

Metric 3.1.3 - In-house support is provided by the institution to teachers for research purposes during the last five years in the form of:

1. Seed money for doctoral studies / research projects
2. Granting study leave for research field work
3. Undertaking appraisals of institutional functioning and documentation
4. Facilitating research by providing organizational supports
5. Organizing research circle / internal seminar / interactive session on research

Clarification Asked-

☐ Institutional Policy document detailing scheme of incentives ☐ Sanction letters of award of incentives ☐ Income-Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal ☐ Documentary evidence for each of the claims

Response-

1. Policy document detailing scheme of incentives and sanction letters of incentives are attached. **(Appendix-I)**
2. Grant Leave letters are attached. **(Appendix-II)**
3. Undertaking appraisals of institutional functioning and documentation are attached. **(Appendix-III)**
4. Income-Expenditure statements highlighting the relevant expenditure with seal and signature of the principal are attached. **(Appendix-IV)**

Appendix-I

**Policy of Financial Support to the Teacher for attending Conference, Workshop, Refresher, Orientation and Membership of professional body.**

Institute supports all efforts oriented toward Innovation and Research in the following ways.

- 1) Financial Support for attending conferences and workshops with Duty Leave facility will be given to faculty members by the college as per details given below:-
 - State Level- 500/- Rupees Only
 - National Level- 700/- Rupees Only
 - International Level- 1000/- Rupees Only.
- 2) The Institute will give 50% assistance in membership of Professional Body.

IQAC CORDINATOR

Saket College Education
Saket Vidyanagari Marg,
Kalyan (East) 421306



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Appendix-II

SAKET COLLEGE OF EDUCATION

Saket Vidyanagari Marg, Chinchpada Road, Katemanivali, Kalyan (E)

Application for Leave

1. Name of Applicant Renu chaudary
2. Post held Asst. Prof.
3. Nature of Leave Duty Leave
4. Period of Leave & Date on/From 30/03/2019 to _____ total _____ days
5. Com off Date _____
6. Grounds on which Leave is applied for for Research Paper presentation
7. Whether relevant _____
Certificate attached _____
8. Sunday & Holidays _____
Proposed to be prefixed/suffixed to leave _____
9. Date of return from last leave :- 01/04/2019 Nature of leave: Duty Leave
10. Period of that leave : From _____ to _____ total _____ days
11. Address during the leave applied & Phone Number _____

Date: 28/03/2019

Renu
(Signature of applicant)

(FOR OFFICE USE ONLY)

Leave at the credit of applicant: Sanctioned

Remark of office: _____

Date: 28/03/2019

[Signature]
Principal



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION

Saket Vidyanagari Marg, Chinchpada Road, Katemanivali, Kalyan (E)



Application for Leave

- Name of Applicant MAURYA VIDYAPRAKASHI
- Post held PIC Principal
- Nature of Leave Duty Leave
- Period of Leave & Date on/From 30/03/2019 total _____ days
- Com off Date _____
- Grounds on which Leave is applied for for Research Paper Presentation
- Whether relevant _____
Certificate attached _____
- Sunday & Holidays _____
Proposed to be prefixed/suffixed to leave _____
- Date of return from last leave :- 01/04/2019 Nature of leave: Duty leave
- Period of that leave : From _____ to _____ total _____ days
- Address during the leave applied & Phone Number _____

Date: 28/03/2019

[Signature]
(Signature of applicant)

(FOR OFFICE USE ONLY)

Leave at the credit of applicant: Sanctioned

Remark of office: _____

Date: 28/03/2019

Principal

[Signature]



Appendix-III

Roles & Responsibilities of Assistant Professor / Associate

Professor /Professor

- To prepare a written academic plan, get it approved by the Departmental coordinator and execute the academic plan and ensure syllabus / curriculum completion as per the University requirement.
- To plan unit wise class test with continuous action taken for the upgradation in result, and maintain documentation of the same.
- To motivate and encourage students to participate in the curricular & extracurricular activities and help them to explore their abilities
- To maintain documentation of all such curricular & extracurricular activities
- Take appropriate measures to maintain discipline in the classroom as well as in college premises.
- To mentor the students' on academic careers by helping them to meet graduation requirements and advising them on academic, career, personal issues & self-development.
- To provide feedback monthly to students regarding their overall development.
- Mandatory contribution in exam relevant duties i.e., question paper setting, supervision, evaluation of answer sheet, result preparation etc. as per the requirements of exam committee of the college and University.
- To Maintain accurate records of grades and other academic data such as attendance records or student transcripts.
- To update and maintain academic dairy on daily basis and get it weekly checked with the Departmental Coordinator.
- To complete the allotted NAAC work as per guideline given by the IQAC committee of the college.
- To contribute on attaining the various NAAC criterion and improving the departmental rating.
- To conduct research and industry outreach as per institutional policy.

- You are expected to conduct yourself with transparency, honesty & ethics in the best interest of the college.
- Weekly Reporting to the Coordinator (HOD) on all academic matters.
- Recording of minutes of each meeting conducted between the teams timely (Minutes format draft to be as per IQAC format set in place)
- To guide students on the add-on programs with respect to enhancing their skills and self development
- To discharge responsibility assigned as a member of the committee allotted by the authorities
- Any other responsibility assigned by the Authorities.

Roles & Responsibilities of Departmental Coordinator (HOD)

- To prepare and execute departmental academic plan, get it approved from Principal, and ensure departmental syllabus / curriculum completion as per the University requirement.
- To prepare and execute timetable of department in accordance with the academic plan for the smooth flow of work.
- To monitor the regularity of class tests and assignments as per academic plan in the department.
- To plan and execute departmental curricular & extracurricular and maintain documentation of the same.
- To monitor continuously the progress of the department with reference to results, discipline, placement, and co-curricular activities.
- To keep continuous track of departmental student's attendance in the classroom and timely reporting of the same to Principal.
- To ensure documentation of all the curricular and extra-curricular activities of the department as per NAAC format
- To ensure updating and maintenance of academic dairy on regular basis from others in the department.
- To organize regular parents meeting to communicate to them regarding the progress of their wards.
- To conduct activities related to research (as per policy) & encourage departmental staff to do the same.
- Regular reporting to the Academic Coordinator as per academic plan set.

- Ensure student and faculty mentoring and its continuous monitoring.
- Weekly meeting with the Departmental team on review of academic plan and other activities set by the authorities.
- Weekly review on data upkeep / record on the activities to be recorded as per NAAC and concerned authorities.
- Efficient implementation, monitoring and achieving the target set in place for the department on the various NAAC criteria
- Record with google tag the date and time of each activity as executed by department
- Fortnightly review of performance parameters set in place, of the departmental team and monitor the same in consultation with the Academic Coordinator and Vice Principal.
- Make effective plan for implementation of add-on programs:
- Any other responsibility assigned by the Authorities.

HR Policy

LEAVE POLICY (Teaching Staff)

Objectives/Purpose: -

The Institutes intent is to provide each employee with annual time for Casual Leave, Sick Leave, and Vacation. It is understood that employees in the course of their employment will need time off to relax, refresh and have a good work life balance. However, leave is not a right but at the discretion of the Management.

↓ Casual Leave: -

- This leave is granted for certain unforeseen situation or where you are required to go for one- or two-days leaves.
- The employee will be eligible to avail 10 paid Casual leave.
- To avail these leaves employee, must submit written application to the HoI with the mandatory approval of HOD at least 3 days in advance.
- Employees are not allowed to exceed the limit of casual leaves maximum to 2 days in a month.
- Leave will be permitted considering work in hand and availability or replacement to do the assigned work. Leave sanction would be proposed by the HOI and sanctioned by the Management.
- Casual leaves can be clubbed with sick leave if there is no sick leave balance.
- Casual leaves will not be carried forward. The Institute intent to provide Casual Leaves is to reduce absenteeism.

↓ Medical Leave/Sick Leave: -

- These are the leaves which are availed when employees are unable to perform employment duties because of sickness, disability, or injury.
- Medical Leave/Sick leave is used for medical appointments to employee himself/herself.
- 1 leave will be considered as Medical Leave/Sick leave only if employee produces valid supporting documents for verification and subject to approval of the Management. (e.g. doctor's prescription)
- The employee will be eligible to avail 10 paid Medical Leave/Sick Leave only after successful completion of Two years (24 months) duration in the Institution.
- If you are sick, intimation of availing sick leave should be informed to the HOI either by email, call, message or through your family member immediately.
- Medical Leave/Sick Leave will be only approved by HOI only if employee produces legitimate supporting documentation to the HOI. (i.e. a Medical Certificate from the Certified MBBS Doctor with a note of Fitness to resume the work is necessary if the sick leave is beyond 3 days)
- Medical leaves will be carried forward for 3 years, post that it will lapse if the employee does not avail the benefits.

- Medical Leave/Sick leave may not be used while employees who are on vacation leave, with the exception that an employee who is hospitalized while on vacation leave may be granted sick leave only after providing supporting documentation to the immediate supervisor/HOD/HRM.

✚ **Compensatory off: -**

- This leave is granted if the person come on work during the holidays, in this case employee can take off on some other day with prior intimation.

✚ **Leave without pay: -**

- If an employee does not have any leave to his/her balance and the situation warrants him to take the leave, the leave is granted by the Institute will be considered as loss of pay or leave without pay.
- To avail CL/ML employee must meet the above-mentioned criteria or else it will be treated as loss of pay or leave without pay.

✚ **Sandwich Leave: -**

- These are the leaves under which the non-working weekend days get added to the total leaves if an employee takes leave in the midst of two general leaves or his leaves fall near to the week off. (For Example: -If an employee takes leaves on Saturday and Monday then the Sunday will be considered as a leave and such consecutive leaves are treated as loss of pay or leave without pay, same goes with public holiday)
- Employee can adjust his/her sandwich leaves with their casual leaves to balance.

