Ghulam Ahmed College of Education
Banjara Hills, Road No 3, Hyderabad.
The Annual Quality Assurance Report (AQAR) of the IQAC : 2016-17

Part – A

1. Details of the Institution

1.1 Name of the Institution	Ghulam Ahmed College of Education
1.2 Address Line 1	Mount Pleasant, 8-2-249 to 267
Address Line 2	Banjara Hills, Road No. 3
City/Town	Hyderabad
State	Telangana
Pin Code	500034
Institution e-mail address	gacoehyd@gmail.com
Contact Nos.	040-23280281,23280282
Name of the Head of the Institution	Prof. Vibha Asthana
Tel. No. with STD Code:	040-23280281,23280282
Mobile	09949900733
Name of the IQAC Co-ordinator:	Dr. N.Saroja

Mobile:

09550559585

IQAC e-mail address:

gacoehyd@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

1.4 **NAAC Executive Committee No. & Date:**
    (For Example EC/32/A&A/143 dated 3-5-2004.
    This EC no. is available in the right corner- bottom
    of your institution's Accreditation Certificate)8
    *The number in the certifcate given by NAAC (2007) is as posted in the box

June 15, 2009 / EC/49/A&A/52

1.5 Website address:

www.sultanululoom.ac.in/gacoe.ac.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.08	2009	5 years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

25-11-2006

1.8 AQAR for the year (for example 2010-11)

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR 2009-10 uploaded on college website
   ii. AQAR 2010-2011 uploaded on college website
  iii. AQAR 2011-12 uploaded on college website
  iv. AQAR 2012-13 uploaded on college website
   v. AQAR 2013-2014 uploaded on college website

vi. AQAR 2014-15 uploaded on college website
vii. AQAR 2015-16 uploaded on college website

1.10 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 [-]

(eg. AICTE, BCI, MCI, PCI, NCI)

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 [✓]

1.11 Type of Faculty/Programme

Arts [-] Science [-] Commerce [-] Law [-] PEI (Phys Edu) [-]

TEI (Edu) [✓] Engineering [-] Health Science [-] Management [-]

Others   (Specify) [-]

1.12 Name of the Affiliating University *(for the Colleges)*   Osmania University

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

Autonomy by State/Central Govt. / University   N/A

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*) | TEI |

UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1   No. of Teachers | 5 |

2.2   No. of Administrative/Technical staff | 2 |

2.3   No. of students | 2 |

2.4   No. of Management representatives | 1 |

2.5   No. of Alumni | 1 |

2. 6   No. of any other stakeholder and
        community representatives | 1 |

2.7   No. of Employers/ Industrialists | 1 |

2.8   No. of other External Experts | 1 |

2.9   Total No. of members | 14 |

2.10 No. of IQAC meetings held | 3 |

2.11 No. of meetings with various stakeholders: No. | | Faculty | 3 |

        Non-Teaching and Staff Student | 5 | Alumni | 1 | Others | - |

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

        If yes, mention the amount | - |

2.13 Seminars and Conferences (only quality related)
      (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 4 | International | - | National | - | State | 1 | Institution Level | 3 |

(ii) Themes

"Exploring the mystical world of Research"

"Use of Crafts in class rooms", "Fostering concept formation in children through drama"

"Demonstration of art and craft items, preparation of teaching aids"

"Yoga and its benefits"

 "Art and Aesthetics of teaching"

2.14 Significant Activities and contributions made by IQAC

> Constructivist approach adopted in class room teaching-learning process.
> Value based teaching
> ICT integrated approach.
> Innovative Field engagements given to students.
> Workshop for B.Ed and M.Ed students on "Demonstration of Art and Craft items and preparation of teaching aids".
> Role play, Puppetery used.

The College works with the Principals of several schools of Old city area to conduct Literary competitions, Refresher programs for Principals and faculty members. The college principal is invited as the Selection Committee member in several schools to appoint teachers.

> Offered Guidance and Counselling support services.

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
1. Teaching skills to be strengthened in the students	1. Good Teaching skills developed in the students.
2. Communication skills and personality development to be stressed.	MEd students thorough in research methodology Content Knowledge is developed

3. Research skills to be developed. 4. Subject knowledge to be strengthened. 5. Self confidence and life skills to be developed.	in the student teachers by giving thorough practice in School text book syllabus.

