

Smt. Kapila Khandvala College of Education
IQAC
Plan of Action for the Year 2018- 2019

The POA for the year 2018-2019 is planned keeping in mind the vision and mission of the institution and is tailored to meet the felt needs of all the stake holders concerned.

1. Curricular Aspects

- Start new academic programs like Masters of Education (M.Ed), B.A. B. Ed. And Bachelor of Elementary Education.
- Identify and recruit qualified faculty for the newly introduced courses.
- Identify the plug points where the different courses could be integrated in the curriculum to ensure broader understanding and application.
- Continue providing opportunities for capacity building to the faculty from the institution as well as other institutions by organizing faculty development programs in innovative teaching learning strategies for effective curriculum transaction.
- Develop pedagogies for experiential education, life skills education and health education initiatives to train in-service and pre-service teachers.

2. Teaching – Learning and Evaluation

- Incorporate advances in ICT in curriculum transactions, as well as evaluation and assessment.
- Equip students for curriculum transaction to meet the challenges of inclusion and global competencies.
- Organize training program for TET, orientation for acquiring teaching license for teaching in different countries.
- i) ~~• Provision for digital resources for technology enhanced learning.~~
• Make provisions for digital resources for technology based learning. To
- Organize orientation/training program for the Common Entrance Tests for B.Ed, M.Ed entrants.
- Optimize the use of LMS and MIS for teaching, learning, evaluation and administration.
- Bridge the gap between the institution and schools by making the school internship program more meaningful.
- Strengthen the counseling cell of the institution
- Practice constructivist philosophy to facilitate learning by faculty and student-teachers.

- Provide scope to students to use different modes for reflective teaching and learning.
- Strengthen evaluation of teachers through self appraisals, peer appraisal and student feedback.

3. Research Consultancy and Extension

- Encourage students to conduct researches and publish through different forums .
- Encourage faculty to take up post doctoral research.
- Explore avenues for faculty to share their expertise to different institutions as consultancy services.
- Organize workshops and guest lectures to enhance the understanding of research.

4. Infrastructure and Learning Resources

- Increase capacity of solar power generator
- Develop a state of art auditorium .
- Procuring additional space and Increase the number of classrooms, lecture halls, library reading area, staff room, computer lab facilities, washrooms, boys and girls rooms etc. so as to meet the needs of the newly added courses.
- Augmenting the college infrastructure with sustainable practices .
- Developing Hall two as a 2nd Classroom equipped with podium, mounted LCD, white board and sound system.
- Infrastructure upgradation: Washrooms.
- Add on to the plants in the garden.
- Provision of internet with youtube facility.
- Space for laboratories.(Shift Math lab upstairs).
- Infrastructure for video conferencing facility.
- Upgrade the library with print and online resources as per the requirements.
- Make provisions for an air conditioned library.
- Upgrade the book storage and periodical section. in library

5. Student Support and Progression

- Strengthen counseling facility for students.
- Make available a doctor on panel for attending to the physical health of the students and faculty.
- Organize skill courses for grooming students for future career and personal development.
- Invite guest lecturers from the field for capacity enhancement of the students.
- Incorporate time for sports and leisure activities in the time table.
- Upload relevant reference material on moodle.(Criteria2)

- Arrange for visits for professional and personal development.
- Ensure that the suggestion box is regularly monitored.
- Organize a health check up of the students.
- Encourage students for acquiring professional qualification for further career advancement.
- Tap the potential of the alumni for mentoring.

6. Governance and Leadership

- Complete digitization of MIS and overall administration of the institution.
- Strengthen networking between/amongst different institutions of the SES management for smooth and efficient functioning.
- Maintain the institutional ethos and professional climate so as to sustain co-ordial relationships amongst members.
- Encourage faculty for professional enhancement (post doc research, consultancy, publications etc).
- Enhance stakeholder relationships by involving them in feedback for continuous improvement.

7. Innovative Practices

- Create a niche for pedagogy and practices in the areas of wellbeing, action research and environmental education.
- Collaborate with reputed organizations to conduct certificate courses for professional and personal development as a value added service to the students and community.