Note: -

- The employee will be eligible to avail ML once he/she completes Two years (24 months) in the institute.
- Employees are not permitted to take any Casual leave during Admission and Examination period. Only Medical leave can be approved after providing supporting documentation.
- Employees can avail themselves of all the balance leaves in month of March and April, only if the syllabus and student relevant work is completed.

Full Forms:

HOI – Head of Institute

HOD – Head of Department

HRM – Human Resources Manager

✱ **List of Holidays are as follows: -**

Sr.no	Holidays	Days
1	Makar Sankranti/Pongal	1
2	Republic Day (26 th January)	1
3	Chhatrapati Shivaji Maharaj Jayanti	1
4	Maha Shiv Ratri	1
5	Holi (Dhule Vandan)	1
6	Good Friday	1
7	Gudi Padwa	1
8	Ambedkar Jayanti	1
9	Ram Navami	1
10	Maharashtra Day	1
11	Summer Vacation	15
12	Ramzan Eid (Eid al-Fitr)	1
13	Buddha Poornima	1
14	Bakri Id (Id-Uz-Zuha)	1
15	Independence Day (15 th August)	1
16	Parsi New Year (Shahen Shahi)	1
17	Moharum	1
18	Onam/Pongal	1
19	Raksha Bandhan	1
20	Gopal Kala	1
21	Ganesh Chaturthi	5
22	Anant Chaturdashi	1
23	Gandhi Jayanti	1
24	Dussehra	1
25	Ramzan Id	1
26	Diwali Vacation	15
27	Guru Nanak Jayanti	1
28	Maha Parinirvana Day (6 th December)	1
29	Christmas Vacation	6

Institutional Research and Industrial Connect Policy

Research

Mandatory Research Requirements for all faculties-

1. At least two UGC care listed publications in a year. (preferably with external collaborators and co-authors)
2. Presenting paper at least in one National conference & one International conference in a year conducted by institutions with NAAC A Grade and above.
3. Guiding and Co-authoring with students to publish/present at least two Student-authored papers in a year.

Monetary reimbursements:

****All reimbursements will be against actual receipts/ proof of spending**

Activity	Maximum Reimbursement Amount
Paper Presentation at a national/international conference conducted by institutions with NAAC 'A' Grade and above	Rs. 1500
UGC Care Paper Publication	Rs. 3000
Scopus Indexed/ SCI/SSCI/ similar others Paper Publication	Rs. 4000

ABDC ABS listed Publication	A*/ A- Rs. 8000 B/C - Rs. 6000
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Research Incentives:

Publication	Financial Incentive per publication
UGC Care	Rs. 500
Scopus Indexed/ SCI/ SSCI/ similar	Rs. 1000
ABDC listed ABS listed	Rs.1500
Minor Project	5% of the approved fund

Industrial Connect

Member of at least one relevant industrial association/group/chamber and actively partaking in its activities.

Reimbursements will be provided for registration fees /other expenses against receipts / proof. (Capped at Rs. 2000 per event)

Performance Appraisal System

(e. f. AY 2023-24)

100 points scale

=

60 points & mandatory threshold for performance

+

40 points & additional/ exceptional performance

****Note:**

Conversion of scores from student feedback:

Poor =1

Satisfactory = 2

Good =3

Excellent =4

On other questions, Yes=4, No=0

Min Score on each question is 0

Max Score on each question is 4

Firstly, questions are grouped into different parameters of the performance appraisal system, these questions are then averaged (add each questions score and divide by number of questions). Secondly, it is converted in to 5 point scale [multiplied by (54)].

Breakup of 60 points >>>

0 10 points teaching:

[

- 5 points (rated by HOD)
- Direct rating on 43 point scale

And

- 5 points (student feedback)
- (01-02-03) 3 (5/4))

]

+

0 5 points research and Industry connect & (fulfilling mandatory research requirement as per policy) (self-appraisal with IQAC approval)

- All relevant documents are submitted and IQAC verified, with the relevant details filled in the self-appraisal form

+

0 5 points- Assigned College Committee work (self-appraisal with IQAC approval)

(Rating on 5 point scale by HOI)

- All relevant documents are submitted and verified, with the relevant details filled in the self-appraisal form

+

0 10 points Timeliness Promptness

[

- 5 points (self-appraisal with HR approval)

- Details filled by faculty in self-appraisal form tallied with data from HR team

And

- 5 points (student feedback)
- $(Q6-Q7-q8)/3 * (5/4)$

]

+

0 10 points- students mentoring:

[

- 5 points (self-appraisal with IQAC approval)
 - Supporting documents (like NAAC file reports of the activity) are submitted and verified, with the relevant details filled in the self-appraisal form.

And

- 5 points (student feedback)
- $(Q11+Q12+Q13)/3 * (5/4)$

]

+

0 10 points attending FDP, Educational programs, etc. (1 point per internal FDP & 2 points per external FDP from Institutions with NAAC A Grade and above) (self-appraisal with IQAC approval)

- All relevant documents are submitted and verified, with the relevant details filled in the self-appraisal form.

+

0 5 points for class attendance (average) {students completing 75% attendance requirement/ total number of students enrolled * 51}

+

0 5 points for google reviews with name mentions (number of reviews / total number of student enrolled * 20 * 5) (capped at 5 points)

Breakup of 40 points >>>

0 10 points Innovation in pedagogy

[

- 5 points (self – appraisal with IQAC approval)
 - Supporting document (link NAAC file reports of the activity) are submitted and verified, with the relevant details filled in the self – appraisal form.

And

- 5 point (student feedback)
 - $(Q4 + Q5 + Q14)/3 * 5$

]

+

0 10 points conducting FDPs, Conferences, etc

- {Internal FDP – 2 points each, Internal Conference – 3 points each, External FDP – 3 points} (Capped at 10 points only)
- (self – appraisal with IQAC approval)

+

0 5 points Student outreach (Student Feedback)

- $(Q9 + Q10 + Q15)/3 * 5$

+

0.5 points interdepartmental outreach (support with document) (rating on five point scale by HR)

+

0.5 points-top rated research & consultancy practice

- (self-appraisal with admin approval)
- {ABDC/ABS 2 points each, Scopus/SSCI/SCI/ESCI-1 points each, Consultancy-3 points each} (capped at 5 points only)

+

0.5 points-Admission position of the department ($\% \text{ of admission/intake} \times 5/100$)

Annual Performance - based Increment Plan &

Hike rates &

> 60 = 5%

> 65 = 7%

> 70 = 9%

> 75 = 11%

> 80 = 13%

> 85 = 15%

> 90 = 17%

> 95 = 19%

= 100 = 21%

**** Note: Minimum 50 Points mandatory for continuation of service.**

Appendix I- Copy of Student Feedback Form

Feedback Form

Name of the Student: Juli Santa

Class: S.Y. B. Ed.

Division: B.

Name of the Faculty: Prof. chine

Subjects taught: Action Research

Subject Expertise:

	Poor	Satisfactory	Good	Excellent
Faculty's level of expertise and knowledge in the subject.			✓	✓
Quality of study materials provided by the Faculty.				✓
Faculty's ability to explain concepts at you level of understanding.				✓

	Yes	No
Does the Faculty use additional learning resources like case studies, activities, simulations, etc.	✓	
Does the faculty try to connect their subject with other subjects and create wholistic understanding	✓	

Time Management:

	Poor	Satisfactory	Good	Excellent
Faculty's punctuality (i.e. starts lecture on time)				✓
Faculty's regularity (i.e. is present for lectures as per schedule)				✓
Faculty's ability to complete the syllabus on time				✓

	Yes	No
Does the Faculty Conduct class tests and quizzes at least once a week	✓	
Does the faculty allocated time for revision , feedback and doubts		

Class management and mentoring:

	Poor	Satisfactory	Good	Excellent
Faculty's ability to maintain discipline in class				✓
Faculty's availability to clear doubts				✓
Guidance provided by faculty on academics and career				✓

	Yes	No
Does the faculty make the lectures fun and engaging	✓	
Does the faculty motivate and inspire you to achieve better academic results	✓	

What do you like best about this faculty\

create a Environment while teaching
in class

What do you think this faculty should change?

Additional Remarks:

inorative ideas while taking
Lecture

Saket College of Education

Self Appraisal Form

Basic Information

1. Name of the Faculty (in Full) Dr. / Prof Ms. Mrs. Manisha Deepak Chitre.
2. Date of Birth: 16.09.1974 Date of joining: 03/01/2024
3. Department: B. Ed. Designation held: Asst. Professor
4. Total Experience: 24 Experience in this Institute _____
5. Contact No. (Mobile): 9920126798 Residential 9920126798/9819531242

SWOT Section

Your strengths

Self-Confidence
ability to adapt to change
individual to face challenges
Self-awareness

Your weaknesses

panic at some situation.
difficulty in communicating
some kind of situation,
such a public speaking.

IMPORTANT NOTE

**** Attach a copy of your most recent and completely updated CV****

**** You are required to attach documents wherever needed as instructed in the**

Performance Management System **

**** Attach extra sheets for answering, wherever needed ****

Academic Responsibilities

What were the subject allotted to you in this academic year?

Sem-I / Childhood and Growing up /
ICT - critical understanding of ICT /
Sem-II / micro teaching / Learning and Teaching
Sem-IV / Action Research / Method-History /

Did you use any innovative teaching methods in class? Give Details.

Using - P-P-T- Mode / Discussion method /
problem solving - situation - Questioning.

What is the student attendance attainment across all your classes this A.Y.? {Formula:

Students completing 75% attendance requirement / total number of student enrolled * 5}

80%

List of efforts that you have taken to improve the attendance of your class

- Awareness about teaching profession/skills
- Through Mentore mentee Group.

Did you complete the mandatory Research and Industrial Connect requirements this AY. Give details. (Attach list of publications this year)

FDPs / Conferences attended/conducted by you. (Provide detailed list)

- Indian knowledge System. 1 march
co-Author- Author' Guneshtishy Purnpara and Importance'
Paper present. (Attended)

Any highly rated publication/FDP/conference, Give details.

