

Remedial Club

Standard Operating Procedure (SOP)

1.0 Introduction:

This cell will cater the specific needs of academically weak students .This will help them to do better in academics .This cell will provide necessary support in terms of content, Question bank and additional lectures to academically weaker students.

1.1 Objectives of the Club:

1. To Identify students not performing as per minimum standards set by subject teacher.
2. To identify the reasons / factors affecting student's Non performance .
3. To help students in getting the good score in university exam by additional lectures , doubt solving sessions, extra exams etc.
4. To provide special guidance and session on answer writing, memory techniques, etc through expert sessions.
5. To Give peer support to the students in getting the good score in university exam.

1.2 Student identification of Remedial Club Students:

Subject Teacher in consultation with course coordinator will identify remedial students for a particular subject. Standard may be differenet for differendr classes or different for diffrenet subjects in the same class. It will be decided by subject teacher at the beining of each semester.

Student list finalization timeline :

- I. In the beginning : Based on last university result.
- II. Revise list after mid term result (Bottom 10 % or below standard percentage/Marks decided by subject teacher).
- III. Revise list after end term result.

1.3 Scope of Operation:

- This cell will be functional in departments of ACE. One faculty will be appointed as Unit coordinator by Principal of unit and unit coordinator will ensure that remedial cell is effectively functional in his/her unit.
- Remedial club students can be linked to elite club or other students to help them in studydecided by Subject Teacher.(Peer study).

1.4 Activities to be carried out:

Sr. No.	Activity	Responsibility	Activity contribution to objective number
1.	Subject wise identification of students from each class.	Subject Teacher	1
2.	Identification of reasons/ factors affecting student non performance.	Subject Teacher	2
3.	Setting Marks Targets for each student	Subject Teacher	3
4.	Student study schedule preparation and monitoring	Subject Teacher	3
5.	Regular evaluation and monitoring through activities/Mid term/End term /University exam	Subject Teacher	3
6.	Organising Expert/Motivational Session once in a semester	Unit Co-ordinator	4
7.	Evaluation of Term End Exam Result (Target Vs Actual)	Subject Teacher	3
8.	Evaluation of Term End Exam Result (Target Vs Actual)	Subject Teacher	3
9.	Preparing and monitoring extra lecture schedules	Subject Teacher	3
10.	Reporting to management	Unit Coordinator	-

1.5 Club Meetings:

Frequency for meeting :

- Once in month at subject teacher level.
- Once in semester at ACE level.

Who will be the participants:

- Management
- Principal
- Unit Coordinator
- Students

Meetings at subject teacher level :

Monthly one meetings will be held at subject teacher level. Doubt solving , discussions, extra lectures , student presentations , assignments , question paper solving etc will be done in these meetings.

Meetings at ACE level :

- Atleast one session will be organised per semester for remedial club students
- Expert can be from AEF or outside person having rich knowledge and experience in academics.

- Some suggested topics for expert session are Answer writing techniques, Time management, Stress management, Effective study techniques, Effective Memory techniques and tools etc.
- Students will share their study methodologies, achievements etc in meetings.
- Discussions can be held regarding best reference books, study materials, effective study schedules etc amongst the students.

1.6 Solving Old University Question Papers:

- All remedial club students will solve atleast three old university question papers per subject in detail before final university exam.
- Remedial club students will solve and submit all important questions given by subject teacher.
- These papers will be evaluated by subject teacher.
- All the feedback will be communicated to students in club meetings or personally.
- This will help students to improve their answers before final exam.

1.7 Reporting Mechanism:

- Subject Teacher will prepare list of remedial club students after 1st evaluation (Mid Term) Unit coordinator will send list of remedial club students along with target percentage to QAG head.
- Subject teacher will keep record of efforts taken after the 1st evaluation and will submit to unit coordinator at the end of the month(Ex. If the Mid term exam was conducted in the month of sept 2021, activity conduction is expected in the month of october2021 along with compile report at the end of the month) unit coordinator will prepare and submit report of activities conducted on last working day of particular month to QAG head with CC to unit head.
- Students not responding to efforts taken by subject teacher and not interested in remedial club can be replaced with other students by taking undertaking.

1.8 Check list:

Sr. No.	Activity	Target completion date	Status
1	Identification of students based on 1 st Evaluation	Within 1 week of Term End Exam	
2	Identification of reasons for non performance	Within 2 week of Term End Exam	
3	POA From subject teacher.	Within 10 days after Term End exam..	
4	Meetings with subject teacher	Once in month	
5	Updating list after mid term result	Within 1 week of Term End Exam	
6	Organising Expert Sessions	One in a semester for all students.	
7	Updating list after Term End result	Within 7 days after end Term End.	
8	Old University Paper solving & checking by subject teacher	15 days before university exam	

