

Metric 1.1.2- At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the last completed academic year

1. Faculty of the institution
2. Head/Principal of the institution
3. Schools including Practice teaching schools
4. Employers
5. Experts
6. Students
7. Alumni

Clarification Asked-

List of persons who participated in the process of in-house curriculum planning Meeting notice and minutes of the meeting for in-house curriculum planning A copy of the programme of action for in- house curriculum planned and adopted during the last completed academic year

Response-

1. List of persons who participated in the process of in-house curriculum planning is attached. **(Appendix-I)**
2. Meeting notices and minutes of the meeting for in-house curriculum planning are attached. **(Appendix-II)**
3. A copy of the programme of action/ Action Taken Report for in-house curriculum planned and adopted during the last completed academic year is attached. **(Appendix-III)**

Appendix-I



Saket Gyanpeeth's

SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No.

SCE/B.Ed/2018-19

Date

14/07/2018

List of persons participating in curriculum planning.

Academic Year 2018-19

Sr. No	Designation	Person's Name
1	Head / Principal of the institution	Shri. Vidyaprakash Maurya
2	Faculty of the institution	1. Mrs. Renu Chaudhary 2. Mrs. Smita Gaikwad 3. Mrs. Smita Gajbhiye 4. Mrs. Sakshi Suresh Gole 5. Mr. Rajendra Sitaram Tele 6. Mr. Jitendra Gupta
3	School internship	1. Saket College of Arts Science & Commerce Kalyan (E) 2. Baba Bodse Junior College of Arts Science & Commerce Kalyan (E) 3. R.K. Junior College of Arts & Commerce Kalyan (W) 4. Anand Global English High School Kalyan (E) 5. Saket Vidya Mandir English High School Kalyan (E) 6. Holy Faith English High School Kalyan (E) 7. Baba Bodse Hindi High School Kalyan (E) 8. R.K. Hindi High School Kalyan (W)
4	Employers	Shri. Sushil Paliwal
5	Experts	Dr. Ved Bhaskar Mishra (principal)
6	Students	1. Giri Soni R. 2. Jadhav Kirti
7	Alumni	1. Mishra Vindhya 2. Pande Neha

I/C Principal

Saket College of Education

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Dist. Thane (M S)

" GYANAM - ANANTAM "



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Saket Gyanpeeth's

SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No.

SCE/B.Ed/2019-20

Date

10/07/2019

List of persons participating in curriculum planning.

Academic Year 2019-20

Sr. No	Designation	Person's Name
1	Head / Principal of the institution	Shri. Vidyaprakash Maurya
2	Faculty of the institution	1. Mrs. Renu Chaudhary 2. Mrs. Smita Gaikwad 3. Mr. Jitendra Gupta 4. Mr. Rajendra Tele 5. Mrs. Sakshi Gole 6. Mrs. Swapnali Shukla
3	School internship	1. Joshi Bagh Hindi high School & Junior College Kalyan (W) 2. Saket College of Arts Science & Commerce Kalyan (E) 3. Baba Bodse Junior College of Arts Science & Commerce Kalyan (E) 4. Saket Vidya Mandir English High School Kalyan (E) 5. Holy Faith English High School Kalyan (E) 6. R.K. Junior College Arts & Commerce Kalyan (W) 7. Anand Global English High School Kalyan (E) 8. Baba Bodse Hindi High School Kalyan (E) 9. R.K. Hindi High School Kalyan (W)
4	Employers	Mr. Mamta Singh
5	Experts	Dr. Snigdha Pradhan (principal)
6	Students	1. Jyoti Mishra 2. Haney Francis
7	Alumni	1. Tiwari Gitanjali M 2. Tiwari Shweta

I/C Principal

Saket College of Education

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SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No.

SCE/B.Ed/2020-21

Date

01/07/2020

List of persons participating in curriculum planning.