- ① FDP on 'Experiential Learning'
online session' 8th April 13th 2024. (Attend)
- ② FDP 'Yoga stress Management' Attend
(In process.) 18/4/2024.

Administrative Responsibilities

What were the administrative responsibilities / tasks assigned to you this A.Y.?

- 1) Microsoft Team F.Y. B-Ed.
- 2) Calling Past students 2018-2023 Batch /
- 3) web site (Photo) work. / upload File, ^{For Alumina Data,}

Which committees were you a member of in this A.Y and what tasks did you accomplish in these committees?

- 1) Exam Committee. Sem-I / Univ Exam Done, 2024
Internalt hold in March.
- 2) Cultural Committee
- 3) Micro Teaching.

What was your contribution to IQAC work in this A.Y. Give Details.

- Criteria self study. - Done. ^{InterShip Reports / 2018-23.}
Communities -11 -11 -
- 2.2.1 Value Added Course - 'Basic computer' - (6) Done.
 - 2.2.2 Alumina - Done
 - 2.2.3 Swayam Registration - Done.
- Attendance - 2018-19 (A) mannual. - Done.
- Lockdown Attendance - / Experiment Psychology Lab.

Did you partake in any inter-departmental outreach activities? Given Details

- 1) Rohak - Certificate writing. ^{calling student}
1-1. (2018-2023) Batch. - PLOS / CLOS.
- 2) - Cultural Committee.
- 3) → ghanoli - 'Inclusive Education' - student participation
Seminar
- 4) * Election Duty - Substued / training / 13/4/2024,
Participation

Students centered activities

What were the efforts you took towards student mentoring? Give details.

- Art Drama / 4th making → give them message in mentoring group,
mask making
- ICT. / - Basic course (in value Added)
- Mahendra - Nandi Foundation *
- Placement Drive - / In Mentoring group solve their query related subject, or any issues came in regarding their problems. Guide them.

Did you engage in a special student outreach activities? Give Details.

No.

How many college google reviews do you have with your name mentions? Give details.

Others

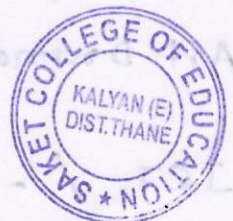
HR related-

1. No. of Casual leaves taken: Leave without Pay taken: in the A.Y.
2. No. of times you reported late () Never () 1-5 times () 5-10 () Frequent
() Always
3. No. of times you left campus early () 1- 5 times () 5 -10 () Frequent

Declaration

All the above – mentioned details are true to best of my knowledge and understanding.

Name & Sign of the Faculty



10

Dear Asst. Prof.

Dr. Mrs. Manik Joshi

Memories fade with time and lessons are forgotten, but experiences shape a human being and leave a lasting mark. Adolescence and early adulthood is the age one shapes their own identity. You as a professor have the privilege of guiding young minds in these experiences and discoveries.

"Teaching is the greatest act of optimism." - Colleen Wilcox


Indeed, teachers are the most optimistic of all and instill that optimism into their students. You as teacher are preparing those young adults, under your loving guidance, for the life as an independent adult and a productively contributing citizen and all the challenges life may throw at them.

Good teaching is not just the lessons learnt but, you teach your students the path to seek answers to all the queries they will ever have. Teachers ask questions and help students find answers. Yet learning isn't only about finding the right answer, but also creating the road that leads to the answer. Learning with every step is the true sign of progress. This will imbibe scientific temper and critical thinking into the students.

A professor has the power to shape the future generations and transform a nation. As we say, "With Great Power Comes Great Responsibilities", being a professor comes with immense responsibilities. I have complete faith in your calibre to take up these responsibilities and fulfil them to the best.

I would like to remind you, every day is a new learning experience for us as teaching professionals too, I am there to mentor and guide you through this academic journey.

Best wishes,


Principal



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chandpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Roles & Responsibilities of Assistant Professor / Associate

Professor /Professor

- To prepare a written academic plan, get it approved by the Departmental coordinator and execute the academic plan and ensure syllabus / curriculum completion as per the University requirement.
- To plan unit wise class test with continuous action taken for the upgradation in result, and maintain documentation of the same.
- To motivate and encourage students to participate in the curricular & extracurricular activities and help them to explore their abilities
- To maintain documentation of all such curricular & extracurricular activities
- Take appropriate measures to maintain discipline in the classroom as well as in college premises.
- To mentor the students' on academic careers by helping them to meet graduation requirements and advising them on academic, career, personal issues & self-development.
- To provide feedback monthly to students regarding their overall development.
- Mandatory contribution in exam relevant duties i.e., question paper setting, supervision, evaluation of answer sheet, result preparation etc. as per the requirements of exam committee of the college and University.
- To Maintain accurate records of grades and other academic data such as attendance records or student transcripts.
- To update and maintain academic dairy on daily basis and get it weekly checked with the Departmental Coordinator.
- To complete the allotted NAAC work as per guideline given by the IQAC committee of the college.
- To contribute on attaining the various NAAC criterion and improving the departmental rating.
- To conduct research and industry outreach as per institutional policy.

Appendix I- Copy of Student Feedback Form

Feedback Form

Name of the Student: Ms. Savita Wali

Class: B.Ed. IInd year

Division:

Name of the Faculty: Dr. Manik Joshi Subjects taught: Drama & theatre

Subject Expertise:

	Poor	Satisfactory	Good	Excellent
Faculty's level of expertise and knowledge in the subject.				✓
Quality of study materials provided by the Faculty.				✓
Faculty's ability to explain concepts at you level of understanding.				✓

	Yes	No
Does the Faculty use additional learning resources like case studies, activities, simulations, etc.	✓	
Does the faculty try to connect their subject with other subjects and create wholistic understanding	✓	

Time Management:

	Poor	Satisfactory	Good	Excellent
Faculty's punctuality (i.e. starts lecture on time)				✓
Faculty's regularity (i.e. is present for lectures as per schedule)				✓
Faculty's ability to complete the syllabus on time				✓

	Yes	No
Does the Faculty Conduct class tests and quizzes at least once a week	✓	
Does the faculty allocated time for revision , feedback and doubts	✓	

Class management and mentoring:

	Poor	Satisfactory	Good	Excellent
Faculty's ability to maintain discipline in class				✓
Faculty's availability to clear doubts				✓
Guidance provided by faculty on academics and career				✓

	Yes	No
Does the faculty make the lectures fun and engaging	✓	
Does the faculty motivate and inspire you to achieve better academic results	✓	

What do you like best about this faculty\

Punctuality, style of explanation, understanding nature
Practical & imotional approach.

What do you think this faculty should change?

she is too imotional.

Additional Remarks:

Saket College of Education

Self Appraisal Form

Basic Information

1. Name of the Faculty (in Full) Dr. / Prof Ms. Manik M. Joshi
2. Date of Birth: 17/07/1989 Date of joining: 01/02/2024
3. Department: B.Ed. Designation held: Assistant Professor
4. Total Experience: 5 yes. Experience in this Institute 2 months
5. Contact No. (Mobile): 7378477681 Residential _____

SWOT Section

Your strengths

Self Confidence
Creativity, ability to
accept changes & face
Challenges. Positive
attitude

Your weaknesses

Panic at some
situation

IMPORTANT NOTE

- ** Attach a copy of your most recent and completely updated CV****
- ** You are required to attach documents wherever needed as instructed in the Performance Management System ****
- ** Attach extra sheets for answering, wherever needed ****

Academic Responsibilities

What were the subject allotted to you in this academic year?

A&P & Dreama in Education - all sem (1st - 4th sem)
Credit course

Did you use any innovative teaching methods in class? Give Details.

Discussion, Games, Practical activities.

What is the student attendance attainment across all your classes this A.Y.? {Formula:

Students completing 75% attendance requirement / total number of student enrolled * 5}

84.1.

List of efforts that you have taken to improve the attendance of your class

through mentore-mentee group
organizing activities.

Did you complete the mandatory Research and Industrial Connect requirements this AY. Give details. (Attach list of publications this year)

FDPs / Conferences attended/conducted by you. (Provide detailed list)

Indian Knowledge System - Conference
FDP - on- Experiential Learning.

Any highly rated publication/FDP/conference, Give details.

Administrative Responsibilities

What were the administrative responsibilities / tasks assigned to you this A.Y.?

calling past students - 2018 - 2023 batch
for Alumni report.
library work for Naac, enrichment & outreach
file making, value added course conducted, Play acting for
Rohak,

Which committees were you a member of in this A.Y and what tasks did you
accomplish in these committees?

Community work
cultural committee

What was your contribution to IQAC work in this A.Y. Give Details.

- ① Enrich & outreach file making
- ② old faculty listing
- ③ Alumni calling

Did you partake in any inter - departmental outreach activities? Give Details

Rohak - Play presentation (school)
- certificate writing.

Students centered activities

What were the efforts you took towards student mentoring? Give details.

problem solving, convey messages
guidance about work

Did you engage in a special student outreach activities? Give Details.

Community works
Play Conduction & presentation

How many college google reviews do you have with your name mentions? Give details.

~~Y. V. V. College Nagpur~~


Others

HR related-

1. No. of Casual leaves taken: Leave without Pay taken: in the A.Y.
2. No. of times you reported late () Never () 1-5 times () 5-10 () Frequent
() Always
3. No. of times you left campus early (☒ 1- 5 times () 5 -10 () Frequent

Declaration

All the above – mentioned details are true to best of my knowledge and understanding.


Name & Sign of the Faculty

Dr. Manik M. Joshi



3

Dear Asst. Prof.

Mr. Mangesh Patil

Memories fade with time and lessons are forgotten, but experiences shape a human being and leave a lasting mark. Adolescence and early adulthood is the age one shapes their own identity. You as a professor have the privilege of guiding young minds in these experiences and discoveries.

