

# URAN EDUCATION SOCIETY'S COLLEGE OF MANAGEMENT AND TECHNOLOGY

[Affiliated to University of Mumbai]

(Recognised by Maharashtra Government)

Palak Maidan, Bori, Uran, Navi Mumbai – 400702. Tel No. (022)272202228/ 2722 4659

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## **Annual Report: 2018 - 2019**

Titles Of The Programs - 1) Enhancement of quality in higher Education  
2) Fire Risk Management

Date of the Programs -

Program Summary -

The past year has witnessed a concerted effort in our college to enhance the quality of education and prioritize the safety of our staff. We conducted two significant programs: "Enhancement of Quality in Higher Education for Faculties" and "Fire Risk Management for Non-Teaching Staff." This annual report aims to summarize the activities, achievements, and outcomes of these initiatives.

### **Enhancement of Quality in Higher Education for Faculties**

Activities:

- 1) Workshops on innovative teaching methods
- 2) Pedagogical approaches
- 3) Organized sessions on research methodologies
- 4) Mentoring programs

Achievements:

Improved the quality of teaching through innovative methods

Engagement in research and publication activities

Enhanced student satisfaction and academic performance

### **Fire Risk Management for Non-Teaching Staff**

Activities:

Awareness about fire risks and prevention

Fire drills

Uses of fire safety equipment

Achievements:

- 1) Readiness for fire emergencies
- 2) Enhanced knowledge and skills of fire safety.

The past year has been marked by significant progress in enhancing the quality of higher education for faculties and improving fire risk management for non-teaching staff. These initiatives have not only enriched the skills and knowledge of our staff but also contributed to a safer and more efficient college environment. We look forward to continued growth.

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## **Annual Report: 2019 - 2020**

Titles Of The Programs - 1) New faculty-oriented program  
2) Record Keeping

Date of the Programs -

Program Summary -

This annual report outlines the progress and outcomes of two significant programs conducted over the past year: the "New Faculty-Oriented Program for Faculties" and the "Record Keeping for Non-Teaching Staff." These initiatives were designed to enhance the professional development of our faculty and improve record-keeping practices for our non-teaching staff.

### **New Faculty-Oriented Program for Faculties**

Activities:

- 1) Workshops on teaching strategies
- 2) Workshops on assessment method
- 3) Mentoring programs

Achievements:

- 1) Enhanced teaching skills
- 2) Increased faculty collaboration
- 3) Enhanced teaching quality and innovative pedagogical approaches

### **Record Keeping for Non-Teaching Staff**

Activities:

- 1) workshops and training sessions on efficient and standardized record-keeping practices
- 2) Digital tools and resources to streamline record-keeping

Achievements:

- 1) Streamlined administrative processes
- 2) Ensured compliance with data security and privacy regulations
- 3) Reduced errors and inconsistencies in record-keeping.

The past year has been marked by significant achievements in the enhancement of the faculty orientation program and record-keeping practices at our college. These initiatives have not only contributed to the growth and development of our faculty and non-teaching staff but have also positively impacted the overall efficiency and effectiveness of the institution. As we move forward, we remain committed to continuous improvement, ensuring that our programs evolve to meet the changing needs and challenges of our college community.

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## **Annual Report: 2021 - 2022**

Titles Of The Programs - 1) Effective Communication skills  
2) Stress Management

Date of the Programs -

Program Summary -

This annual report provides an overview of the programs "Effective Communication Skills for Faculties" and "Stress Management for Non-Teaching Staff" conducted in the past year. These initiatives aimed to enhance communication among our faculty members and promote the well-being of our non-teaching staff.

### **Effective Communication Skills for Faculties**

Activities:

- 1) Workshops and training sessions on effective communication, including active listening.
- 2) Feedback and peer review for effectiveness
- 3) Role models for communication skills

Achievements:

- 1) Improved faculty-student communication
- 2) Enhanced collaboration and teamwork
- 3) Strengthened conflict-resolution and problem-solving skills

### **Stress Management for Non-Teaching Staff**

Activities:

- 1) Stress management training sessions
- 2) Introduced flexible work arrangements
- 3) Promoted physical health through fitness activities

Achievements:

- 1) Increased awareness and understanding of stress management
- 2) Enhanced the efficiency
- 3) Improved work-life balance

The past year has been marked by significant progress in enhancing communication skills among faculty members and promoting stress management among non-teaching staff. These initiatives have not only enriched the skills and knowledge of our staff but have also contributed to a healthier and more efficient college environment.