# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

2013-14

**AQAR for the year**

**1. Details of the Institution**

INSTITUTE OF TEACHER EDUCATION

1.1 Name of the Institution

N-H58 Delhi-Meerut Road

1.2 Address Line 1

Kadrabad, Modinagar, Gzb.

Address Line 2

Modinagar

City/Town

UTTAR PRADESH

State

201201

Pin Code

itekm@yahoo.in

Institution e-mail address

9219419830

Contact Nos.

Dr. Anju Gupta

Name of the Head of the Institution:

9219419830

Tel. No. with STD Code:

09412628808

Mobile:

Mr. Aashish Mishra

Name of the IQAC Co-ordinator:

08755169256

Mobile:

anju\_gupta @74rediffmail.com

IQAC e-mail address:

UPCOTE 12631

1.3 **NAAC Track ID**

**OR**

1.4 **NAAC Executive Committee No. & Date:**

EC/38/119 dated feb02, 2006

www.itekmodinagar.in

1.5 Website address:

http://www.itekmodinagar.in/AQAR2013-14.doc

Web-link of the AQAR:

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | C++ | 68 | 2004 | 02/02/2006 to 01/02/2011 |
| 2 | 2nd Cycle | B | 2.09 | 2015 | 1/5/2015to1/5/2015 |
| 3 | 3rd Cycle |  |  |  |  |
| 4 | 4th Cycle |  |  |  |  |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

05.04.2007

1.8 Details of the previous year’s AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC

1. AQAR 2007-08sumitted to NAAC on 4th April 2013
2. AQAR 2008-09sumitted to NAAC on 4th April 2013
3. AQAR 2009-10sumitted to NAAC on 4th April 2013
4. AQAR 2011-12sumitted to NAAC on13th August 2013
5. AQAR 2012-13sumitted to NAAC on15th July 2014

1.9 Institutional Status

**🗸**



University State Central Deemed Private

**🗸**

Affiliated College Yes No

**🗸**

Constituent College Yes No

**🗸**

Autonomous college of UGC Yes No

**🗸**

Regulatory Agency approved Institution Yes No

**🗸**

Type of Institution Co-education Men Women

**🗸**

Urban Rural Tribal

**🗸**

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

**🗸**

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

**🗸**



Others (Specify)

1.11 Name of the Affiliating University *(for the Colleges)*

Chaudhary Charan Singh University, Meerut

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

03

2.1 No. of Teachers

02

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

2.4 No. of Management representatives

02

02

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

01

community representatives

--------

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders: No.

03

Faculty

Non-Teaching Staff Students Alumni Others

-

01

**🗸**

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

06

**🗸**

Total Nos. International National State Institution Level

(ii) Themes

1. **seminar** on the following topics are organized –

* Revisiting Swami Vivekananda vision for new education challenges
* Peace education :Need of present perspective
* Role of teacher in moral development of child
* seminar on **“Confidence Building**

1. **workshops** are conduct during the session

* Workshop on art & craft
* Workshop on action research
* Workshop on ICT
* Workshop on **“Success Building**

2.14 Significant Activities and contributions made by IQAC

* The IQAC formulates plans for various academic and non-academic activities • The IQAC regularly conducts institutional level seminars
* Encourage committee to float value added and skill oriented courses
  + Four Research projected funded by management are completed successfully
  + Six ESW projects has been completed
  + Guidance and counselling has been provided to the students of Swami Kalyan Dev School
  + A rally has been organized on Voting Awareness
  + Ensuring quality of academic by getting feedback from students and alumni
  + Organized guest lectures
  + Organized Camps on Diabetes and Hypertension, Polio Camp, &cancer Awareness
  + Released institute newsletter

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| Refer Annexure -1 |  |

*\* Academic Calendar of the year as Annexure.* 2

2.15 Whether the AQAR was placed in statutory body Yes No

**🗸**

**🗸**

Management Syndicate Any other body

Provide the details of the action taken

Skill oriented program has been introduced

Applied and received fund from management of Rs. 32000/-

Placement has been strengthened to provide more career option

Different curricular and co-curricular activities have been organized To inculcate more value added knowledge in students.