"Teaching is the greatest act of optimism." - Colleen Wilcox

Indeed, teachers are the most optimistic of all and instill that optimism into their students. You as teacher are preparing those young adults, under your loving guidance, for the life as an independent adult and a productively contributing citizen and all the challenges life may throw at them.

Good teaching is not just the lessons learnt but, you teach your students the path to seek answers to all the queries they will ever have. Teachers ask questions and help students find answers. Yet learning isn't only about finding the right answer, but also creating the road that leads to the answer. Learning with every step is the true sign of progress. This will imbibe scientific temper and critical thinking into the students.

A professor has the power to shape the future generations and transform a nation. As we say, "With Great Power Comes Great Responsibilities", being a professor comes with immense responsibilities. I have complete faith in your calibre to take up these responsibilities and fulfil them to the best.

I would like to remind you, every day is a new learning experience for us as teaching professionals too, I am there to mentor and guide you through this academic journey.

Best wishes,


Principal



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Gandhinagar Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Roles & Responsibilities of Assistant Professor / Associate

Professor /Professor

- To prepare a written academic plan, get it approved by the Departmental coordinator and execute the academic plan and ensure syllabus / curriculum completion as per the University requirement.
- To plan unit wise class test with continuous action taken for the upgradation in result, and maintain documentation of the same.
- To motivate and encourage students to participate in the curricular & extracurricular activities and help them to explore their abilities
- To maintain documentation of all such curricular & extracurricular activities
- Take appropriate measures to maintain discipline in the classroom as well as in college premises.
- To mentor the students' on academic careers by helping them to meet graduation requirements and advising them on academic, career, personal issues & self-development.
- To provide feedback monthly to students regarding their overall development.
- Mandatory contribution in exam relevant duties i.e., question paper setting, supervision, evaluation of answer sheet, result preparation etc. as per the requirements of exam committee of the college and University.
- To Maintain accurate records of grades and other academic data such as attendance records or student transcripts.
- To update and maintain academic dairy on daily basis and get it weekly checked with the Departmental Coordinator.
- To complete the allotted NAAC work as per guideline given by the IQAC committee of the college.
- To contribute on attaining the various NAAC criterion and improving the departmental rating.
- To conduct research and industry outreach as per institutional policy.

Appendix I- Copy of Student Feedback Form

Feedback Form

Name of the Student: Deepa Mishra.

Class: S.Y.B. E.J.

Division: A.

Name of the Faculty:

Subjects taught: prof. Mangesh Petil

Subject Expertise:

	Poor	Satisfactory	Good	Excellent
Faculty's level of expertise and knowledge in the subject.				✓
Quality of study materials provided by the Faculty.				✓
Faculty's ability to explain concepts at your level of understanding.				✓

	Yes	No
Does the Faculty use additional learning resources like case studies, activities, simulations, etc.	✓	
Does the faculty try to connect their subject with other subjects and create wholistic understanding	✓	

Time Management:

	Poor	Satisfactory	Good	Excellent
Faculty's punctuality (i.e. starts lecture on time)				✓
Faculty's regularity (i.e. is present for lectures as per schedule)			✓	
Faculty's ability to complete the syllabus on time				✓

	Yes	No
Does the Faculty Conduct class tests and quizzes at least once a week	✓	
Does the faculty allocated time for revision , feedback and doubts	✓	

Class management and mentoring:

	Poor	Satisfactory	Good	Excellent
Faculty's ability to maintain discipline in class				✓
Faculty's availability to clear doubts			✓	
Guidance provided by faculty on academics and career				✓

	Yes	No
Does the faculty make the lectures fun and engaging	✓	
Does the faculty motivate and inspire you to achieve better academic results	✓	

What do you like best about this faculty\

Explanation of topic with suitable examples

What do you think this faculty should change?

Additional Remarks:

Saket College of Education

Self Appraisal Form

Basic Information

1. Name of the Faculty (in Full) Dr. / Prof Ms. MANGESH ARJUN PATIL
2. Date of Birth: 29/07/1977. Date of joining: 02/01/2024
3. Department: B.Ed. Designation held: Assit. Prof.
4. Total Experience: 19 Years. Experience in this Institute _____
5. Contact No. (Mobile): 7588192550 Residential 9421567130

SWOT Section

Your strengths

My Possitive Attitude
Confidance. & Taking
the decision.

Your weaknesses

I like to be honest,
and i don't like dishonesty
in my work.

IMPORTANT NOTE

**** Attach a copy of your most recent and completely updated CV****

**** You are required to attach documents wherever needed as instructed in the Performance Management System ****

**** Attach extra sheets for answering, wherever needed ****

Academic Responsibilities

What were the subject allotted to you in this academic year?

F.Y.B.Ed. (Sem-I) Knowledge of Curriculum., SEM-II - Pedagogy School Subject Economics.

SY.B.Ed. SEM-III - Language Across The Curriculum SEM-IV - Contemporary India

Did you use any innovative teaching methods in class? Give Details. and Education.

Used ICT tools, Discussion methods, used - real life examples in day today life.

What is the student attendance attainment across all your classes this A.Y.? {Formula:

Students completing 75% attendance requirement / total number of student enrolled * 5}

F.Y.B.Ed. - 85.

SY.B.Ed. - 80-85

List of efforts that you have taken to improve the attendance of your class

Prepared - motor - meeting groups; Prepared Microsoft team.

Absent students PH calling regularly.

Did you complete the mandatory Research and Industrial Connect requirements this AY. Give details. (Attach list of publications this year)

M. Phil - "A Study of Attitude towards computer in relation with academic achievement and self esteem of secondary school students.

FDPs / Conferences attended/conducted by you. (Provide detailed list)

Attend National conference and presented paper

on Indian Knowledge System on 2nd March 2024

Any highly rated publication/FDP/conference, Give details.

Administrative Responsibilities

What were the administrative responsibilities / tasks assigned to you this A.Y.?

Library book list Register work.

NAAC - work

Which committees were you a member of in this A.Y and what tasks did you Accomplish in these committees?

- 1) Community work - Incharge, 2) Field visit - Incharge
- 3) Internship File - work.
- 3) Exam - supervision - (University Exam)

What was your contribution to IQAC work in this A.Y .Give Details.

- 1) Alumni criteria - 4, 5.
- 2) Internship File.
- 3) Student master work.
- 2)

Did you partake in any inter - departmental outreach activities? Given Details

- 1) Cohort - Discipline Committee Meeting,
- 2) Blood Donation Camp Attending.

Students centered activities

What were the efforts you took towards student mentoring? Give details.

- 1) Community work, Field visit Arrangement, Mentor-mentee group work

Did you engage in a special student outreach activities? Give Details.

Arrangement of community & field visit for B.Ed. students

How many college google reviews do you have with your name mentions? Give details.

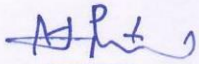
Others

HR related-

1. No. of Casual leaves taken: Leave without Pay taken: in the A.Y.
2. No. of times you reported late () Never () 1-5 times () 5-10 () Frequent
() Always
3. No. of times you left campus early () 1- 5 times () 5 -10 () Frequent

Declaration

All the above – mentioned details are true to best of my knowledge and understanding.

Mangesh Pali 

Name & Sign of the Faculty



8

Dear Asst. Prof.

Mrs. Bhagyawathi Subramanian

Memories fade with time and lessons are forgotten, but experiences shape a human being and leave a lasting mark. Adolescence and early adulthood is the age one shapes their own identity. You as a professor have the privilege of guiding young minds in these experiences and discoveries.

"Teaching is the greatest act of optimism." - Colleen Wilcox

Indeed, teachers are the most optimistic of all and instill that optimism into their students. You as teacher are preparing those young adults, under your loving guidance, for the life as an independent adult and a productively contributing citizen and all the challenges life may throw at them.

Good teaching is not just the lessons learnt but, you teach your students the path to seek answers to all the queries they will ever have. Teachers ask questions and help students find answers. Yet learning isn't only about finding the right answer, but also creating the road that leads to the answer. Learning with every step is the true sign of progress. This will imbibe scientific temper and critical thinking into the students.

A professor has the power to shape the future generations and transform a nation. As we say, "With Great Power Comes Great Responsibilities", being a professor comes with immense responsibilities. I have complete faith in your calibre to take up these responsibilities and fulfil them to the best.

I would like to remind you, every day is a new learning experience for us as teaching professionals too, I am there to mentor and guide you through this academic journey.

Best wishes,


Principal



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Roles & Responsibilities of Assistant Professor / Associate

Professor /Professor

- To prepare a written academic plan, get it approved by the Departmental coordinator and execute the academic plan and ensure syllabus / curriculum completion as per the University requirement.
- To plan unit wise class test with continuous action taken for the upgradation in result, and maintain documentation of the same.
- To motivate and encourage students to participate in the curricular & extracurricular activities and help them to explore their abilities
- To maintain documentation of all such curricular & extracurricular activities
- Take appropriate measures to maintain discipline in the classroom as well as in college premises.
- To mentor the students' on academic careers by helping them to meet graduation requirements and advising them on academic, career, personal issues & self-development.
- To provide feedback monthly to students regarding their overall development.
- Mandatory contribution in exam relevant duties i.e., question paper setting, supervision, evaluation of answer sheet, result preparation etc. as per the requirements of exam committee of the college and University.
- To Maintain accurate records of grades and other academic data such as attendance records or student transcripts.
- To update and maintain academic dairy on daily basis and get it weekly checked with the Departmental Coordinator.
- To complete the allotted NAAC work as per guideline given by the IQAC committee of the college.
- To contribute on attaining the various NAAC criterion and improving the departmental rating.
- To conduct research and industry outreach as per institutional policy.

Administrative Responsibilities

What were the administrative responsibilities / tasks assigned to you this A.Y.?

mentor, mentee Group - (Fy. B.Ed, Sy. B.Ed,) micro-soft Teams., mentor mentee what-up group.