* Academic Calendar of the year is attached as Annexure-1.

2.16 Whether the AQAR was placed in statutory body   Yes ☑   No -

Management ☑   Syndicate -   Any other body IQAC

Provide the details of the action taken

AQAR for the year 2016-17 was discussed and approved in the Board of Governors, Sultan Ul Uloom Education Society in their Meeting held in March , 2016.

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	1			
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others Add on Course in English Language proficiency				
Total	2			

Under Graduate Course: B.Ed.

Interdisciplinary	ICT			
Innovative 1	Apprenticeship Programme (innovative practices at least two classes by each student teacher)			

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

Pattern	Number of programmes
Semester	M.Ed , B.Ed(two years-4 semester duration two each)
Trimester	
Annual	

1.3 Feedback from stakeholders*   Alumni ✓   Parents ✓   Employers ✓ Students ✓
    (On all aspects)

      Mode of feedback   :   Online -   Manual ✓   Co-operating schools ✓

*Analysis of the feedback is in Annexure-2

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

> Yes,
>
> Curriculum revision took place in the year 2015 for B.Ed and M.Ed. At university level the curriculum is designed by the subject experts and after several reviews it is finalised and approved by the standing committee.
>
> Unique features of this curriculum are:
>
> ➤ It has 4 semesters. A lot of emphasis is laid on practicum. The number of days of Internship have been increased drastically.
> ➤ Reflective Practices included.
> ➤ Inclusive Practices
> ➤ Continuous Comprehensive Evaluation to be practiced
> ➤ Credit based curriculum
> ➤ e-portfolio assessment
> ➤ Interdisciplinary approach
> ➤ Creating a humane teacher with integrity.
> ➤Credit Points, SGPA, Grade Point Average being practiced in theory and practicals.

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

> Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	17	3	2	-

2.2 No. of permanent faculty with Ph.D.

5

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		5	
Presented papers		10	6
Resource Persons			1

2.6 Innovative processes adopted by the institution in Teaching and Learning

> ➢ ICT integrated approach
> ➢ Integration of Aesthetics in Classroom teaching.
> ➢ Art forms incorporated in class room transaction.
> ➢ Drama forms integrated in teaching learning process.
> ➢ Constructivist approach in class room teaching-learning.
> ➢ Value based teaching
> ➢ Innovative Field engagements given
> ➢ Role plays, Puppetry,
> ➢ Class Room Debates / Discussions
> ➢ Classroom Seminars
> ➢ Projects
> ➢ Skills like Talent shows, mehandi, writing free verses etc.,
> ➢ Flower arrangement and showcasing
> ➢ Documentaries
> ➢ Action Research
> ➢ Poster making
> ➢ Preparation of Brochures, Blog, News letters and PPT
> ➢ Apprenticeship Programme
> ➢ Large group teaching
> ➢ Small group teaching

2.7 Total No. of actual teaching days

200

during this academic year

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

Double valuation

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop

-	-	-

2.10 Average percentage of attendance of students

90

2.11 Course/Programme wise
distribution of pass percentage :

:   B.Ed. RESULTS: 2015-17 BATCH

Semester	Students Appeared	Students Passed	% of Pass	No. of students who secured Semester Grade Point Average [SGPA]					No. of Students Promoted
				5-5.99	6-6.99	7-7.99	8-8.99	9-10	
I	97	84	86.6	nil	1	21	59	4	13
II	97	88	90.7	nil	nil	5	43	40	9

M.Ed., Results – 2015-17 Batch

Semester	Students Appeared	Students Passed	% of Pass	No. of students who secured Semester Grade Point Average [GPA]					No. of Students Promoted
				5-5.99	6-6.99	7-7.99	8-8.99	9-10	
I	42	41	97.6	nil	6	13	21	Nil	1

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

●   Contribution of IQAC :- It meets thrice in a year and discus the Institutional Activities on the basis of the NAAC seven point criteria guidelines and advice the Institution for its betterment.

●   Monitoring :- IQAC monitors through the feedback obtained from teachers ,parents and students. It gives suggestions in related areas .