Academic Year 2020-21

Sr. No	Designation	Person's Name
1	Head / Principal of the institution	Shri. Vidyaprakash Maurya
2	Faculty of the institution	1. Mrs. Sakshi Suresh Gole 2. Mrs. Renu Chaudhary 3. Mrs. Varsha Ganachari 4. Mr. Rajendra Sitaram Tele 5. Mrs. Smita Gaikwad 6. Mrs. Smita Gajbhiye
3	School internship	1. Saket College of Arts Science & Commerce Kalyan (E) 2. Saket Vidya Mandir English High School Kalyan (E) 3. Baba Bodse Hindi High School Kalyan (E) 4. Holy Faith English High School Kalyan (E) 5. R.K. junior College of Arts & Commerce Kalyan (W) 6. R.K. Hindi High School Kalyan (W)
4	Employers	Mr. Sumit Paliwal
5	Experts	Dr. Reni Francis (principal)
6	Students	1. Mehta Jigna 2. Pandey Priya 3. Sharma Lalit
7	Alumni	1. Thomas Sally 2. Upadhyay Sarvesh

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SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No.

SCE/B.Ed/2021-22

Date

06/07/2021

List of persons participating in curriculum planning.

Academic Year 2021-22

Sr. No	Designation	Person's Name
1	Head / Principal of the institution	Shri. Vidyaprakash Maurya
2	Faculty of the institution	1. Mrs. Renu Chaudhary 2. Mrs. Smita Gajbhiye 3. Mrs. Sakshi Suresh Gole 4. Mr. Rajendra Sitaram Tele 5. Dr. Taiseen Shaikh 6. Mrs. Priti Chauhan 7. Mrs. Swapnali Shukla
3	School internship	1. Saket College of Arts Science & Commerce Kalyan (E) 2. Baba Bodse Junior College of Arts Science & Commerce Kalyan (E) 3. R.K. Junior College of Arts & Commerce Kalyan (W) 4. Holy Faith English High School Kalyan (E) 5. Saket Vidya Mandir English High School Kalyan (E) 6. Baba Bodse Hindi High School Kalyan (E) 7. R.K. Hindi High School Kalyan (W) 8. Kaleskar English High School Kalyan (W)
4	Employers	Shri. Gyanendra prasad Mishra
5	Experts	Dr. Ved Bhaskar Mishra (principal)
6	Students	1. Birari Neha 2. Mishra Priya 3. Neelam Kumari
7	Alumni	1. Jyoti Mishra 2. Singh Aman 3. Singh Rupali


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Ref. No.

SCE/B.Ed/2022-23

Date

02/07/2022

List of persons participating in curriculum planning.

Academic Year 2022-23

Sr. No	Designation	Person's Name
1	Head / Principal of the institution	Shri. Vidyaprakash Maurya
2	Faculty of the institution	1. Dr. Rasika Kulkarni 2. Mrs. Vandana Chaudhari 3. Mrs. Sakshi Gole 4. Mrs. Priti Chauhan 5. Mr. Rajendra Tele 6. Mrs. Sunita Gautam 7. Mrs. Renu Chaudhary 8. Mrs. Chhaya Shelke
3	School internship	1. Saket College of Arts Science & Commerce Kalyan (E) 2. Saket College of Arts Science & Commerce Kalyan (E) 3. Baba Bodse Junior College of Arts Science & Commerce Kalyan (E) 4. R.K. Junior College of Arts & Commerce Kalyan (W) 5. Holy Faith English High School Kalyan (E) 6. Saket Vidya Mandir English High School Kalyan (E) 7. Baba Bodse Hindi High School Kalyan (E) 8. R.K. Hindi High School Kalyan (W) 9. Kalsekar English High School, Kalyan (W)
4	Employers	Mr. Naresh Konda
5	Experts	Dr. Chandrashekhar Chakradeo (principal)
6	Students	1. Mishra Deepa K 2. Mishra Kirti P 3. Pipalwa Shivani N
7	Alumni	1. Chaturvedi Renu 2. Gupta Smita 3. Shukla Sneha

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Appendix-II



Saket Gyanpeeth's
SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No. SCE/B.Ed./2018-19

Notice


Date : 14/07/2018

A meeting will be held for “**Curriculum Planning**” on 21st July 2018 (Batch 2018-20) at 10:30 am in the staffroom. All the faculty members are requested to remain present.

