Sadhana Education Society's

Smt. Kapila Khandvala College of Education (Autonomous)

Plan of Action 2022-2023

I	**Curricular Aspects**
	• Identify LO, CO for different courses to match the OBE. • Increase the participation of different stakeholders in the various academic bodies. (AC, BOS). • Redesign curricular practice to integrated SDGs. • To integrate critical enquiry and reflective practices into teaching learning practices. • To start study circles/ book reviews/journal article reviews and presentation by students from different disciplines. • Identify courses (OERs) for student teachers and encourage students to complete them. • To start value added course on positive education. • To collaborate with Mission Green Mumbai to start a course on Water Conservation. • To collaborate with IDF to start with SUI-DHAGA Project for women empowerment.
II	**Teaching, Learning and Evaluation**

	• To upscale ICT practices in teaching, learning and evaluation by-
	  a. providing training in making ICT based Learning Resources
	  b. continuing with the best practices of ICT usage and exploring new possibilities
	  c. To training faculty members in using the new LMS for teaching-learning and assessments
	• To strengthen Internship practices by -
	  a. modifying the structure in terms of increasing the duration for different semesters
	  b. exploring possibilities for paid Internships for students
	  c. introducing buddy system in Home School Groups
	  d. building stronger association with Internship schools
	Curriculum transaction by -
	  a. continuing with innovative methods of curriculum transaction
	  b. encouraging self-directed learning by sharing of reference materials (online and offline)
	  c. redesigning Internship/TL practices and integrate SDGs and Critical Inquiry

	d. continuing and strengthening content enrichment programmes in both pedagogies e. continuing alumni engagement practices for enhancing TL practices f. exploring possibilities of meaningful collaborations to provide better TL experiences ● To strengthen Assessment processes by - a. redesigning Sessional Assessment to make it more meaningful b. widening the scope of Peer Assessments for Theory Courses ● To engage in timely and semester wise feedback for- a. Theory Courses, b. Internship (Processes, School and Supervisors)
III	**Research, Consultancy and Extension** • Taking group projects resulting in publications • Updating of SOP for extension activities • Seek funding for research projects • Provide Language Software Support to sister institutions • Add research related softwares • Expand consultancy activities • Increase linkages and collaborations for extension work
IV	**Infrastructure and Learning Resources** • Upgradation of smart classroom by installation of smart panels • Providing training to faculty in the use digital podium and Mastersoft LMS • Encourage faculty to use Mastersoft LMS for curriculum transaction. • Upgrade Computer facility (Laptop) provided to faculty. • Creation of additional physical space for storage of documents • Use of lecture recording system for creation of digital resources • Installation of ground water recharging units incrementally for green campus (Shared) • Setting up of terrace garden with hydroponics facility • Setting of solid waste manage unit in the campus (Shared) • Setting up of e-waste collection unit in the campus
V	**Student Support and Progression** • Counseling- extending counseling activities in dual mode for maintaining continuity. • Placement– Introducing alumni in placement committee, Continue the regular sessions under the placement cell. • training session on inclusive practices such as UDL, teaching aids, basic sign language for communication, etc.

	- Create a bridge between Mentors and Counseling Cell (for information sharing) to provide enhanced Mentoring experiences for mentee students - Provide need based Language Support programme to the identified students - Student council- Organising various programs for student engagement and personality development. - Strengthen alumni engagement: - Invite alumni members as resource persons for workshops and seminars - Organise some events for alumni members (Eg: Slogan competition, Video competition) - Organise face to face get together - Sponsor participation in workshops and seminars organised by college - Library- planning reference based activities for the students. Upgrading library facilities. - Enhance students' knowledge, skills and competencies through guest lectures and workshops.
VI	**Governance, Leadership and Management** - Introducing new programs - Regularising departmental evaluation (Yearly) - Planning and supporting faculty empowerment strategies - Initiate the use of Mastersoft ERP for e governance - Integration of staff activities in Annual Calendar - Yearly departmental file submissions (IQAC) - Conducting audits regularly.
VII	**Institutional Values and Best Practices** - Stating the policy and procedures for streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements, - Stating the policy and procedures for implementation of the waste management. - Organization Professional ethics programmes for students, teachers, administrators and other staff - Utilizing college website for sensitizing different stakeholders with regard to the code of conduct. - Installation of more ground water recharging units for green campus (Shared) - Setting up of terrace garden with hydroponics facility - Setting up waste management unit (Waste, e-waste)