●   Evaluation :- IQCA evaluates the progress of the Institution on the basis of The Annual report presented by the Head of the Institution.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	2
Faculty exchange programme	Nil
Staff training conducted by the university	2
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	2
Others	

2.13   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	10			
Technical Staff	1			

Criterion – III

3. Research, Consultancy and Extension

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

Total no. of Faculty Research Meets conducted – 2
A part from Faculty Research Meets, following have been taken up-
Staff and students encouraged to write articles in research journals.
- Research Study Group formed

- Conducted Orientation Programmes for School Teachers.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	2
Outlay in Rs. Lakhs	-	-	-	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	9	-	-
Conference proceedings	-		-

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	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. $\boxed{9}$ Chapters in Edited Books $\boxed{-}$

ii) Without ISBN No. $\boxed{}$

3.8 No. of University Departments receiving funds from

UGC-SAP $\boxed{-}$ CAS $\boxed{-}$ DST-FIST $\boxed{-}$

DPE $\boxed{-}$ DBT Scheme/funds $\boxed{-}$

3.9 For colleges   Autonomy $\boxed{-}$ CPE $\boxed{-}$ DBT Star Scheme $\boxed{-}$

INSPIRE $\boxed{-}$ CE $\boxed{-}$ Any Other (specify) $\boxed{-}$

3.10 Revenue generated through consultancy $\boxed{N/A}$

3.11 No. of conferences
     organized by the Institution

Level	International	National	State	University	College
Number					3
Sponsoring agencies	-	-	-	-	GACE

3.12 No. of faculty served as experts, chairpersons or resource persons $\boxed{8}$

3.13 No. of collaborations   International $\boxed{-}$ National $\boxed{-}$ Any other $\boxed{1}$

3.14 No. of linkages created during this year $\boxed{-}$

3.15 Total budget for research for current year in lakhs:

From Funding agency $\boxed{-}$ From Management of University/College $\boxed{-}$

Total $\boxed{-}$

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

13

3.16 No. of patents received this year

	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
of the institute in the year

Total	International	National	State	University	Dist	College
	0	0	0	0	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

1

1

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

-

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

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

Extension Activities

The college Principal, Prof.Vibha Asthana was invited by Gitanjali Devshala school as an Authenticator for the event - 'The largest congregation of school children and differently abled children waving the National Flag'. This program was organized to celebrate Independence Day and for making an entry into the Limca Records by the Gitanjali school. 3500 tricolor flags were waved at the same time to make an entry into Limca Book of Records on the 10th of August, 2016 from 9.30 a.m to 12 noon .

> The college Principal, Prof.Vibha Asthana was invited by Glendale Academy as a panellist in their Educator's Forum on 10th January 2017.
> The college Principal, Prof.Vibha Asthana was invited as a member of Selection Committee to appoint teachers to Princess Esin's Girls High School , Old City, Hyderabad on 30th January, 2017.-

- **Personality Development and Communicative English Programmes:**

In order to improve the Communication Skills and Personality Development of the student teachers several activities in English Language was conducted.

- MBA college (SUES) has conducted Personality Development Programme for M.Ed. and B.Ed. students.

Objectives of these activities were:

to instill confidence among the learners towards English language
to develop speaking skills
to develop writing skills
to groom overall personality

Institutional Social Responsibility:

- Remedial classes were conducted for weak school children by our college students when they go for Internship in schools, after school hours or on holidays.
- Several school children who had dropped out from school were enrolled back in the schools by the college students.
- Trees were planted in slum areas and near the homes of the college students.
- Extension of Science Laboratory facilities to students of nearby Schools.
- Extension of Science Laboratory facilities: College extended the Science Laboratory facility to VIII, IX class students of Sultan Ul Uloom Public School.