The following are the agendas of the meeting are as follows:

- ✓ Planning and Implementation of Curriculum as per guidelines of university, Coordination of Meeting, Research Coordination, Giving Subject Choice Feedback on review of syllabus, Time Table Preparation, Course File Preparation, Establishment of Mechanism for CIE.
- ✓ Deciding tentative slots for practice sessions by the students
- ✓ Guiding for skill development of students
- ✓ Suggestion regarding guest lectures
- ✓ Giving opinion about curriculum, library facilities and overall ambience of the college and giving feedback about curricular gaps identified and issues faced by them.




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Minutes of the Meeting

Minutes of the meeting on “Curriculum Planning” for Batch 2018-2020, held on 21/07/2018.


The following members were present.

- Principal- Shri. Vidyaprakash Maurya
- Faculty- All the faculty members of Saket’s B. Ed College Employers
- Expert- Dr. Ved Bhaskar Mishra
- Students- Giri Soni R., Jadhav Kirti
- Alumni- Mishra Vindhya, Pande Neha.

The Principal began the meeting by discussing on important topics like preparation of academic calendar, workload distribution, preparation of time table, to establish mechanism for CIE, course file preparation and allocation of slots for practice teaching sessions. Even arranging various skills development sessions for students were discussed. Similarly the planning was done on guest lectures and to focus on the improvement in student’s feedback.

The principal expressed gratitude for the valuable suggestions of the members who were present in the meeting.




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Saket Gyanpeeth's

SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No. SCE/B.Ed./2019-20

Date : 10/07/2019

Notice

A meeting will be held on 17th July 2019 to discuss about the “**Curriculum Planning**”

(**Batch 2019-2021**) at 11 am in the staffroom. All the faculty members are requested to

give their presence.

The following are the agendas of the meeting:

- Planning and Implementation of Curriculum as per guidelines of university, Coordination of Meeting, Research Coordination, Giving Subject Choice Feedback on review of syllabus, Time Table preparation, Course File Preparation, Establishment of Mechanism for CIE.
- Deciding tentative slots for practice sessions by the students
- Guiding for skill development of students
- Suggestion regarding guest lectures
- Giving opinion about curriculum, library facilities and overall ambience of the college and giving feedback about curricular gaps identified and issues faced by them.



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“ G Y A N A M - A N A N T A M ”

Minutes of the Meeting

Minutes of the meeting on **Curriculum Planning** for Batch 2019-2021, held on 17/07/2019.


The following members were present.

- **Principal- Shri. Vidyaprakash Maurya**
- **Faculty- All the faculty members of Saket's B. Ed College Employers**
- **Expert- Dr. Snigdha Pradhan**
- **Students- Jyoti Mishra, Haney Francis**
- **Alumni- Tiwari Gitanjali M, Tiwari Shweta**

The Principal gave a warm welcome to all faculty members and expressed appreciation for their involvement in preparing curriculum planning. He discussed about the preparation of academic calendar, the distribution of workload to all teachers, CIE norms display, course file preparation and different slots for practice teaching sessions. The faculty members were keen to know more about the planning for various skills development sessions for students. The planning was made on keeping guest lectures and decided to focus on the improvement in feedback.

The principal thanked all for attending the meeting and for giving their suggestions.




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Ref. No. SCE/B.Ed./2020-21

Date : 01/07/2020

Notice

A meeting will be conducting through (**Online Mode**) discussing about the

“**Curriculum Planning**” on 8th July 2020 of (**Batch 2020-2022**) at 2pm (**Virtually**).

The following are the agendas of the meeting:

- Planning and Implementation of Curriculum as per guidelines of university, Coordination of Meeting, Research Coordination, Giving Subject Choice Feedback on review of syllabus, Time Table Preparation, Course File Preparation, Establishment of Mechanism for CIE.
- Deciding tentative slots for practice sessions by the students
- Guiding for skill development of students
- Suggestion regarding guest lectures
- Giving opinion about curriculum, library facilities and overall ambience of the college and giving feedback about curricular gaps identified and issues faced by them.



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Minutes of the Meeting

Minutes of the meeting for the Curriculum Planning for batch 2020-2022, held on 08/07/2020.

The following members were present.

