ***UGC Minor research***

- Dr.Sybil Thomas (Former Principal)

Development and Impact of a Reflective Course Packages for Capturing Pre Service Teachers Beliefs and Approaches on Teaching and Learning- A Mixed Method Study.

#### ***University Minor Research Project***

- Dr.Bijoy K Thomas

Development of a Web Based Positive Technology Model Course on the Basis of Attitude of Student Teachers towards Positive Technology, Positive Psychology and Positive Functioning.

### ***Ongoing UGC Minor Research Projects***

Dr. Geeta Shetty

A Study of the Effectiveness of the Bachelor of Education (B.Ed.) Curriculum in developing Global Orientation among Pre-service teachers.

Dr. Vini Sebastian

Perception of parental involvement and the nature of the curriculum transaction in relation with the academic motivation of the Std IX students in SSC and ICSE school in Mumbai and Navi

## **VII. Collaboration and Consultancy**

Faculty members are collaborated with various institution and University for the academic work. The experience helped the faculty members to broaden their knowledge and improve networking with various institutions.

## **VIII. Research and Progress**

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Various research activities organized by the institution are as follows;

- One UGC and One University minor research was completed and submitted.
- Two Ongoing UGC minor research
- One ICSSR sponsored National seminar was organized.
- Research cell organized Researchers Rendezvous (Annual Research Paper Reading) on 26<sup>th</sup> of March, 2018.

Mumbai

### **ICSSR sponsored National Seminar**

Dr. Shadab Paloji

Organized a National Seminar on 'Educational Illumination: Global Understanding and Transformation'

The teachers were encouraged by the college to take up significant research issues and conduct studies and present and publish it in the seminar or conference at State, National and International level.

### **2. Researchers Rendezvous**

On the 26<sup>th</sup> of March, 2018, the Research cell of St. Xavier's Institute of Education conducted a program 'Researcher's Rendezvous' which was to give a platform to various researchers pursuing their research or completed to present their research work.

### **IX. Infrastructure Facilities**

The modification in the infrastructure was done to promote and enhance the environment for the students' holistic development and well-being.

#### **1. Library Up gradation**

The Library has been updated with the addition of new books during the year 2017-19. A total amount of Rs. 2,08,169 spent for purchasing the books from UGC development grant during this year.

#### **2. Technology**

Computers were purchased for administrative functioning as well as for instructional and evaluation purposes. This year, 8 computers were purchased for academic purposes. The UGC has granted Rs. 3,52,800 Lakhs for the purchase of computers and its accessories during this year.

#### **3. Website**

The website of the institution [www.sxie.info](http://www.sxie.info) is regularly updated based on the requirement. In the current academic year, following changes have been done with regard to website

1. Added subpage for reflection
2. Learning Management System platform was prepared and attached to the website.

Besides these changes, the various events of the institute, photos were updated systematically and regularly.

#### **4. Furniture**

Additional cupboards were purchased for computer lab and classroom purposes.

A total amount of Rs. 8,65,799 / - from UGC development plan was utilized for upgrading the infrastructure of our college.

### **X. Meeting with Stakeholders**

#### **1. INTERACT**

A Parent Teachers Interact was conducted by the institution on 20<sup>th</sup> January 2018. A program for Parent and alumni resource pool was initiated in this year. Parents volunteered to be in organizing committee of different activities. An overall presentation of the requirements of the course and the efforts taken by the institute in this direction was presented to the parents. Feedback was also sought from parents during the meeting; The Principal

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Management was also contributed to upgrade the infrastructure facility of the college.

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addressed the queries of the parents at the parent interaction program.

## **XI. Governance of the Institution**

### **1. Internal Quality Assurance Cell**

The institute had IQAC to identify ways of improving measures to achieve vision and mission of the institute. During the year 2017-18, the IQAC functioned based on the theme 'Reflective Action through Harmony'. IQAC evaluated the overall quality initiatives of the institution and integrated the theme throughout the activity. Some of the major activities conducted under this theme are as follows;

- Educational Excursions for promoting Harmony
- Visits to community centres for encouraging Harmony
- Creative techniques of posters, street play, tableau, music and drama for fostering harmony
- Prayas for Harmony
- Major initiative related to academic activity as the introduction of Learning Management System

IQAC members analyzed various activities of institution and suggested quality measures to maintain the quality of various proposed activities by the institute.

### **2. College Development Committee**

Four College Development Committee meetings were held by the institution during this academic year. CDC supervised and evaluated the different activity conducted by the institution and provided various suggestions to improve the quality matters.

### **3. Staff Meeting**

Staff meetings were held monthly during the academic year to plan and execute activities of the institution. In the staff meeting, regular review and analysis of various academic programs were held, the grievances, suggestions of the staff and student are considered.

## **XII. Accreditation and Inspection**

### **Submission of documents**

AQAR, TeachR and Self-Appraisal Report of NCTE were documented and submitted to the respective bodies.

### **Accreditation Criteria**

According to the new guidelines given by NCTE, NAAC is no more an accreditation agency of Teacher Education Institution. The TeachR preliminary information was successfully uploaded on the NCTE website and the institution is following up the instructions given by the NCTE.

## **XIII. Other Initiatives**

**Certificate program:** Certificate Course in Counseling and Guidance was started by the Institution during the academic year 2017-18.

### **Conclusion**

Systematic deliberations, value integration and quality assurance marked as a distinct feature of the academic year 2017-18. With the framework of 'Reflective Action through Harmony' and the Vision of the institute, the programmes of the college were successfully completed in stipulated time.

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