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		-	-	24 acres
Class rooms	10	-	-	10
Laboratories	5	-	-	5
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- Computerization of Administration and Library were in progress.
- Anaysis of marks (paper wise).is taken up.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10767	10,10,215	195	26,729	10,962	10,36,944
Reference Books	3,200	3,25,220			3,200	3,25,220
e-Books	-	-	-	-	-	-
Journals	28	6790	-	-	28	6790
e-Journals(Amount is Subscribed to download information from e-journals from INFIBNET)	5	5,500	-	-	5	5500
Digital Database	1	25,000	-	-	1	25,000
CD & Video	25	-	-	-	25	-
Others (specify)	1995	4,20,000	-	-	1995	4,20,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others

Existing	73	2	50	2		3		
Added	2	-	-	-	-		-	
Total	75	20	50	2		3		

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

> Creation of mail Id and group Ids
> Creation of Blogs
> Usage of Microsoft word in preparing digital time table
> Usage of Microsoft power-point in preparing digital Period plans
> Usage of Microsoft Access in preparing digital student Data bases.
> Use of Internet resources in Instructional Designing like Downloading You tube videos, incorporating PDF files, sound files in PPT

4.6 Amount spent on maintenance in lakhs:

i) ICT $\quad$ Rs. 50,000

ii) Campus Infrastructure and facilities $\quad$ Rs. 7,68,000

iii) Equipments

iv) Others

Total:

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has enhanced awareness in the following areas :
- College assists the financially weak students in securing scholarships from Minority State Council, Telangana.
- Orientation is given on the Physical Facilities available in the Institution when new students join in..
- Formation of student council in the college.
- Mentoring for projects, internships, and dissertation.
- Drinking water facility through two massive water coolers with RO facility.
- Provision of photo copy machine.
- Library facility for references.
- Provision of Internet facility.
- Provision of English language lab to improve Communication Skills.
- Arrangement of lectures by Community people and experts:-
  A Demonstration cum lecture by Ms Lubna(24-10-2016) on " Use of crafts in class room" was held.
  -Extension lecture by Ms Rubina Hussaini (26-10-2016) on "Fostering concept formation in children through drama" was arranged.
  -A workshop on "Demonstration of Art and Craft items and preparation of teaching aids" was organized on Dec. 2016 was arranged.
  A field trip to shilparamam to expose the students to local crafts" ,Oct,2016
  "A field trip to Escape adventure park" was arranged
  "Haritha haram tree plantation programme" was held in July and August 2016.
  Self Development- -A work shop on "Yoga and its benefits" (Dec,2016)
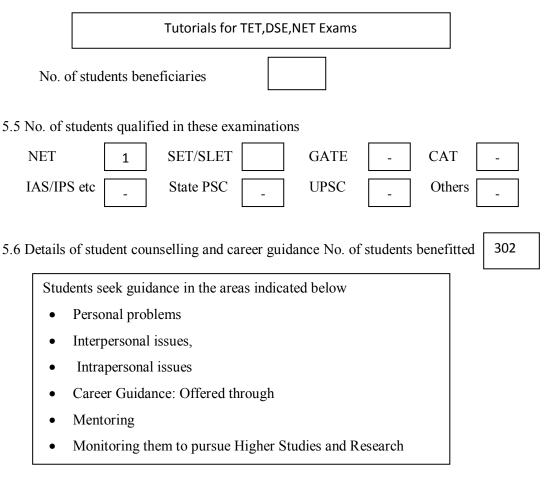 "Personality Development Programme" organized in Oct,2016

5.2 Efforts made by the institution for tracking the progression

- Internal Examinations conducted.
- Project Evaluation by Jury - both Internal and External taken up.
- Display of Teaching aids after practice teaching.
- Pre-Final Examinations.
- Report on Field Activities.
- Supervision of internship cum Teaching practice.
- Track of old students is kept through emails. Important information is passed on to them and they too keep in touch through mail.

5.3 (a) Total Number of students

UG (B.Ed)	PG (M.Ed)	Ph. D.	Others
174	60	-	-

(b) No. of students outside the state

2

(c) No. of international students

-

Men
No	%
9	3.8

Women
No	%
225	96.2

Demand ratio: B.Ed through Ed.CET, M.Ed through OUCET
(students opt for the college in the first phase counselling)

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

Tutorials for TET,DSE,NET Exams

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET | 1 | SET/SLET | | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counselling and career guidance No. of students benefitted | 302 |

> Students seek guidance in the areas indicated below
> - Personal problems
> - Interpersonal issues,
> - Intrapersonal issues
> - Career Guidance: Offered through
> - Mentoring
> - Monitoring them to pursue Higher Studies and Research

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
11	229	116	68

5.8 Details of gender sensitization programmes

The college is co-education, therefore equal importance is given to male and female

Gender sensitization was incorporated in the content.