Skill oriented program has been introduced during this session

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD |  |  |  |  |
| PG |  |  | 01 |  |
| UG |  |  | 01 |  |
| PG Diploma |  |  |  |  |
| Advanced Diploma |  |  |  |  |
| Diploma |  |  |  |  |
| Certificate |  |  | 01 |  |
| Others |  |  |  |  |
| **Total** |  |  | 03 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary |  |  |  |  |
| Innovative |  |  |  |  |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | 02 |  |  |  |
| Trimester | - |
| Annual | 01 |

**🗸**

**🗸**

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

***(On all aspects)***

**🗸**

Mode of feedback : Online Manual Co-operating schools (for PEI)

***\*Please provide an analysis of the feedback in the Annexure 3***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Discussions with subject experts, feedbacks from the current students, suggestions from the Alumni are taken into consideration for reviewing the existing programmes

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 18 | 09 | 02 | 01 | 06 |

2.1 Total No. of permanent faculty

06

2.2 No. of permanent faculty with Ph.D.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
| R | V | R | V | R | V | R | V | R | V |
| 04 | 04 | 01 | 01 | 0 | 01 | 02 | 02 | 07 | 07 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

---

06

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops |  | 10 |  |
| Presented papers |  | 10 |  |
| Resource Persons |  | 01 |  |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

* **Students using ICT in seminar**

207

2.7 Total No. of actual teaching days

during this academic year

2.8 Examination/ Evaluation Reforms initiated by

Re-Evaluation

the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum

restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

75

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division | | | | |
| Distinction % | I % | II % | III % | Pass % |
|  |  |  |  |  |  |  |
| B.Ed.(2013-14) | 100 | **Result not yet published** | | | | |
| M.Ed (2011-12) | 35 | **Result not yet published** | | | | |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC of the institution contributes monitors and evaluates the Teaching & Learning

process by way of conducting the periodical meetings. The outcomes of feedback from students, alumni, and teaching practice schools are recorded for improving the system of the quality of education. IQAC analyses the students’ feedback and takes necessary action.

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
| Refresher courses | -- |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | -- |
| Summer / Winter schools, Workshops, etc. | 12 |
| Others | - |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of Permanent  Employees | Number of Vacant  Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 03 | 0 | 0 | 0 |
| Technical Staff | 02 | 0 | o | 0 |

**Criterion – III**

**3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

To inculcate the climate of research, college has constituted a research committee. The main objective of this committee is to encourage and help the faculty and the students to undertake the research projects. As a result,

* Four research projects are completed.
* Six ESW projects were completed.
* The IQAC of the institution encourages the staff members to organize seminars, workshops and conferences, etc.
* Two faculty members have been awarded Ph. D degree.
* One faculty member has registered herself in Ph. D Programme

3.2Details regarding major projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | - |  |  |  |
| Outlay in Rs. Lakhs |  |  |  |  |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | - |  |  |  |
| Outlay in Rs. Lakhs |  |  |  |  |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals |  | 09 |  |
| Non-Peer Review Journals |  |  |  |
| e-Journals |  |  |  |
| Conference proceedings |  | 01 |  |

3.5 Details on Impact factor of publications:

-

-

-

-

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | Duration  Year | Name of the  funding Agency | Total grant  sanctioned | Received |
| Major projects |  |  |  |  |
| Minor Projects |  |  |  |  |
| Interdisciplinary Projects |  |  |  |  |
| Industry sponsored |  |  |  |  |
| Projects sponsored by the University/ College | 01 | ITE | 32000/- | 32000/- |
| Students research projects  *(other than compulsory by the University)* |  |  |  |  |
| ESW PROJECTS | 01 | ITE |  | 2500 |
| Total |  |  |  | 34500 |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

-

-

-

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

-

-

-

-

-

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

-

-

-

INSPIRE CE Any Other (specify)

-

-

-

NIL

3.10 Revenue generated through consultancy NIN

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number |  |  |  |  | 03 |
| Sponsoring agencies |  |  |  |  | ITE |

3.11 No. of conferences

organized by the Institution

01

3.12 No. of faculty served as experts, chairpersons or resource persons

Local

3.13 No. of collaborations International National Any other

01

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

34500/-

-

From Funding agency From Management of University/College

Total

34500/-

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | Applied | NA |
| Granted | NA |
| International | Applied | NA |
| Granted | NA |
| Commercialised | Applied | NA |
| Granted | NA |