★ NAAC - CO-ordinator.

Which committees were you a member of in this A.Y and what tasks did you Accomplish in these committees?

NAAC -

mentor-mentee Group.

What was your contribution to IQAC work in this A.Y. Give Details.

Code of conduct - done
Pre-school Internship Activity - done, subject- Allotment to
for prepared.

Criteria - 2.

mentor - mentee. [last 5 years]

Group Insurance - done, Internship data, Community work.
date, index on action research, minutes of meeting.

Did you partake in any inter - departmental outreach activities? Give Details

Attended: - How to build world class brand.

workshop attended - Tie n Dye.

workshop attended - Mask making, Puppet show.

placement attended by Cambria school.

Students centered activities

What were the efforts you took towards student mentoring? Give details.

1) I provide guidance and support to students 2) assist students in understanding concepts, completing assignments solving academic doubts. 3) encouraged self directed learning and help them to their project submission with proper guidance.

Did you engage in a special student outreach activities? Give Details.

NO

How many college google reviews do you have with your name mentions? Give details.

2

Others

HR related-

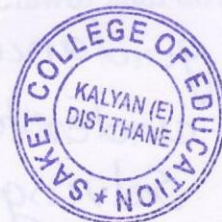
1. No. of Casual leaves taken: NO Leave without Pay taken: NO in the A.Y.
2. No. of times you reported late () Never () 1-5 times () 5-10 () Frequent
() Always
3. No. of times you left campus early () 1-5 times () 5-10 () Frequent

Declaration

All the above – mentioned details are true to best of my knowledge and understanding.

Bhagyawati Subramanian

Name & Sign of the Faculty



Saket College of Education

Self Appraisal Form

Basic Information

1. Name of the Faculty (in Full) Dr. / Prof Ms. Mrs. Bhagyavati Subramanian
2. Date of Birth: 30-03-1975 Date of joining: 01-03-2024
3. Department: B. Ed. Designation held: Asst. Professor
4. Total Experience: 13 years Experience in this Institute _____
5. Contact No. (Mobile): 9930079480 Residential 9930079480/9870532231

SWOT Section

Your strengths

Adaptability, Communication,
Problem Solving,
Time management. etc.

Your weaknesses

Lack of experience in B. Ed
Faculty.

IMPORTANT NOTE

**** Attach a copy of your most recent and completely updated CV****

**** You are required to attach documents wherever needed as instructed in the Performance Management System ****

**** Attach extra sheets for answering, wherever needed ****

Academic Responsibilities

What were the subject allotted to you in this academic year?

- 1) Environmental Studies [B.Ed II] Half.
- 2) Pedagogy of Commerce [B.Ed. I]

Did you use any innovative teaching methods in class? Give Details.

Yes, I introduced lesson by students participation. tell them to write down lecture notes.

What is the student attendance attainment across all your classes this A.Y.? {Formula:

Students completing 75% attendance requirement / total number of student enrolled * 5}

80 to 84%.

List of efforts that you have taken to improve the attendance of your class

Personal call to students of my mentor's group. I encouraged students for project submission, community work,

Did you complete the mandatory Research and Industrial Connect requirements this AY. Give details. (Attach list of publications this year)

FDPs / Conferences attended/conducted by you. (Provide detailed list)

Exploring Use of AI Tools in Research. [experiential learning]

Any highly rated publication/FDP/conference, Give details.

Appendix I- Copy of Student Feedback Form

Feedback Form

Name of the Student:

Class:

Division:

Sarju Kunjappan

A

Name of the Faculty:

Bhagyavathi S

Subjects taught:

Environmental Education

Subject Expertise:

	Poor	Satisfactory	Good	Excellent
Faculty's level of expertise and knowledge in the subject.				✓
Quality of study materials provided by the Faculty.				✓
Faculty's ability to explain concepts at your level of understanding.				✓

	Yes	No
Does the Faculty use additional learning resources like case studies, activities, simulations, etc.	✓	
Does the faculty try to connect their subject with other subjects and create wholistic understanding	✓	

Time Management:

	Poor	Satisfactory	Good	Excellent
Faculty's punctuality (i.e. starts lecture on time)				✓
Faculty's regularity (i.e. is present for lectures as per schedule)				✓
Faculty's ability to complete the syllabus on time				✓

	Yes	No
Does the Faculty Conduct class tests and quizzes at least once a week	✓	
Does the faculty allocated time for revision , feedback and doubts	✓	

Class management and mentoring:

	Poor	Satisfactory	Good	Excellent
Faculty's ability to maintain discipline in class				✓
Faculty's availability to clear doubts				✓
Guidance provided by faculty on academics and career				✓

	Yes	No
Does the faculty make the lectures fun and engaging	✓	✓
Does the faculty motivate and inspire you to achieve better academic results	✓	

What do you like best about this faculty\

Explanation method was very good with suitable examples.

What do you think this faculty should change?

No Comments

Additional Remarks:

Nothing

Dear Asst. Prof.

Mrs. Amina Shaikh

Memories fade with time and lessons are forgotten, but experiences shape a human being and leave a lasting mark. Adolescence and early adulthood is the age one shapes their own identity. You as a professor have the privilege of guiding young minds in these experiences and discoveries.

"Teaching is the greatest act of optimism." - Colleen Wilcox

Indeed, teachers are the most optimistic of all and instil that optimism into their students. You as teacher are preparing those young adults, under your loving guidance, for the life as an independent adult and a productively contributing citizen and all the challenges life may throw at them.

Good teaching is not just the lessons learnt but, you teach your students the path to seek answers to all the queries they will ever have. Teachers ask questions and help students find answers. Yet learning isn't only about finding the right answer, but also creating the road that leads to the answer. Learning with every step is the true sign of progress. This will imbibe scientific temper and critical thinking into the students.

A professor has the power to shape the future generations and transform a nation. As we say, "With Great Power Comes Great Responsibilities", being a professor comes with immense responsibilities. I have complete faith in your calibre to take up these responsibilities and fulfil them to the best.

I would like to remind you, every day is a new learning experience for us as teaching professionals too, I am there to mentor and guide you through this academic journey.

Best wishes,


Principal

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Anchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)



Roles & Responsibilities of Assistant Professor / Associate

Professor /Professor

- To prepare a written academic plan, get it approved by the Departmental coordinator and execute the academic plan and ensure syllabus / curriculum completion as per the University requirement.
- To plan unit wise class test with continuous action taken for the upgradation in result, and maintain documentation of the same.
- To motivate and encourage students to participate in the curricular & extracurricular activities and help them to explore their abilities
- To maintain documentation of all such curricular & extracurricular activities
- Take appropriate measures to maintain discipline in the classroom as well as in college premises.
- To mentor the students' on academic careers by helping them to meet graduation requirements and advising them on academic, career, personal issues & self-development.
- To provide feedback monthly to students regarding their overall development.
- Mandatory contribution in exam relevant duties i.e., question paper setting, supervision, evaluation of answer sheet, result preparation etc. as per the requirements of exam committee of the college and University.
- To Maintain accurate records of grades and other academic data such as attendance records or student transcripts.
- To update and maintain academic dairy on daily basis and get it weekly checked with the Departmental Coordinator.
- To complete the allotted NAAC work as per guideline given by the IQAC committee of the college.
- To contribute on attaining the various NAAC criterion and improving the departmental rating.
- To conduct research and industry outreach as per institutional policy.

Appendix I- Copy of Student Feedback Form

Feedback Form

Name of the Student: Dubey Ashutosh

Class: S.Y.B.Ed.

Division: A

Name of the Faculty:

Subjects taught:

Subject Expertise:

	Poor	Satisfactory	Good	Excellent
Faculty's level of expertise and knowledge in the subject.				✓
Quality of study materials provided by the Faculty.			✓	
Faculty's ability to explain concepts at your level of understanding.				✓

	Yes	No
Does the Faculty use additional learning resources like case studies, activities, simulations, etc.	✓	
Does the faculty try to connect their subject with other subjects and create wholistic understanding	✓	

Time Management:

	Poor	Satisfactory	Good	Excellent
Faculty's punctuality (i.e. starts lecture on time)			✓	
Faculty's regularity (i.e. is present for lectures as per schedule)				✓
Faculty's ability to complete the syllabus on time				✓

	Yes	No
Does the Faculty Conduct class tests and quizzes at least once a week	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the faculty allocated time for revision , feedback and doubts	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Class management and mentoring:

	Poor	Satisfactory	Good	Excellent
Faculty's ability to maintain discipline in class	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faculty's availability to clear doubts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Guidance provided by faculty on academics and career	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
Does the faculty make the lectures fun and engaging	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the faculty motivate and inspire you to achieve better academic results	<input checked="" type="checkbox"/>	<input type="checkbox"/>



What do you like best about this faculty\

faculty give presentation mode lecture

What do you think this faculty should change?

No comments

Additional Remarks:

No

Saket College of Education

Self Appraisal Form

Basic Information

1. Name of the Faculty (in Full) Dr. / Prof Ms. Amina Shaikh
2. Date of Birth: 10/06/81 Date of joining: 13/02/2024
3. Department: R.Ed Designation held: Asst. prof.
- 4 Total Experience: 14 Years Experience in this Institute 2 Months
5. Contact No. (Mobile): 8652417484 Residential _____

SWOT Section

Your strengths

calmly taking decision
Never getting panic

Your weaknesses

Immediatlyg Immediately getting react
in the situation

IMPORTANT NOTE

**** Attach a copy of your most recent and completely updated CV****

**** You are required to attach documents wherever needed as instructed in the Performance Management System ****

**** Attach extra sheets for answering, wherever needed ****

Academic Responsibilities

What were the subject allotted to you in this academic year?

F.Y.B.Ed. Learning and Teaching - Hindi Method
S.Y.B.Ed. Environmental Education

Did you use any innovative teaching methods in class? Give Details.

Yes, use PPT and discussion method.