- **Principal- Shri. Vidyaprakash Maurya**
- **Faculty- All the faculty members of Saket's B. Ed College Employers**
- **Expert- Dr. Reni Francis**
- **Students- Mehta Jigna, Pande Priya, Sharma Lalit**
- **Alumni- Thomas Sally, Upadhyay Sarvesh.**

The Principal greeted all and discussed the key points of the curriculum planning namely: academic calendar, teacher's workload, preparation of time table, course file preparation, to establish mechanism for CIE and distribution of slots for practice teaching sessions. Planned about the skill development sessions which is to be conducted for all the students. Even the planning was done on guest lectures.

The Principal thanked all for attending the meeting and for sharing their views.



A handwritten signature in blue ink, appearing to be "H. Maurya".

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Ref. No. SCE/B.Ed./2021-22

Date : 06/07/2021

Notice

A meeting will be held on **Curriculum Planning** on 13th July 2021 for Batch 2021-2023 at 3:00 pm at Principal's Office. All the faculty members are requested to remain present.

The following are the agendas of the meeting:

- ❖ Planning and Implementation of Curriculum as per guidelines of university, Coordination of Meeting, Research Coordination, Giving Subject Choice Feedback on review of syllabus, Time Table Preparation, Course File Preparation, Establishment of Mechanism for CIE.
- ❖ Deciding tentative slots for practice sessions by the students
- ❖ Guiding for skill development of students
- ❖ Suggestion regarding guest lectures
- ❖ Giving opinion about curriculum, library facilities and overall ambience of the college and giving feedback about curricular gaps identified and issues faced by them.



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Minutes of the Meeting

Minutes of the meeting on Curriculum Planning for Batch 2021-2023, held on 13/07/2021.


The following members were present.

- **Principal- Shri. Vidyaprakash Maurya**
- **Faculty- All the faculty members of Saket's B. Ed College Employers**
- **Expert- Dr. Ved Bhaskar Mishra**
- **Students- Birari Neha, Mishra Priya, Neelam Kumari**
- **Alumni- Jyoti Mishra, Singh Aman, Singh Rupali**

The Principal extended a warm welcome to all the faculty members and expressed appreciation for their hard work in preparing curriculum planning. He discussed about the preparation of academic calendar, workload distribution, course file preparation, preparation of time table, CIE norms display and allocation of slots for practice teaching sessions. The faculty members were eager to know more about the planning of skill development sessions for students. Even the planning was done on guest lectures and the things which can be done for the improvement in the feedback.

The principal thanked all for their presence in the meeting and for providing their valuable suggestions.




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Saket Gyanpeeth's

SAKET COLLEGE OF EDUCATION

(Affiliated to University of Mumbai)

Ref. No. SCE/B.Ed./2022-23

Date : 02/07/2022

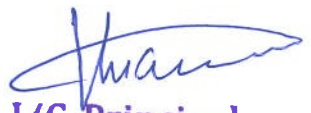
Notice

A meeting will be held on 9th July 2022 to discuss about the “**Curriculum Planning**” for (**Batch 2022-2024**) at 11 am in the Principal’s Office. All the faculty members are requested to remain present.

The following are the agendas of the meeting:

- Planning and Implementation of Curriculum as per guidelines of university, Coordination of Meeting, Research Coordination, Giving Subject Choice Feedback on review of syllabus, Time Table Preparation, Course File Preparation, Establishment of Mechanism for CIE.
- Deciding tentative slots for practice sessions by the students
- Guiding for skill development of students
- Suggestion regarding guest lectures
- Giving opinion about curriculum, library facilities and overall ambience of the college and giving feedback about




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Dist. Thane (M S)

Minutes of the Meeting

Minutes of the meeting for the curriculum planning for Batch 2022-2024, held on 09/07/2022.


The following members were present.

1. **Principal- Shri. Vidyaprakash Maurya**
2. **Faculty- All the faculty members of Saket's B. Ed College Employers**
3. **Expert- Dr. Chandrashekhar Chakradeo**
4. **Students- Mishra Deepa K, Mishra Kirti P, Pipalwa Shivani N**
5. **Alumni- Chaturvedi Renu, Gupta Smita, Shukla Sneha**

The Principal welcomed all and expressed gratitude for their hard work in preparing curriculum planning. He discussed about preparing academic calendar, workload distribution of the teachers, preparation of time table, course file preparation, to establish mechanism for CIE and allocation of slots for practice teaching sessions. The Principal explained and discussed about the planning of skills development sessions for students. Even arranging guest lectures was discussed and planned to implement for betterment of the students.