3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| - | - | - |  |  |  |  |

Of the institute in the year

3.18 No. of faculty from the Institution

01

who are Ph. D. Guides

and students registered under them

03

3.19 No. of Ph.D. awarded by faculty from the Institution

NA

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

-

-

JRF SRF Project Fellows Any other

-

--

3.21 No. of students Participated in NSS events:

-

-

University level State level

National level International level

-

-

3.22 No. of students participated in NCC events:

-

-

University level State level

National level International level

-

-

3.23 No. of Awards won in NSS:

-

University level State level

-

National level International level

-

-

3.24 No. of Awards won in NCC:

University level State level

-

-

National level International level

-

-

3.25 No. of Extension activities organized

12

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

* The institute encourages the faculty and students to take up various activities relating to extension and social responsibilities.
* Health and cancer awareness camp .
* Programs in collaboration with N. G. O.’s.
* Gender sensitized programs.
* Each one teach one program
* ESW Projects

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 2.2acre |  | Institute of education Society | 2.2 acre |
| Class rooms | 10 |  | Institute of education Society | 10 |
| Laboratories | 05 |  | Institute of education Society | 05 |
| Seminar Halls | 01 |  | Institute of education Society | 01 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | Equipments for resource centres (22) | yes | Institute of education Society | 01 |
| Value of the equipment purchased during the year (Rs. in Lakhs) |  |  | Institute of education Society | 34,888 |
| Others | - | - |  | - |

4.2 Computerization of administration and library

The entire administration is fully computerized with the following facilities and they are also available for both staff and students.

* ICT has been integrated in the institutional activities.
* Internet is provided to every department.
* Internet Centre in the computer lab is available for students.
* OPAC facility in Library
* 01computers and 1 printer is available for public access in the library
* Library is managed through Tech lib 7
* Examination process and office accounting is computerised

4.3 Library services:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 7677 | 817441 |  |  |  |  |
| Reference Books | 233 | 20840 |  |  |  |  |
| e-Books | - | - | - | - | - | - |
| Journals | 147 | 27885 |  |  |  |  |
| e-Journals | 04 | - |  | - | 04 | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | 83 | 830 | - |  | 83 | 830 |
| Others (specify) | 530 | 7500 | 34 | 930 | 563 | 8430 |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | 23 | 19 | 100Mbps | 01 | - | 02 | - | 2 |
| Added | 0 | - | - | - | - | 0 | 0 | - |
| Total | 23 | 19 | 200 Mbps | 01 | - | 02 | - | 2 |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

* Operational knowledge of computer to student teacher
* The faculty members and students of the institute are provided with computer, internet, audio-visual aids to facilitate teaching, learning
* Library is equipped with OPAC for the benefit of the staff and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

**Total :**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Student members of the IQAC are encouraged to come out with their views and suggestions for the enhancement of quality of the institution.
2. IQAC provides information about various Student Support Services available at the institution and other levels.
3. Job Skill oriented programmes are organized
4. IQAC offers competent academic counselling to our students.
5. IQAC has an effective mechanism to use student feedback for quality enhancement.
6. Book Bank Scheme

5.2 Efforts made by the institution for tracking the progression

The institution monitors and ensures the achievements of the learning outcome through analysis of the unit tests, pre- university examination and the pass percentage in final university examination results.

Institute arrange Alumni meet and maintain the record of their progress.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 100 | 35 | 0 | 0 |

5.3 (a) Total Number of students

(b) No. of students outside the state

01

0

(c) No. of international students

|  |  |
| --- | --- |
| No | % |
| 0 |  |

|  |  |
| --- | --- |
| No | % |
| 0 |  |

Men Women

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year  B.Ed.2012-13 & M.Ed. 2011-12&2012-13 | | | | | | This Year  B.Ed. &M.Ed. 2013-14 | | | | | |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 57 | 117 | 01 | 60 | 01 | 236 | 17 | 172 | 0 | 21 | 01 | 210 |

Demand ratio - Dropout % -

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The institute arranges for guidance and coaching classes for Ph.D. entrance, NET/SET examinations and other competitive examinations

The ITE Alumni Association delivered lectures and provide guidance and counseling.

No. of students beneficiaries

130

5.5 No. of students qualified in these examinations

-

-

-

-

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

-

-

-

-

5.6 Details of student counselling and career guidance

* To facilitate the needs of the students, a one day career oriented seminar and workshop is conducted for the student teacher.

• To improve the communication skill in English, the language activities are conducted.

• The Yoga and Meditation program help the students to keep them physically and

mentally fit.