What is the student attendance attainment across all your classes this A.Y.? {Formula:

Students completing 75% attendance requirement / total number of student enrolled * 5}

80%.

List of efforts that you have taken to improve the attendance of your class

Convince to students for attendance
Use innovative teaching method

Did you complete the mandatory Research and Industrial Connect requirements this AY. Give details. (Attach list of publications this year)

FDPs / Conferences attended/conducted by you. (Provide detailed list)

Experiential Learning. This FDP was online mode, in this FDP- learn Environmental, cultural- evaluational experiential learning

Any highly rated publication/FDP/conference, Give details.

1) FDP - Experiential Learning (Attend)

2) FDP - Yoga Stress management

18/4/24 (In process)

Administrative Responsibilities

What were the administrative responsibilities / tasks assigned to you this A.Y.?

College Development Committee (CDC)

Which committees were you a member of in this A.Y and what tasks did you Accomplish in these committees?

Internal Exam

CDC committee

Student council committee

What was your contribution to IQAC work in this A.Y. Give Details.

1) Time table - 2021-23 - 2020-22 - / 2021-23 - complete, 2020-22 - process on going

2) Students council -

3) value added - (Yoga)

4) Monthly calendar (sem-7 2023)

5) Attendance Register - (2022-23)

Did you partake in any inter-departmental outreach activities? Give Details

Community work - n. motashree - bldge home - khadawali - 02/8/24

2) Kanhor Badlapur - 13/4/24

conduct - various days celebration

Students centered activities

What were the efforts you took towards student mentoring? Give details.

Program arrange - Marathi Bhasha Diwas -

Science day celebration -

Lesson guidance

Internship - Saket school.

Convey all academic messages

Did you engage in a special student outreach activities? Give Details.

community work -

Micro

How many college google reviews do you have with your name mentions? Give details.

Others

HR related-

1. No. of Casual leaves taken: Leave without Pay taken: in the A.Y.
2. No. of times you reported late () Never () 1-5 times () 5-10 () Frequent
() Always
3. No. of times you left campus early () 1-5 times () 5-10 () Frequent

Declaration

All the above – mentioned details are true to best of my knowledge and understanding.

Shaiikh
Name & Sign of the Faculty

(Asst. Prof. Amina Shaiikh)




Appendix-IV

2022-23



SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)
Annual Accounts
2022-2023


I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)					Amt in Rs.
Balance Sheet as at 31.03.2023					
Liabilities	Rs.	Rs.	Assets	Rs.	Rs.
<u>Outstanding Liabilities</u> (As per Schedule - A)		439,868.00	<u>Fixed Assets</u> (As per Schedule-C)		2,289,299.00
<u>Sundry Creditors</u> (As per Schedule - B)		35,172.00	<u>Investments</u> Fixed Deposit Interest accrued for year	271,659.00 -	271,659.00
<u>Assistance</u> Saket Gyanpeeth		2,362,430.24	<u>Current Assets</u> Fees Receivable	94,993.00	94,993.00
			Loans & Advances		72,911.00
			<u>Cash & Bank Balances</u> Cash On Hand Axis Bank Central Bank of India	2,370.00 99,554.24 6,684.00	108,608.24
		2,837,470.24			2,837,470.24

As per our report of even date

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112600 W)

M F Attar
Proprietor
Mem No:-034977
Dated : 07.10.2023



For Saket College of Education- B. Ed

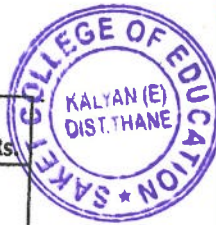
Principal
For Saket Gyanpeeth

Chairman

Secretary

Treasurer

I/C Principal
Saket College of Education
Saket Vidyanagari, Marol
Chinchpada Road, Kalyan (E) - 405 506.
Dist. Thane (M S)

**SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)**

Income and Expenditure account for the year ended on 31.03.2023

Amt in Rs.

Expenses	Rs.	Income	Rs.
To Salary Exp •	2,754,838.00	By Tuition Fees	2,834,811.00
To Affiliation Fees •	49,500.00	By Bank Interest	22,671.00
To Honorarium •	40,000.00	By Interest on FD	13,658.00
To Advertisements •	86,580.00	By Excess of Expenditure over Income	2,886,899.89
To Administration Charges PF •	9,594.00		
To Printing & Stationery I	151,750.00		
To Electricity Charges I	169,320.00		
To Repairs & Maintenance Exp ✓	84,344.00		
To Employers Contribution PF •	86,303.00		
To Subscription & Periodicals L	78,366.00		
To Security Charges •	111,000.00		
To N.A Tax	2,081.00		
To Miscellaneous Expenses	241.00		
To Staff Welfare •	110,093.00		
To Property Tax I	56,696.00		
To Audit Fees R	36,236.00		
To Telephone Expenses I	58,317.00		
To University of Mumbai Fees •	398,436.00		
To Admission Regulating Authority •	120,000.00		
To Garden Exp I ✓	41,400.00		
To Examination Expenses •	68,409.00		
To Bank Charges	817.28		
To Depreciation •	325,944.00		
To Computer Expenses I ✓	95,661.00		
To Professional Charges X	2,000.00		
To Office Expenses R	85,209.00		
To Conveyance •	169,379.61		
To Skill Training Exp •	225,000.00		
To Consumable Exp I ✓	57,600.00		
To NAAC Processin Fees	29,500.00		
To Water Charges I	18,000.00		
To Gathering & Function R	103,030.00		
To Seminar & workshop Exp •	132,395.00		
	5,758,039.89		5,758,039.89

As per our report of even date

For Attar & Co.

Chartered Accountants
(Firm Reg. No. 112600 W)M P Attar
Proprietor

Mem No: 034977

Dated : 07.10.2023



For Saket College of Education- B. Ed

Principal

For Saket Gyanpeeth

Chairman

Secretary

Treasurer

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.Ed,KALYAN (EAST)

Schedule forming part of Balance Sheet for the year ending 31.03.2023

Schedule : A : Outstanding Liabilities

Amt in Rs.

Exam Remuneration
Electricity Charges Payable
Pf Shares Payable
Salary Payable

6,004.00
19,300.00
22,609.00
391,955.00

439,868.00

Schedule : B : Sundry Creditors

Ideal Pest Control
Olive Advance Security Integrated Solution Pvt Ltd
Mahavir Fire Consultant & Agency
Govind Book Stall
Jyoti Punjabi

2,750.00
12,740.00
8,640.00
6,088.00
4,954.00

35,172.00



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

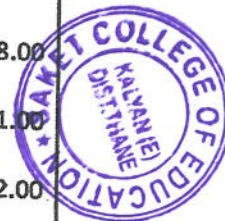
SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)
Schedule forming part of Balance Sheet for the year ending 31.03.2023

Amt in Rs.

Schedule : C : Fixed Assets

Particulars	%	As on 1-Apr-22	Additions Before Sept	Additions After Sept	Deductions	Total	Depreciation	As on 31-Mar-23
Furniture & Fixture	10	937,198.00	-	334,300.00	I -	1,271,498.00	110,435.00	1,161,063.00
Boards	10	5,742.00	-	-	-	5,742.00	574.00	5,168.00
Water Cooler	10	13,066.00	-	-	-	13,066.00	1,307.00	11,759.00
Lift	10	679,532.00	-	-	-	679,532.00	67,953.00	611,579.00
Science lab equipment	15	13,824.00	-	-	-	13,824.00	2,074.00	11,750.00
Inverter & Batteries	15	16,028.00	-	-	-	16,028.00	2,404.00	13,624.00
Biometric	15	2,319.00	12,501.00	-	I -	14,820.00	2,223.00	12,597.00
CCTV Camera	15	10,580.00	129,004.00	10,580.00	I -	150,164.00	21,732.00	128,432.00
Motor Pump	15	2,454.00	-	-	-	2,454.00	368.00	2,086.00
Electrical Installations	15	41,950.00	-	8,800.00	I -	50,750.00	6,953.00	43,797.00
Mobile Handset	15	7,862.00	-	-	-	7,862.00	1,179.00	6,683.00
Library Books	40	42,987.00	34,604.00	11,042.00	L -	88,633.00	33,245.00	55,388.00
Printer	40	2.00	-	19,600.00	I -	19,602.00	3,921.00	15,681.00
Computer	40	20,534.00	56,074.00	204,660.00	I -	281,268.00	71,576.00	209,692.00
Grand Total		1,794,078.00	232,183.00	588,982.00		2,615,243.00	325,944.00	2,289,299.00

I/C Principal
Saket College of Education
Saket Vidyanagar, Morg.
Chinchpada Road, Kalyan (E) - 401 306.
Dist. Thane (M S)





SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)
Schedule forming part of Balance Sheet for the year ending 31.03.2022

Amt in Rs.

Schedule : C : Fixed Assets

Particulars	%	As on 1-Apr-21	Additions Before Sept	Additions After Sept	Deructions	Total	Depreciation	As on 31-Mar-22
Furniture & Fixture	10	648,665.00	-	372,000.00	I -	1,020,665.00	83,467.00	937,198.00
Boards	10	6,380.00	-	-	-	6,380.00	638.00	5,742.00
Water Cooler	10	14,518.00	-	-	-	14,518.00	1,452.00	13,066.00
Lift	10	755,036.00	-	-	-	755,036.00	75,504.00	679,532.00
Science lab equipment	15	16,264.00	-	-	-	16,264.00	2,440.00	13,824.00
Inverter & Batteries	15	18,857.00	-	-	-	18,857.00	2,829.00	16,028.00
Biometric	15	2,728.00	-	-	-	2,728.00	409.00	2,319.00
CCTV Camera	15	12,447.00	-	-	-	12,447.00	1,867.00	10,580.00
Motor Pump	15	2,887.00	-	-	-	2,887.00	433.00	2,454.00
Electrical Installations	15	49,353.00	-	-	-	49,353.00	7,403.00	41,950.00
Mobile Handset	15	-	-	8,499.00	-	8,499.00	637.00	7,862.00
Library Books	40	34,254.00	-	28,044.00	L -	62,298.00	19,311.00	42,987.00
Printer	40	4.00	-	-	-	4.00	2.00	2.00
Computer	40	34,224.00	-	-	-	34,224.00	13,690.00	20,534.00
Grand Total		1,595,617.00	-	408,543.00	-	2,004,160.00	210,082.00	1,794,078.00



[Signature]

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

2021-22



SAKET COLLEGE OF EDUCATION-B.ED.KALYAN (EAST)

Annual Accounts

2021-2022

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306,
Dist. Thane (M S)

Amt in Rs.