The principal thanked all for their presence in the meeting and for their valuable suggestions.




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Appendix-III

Plan of Action for Batch 2018-2020

Curriculum Planning	Plan of Action
1. Academic Calendar	Planned to prepare academic calendar of the college in line with university calendar
2. Giving Subject Choices, Feedback on review of syllabus, Time Table Preparation, Course File Preparation and Establishment of Mechanism for CIE	Planned to take review about the syllabus, Work load distribution, to prepare timetable, course file and to establish mechanism for CIE
3. Tentative slots for Practice teaching sessions	Allocation of slots for practice teaching sessions
4. Discussed about the sessions for skill development of the students	Planned about the skill development sessions
5. Discussed about keeping guest lectures and to focus on improvement in ambience of the college and library facilities	Planned about keeping guest lectures and to focus on the development of library facilities and college ambience.




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Plan of Action for Batch 2019-2021


Curriculum Planning	Plan of Action
1. Academic Calendar	Planned to prepare academic calendar of the college in line with university calendar
2. Giving Subject Choices, Feedback on review of syllabus, Time Table Preparation, Course File Preparation and Establishment of Mechanism for CIE	Planned to take review about the syllabus, Work load distribution, to prepare timetable, course file and to establish mechanism for CIE
3. Tentative slots for Practice teaching sessions	Allocation of slots for practice teaching sessions
4. Discussed about the sessions for skill development of the students	Planned about the skill development sessions
5. Discussed about keeping guest lectures and to focus on improvement in ambience of the college and library facilities	Planned about keeping guest lectures and to focus on the development of library facilities and college ambience.


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Plan of Action for Batch 2020-2022


Curriculum Planning	Plan of Action
1. Academic Calendar	Planned to prepare academic calendar of the college in line with university calendar
2. Giving Subject Choices, Feedback on review of syllabus, Time Table Preparation, Course File Preparation and Establishment of Mechanism for CIE	Planned to take review about the syllabus, Work load distribution, to prepare timetable, course file and to establish mechanism for CIE
3. Tentative slots for Practice teaching sessions	Allocation of slots for practice teaching sessions
4. Discussed about the sessions for skill development of the students	Planned about the skill development sessions
5. Discussed about keeping guest lectures and to focus on improvement in ambience of the college and library facilities	Planned about keeping guest lectures and to focus on the development of library facilities and college ambience.


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Plan of Action for Batch 2021-2023


Curriculum Planning	Plan of Action
1. Academic Calendar	Planned to prepare academic calendar of the college in line with university calendar
2. Giving Subject Choices, Feedback on review of syllabus, Time Table Preparation, Course File Preparation and Establishment of Mechanism for CIE	Planned to take review about the syllabus, Work load distribution, to prepare timetable, course file and to establish mechanism for CIE
3. Tentative slots for Practice teaching sessions	Allocation of slots for practice teaching sessions
4. Discussed about the sessions for skill development of the students	Planned about the skill development sessions
5. Discussed about keeping guest lectures and to focus on improvement in ambience of the college and library facilities	Planned about keeping guest lectures and to focus on the development of library facilities and college ambience.


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Plan of Action for Batch 2022-2024

Curriculum Planning	Plan of Action
1. Academic Calendar	Planned to prepare academic calendar of the college in line with university calendar
2. Giving Subject Choices, Feedback on review of syllabus, Time Table Preparation, Course File Preparation and Establishment of Mechanism for CIE	Planned to take review about the syllabus, Work load distribution, to prepare timetable, course file and to establish mechanism for CIE
3. Tentative slots for Practice teaching sessions	Allocation of slots for practice teaching sessions
4. Discussed about the sessions for skill development of the students	Planned about the skill development sessions
5. Discussed about keeping guest lectures and to focus on feedback for the improvement in ambience of the college and library facilities	Planned about keeping guest lectures and to focus on the development of library facilities and college ambience.


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