• Career Guidance and Placement Cell provides guidance and counseling to the students

regarding higher studies and employment.

• Placement Cell arranges campus interviews for placement in various organizations.

• The students are encouraged to exhibit their skills and talents through various cultural and co curricular activities.

130

No. of students benefitted

5.7 Details of campus placement

|  |  |  |  |
| --- | --- | --- | --- |
| ***On campus*** | | | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 01 | 10 | 01 | 21 |

5.8 Details of gender sensitization programmes

* A guest lecture on “**women legal Right**” was delivered by Shyam Singh Verma (advocate) on 26 April 2014.
* A Guest lecture on “**Health and Adolescent Girls**” was organized during 8th May 2014. The occasion was graced by the chief guest Dr. Aashu Tyagi.(Genealogist)

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

-

-

-

State/ University level National level International level

No. of students participated in cultural events

-

-

-

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

-

-

-

Sports : State/ University level National level International level

-

-

-

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number of  students | Amount |
| Financial support from institution | 0 | 0 |
| Financial support from government | 0 | 0 |
| Financial support from other sources (Scholarship from UP Gov.) | 172 | 55,33250 |
| Number of students who received International/ National recognitions | 0 | 0 |

5.11 Student organised / initiatives

-

-

-

Fairs : State/ University level National level International level

-

-

-

Exhibition: State/ University level National level International level

07

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_

. Re-Evaluation of internal examination

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision**

*To promote academic excellence and create humane, self reliant teachers to face the local and global challenges of the society .*

**Mission –**

* To ornate pupil teachers and future teachers educators with righteous conduct as reflected in our emblem “Dharma Rakshati Rakshatra”.
* To produce teachers embodied with cultural traditions of our society and capable of responding to the changing needs of the modern Indian society.

6.2 Does the Institution has a management Information System

**1 Administrative procedures**

IQAC and committtees meetings for feedback and decision making.

Periodic meetings of various committees and decision making therein.

Staff meetings on syllabus completion and correction feedback.

2. **Student admission:**

Daily day-end reports on admission status.

**3. Students’ records:**

Monthly attendance record and feedback of students.

**4. Evaluation and examination procedures:**

Existance of full-fledged examination committee and updated maintenance of concerned records.

Meetings of examination committee.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

* Feedbacks on curriculum development by current student and alumni.
* The present and outgoing students’ feedback regarding the relevance and content quality of the subjects is considered.

6.3.2 Teaching and Learning

* Preparing academic calendar.
* Demonstration (ICT aids)
* Poster presentation and article presentation.
* Field based supervision
* Exhibition of teaching aid material
* Conducting unit tests, group discussions and home assignments etc.
* Motivating students for research activities.
* For Learning, Students are motivated to use technology based education such as LCD & OHP etc.
* Seminar and workshop are organized periodically for quick learning minimizing the use of subject books.
* The college follows the self- appraisal method to evaluate the performance of faculty, which is used for correcting shortfalls.
* It has a feedback mechanism to evaluate the teachers and the feedback is reviewed every year.
* The college has adequate number of qualified and competent teachers to handle all the courses.

6.3.3 Examination and Evaluation

To improve the results, unit tests are conducted after the completion of topic /unit. Extra lectures are conducted by the faculties to complete the syllabus in the stipulated time. The examination schedule of unit test and pre- University examination, remedial classes are proposed by the Examination Committee. After the theory examination, answer papers are assessed, by following strictly the rules and regulations laid down the C.C.S university and the result is declared in the stipulated time.

6.3.4 Research and Development

* Encourage by providing Research funds
* ICT facilities for research
* Supporting teachers with study leaves, allowances etc.
* Improving library and laboratory facilities for research
* Establishing research committee for inculcating research atmosphere.
* Guiding teachers for improving API through participation in conferences and through publishing of articles, books and research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

* Every year newly published books, are added to library.
* Infrastructure facilities on par with urban colleges.
* ICT facilities are available to students.
* The institution has a well-equipped library with the ICT facilities.
* There are more than 8,500 books and 18 subscribed journals.
* The library deploys OPAC to provide access to the collection
* . Staff, students and research scholars utilize the internet facility free of cost.
* The ICT lab is equipped with20 computers, OHP, LCD digital camera etc.
* Spacious multi-purpose hall is available for various activities of the institute.
* Generators with capacity of 10KVA have been installed.