As per our report of even date

For Saket College of Education- B. Ed

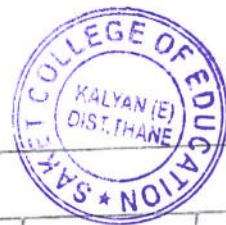
Principal

For Saket Gyanpeeth

Secretary

Treasurer

I/C Principal
Saket College of Education
Saket, Indrapuri Marg,
Chinchpada, Bhiy (E) 421 306.
Dist. Dhule (MS)



SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)
Balance Sheet as at 31.03.2022

Amt In Rs.

Liabilities	Rs.	Rs.	Assets	Rs.	Rs.
<u>Outstanding Liabilities</u> (As per Schedule - A)		98,119.00	<u>Fixed Assets</u> (As per Schedule - C)		1,794,078.00
<u>Sundry Creditors</u> (As per Schedule - B)		11,839.00	<u>Investments</u> Fixed Deposit Interest accrued for year	258,001.00	258,001.00
<u>Assistance</u> Saket Gyanpeeth		3,363,768.13	<u>Current Assets</u> Fees Receivable	118,986.00	118,986.00
			<u>Cash & Bank Balances</u> Cash On Hand Axis Bank Central Bank of India	3,352.00 1,291,157.13 8,152.00	1,302,661.13
		3,473,726.13			3,473,726.13

As per our report of even date

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112600 W)

M F Attar
Proprietor
Mem No:-034977
Dated : 23.09.2022



For Saket College of Education- B. Ed

Principal

For Saket Gyanpeeth

Chairman

Secretary

Treasurer

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)

Schedule forming part of Balance Sheet for the year ending 31.03.2022

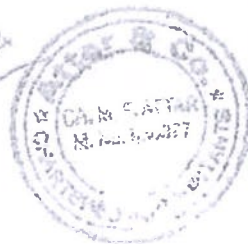
Schedule : A : Outstanding Liabilities

Amt in Rs.

Exam Remuneration	6,004.00
Uom Contribution Payable	85,316.00
Salary Payable	6,799.00
	98,119.00

Schedule : B : Sundry Creditors

Ideal Pest Control	2,750.00
Mahalaxmi Printing Press	3,540.00
Olive Advance Security Integrated Solution Pvt Ltd	3,829.00
Shree Krishnai Paper Mart	1,720.00
	11,839.00



I/C Principal
Saket College of Education
Saket Vidyapeeth Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

2020-21



SAKET COLLEGE OF EDUCATION - B. Ed, KALYAN (EAST)

Annual Report

2020-2021

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road Kalyan (E) 421 306.
Dist. Thane (M S)

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B Ed, KALYAN (EAST)

Income and Expenditure account for the year ended on 31.03.2021

Amt in Rs.

Expenses	Rs.	Income	Rs.
To Salaries •	1,062,139.00	By Tuition Fees	1,094,927.00
To Rent •	2,333,261.00	By Bank Interest	4,402.00
To Affiliation Fees •	54,736.00	By interest on FD	13,510.00
To Eligibility Expenses	21,570.00		
To Printing & Stationery I	2,290.00		
To Electricity Charges I	86,240.00		
To Repairs & Maintenance R	287,454.00		
To Security Charges •	75,000.00		
To N.A. Tax	2,081.00		
To Miscellaneous Expenses	9,326.62	By Excess of Expenditure over Income	3,255,611.20
To Staff Welfare •	12,880.00		
To Property Tax I	55,843.00		
To Audit Fees R	31,359.00		
To Examination Expenses •	90,517.58		
To Inspection Expenses •	20,715.00		
To Depreciation •	222,038.00		
	4,368,450.20		4,368,450.20

As per our report of even date

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112600 W)

M F Attar
Proprietor
Mem No: 034977
Dated : 18.01.2022



For Saket College of Education- B, Ed

Principal

For Saket Gyanpeeth

Chairman

Secretary

Treasurer

I/C Principal
Saket College of Education
Saket, Kalyan (E) Marg,
Chinchpada, Dist. Thane (MS) 421 306.



SAKET COLLEGE OF EDUCATION - B Ed, KALYAN (EAST)

Balance Sheet as at 31.03.2021

Liabilities	Rs.	Rs.	Assets	Rs.	Rs.
<u>Outstanding Liabilities</u> (As per Schedule - A)		250,845.00	<u>Fixed Assets</u> (As per Schedule - C)		1,59,617.00
<u>Stundry Creditors</u> (As per Schedule - B)		5,000.00	<u>Investments</u> Fixed Deposit	245,717.00	245,717.00
<u>Assistance</u> Saket Gyanseeth		1,780,749.34	<u>Current Assets</u> Fees Receivable	110,996.00	110,996.00
			<u>Cash & Bank Balances</u> Cash On Hand	4,240.00	
			Axis Bank	51,179.34	
			Central Bank of India	7,920.00	73,339.34
		2,025,594.34			2,025,594.34

As per our report of even date

For Attn & Co.
Chartered Accountants
(Firm Reg. No. 112500 W)

M. Patel
Proprietor
Mem No. 034977
Dated : 18.01.2022



For Saket College of Education B Ed

[Signature]
Principal

For Saket Gyanseeth

[Signature]
Chairman

[Signature]
Secretary

[Signature]
Treasurer

[Signature]
I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)

Schedule forming part of Balance Sheet for the year ending 31.03.2021

Schedule : A : Outstanding Liabilities

Amt in Rs.

Electricity Charges Payable

8,870.00

Exam Remuneration

6,004.00

Salary Payable

215,971.00

230,845.00

Schedule : B : Sundry Creditors

Ideal Pest Control

5,500.00

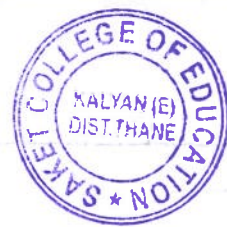
AI Arts

595.00

6,095.00



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)



SAKET COLLEGE OF EDUCATION - Kalyan (E) (MS)
Schedule forming part of Balance Sheet for the year ending 31.03.2021

Schedule - C: Fixed Assets

Particulars	Q	As on 1 Apr-20	Additions Before Sept	Deletions After Sept	Donations	Total	Depreciation	As on 31 Mar-21
Furniture & Fixture	10	720,733.00	-	-	-	720,733.00	72,074.00	648,659.00
Boards	10	7,089.00	-	-	-	7,089.00	709.00	6,380.00
Water Cooler	10	15,131.00	-	-	-	15,131.00	1,513.00	14,518.00
LIB	10	835,929.00	-	-	-	835,929.00	83,593.00	752,336.00
Science Lab equipment	15	19,134.00	-	-	-	19,134.00	3,827.00	15,307.00
Inverter & Batteries	15	22,135.00	-	-	-	22,135.00	3,324.00	18,811.00
Bismillah	15	3,210.00	-	-	-	3,210.00	482.00	2,728.00
CCTV Camera	15	16,644.00	-	-	-	16,644.00	3,197.00	13,447.00
Motor Pump	15	3,395.00	-	-	-	3,395.00	509.00	2,886.00
Electrical Installations	15	58,052.00	-	-	-	58,052.00	8,749.00	49,303.00
Library Books	40	52,090.00	-	-	-	52,090.00	22,836.00	29,254.00
Printer	40	5.00	-	-	-	5.00	2.00	3.00
Computer	40	52,040.00	-	-	-	52,040.00	22,815.00	29,225.00
Grand Total		1,817,655.00	-	-	-	1,817,655.00	222,038.00	1,595,617.00



[Signature]

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

2019-20



SAKET COLLEGE OF EDUCATION - S.T.E, KALYAN (EAST)

2019-2020

I/C Principal
Saket College of Education
Saket Vidyanagar Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B. Ed, KALYAN (EAST)					Amt in Rs.	
Balance Sheet as at 31.03.2020						
Liabilities	Rs.	Rs.	Assets	Rs.	Rs.	
<u>Outstanding Liabilities</u> (As per Schedule - A)		163,973.00	<u>Fixed Assets</u> (As per Schedule-C)	-		1,817,655.00
<u>Sundry Creditors</u> (As per Schedule - B)		12,631.00	<u>Investments</u> Fixed Deposit	217,613.00		
			Interest accrued for year	14,614.00		232,227.00
<u>Assistance</u> Saket Gyanpeeth		1,930,118.54	<u>Current Assets</u> Fees Receivable	34,998.00		34,998.00
			<u>Cash & Bank Balances</u> Cash On Hand	7,509.00		
			Axis Bank	6,652.54		
			Central Bank of India	7,681.00		21,842.54
		2,106,722.54				2,106,722.54

As per our report of even date

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112500 W)

M F Attar
Proprietor
Mem No: 034977
Dated : 31st December, 2020



For Saket College of Education - B. Ed

[Signature]
Principal

For Saket Gyanpeeth

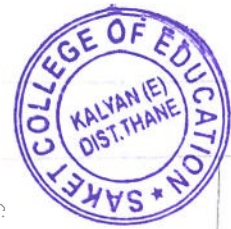
[Signature]
Chairman

[Signature]
Secretary

[Signature]
Treasurer



[Signature]
I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)



SAKET COLLEGE OF EDUCATION - B Ed, KALYAN (EAST)

Income and Expenditure account for the year ended on 31.03.2020

Amnt in Rs.