		4123 ENGLISH SPECIAL PAPER IV			
2	166 KHAN KHUSHBAR JAHANTAJ	4101 INTRODUCTION TO EDUCATIONAL RESEARCH 4103 ADVANCED EVALUATION PROCEDURES IN LEARNING 4123 ENGLISH SPECIAL PAPER IV			
3	179 SHAIKH VAYADA ASLAM	4123 ENGLISH SPECIAL PAPER IV	10 * 20 30		
4	180 SHAMDASNI GIRISHMA NARESH	4101 INTRODUCTION TO EDUCATIONAL RESEARCH 4123 ENGLISH SPECIAL PAPER IV			
5	191 UGALE PRAGATI SANJAY	4101 INTRODUCTION TO EDUCATIONAL RESEARCH	10 * 08 18	Dr. Rekha Patil	
6	196 KUMASGI RUKHSAR CHAND	4101 INTRODUCTION TO EDUCATIONAL RESEARCH			
7	200 KHAN ZEBA AHMED	4101 INTRODUCTION TO EDUCATIONAL RESEARCH 4103 ADVANCED EVALUATION PROCEDURES IN LEARNING			

Class FYBScBED

2022-23

Sr No	Name of Student	Subject		Name of Subject Teacher	Sign
1	17 ASMITA SUDAM DHANAVA	1101 EDUCATION FOR DEVELOPMENT IN THE 21ST CENTURY 1111 PHYSICAL & INORGANIC CHEMISTRY (TERM I&II) PAPER - I			

Class SYBScBED

2022-23

Sr No	Name of Student	Subject		Name of Subject Teacher	Sign
1	45 ATHARVA SATISH GORE	2112 ORGANIC & INORGANIC CHEMISTRY SEM I & SEM II	11 * 19 30	Kavita Palve	
2	49 SHAIKH SHAFIQUA NAIM	2112 ORGANIC & INORGANIC CHEMISTRY SEM I & SEM II	13 * 20 33		
3	18 SAYYAD AYESHA ASIF	2101 PSYCHOLOGY OF DEVELOPMENT & LEARNING 2111 PHYSICAL & ANALYTICAL CHEMISTRY SEM I & SEM II 20 80 100 E E FF 2112 ORGANIC & INORGANIC CHEMISTRY SEM I & SEM II 20 80 100 E E FF 2113 CHEMISTRY PRACTICAL 20 80 100 E E FF	AA AA * AA 01 AA * 01 02 AA * 02 AA AA * AA		

18 SAYYAD AYESHA ASIF	ANGIOSPERM AND SEM I & PLANT ANATOMY AND EMBRYOLOGY SEM II	02 AA * 02		
	2142 PLANT PHYSIOLOGY SEM I & PLANT BIOTECHNOLOGY SEM II	02 AA * 02		
	2143 BOTANY PRACTICAL 20 80 100 E E FF	AA AA * AA		
	2151 ANIMAL DIVERSITY III SEM I & ANIMAL DIVERSITY IV SEM II 20 80 100 E E FF	02 AA * 02		
	2152 APPLIED ZOOLOGY I SEM I & APPLIED ZOOLOGY II SEM II 20 80 100 E E FF	02 AA * 02	Dr. Rekha Patil	
	2153 ZOOLOGY PRACTICAL 20 80 100 E E FF	AA AA * AA		

Class TYBScBED

Sr No	Name of Student	Subject	Marks	Name of Subject Teacher	Sign
1	34 SHAIKH SANA KAUSAR SHAKEEL	3132 Electrodynamics & Quantum mechanics	10 * 27 37		
		3133 CLASSICAL MECHANICS & THERMODYNAMICS &	10 * 32 42		
		3134 ATOMIC & MOLECULAR PHYSICS & NUCLEAR PHYSICS	10 * 32 42		
2	RAJU	3101 ENGLISH AECC	10 31 * 41		
3	44 ROCHELLE ALEX FERNANDES	3152 HISTOLOGY & ANIMAL PHYSIOLOGY	13 AA * 13		
		3153 BIOLOGICAL CHEMISTRY/ MOLECULAR BIOLOGY	10 AA * 10		
		3154 GENETICS & ENTOMOLOGY	10 AA * 10		
4	52 SALONI SUNIL SHINDE	3101 ENGLISH AECC	10 AA * 10		
		3102 CONTENT CUM METHODOLOGY (CCM)- SCI.	14 AA * 14		
		3103 CONTENT CUM METHODOLOGY (CCM)- MATH	16 AA * 16		
		OF SCHOOL EDUCATION-ISSUES & CONCERNS	12 AA * 12		
		3151 PEST MANAGEMENT & MEDICAL & FORENSIC ZOOLOGY	10 AA * 10	Dr. Rekha Patil	
		3152 HISTOLOGY & ANIMAL PHYSIOLOGY	10 AA * 10		
		3153 BIOLOGICAL CHEMISTRY/ MOLECULAR BIOLOGY	10 AA * 10		
		3154 GENETICS & ENTOMOLOGY	10 AA * 10		
		3155 ZOOLOGY PRACTICAL I	AA AA * AA		
		3156 ZOOLOGY PRACTICAL II	AA AA * AA		

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2023-2024

Remedial Classes Report 2023-2024






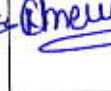
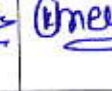
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2023-24

Remedial Classes Attendance Sheet

Class: - S.Y. B.Sc. B.Ed.