6.3.6 Human Resource Management

* Encourage and depute faculty for participating in national international seminar, conferences and workshops.
* The institution has sincere, dedicated and committed faculty and visionary management.
* The institute has an adequate number of qualified and competent teachers to handle the courses.
* Workshops are arranged for the faculty to enrich their knowledge in ICT effectively.
* Effective system of appraisal of performance of teachers.
* Communication system is very good.

6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non-teaching staff is done on the basis of type of post created, strictly by following the rules and regulations laid down by the government, university and U.G.C. The temporary teaching and non-teaching staff for non-grant or professional or add-on courses is recruited on the institutional level.

6.3.8 Industry Interaction / Collaboration

* Organising seminar/programmes in association with professional bodies NGO’s etc.
* The institute has collaboration with IDST.
* The institution has constructive relationship with school of the nearby locality to work on various outreach and extension activities.

6.3.9 Admission of Students

* + - Admission through common entrance tests organized by state government
    - As per rules and regulations of state Government and University Norms

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching | Loan facility  Advance payment against the salary  Medical facility in the campus  Maternity leave & medical leave facilities  OD for attending seminars & workshops |
| Non teaching | Advances for medical Treatment,  Uniforms and other safety gadgets |
| Students | Book Bank Scheme  Computer with internet access free of cost  Admission fees in installments |

6.5 Total corpus fund generated

yes

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit Type | External | | Internal | |
| Yes/No | Agency | Yes/No | Authority |
| Academic | NO | - | YES | Principal & various committee |
| Administrative | NO | - | YES | IQAC |

6.8 Does the University/ Autonomous College declares results within 30 days?

√

For UG Programmes Yes No

√

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

* Bar coding System is implemented
* Results flashed on mobile and website

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

Registered Alumni Association

**Activities**

* Organisation of alumni meet.
* Organisation of guest lectures of alumni
* Campus recruitment, Placement through Alumni etc.
* Member of Alumni Association has contributed various educational material

6.12 Activities and support from the Parent – Teacher Association

* Parents regularly express their valuable suggestions for the development of the students through the institute’s functions and the teachers take efforts to implement the suggestions positively.

6.13 Development programmes for support staff

* The institution conducts staff development programmes by inviting resource persons on various subjects and academicians from outside the college.
* The faculty of the college is provided with computer, internet, audio-visual aids and computer aided packages to facilitate teaching.
* It is planned to introduce more development programmes for teaching and nonteaching members of the institution.
* Non teaching staff members have been encouraged to register themselves to continue higher education

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plenty of trees and flower plant are planted and also properly maintained to make the campus eco friendly. Gardner is appointed exclusively for this purpose. lawns and parks with eco atmosphere are taken care of. Solid waste is disposed off properly. Workshop and activities are organized to make student teachers aware with eco-friendly atmosphere.

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

Institute has released its own research journal

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

beginning of the year

Annexure -01

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

* Each one teach one program
* Research project

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

* **Poster competition** was organized on the theme “Stop the big burn on Zero emission day on 21-09-2013.
* **Herbal Garden** activity was conducted on World Planting day on 21-10-2013**.**
* **Clay modelling** competition was organized on World Soil Day on 05--12-2013**.**

√

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths**

* Committed teaching staff and support staff
* Very active alumni/ae
* Strong management team

**Weaknesses**

* Inadequate transport facility
* Canteen facilities to be improved
* Limited space for parking outside the campus

**Opportunities**

* Internet facilities that open up a Universe
* Extension, extra- curricular activities and opportunities

**Challenges/threats**

* Introduction of New Courses
* Improper waste management

8. **Plans of institution for next year**

1. **On Academic Area:-**

**i).** To organize different activities like Morning Assembly, Seminars, Practice Teaching Program etc. for the trainee teachers and thereby to enhance their professional commitments, competencies and performance skills;

**ii).** To arrange remedial /tutorial classes to enable the academically weak students of thecollege to enhance the overall performance;