Expenses	Rs.	Income	Rs.
To Salaries •	1,892,032.00	By Tuition Fees	1,919,872.00
To Rent •	2,333,261.00	By Bank Interest	7,107.00
To Affiliation Fees •	119,000.00	By Interest on FD	14,614.00
To Honorarium •	19,977.00	By Miscellaneous Income	55.00
To Advertisements •	114,745.00		
To Administration Charges PF •	12,186.00		
To Printing & Stationery I	41,410.00		
To Electricity Charges I	259,480.00		
To Repairs & Maintenance R	65,695.00		
To Employers Contribution PF •	77,276.00		
To Newspaper & Magazines L	23,525.00		
To Membership Fees L	11,000.00		
To Security Charges •	161,532.00		
To Postage Expenses	1,345.00		
To Miscellaneous Expenses	13,356.18		
To Conveyance •	15,420.00		
To Staff Welfare •	11,615.00		
To Property Tax I	21,961.00		
To Audit Fees L	29,177.00		
To Bank Charges •	1,761.06		
To university of mumbai fees •	43,780.00		
To Admission regulating authority •	20,000.00		
To Examination Expenses •	296,446.00		
To Depreciation •	265,078.00	By Excess of Expenditure over Income	3,909,410.24
	5,851,058.24		5,851,058.24

As per our report of even date

For Saket College of Education - B Ed

For Attar & Co.

Chartered Accountants
(Firm Reg. No. 112600 W)

M F Attar
Proprietor

Mem No: 034977

Dated : 31st December, 2020



[Signature]

I/C Principal
Saket College of Education
Saket Vidyanagari Marg.
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

[Signature]
Principal

For Saket Gyanpeeth



[Signature]
Secretary

[Signature]
Treasurer

SAKET COLLEGE OF EDUCATION - B.Ed,KALYAN (EAST)

Schedule forming part of Balance Sheet for the year ending 31.03.2020

Schedule : A : Outstanding Liabilities

Amt in Rs.

Electricity Charges Payable

12,860.00

Exam Remuneration

6,004.00

Salary Payable

145,109.00

163,973.00

Schedule : B : Sundry Creditors


Ideal Pest Control

11,000.00

Shree Krishnai Paper Mart

1,171.00

12,631.00


I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)


Schedule forming part of Balance Sheet for the year ending 31.03.2020

Amt in Rs

Schedule : C : Fixed Assets

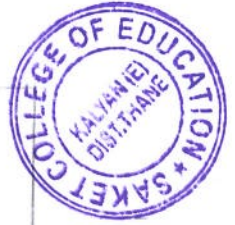
Particulars	%	As on 1-Apr-19	Additions Before Sept	Additions After Sept	Deductions	Total	Depreciation	As on 31-Mar-20
Building	10	13,605,142.00			13,605,142.00			
Furniture & Fixture	10	800,821.00	-	-	-	800,821.00	80,082.00	720,739.00
Boards	10	7,877.00	-	-	-	7,877.00	788.00	7,089.00
Water Cooler	10	17,923.00	-	-	-	17,923.00	1,792.00	16,131.00
Lift	10	-	932,143.00		-	932,143.00	93,214.00	838,929.00
Science lab equipment	15	22,511.00	-	-	-	22,511.00	3,377.00	19,134.00
Inverter & Batteries	15	26,100.00	-	-	-	26,100.00	3,915.00	22,185.00
Biometric	15	3,777.00	-	-	-	3,777.00	567.00	3,210.00
CCTV Camera	15	17,228.00	-	-	-	17,228.00	2,584.00	14,644.00
Motor Pump	15	3,995.00	-	-	-	3,995.00	599.00	3,396.00
Electrical Installations	15	68,308.00	-	-	-	68,308.00	10,246.00	58,062.00
Library Books	40	41,687.00	20,755.00	24,530.00	-	86,973.00	29,883.00	57,090.00
Printer	40	10.00	-		-	10.00	4.00	
Computer		95,067.00	-		-	95,067.00	38,027.00	
Grand Total		1,05,10,446.00	952,899.00	24,530.00	13,605,142.00	2,082,733.00	265,078.00	1,817,655.00




I/C Principal
Saket College of Education
Saket Vidyanagari Marg
Chinchpada Road, Kalyan (E)
Dist. Thane (M S)



2018-19



SAKET COLLEGE OF EDUCATION, KALYAN (E), DIST. THANE

2018-2019

I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306,
Dist. Thane (M S)

Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306,
Dist. Thane (M S)

SAKET COLLEGE OF EDUCATION - B.ED, KALYAN (EAST)
Balance Sheet as at 31.03.2019

				Amt in Rs.	
Liabilities	Rs.	Rs.	Assets	Rs.	Rs.
<u>Outstanding Liabilities</u> (As per Schedule - A)		200,581.00	<u>Fixed Assets</u> (As per Schedule C)		14,710,446.00
Sundry Creditors (As per Schedule - B)		24,912.00	<u>Investments</u> Fixed Deposit Interest accrued for year	203,776.00 13,837.00	217,613.00
<u>Assistance</u> Saket Gyanpeeth		15,813,094.42	<u>Current Assets</u> Fees Receivable	814,936.00	814,936.00
			<u>Cash & Bank Balances</u> Cash On Hand Axis Bank Central Bank of India	1,033.00 287,141.42 7,418.00	295,592.42
		16,038,587.42			16,038,587.42

As per our report of even date

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112600 W)

M. P. Attar
Proprietor

Mem No:-034977

Dated : 21st September, 2019



For Saket College of Education- B. Ed

[Signature]
Principal

For Saket Gyanpeeth

[Signature]
Chairman

[Signature]
Secretary

[Signature]
Treasurer

[Signature]
I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Schedule : C : Fixed Assets

Particulars	%	As on 1-Apr-18	Additions Before Sept	Additions After Sept	Deductions	Total	Depreciation	As on 31-Mar-19
Building	10		15,116,825.00	-	-	15,116,825.00	1,511,683.00	13,605,142.00
Furniture & Fixture	10	889,801.00	-	-	-	889,801.00	88,980.00	800,821.00
Boards	10	8,752.00	-	-	-	8,752.00	875.00	7,877.00
Water Cooler	10	19,915.00	-	-	-	19,915.00	1,992.00	17,923.00
Science lab equipment	15	26,484.00	-	-	-	26,484.00	3,973.00	22,511.00
Inverter & Batteries	15	30,706.00	-	-	-	30,706.00	4,606.00	26,100.00
Biometric	15	4,444.00	-	-	-	4,444.00	667.00	3,777.00
CCTV Camera	15			18,625.00	-	18,625.00	1,397.00	17,228.00
Motor Pump	15	4,700.00	-	-	-	4,700.00	705.00	3,995.00
Electrical Installations	15	80,362.00	-	-	-	80,362.00	12,054.00	68,308.00
Library Books	40	26,103.00	11,198.00	24,133.00	-	61,434.00	19,747.00	41,687.00
Printer	40	16.00	-		-	16.00	6.00	10.00
Computer	40	158,445.00	-		-	158,445.00	63,378.00	95,067.00
Grand Total		1,249,728.00	15,128,023.00	42,758.00	-	16,420,509.00	1,710,063.00	14,710,446.00

I/C Principal
Saket College of Education
 Saket Vidyanagari Marg,
 Chinchpada Road, Kalyan (E) 421 306.
 Dist. Thane (M S)





SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (EAST)

Income and Expenditure account for the year ended on 31.03.2019

		Amt in Rs.	
Expenses	Rs.	Income	Rs.
To Salaries	1,685,540.00	By Tuition Fees	1,784,881.00
To Affiliation Fees	49,500.00	By Bank Interest	3,771.00
To Advertisement Exp-Staff Admi	29,700.00	By Interest on FD	13,837.00
To Printing & Stationery I	35,106.00		
To Computer Expenses I	2,350.00		
To Electricity Charges I	165,590.00		
To Repairs & Maintenance R	228,008.00		
To Newspaper & Magazines L	53,697.00		
To Miscellaneous Expenses	17,740.00		
To Conveyance	24,967.00		
To Gathering & Functions R	62,517.00		
Staff Welfare	25,000.00		
To Property Tax I	92,961.00		
To Audit Fees R	27,140.00		
To Bank Charges	1,456.00		
To Registration Fees	3,000.00		
To university of mumbai fees (Enrollment)	43,500.00		
To Admission regulating authority	25,400.00		
To Examination Expenses (Uom)	64,725.00		
To Inspection Expenses	4,000.00		
To Seminar & Workshop- Faculty	15,000.00		
To Seminar & Workshop- Student	30,739.00		
To Depreciation	1,710,063.00	By Excess of Expenditure over Income	2,595,210.00
	4,397,699.00		4,397,699.00

As per our report of even date

For Saket College of Education- B. Ed

For Attar & Co.
Chartered Accountants
(Firm Reg. No. 112600 W)

M. E. Attar
Proprietor
Mem No: 034977

Dated: 21st September, 2019



I/C Principal
Saket College of Education
Saket Vidyanagari Marg,
Chinchpada Road, Kalyan (E) 421 306.
Dist. Thane (M S)

Principal

For Saket Gyanpeeth

Secretary

Treasurer



SAKET COLLEGE OF EDUCATION - B.Ed, KALYAN (LAST)

Schedule forming part of Balance Sheet for the year ending 31.03.2019

Schedule : A : Outstanding Liabilities

-Amt in Rs.

Electricity Charges Payable	19,720.00
Exam Remuneration	36,619.00
Honorarium payable	6,650.00
Salary Payable	137,592.00
	200,581.00

Schedule : B : Sundry Creditors

Ideal Pest Control	5,500.00
Shree Krishna Paper Mart	13,042.00
R Lall book depot	6,370.00
	24,912.00



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Dist. Thane (M S)