Apart from this the college faculty gives Guidance and Counselling to the student teachers on Gender Sensitization.

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	-	-
Financial support from government	27	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 1 |

5.13 Major grievances of students (if any) redressed – Yes:

Student's grievances were redressed by the college authorities. Guidance and Counselling was offered if students had any problems otherwise through Mentoring. A few problems reported were:

Too much of Practicum work.

Lack of time and too many deadlines to meet.

Students Progression:

- **Blood donation Camp:**

    The College in Association with RED CROSS of Andhra Pradesh conducted a blood donation Camp. Many students of the campus donated blood.

    Job Mela: Apart from regular campus placements conducted by prestigious schools, a Job Mela was held in the campus in February, 2017.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<div style="border:1px solid">

Vision:
    To produce quality teachers through holistic teacher education by igniting young minds towards excellence in education and societal commitment

Mission:
- To be a leader in providing flexible, quality teacher education to the minority student teachers of the community,
- To provide a high standard of training to student teachers through the B.Ed. and M.Ed. courses.
- To develop an integrated personality in its students
- To orient the students in the foundations of research
- To acquaint the in-service teachers with the latest trends/contemporary issues in education and help them solve their problems.

</div>

6.2 Does the Institution has a management Information System: No

> The following works are computerised in the Institution
> - ➢ Admissions
> - ➢ Fees Collection
> - ➢ Class room teaching
> - ➢ Evaluation
> - ➢ Result Analysis

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

6.3.1   Curriculum Development

> Active Participation of faculty in curriculum development.
> Students' committee feedback on curriculum.
> Sending feedback on the syllabus to the Osmania University.

6.3.2   Teaching and Learning

- ➢ Orienting the students about Micro teaching and Reflective teaching.
- ➢ Practice of Micro teaching and Reflective teaching before peer group developed confidence among the students.
- ➢ Conducting PTA's during their internship programme.
- ➢ Integration of ICT in teaching through Microsoft word, power-point, access, you tube videos etc.
- ➢ Providing guidance on research work carried out during internship.
- ➢ Self Development and professionalism help the students to face global challenges.
- ➢ As part of Internship Programme trainees of M.Ed. handle the classes of B.Ed., DEd
- ➢ Creating Awareness on environmental acts ,sustainable developmental activities; inculcating civic sense.
- ➢ Community visits
- ➢ Participation in National &State level seminars
- ➢ Peer group teaching
- ➢ Group discussion & role play
- ➢ Guest Lectures & Special Lectures
- ➢ Inter-Institutional interactions
- ➢ Self-study online
- ➢ Learning through Power-point presentations.
- ➢ Preparation of lesson modules through e-content
- ➢ Use of audio visual media for supplementing class room teaching
- ➢ Use of web based materials
- ➢ Optimum use of internet facilities in the classroom
- ➢ Applying   teaching   pedagogy   such as communication games, focused group discussion and debates
- ➢ Projects in translation / English language teaching
- ➢ Demonstration and role play by the students
- ➢ Brainstorming sessions
- ➢ Case Study Method
- ➢ News analysis
- ➢ Fact finding
    The Teaching and Learning are taken care of through extensive use of ICT in Classroom teaching.

6.3.3 Examination and Evaluation

Continuous comprehensive evaluation was practiced in all the courses offered by the college they are as follows.

M.Ed
Dissertation ''Viva Voce'' through co-examiners (Internal External Examiner)
Projects
  ➢ Class Room Seminars
  ➢ Field Experiences
  ➢ Class Room Tests
  ➢ Midterm Examinations
  ➢ Pre-final Examinations
  ➢ Final Practical Examinations
  ➢ Final Theory Examinations

6.3.4 Research and Development

- M.Ed dissertation will help in understanding the research methodological procedures and to conduct research .
- In the revised B.Ed curriculum Action Research was introduced as a stepping stone to enter the Arena of Research.
- Case Study is another platform to do in depth studies.