**iii)** To organize intra-college seminars from time to time;

**iv).** To strengthen the library by adding more books;

**v)** Meaningful engagement by Scout & Guide camp in community services;

**vi)** To conduct a workshop on “**Action Research**”;

**vii)** To conduct a workshop on “Planning for ICT in School”

**viii)** To conduct a workshop on preparing teaching aids materials.

**ix)** To organize career oriented lectures

**xii)** To update the website of the college.

**xiii)** To promote research work

**xiv)** To organize research lecture series for NET and PhD entrance exam.

**2. On Extension Services:-**

**i)** To arrange Guest lecturers;

**ii)** To organize health and dental Camp;

**iii)** Each-one-teach-one &ESW projects;

**iv)** To organize a lecture on ‘HIV/AIDS awareness’;

**v)** To organize health and dental Camp;

**vi)** To organize Pulse polio Camp

**vii)** To organize a meditational program to ensure all-round development of trainees;

**ix)** To organize a rally on women Education

x)To organize guidance counseling and adult education program in Swami Kalyan Balika Dev Vidhyaly

**xi )** To organizeHealth and Dental check up camp in collaboration with Institute of Dental Studies and Technologies

**xii)** To organize a visit to vradha aashram.

*Name Mr. Aashish Mishra Name Dr. Anju Gupta*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC*

*\_\_\_\_\_\_\_\*\*\*\_\_\_\_\_\_\_*

**Best Practice**

**Title**: Each one teach one program

**The Content:**

Each one teach one is a literacy program where the students are initiated with the concept, need and importance of teaching educationally and economically weak students of the neighborhood school of Kadrabad village. Everyone, however young student teacher has a social responsibility to prevent dropouts and to make the rural students better prepared to pursue higher studies. Each One Teach One program **is a multi-tiered mentorship initiative in which our students work collaboratively for positive transformation in the lives of poor** and the needy **students**  so that, they may have a comfortable life and hence can brighten their future. **Through** Each One Teach One program **poor students not only learn how to improve knowledge, they are also inspired to believe in their own intellectual strengths**

**Objectives:**

1. Spread educational awareness in the rural areas of Kadrabad.
2. Educating girl child of rural background.
3. To study the individual status of the girl child and teach her accordingly.
4. To give remedial instruction on the basis of previous educational details.
5. To get information about the economical and social status of the children and give remedial suggestions.
6. To contribute to the cause of Total Literacy Program through Each one teach One program.

**The Practice:**

Each One Teach one program is implemented on Swami Kalyandev Balika inter- college. Two periods per week are spent on this program .One Girl child is assigned to the student teachers. Student teachers in consultation with the school faculty identify the weakness of the girl child and maintain all the educational, social, and economical information of the child in a booklet. Student teachers teach the children of the school throughout the year. Care is taken to see that the children are covering accordingly or not. Each student teacher follows their own method of teaching.

**Obstacles:**

The only obstacle is the concerns that we receive from students’ parent/spouses (as some of the students are married women) are related to their security and safety.

**Requisite resources:** Students, teacher educators, students of nearby school

**Impact of the practice:**

The success of the program reflects in the feeling of the children who are taught through this program. In short, this program proved a rewarding strategy to combat the problem of dropout rate.

Best Practice in Research activity

**Title:** Financial assistance scheme for research in education.

**The Content:**

Research is essentially an intellectual and creative activity. The institution has taken a step forward by providing financial assistance and giving the intellectual stimulus to teacher educators to conduct research. This will enable the budding researchers to develop their research skills and make a significant contribution to the knowledge pool.

**Objectives:**

* To motivate teacher educators to conduct research in education
* To provide financial assistance to teacher educators in the form of seed money to conduct research in education
* To develop an interest among teacher educators to conduct research in education

**The Practice:**

Financial assistance scheme for research in education was initiated in the year 2012-2013. Financial assistance to teacher educators is provided in the form of seed money to conduct research in education. Twelve teacher educators are selected for the award of seed money based on the quality of research proposals submitted by them. The process is outlined as follows:

1. Research proposals are invited from teacher educators

2. Research proposals submitted are scrutinized and selected for the award of seed money.

3. All the awardees are intimated regarding their selection of proposal for the award of seed money.

5. Twenty percent of the seed money amount is given initially and the remaining eighty percent is given after the completion of the research project

6. Submission of the research report. It is ensured that the research work is completed within the stipulated time of one year. Follow up of the research work is taken at regular intervals

**Obstacles:**

* Time period given to complete the study not adequate
* Amount of Rs 6000, given as financial assistance is not very lucrative to teacher educators.

**Requisite resources:**

Financial assistance in the form of seed money, library services, internet connection and guidance from experts

**Impact of the practice:**

A spirit of enquiry developed in teacher educators. Teacher educators are motivated to undertake individual research study and to publish research articles and papers in research journals.