

**MAEER'S MIT SAINT DNYANESHWAR B.Ed.
COLLEGE,
ALANDI (D)**

THE ANNUAL QUALITY REPORT (AQAR) OF THE IQAC

Name of the Institution	MAEER'S Saint Dnyaneshwar B.Ed. College , Alandi (D)
Address of the Institution	At Post Alandi Dehuphata, Tal. Khed Dist. Pune- 412105
E.mail.	surendra.herkal@mitsoer.edu.in
Website	www.mitsoer.org
Ph. No .Office	(020)30253640
Name of the In charge Principal	Dr. Surendra Herkal
Date of formation of IQAC	20/06/2017
Year of report	2017-2018
The Internal Quality Assurance Cell (IQAC) of our institution was established on 20 th June 2017. The composition of IQAC is as follows:	
Chairman	Dr.Surendra Herkal
Senior administrative officer	Ms. Pratibha Dabhade
Teachers	Mr. Angad Jawale Mrs. Gangotri Rokade Mr. Narsinh Panchal
Members of Management	Dr. Y.J.Bhalerao Dr. B.B. Wafare
Nominees from Local Society	Mr. Rohidas Tapkir
Co-ordinator	Mrs. Gangotri Rokade

IQAC

(20th June 2017)

Members of the committee

Dr. Surendra Herkal (Principal)
Asst. Prof. Pratibha Dabhade
Asst. Prof. Angad Jawale
Asst. Prof. Gangotri Rokade
Asst. Prof. Narsinh Panchal

IQAC -meeting

Date: 20th June 2017

Agenda:

1. Regarding the S.Y. B.Ed. Syllabus framework.
2. S.Y. B.Ed. department-wise tentative workload distribution among the staff members.

Decisions taken by the committee members:

1. The Second year B.Ed. syllabus was discussed by the committee members thoroughly and decisions regarding the allotment of compulsory subjects to the staff members were taken.
2. The decision regarding the Allotment of methods for first and second year B.Ed. to the staff members was taken. Allotment of elective papers S.Y. B.Ed. 204 and the papers of S.Y. B.Ed. Courses 208-212: Enhancing Professional capacities were decided according to the specialization and expertise of the teacher-educators.
3. The workload distribution of various important departments for Second year B.Ed. was decided by the committee members.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 3rd July 2017

Agenda:

1. Taking decisions regarding the Practice lessons for S.Y. B.Ed.

Decisions taken by the committee members:

1. It was decided that Practice lessons orientation for S.Y.B.Ed. will be given on 8th July 2017 and the lessons will be conducted from 17th July 2017 to 21st July 2017.
2. The marking scheme of practice lessons was decided by the committee members according to the criteria.
3. It was decided that one of the staff member will give orientation and the demonstration of each method of Practice lessons will be done by the trained ex-students of the college.
4. Attendance of all the students is compulsory for the Practice lessons.
5. Marks out of 100 will be given for each Practice lesson.
6. Total marks will be converted into 50 marks.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 24th July 2017

Agenda:

1. Deciding about Opening Ceremony of First year B.Ed.

Decisions taken by the committee members:

1. It was decided that opening ceremony for F.Y.B.Ed. Batch 2017-18 will be done on 1st Sept. 2017.
2. It was decided that one of the staff member will give orientation of the syllabus and also discuss about the marking scheme.
3. Attendance was made compulsory for the opening ceremony.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 26th September 2017

Agenda:

1. Deciding about the Microteaching lessons planning.
2. Deciding about the marking schemes of Microteaching & Integration lessons.
3. Taking decisions regarding the demo lessons of microteaching & Integration lessons.

Decisions taken by the committee members:

1. It was decided that microteaching will start from 2nd October 2017.
2. For microteaching. The marking scheme according to the criteria was decided by the committee members. Marks out of 50 will be given to teach and reteach of each microteaching skill. Total will be converted to 25.
3. It was decided that each staff member will give orientation and demonstration of the allotted microteaching skill so that the students will get clear idea about the assessment criteria of the microteaching lessons.
4. The 6 microteaching skills were decided by the committee members from the given list of skills.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 24th July 2017

Agenda:

1. Taking decisions regarding four months Internship programme for S.Y. B.Ed.

Decisions taken by the committee members:

1. It was decided that four months Internship programme for the second year B.Ed. will start from 01/08/2017.
2. It was decided that Internship dept. Incharge will give the orientation of Internship programme.
3. The marking scheme of Internship programme was decided by the committee members according to the criteria.
4. Total marks will be converted into 50 marks.
5. Attendance of all the students is compulsory for four months Internship programme.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 1st December 2017

Agenda:

1. Taking decisions regarding the Practice lessons for F.Y. B.Ed.

Decisions taken by the committee members:

1. It was decided that Practice lessons orientation for F.Y.B.Ed. will be on 4th December 2017 and the lessons will be conducted during 8th December 2017 to 13th December 2017.
2. The marking scheme of practice lessons was decided by the committee members according to the criteria.
3. It was decided that the dept. In-charge will give orientation and the demonstration of each method of Practice lessons will be done by the trained ex-students of the college.
4. Attendance of all the students is compulsory for the Practice lessons.
5. Marks out of 100 will be given for each Practice lesson.
6. Total marks will be converted into 50 marks.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 13 December 2017

Agenda:

1. Taking decisions regarding one month Internship programme for F.Y. B.Ed.

Decisions taken by the committee members:

1. It was decided that one month Internship programme for the first year B.Ed. will be conducted from 18/12/2017 to 27/01/2018.
2. It was decided that Internship dept. In-charge will give the orientation of Internship programme.
3. The marking scheme of Internship programme was decided by the committee members according to the criteria.
4. Total marks will be converted into 50 marks.
5. Attendance of all the students is compulsory for one month Internship programme.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 08th March 2018

Agenda:

1. Decision regarding workload distribution of Asst. Prof Ms. Anupriya Kumari.

Decisions taken by the committee members:

1. Decisions regarding the pending workload distribution of Asst.Prof. Ms. Anupriya Kumari was taken as she has resigned from the job and her last working day was 08th April 2018.
2. The decision regarding the pending workload was taken by the committee members and the responsibility of department work and remaining internal evaluation work was given to Asst. Prof. Suryavanshi.
3. The first year and second year students from Ms. Anupriya's group were distributed among all staff members so that there will be no problem in the internal evaluation.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 23rd June 2017

Agenda:

2. Final distribution of F.Y. and S.Y. B.Ed. subjects and departments workload among the staff members.

Decisions taken by the committee members:

4. Decisions regarding the allotment of compulsory subjects to the staff members were taken.
5. The decision regarding the Allotment of methods for first and second year B.Ed. to the staff members according to the specialization was taken.
6. The workload distribution of various important departments for Both the years of B.Ed. was decided by the committee members.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 5th February 2018

Agenda:

1. Taking decision regarding the Pre-Annual examination.

Decisions taken by the committee members:

1. It was decided that Pre-Annual Examination will start from 1st March 2018.
2. All the subject teachers have to submit their respective subject question papers on or before 25th February 2018 along with the marking scheme.
3. It was decided that the written examination will be of 80 marks for each compulsory papers of F.Y. B.Ed. Courses from 101 to 105.
4. The written examination of content and method papers for F.Y. B.Ed. Courses B.Ed. 106 and B.Ed. 107 will be conducted for 40 marks.
5. It was decided that the written examination for compulsory papers of S.Y. B.Ed. courses from 201 to 203 will be of 80 marks.
6. S.Y. B.Ed. course elective papers B.Ed. 204 and third method paper B.Ed. 205 will be of 80 marks.
7. The students who fail in the examination will rewrite the examination under the supervision of the subject teachers.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 3rd July 2017

Agenda:

1. Taking decisions regarding the Marking scheme of S.Y. B. Ed. courses 208 to 212.
2. Taking decisions regarding conducting the activities & Guest lectures.

Decisions taken by the committee members:

1. It was decided that the selection and Planning of S.Y. B.Ed. Course 208-212 Activities and guest lectures will be done by the assigned teachers.
2. It was decided that the assessment will be done for 50 marks for each course.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 15th Nov.2017

Agenda:

1. Taking decisions regarding the Marking scheme of F.Y. B.Ed.109.
2. Taking decisions regarding conducting the demonstration lessons of team teaching, technology based teaching for F.Y. B.Ed.
3. Taking decisions regarding conducting Models of teaching workshop for F.Y. B.Ed.

Decisions taken by the committee members:

1. It was decided that F.Y. B.Ed. Course 109 will start from 22nd Nov. 2017.
2. For F. Y. B.Ed. Course 109, the marking scheme according to the criteria was decided by the committee members.
3. It was decided that the workshop will be conducted for Models of teaching. The assigned teacher-educators will conduct the demonstration lessons during the workshop. The model lesson-notes will be provided by the teacher educators.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	

IQAC -meeting

Date: 16th February 2018

Agenda:

1. Taking decisions regarding the submissions and checking of all the Practicals.

Decisions taken by the committee members:

1. It was decided that the submission of practicals for Compulsory and method papers should be done by the students on or before 10th March 2018.
2. It was decided that the checking of practicals for Compulsory and method papers should be done on or before 20th March 2018.

Members present for the meeting:

Dr. Surendra Herkal (Principal)	
Asst. Prof. Pratibha Dabhade	
Asst. Prof. Angad Jawale	
Asst.Prof. Gangotri Rokade	
Asst. Prof. Narsinh Panchal	



MAEER's

MIT SAINT DNYANESHWAR

B.Ed. COLLEGE, ALANDI (D.),

PUNE- 412105

(2017-2018)

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REPORT