6.3.5. Library, ICT and physical infrastructure / instrumentation

- Automation of the Library and its up gradation is in progress

- Civil works like Repairs and Painting of the buildings have been under taken

- ICT: an amount of Rs: was spent towards payment of Internet connections.

- Payment for annual maintenance Rs.

6.3.6 Human Resource Management

Human resource management comprised of recruiting, hiring and managing employees.

1. Sultan ul uloom educational society has formulated a selection and recruitment committee to recruit and hire services.
2. Osmania University selection committee with subject expert select the teaching faculty .
3. Professional and open climate is maintained
- Time management among employees
- Self discipline maintained
- Good environment and encouragement for research activities
- freedom to employees to manage their own schedules

2. Training and Development
➢ To upgrade skills of staff members (teaching and non teaching) encouraged to attend orientation programmes, short crash courses .
➢ Study leave also sanctioned to staff members to pursue higher education.

4. Health and Safety

- Good safety measures are taken by making the permanent arrangement of fire extinguishers.
- Regular health check up facilities organised.
- Special leave is sanctioned on medical grounds.
- Paid maternity leave is sanctioned for women employees

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitment was done through a formal selection committee, as per NCTE and university norms
- The Non-Teaching Staff were recruited through a formal selection committee constituted by the management

6.3.8 Industry Interaction / Collaboration

- College placement cell invites reputed schools for campus placements,
- Organised Job melas
- Collaborated with reputed schools to conduct Apprenticeship programme, Internship programme,
- Arranged visits to National Institutes
- Collaborated with Old City Schools for their upliftment.

6.3.9 Admission of Students

- Students admitted through EDCET state level entrance test and counselling in merit order.

- Management quota

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	Scholarships

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes ☑   No -

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	IQAC
Administrative	Yes	OU	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?

N / A

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

N/ A

6.11 Activities and support from the Alumni Association

- Most of the Alumni of the College are placed in respectable Teaching Institutes in the twin cities and across the country
- The support given by the Alumni is in the form of guest lectures, Participation in the activities of the College.
- The members of the Alumni contributed to quality enhancement.
- Few alumni members are the faculty members of the college.
- Alumni provide Job opportunity for the students of the college

6.12 Activities and support from the Parent – Teacher Association

Nil

6.13 Development programmes for support staff

- Facilitated to attend programmes related to ICT mediation , MS office and basics in computer.
- Paid leave to pursue higher education.
- Skill up gradation programmes in ICT .

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

- The college is a part of Sultan ul uloom Education Society and is located within the sprawling campus of 24 acres.
- Campus is maintained with beautiful lawns, gardens and rock garden.
- Beautification of campus is taken care regularly.
- College is surrounded with greenery .Good number of neem trees are maintained.
- "No to Plastic" awareness campaign is organised.
- Vermicompost and compost pits are separately built and maintained .Canteen waste food material and student lunch box food waste are used in the vermicompost pits and dry leaves are used in compost pit. Natural manure is used for flowering plants.
- Students are oriented on different environmental issues.
  - Rain water harvesting structures are created .Roof water, high level areas water is diverted and collected in to these pits.

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.

- Enhancing Personality and life skill development .
- Training the students in Creative methods of Teaching.
- Computer lab , Science Lab and language labs of the college are expanded by updating with extra features to groom the personality of the students in using their experiences in teaching environment.

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

> All the activities and plans were completed as planned. Four IQAC meetings were conducted instead of three.

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

- Community service for swach bharat and practice of Yoga which is an art of scientific way of living .
- Innovative practices ,self development ,Guidance ,career counselling .

 The Best Practices are given in Annexure i and ii

7.4 Contribution to environmental awareness / protection

> Eco clubs formed with M.Ed and B.Ed students and National Green Corps activities are carried regularly.
> Awareness on conservation of water, energy , audit for land use is organised for school children of SUPS and in practice teaching schools.