Subject Code & Name: - 2112. Inorganic & organic
Chemistry -

Sr.NO	Name of Student	Session-I	Session-II	Session-III	Session-IV	Session-V	Session-VI
1	Atharav Satish Gore	Online 27 Dec 2022	Online 2 Jan 2023	Online 4 Feb 2023	Online 12 Sep 2023	Online 10 Nov 2023	Online 23 Apr 2024
Sign of Faculty							



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2023-24

Faculty Report of Remedial Classes

Class: -

Subject Code & Name: -

Name of Faculty: -

Sr.No.	Item	Description	Remark
1	Syllabus/Topics Covered	all topics covered	Ppt, notes send on gp.
2	Previous Year Question paper Solved	provided -	Students solved the P.Y.Q.s
3	Answer sheet Writing Technique explanation	given guidance	explanation has done
4	Study Material Provided	Study material	provided on gp.
5	Classes conducted for Doubt Clarification	on Google Classroom, online session conducted -	attended the sessions.

Kavita Pande
Name & Sign of Faculty

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2023-24

Students Feedback of Remedial Classes

Class: - S.Y.B.Sc.B.Ed -

Subject Code & Name: - 2112 Inorganic & organic

Name of Faculty: - Kavita Patil

chemistry -

Sr.NO	Item	Feedback- Good/Average/Poor
1	Study notes/Material Provided	Provided, good -
2	Teaching Clarity	Good -
3	Coverage of Important Topics	Good -
4	Doubt Clarifications	Yes good -
5	PYQ Solved	Yes solved, good.

Suggestions: -





QB of Paper II sem II

Add class comment



Kavita Palve

Dec 27, 2022



QB

Add class comment



Kavita Palve

Dec 16, 2022



study material

Add class comment



Kavita Palve

Oct 1, 2022



study material of inorganic and organic chemistry
kindly go through it.

Add class comment



Kavita Palve

Feb 11, 2022



Backlog che konte subject tuze

10:01 AM

2112 sem 1 and sem 2 ka

10:01 AM

Yess ma'am

10:03 AM ✓✓

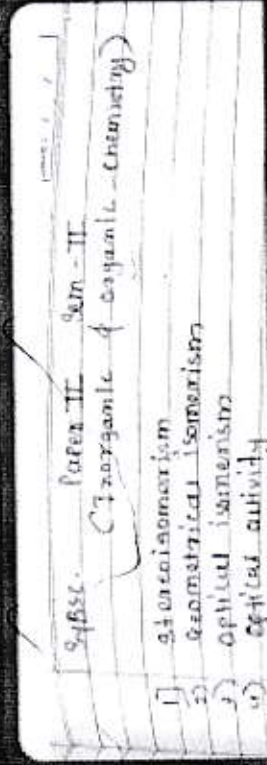
Ok

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April 23, 2024

QB of 2112 sem 2

11:38 AM



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11:38 AM

Try to solve it

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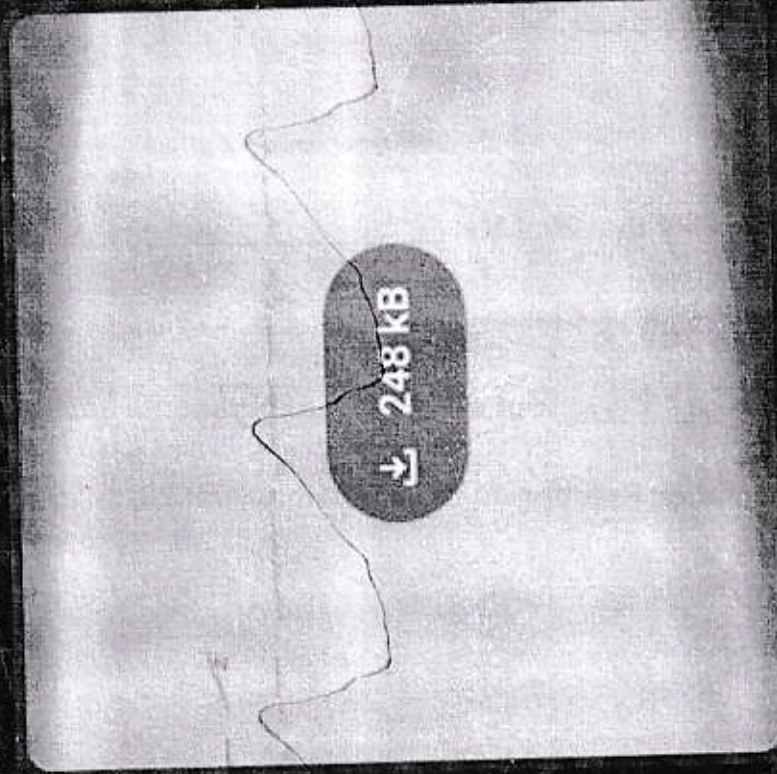
Your security code with Kavita Mam Ace changed. Tap to learn more.

June 8, 2023

vh4occc

1:33 PM

January 12, 2024



Solve this question paper and check it out from me, and if you