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:**
> - New Creative methods of teaching introduced.
> - Well Qualified and dedicated staff.
> - Admission procedure is strictly based on merit and as per the norms of the State Government.
> - Provision of Alumni Association and Placement cell .
>
> **Weakness**:
> - No Hostel facility is provided.
> - No Transportation facility for the students.
>
> **Opportunities**
> - Staff is encouraged to improve qualifications, participate and present papers in seminars, refresher courses, orientation programmes, etc
> - Skill up gradation activities are encouraged and facilitated.
> - Staff is supported to participate in workshops and to deliberate in discussions.
>
> **Challenges / Threats:**
> - Due to increase in number of B.Ed Institutions like mushrooms there is a short fall in admissions.
> - As duration is increased there no feeder group for M.Ed. course

8. Plans of institution for next year: 2016-17

S.No	Month & Date	Description	Achievement
1	September, 2016		
	1st	Research Committee Meeting	
	5th	Teacher's Day	
	16th	Administrative Committee Meeting	
	21st	Academic Council meeting	
2	October 2016		
	24th	Workshop on "Use of Crafts in Classsrooms"	
	26th	Extension lecture	
3	November 2016		
	1st – 5th	Cultural week	
	10th	Research Committee Meeting	
	14th	Children's' Day	
4	December		
	7th	Workshop on "Yoga and its benefits"	
5	January, 2017		
	7th	Research Committee Meeting	
	10th	Alumni Meet	
	26th	Republic Day	
6	February 2017		
	4th	Extension Lecture	
7	March 2017		
8	April 2017		
	3rd	Literary and Sports Activities	
9	May 2017		
10	June 2017		

11	July 2017		
	3rd	Extension lecture	
	29th & 31st	ICT Workshop	
12	August 2017		
	15th	Independence Day	

*General Plan of Activities

N Saroja   *Vibha Asthana*

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

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Part-A, 2.15 Annexure-1

S.No	Plan of Action	Achievements
1	Reaccreditation Advisory Committee Meeting with Hon.Sec.	Completed
2	Board of Studies Meeting at Osmania University	Month – August and Date-28/8/15
3	Academic Council Meeting-I Academic Council Meeting-I Academic Council Meeting-I Academic Council Meeting-I	July – September, 4/08/2016 October – December, 3/10/2016 January – March, 2/01/2017 April – June,
4	Administrative Committee Meeting	16/09/2016
5	Submission Of AQAR	Done
6	Research meetings	1/9/2016 10/11/2016 7/1/2017
	Independence Day	15/08/2016
7	Information Resource	26/09/2016
8	Remedial Tutorial Committee	9/11/2016
9	Anti Ragging Committee	11/8/2016
10	Disciplinary Committee	18/8/2016
11	Literary and Sports Activities	2/01/2017

12	Students Grivance Cell	21/11/2016
13	Canteen Committee	16/08/2016
14	IQAC Meeting	Completed
15	Disaster management committee	6/03/2017
16	Anti Sexual Management	12/08/2016
17	Academic Senate Meeting at Administrative Building, Osmania University	Attended on 30-3-16

Academic Calendar of the Year 2016-2017

Part-B 1.3 Feedback from Stake Holders*:

***Analysis of the Feedback Annexure-2**

Employer
Whenever the curriculum is revised by the University, the institution should equip with reference books and update the laboratories.

Students
The Students opined that demonstrations given by the methodology lecturers were useful for their practice teaching.

Internship in four semesters is making student teachers very skilful and confident.

Language lab is sharpening the listening speaking reading writing skills of student teachers and it is enriching their class room teaching.

Alumni
The Alumni of the college felt that the revised curriculum will be definitely making the humane teachers.

The revised curriculum is very interesting , all areas focused in NCFTE 2009 are taken care. They expressed that initiatives taken in research area and area of communication skills, personality development are appreciable.

Cooperating schools

- 20 week Internship cum teaching practice initiative in revised curriculum is appreciable.

- Innovative methods in class room transaction is helping students retention in schools.

- Constructivist approach in teaching learning making students active participants and explorers.

Part-B

7.3 Give two best Practices of the Institution

Best practice-i

Annexure-i.

1. Title of the Practice

Enhancing Personality and life skill development

2. Goal:

This program was introduced with the aim of improving personality of would be teachers. It is a comprehensive program for bridging the gap between theory and practical life in the world of would be teachers. The principles of the program were:-

- Motivating students to develop oneself.
-
- Enhancing quality education by introducing Time management, life skills, etc.
-
- Providing exposure to students by introducing professional training in communication.

- Developing employability of students for jobs in the private sector.

3. The context

In today's world, personality of the teacher is as important as the subject knowledge the teacher has. Hence a lot of emphasis was Curriculum designing without overlapping with the course Syllabus is a difficult task. Hence frequent meetings were held with the experts in the field and academicians,. The designing of the courses was also a challenging issue which was dealt with by involving experts from the area.

4. The Practice

The following courses are being conducted:-

Time management

Communication skills

Social Etiquette

Professional behaviour

Classes on these topics are taken up by experts. Faculty of the MBA college of our Campus is invited as subject experts. The classes are held in the evening after the regular college hours. Students are provided with the internet facilities and a network of computers. The faculty for these courses is almost from the MBA college working on visiting basis. The examination is conducted module-wise and at the end of the course as well. This is a unique practice of the institution which provides an impetus to students to join good private schools on a high pay scale.

5. Evidence of Success

After completion of the course, the placement cell of the College helps the students to provide jobs in the private schools. It has helped us to expose our students to the life skills and communication techniques. The Course being organized within the college, enjoys the freedom to implement ideas and revise the curriculum and activities in a shorter span of time.

6. Problems Encountered and Resources Required

The constraints are obviously felt to some extent. Mainly we face the time constraint. Additionally, availability of experts from the field as faculty also requires some compromises so far as the schedule of the courses is concerned. But these constraints have been overcome with the help of the alumni association which helps us in providing faculty for the courses. We have tried to solve them successfully with mutual understanding and value addition to the courses. However, a few of them can be quoted as follows :-

It has always been a big task to keep pace with the time and revise the curriculum of these courses.

The examinations of the regular University courses are normally held in March / April and therefore, deciding the schedule of examination and adjusting the training period has been little difficult.

7. Notes:

Every individual is committed to society and are quality conscious. There is a passionate commitment towards the cause. The practical problems faced due to lack of time, fragile health. Physical distance is the crux of the problem in delivering the service without missing the Quality.

Best Practice-ii

TITLE : Training the students in Creative methods of Teaching
Goal : Children in schools get bored these days when the teacher teaches using routine methods like lecture method, etc. It is always a challenge for the Teachers to make the class interesting. A lot of new innovative methods were taught to the B.Ed students which they could use in the classroom situations when they became teachers. Exposure was given to the trainee teachers to teach different concepts in mathematics Social Studies, biological Sciences,etc. using skits, drama, role play, puppetry and other activities to make teaching creative and meaningful.
The context : the students of B.Ed course teach Secondary School children after they complete the course. Training was given to the students in methods that are used to teach class 6th,7th, 8th, 9th and 10th to teach different subjects to the students. Exposure was given about different techniques and methods which they can use to make the subject interesting and then the students practiced the same in the college.
The practice: methodology lecturers of the college along with experts invited from different schools exposed the B.Ed students to different, creative techniques of teaching. Live examples were given from different subjects so that the students could

understand the use skits, how to use different props for teaching concepts to the children. First hand information was given to the students about the different creative techniques, then the students were asked to make lesson plan and teaching aids, like costumes, props,etc. and actually come and teach the college peers. After observing the lessons of the peers, the students themselves realised that they can make the classroom very interesting by using different methods and techniques, they need not use only the lecture method, which is most commonly used by the teachers in schools.

Evidence of Success: When the students went for practice teaching to different schools, they actually implemented the different techniques which were taught to them and they found that the children were very happy with these techniques and their lessons were very successful. So this itself proved that the exposure of students to different methods of teaching was a grand success.

Problems Encountered and Resources required: the major problem was insufficient time. Due to a tightly packed academic calender all the students couldnot get a chance to practice all the methods of teaching.

The resources required were experts in the innovative teaching methods, material like chart paper, thermocol sheets, boards, cloth, puppets, etc.

7. Notes

In order to make teaching an effective profession, teachers have to dedicate their lives to mould the Personality of their wards. They have to do away with the age old methods of teaching and adopt new creative methods.

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