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

Part – A

Annual Quality Assurance Report (AQAR) of the IQAC

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

> 09949900733

Mobile

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)

2013-2014

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

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 — 6

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 — -

2.7   No. of Employers/ Industrialists — -

2.8   No. of other External Experts — -

2.9   Total No. of members — 12

2.10 No. of IQAC meetings held — 3

2.11 No. of meetings with various stakeholders: No. [ ]   Faculty [6]

     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. [ ] International [-] National [ ] State [-] Institution Level [3]

(ii) Themes | Training of the trainer |

2.14 Significant Activities and contributions made by IQAC

The College signed an M.O.U with old city schools of Sultanululoom Education Society (SES) Hyderabad to conduct Skill Development Programmes.

➢ Offered Guidance and Counselling services
➢ Value inculcation
➢ Preparation of low cost material like bouquets, flowers, candles, poster making, etc. Conducted Competitions.
➢ Orientation programe for the teachers- "Training of the trainers"
➢ Invited Eminent persons from different fields to deliver Extension Lectures.
➢ Conducted campus Interviews for placement of teachers.

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
Strengthening research topics..monograph work of M.Ed. students.	New topics were taken up for monograph work by many students of Med course. Repeated topics were avoided.
Personality development of student teachers to be stressed.	Lot of activities and programs were taken up for Personality development of student teachers.
ICT skills to be developed.	ICT skills were developed through lab work and extra practical work in computer lab..

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 2013-14 was discussed and approved in the SES Board of Governors

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			

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

Pattern	Number of programmes
Semester	M.Ed (1)
Trimester	
Annual	B.Ed

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

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

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 2013 for B.Ed and M.Ed course. At the university level, the curriculum is designed by the subject experts and after several reviews it is finalised and approved by the standing committee.

Salient aspects of B.Ed. Curriculum Revision

B.Ed. Curriculum was revised and implemented from 2013-14 batch.

➢ Candidates will be awarded separate Class/Division/Grade in Theory and Practical Examinations.
➢ Credit Points were Introduced
➢ Grade Point Average
➢ GPA in Theory
➢ GPA in Practicals
➢ Syllabus: ICT was introduced as a full fledged paper
         Action Research was introduced as a project

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
17	13	3	1	-

2.2 No. of permanent faculty with Ph.D.

7

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			2
Presented papers			3
Resource Persons			3

2.6   Innovative processes adopted by the institution in Teaching and Learning

> ICT used on a regular basis.
> Class Room Debates / Discussions
> Classroom Seminars
> Micro Teaching
> Field Experiences
> Projects
> Skills like Talent shows, mehendi, writing free verses etc.,
> Flower arrangement and showcasing
> Documentaries
> Action Research
> Field Activity
> Using computers in teaching and learning
> Preparation of Brochures and News letters and PPT
> Apprenticeship Programme
> Large group teaching
> Small group teaching
> Show casing project work

2.7   Total No. of actual teaching days
       during this academic year

200

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

Nil

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

| 6 | 6 | 6 |

2.10   Average percentage of attendance of students

90

2.11   Course/Programme wise distribution of pass percentage :

S.No.	Course	First with Distinction	First class	Second class	Third Class	Fail	Percentage
1.	B.Ed.	19	98	66	4	2	98%
			Grade A	**Grade B**	**Grade C**	**Fail**	**Percentage**
2.	M.Ed	University topper From our college.	21	8	5	nil	100%

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

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

- Monitoring :- IQAC monitors through the feedback obtained from teachers and students. It gives suggesstions in required areas .

- Evaluation :- IQAC evaluates the progress of the Institution through Result Analysis.

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	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	1
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	3			
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 implemented**
>
> - ICT Training to the staff
> - Offered Guidance and Counselling Services to the present and ex- students.
> - Staff of the College acts as Guides for M.Ed dissertations.
> - Conducted seminars on Research Methodology to the inter college M.ed.students
> - Conducted Orientation Programmes for School Teachers.
> - Conducted Action Research Programmes to B.Ed. students during their Internship cum Teaching Practice in the Co-operating Schools.

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
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. [   ]   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)   -

3.10 Revenue generated through consultancy   N/A

3.11 No. of conferences
organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons   7

3.13 No. of collaborations   International   -   National   -   Any other   1

3.14 No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs:

From Funding agency   -   From Management of University/College   -

Total   -

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	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	0

3.18   No. of faculty from the Institution
who are Ph. D. Guides   2
and students registered under them   0

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

- **Memorandum of Understanding:**

The College signed an M.O.U with old city schools of Sultan-ul-uloom Education Society (SES) Hyderabad to conduct Skill Development Programmes.

Offered Guidance and Counselling services
Value inculcation
Preparation of low cost material like paper flowers, candles, and poster making, Conducted literary Competitions.
Orientation programe for the teachers- "Training of the trainers"
Invited Eminent persons from the different fields to deliver Extension Lectures.

Conducted campus Interviews for the recruitment of teachers.

- **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.

Objectives of these activities were:

to instil Confidence among the Learners towards English language
to develop speaking skills
to develop writing skills
to groom overall personality

- **Apprentice Ship Programme:**

In order to improve the content, contextual and conceptual competencies of the Student teachers, they were sent to C.B.S.E and State syllabi Schools in the twin cities for practice teaching.

Institutional Social Responsibility:

- **IQ Test:** An IQ test was conducted for the students of Sultan Ul Uloom Public School by the Psychology Department of the college.
- **Extension of Science Laboratory facilities:** College extended the Science Laboratory facility to VIII, IX class students of Sultan Ul Uloom Public School.
- **Celebration of Communal Harmony Week:** The students of the college celebrated Communal Harmony week from 19th to 25th November 2013. They enacted skits and organised several other activities.
- **Nutrition Week:**

  As part of Nutrition Week celebrations the students of the College arranged an exhibition on Healthy Diet, Balanced Diet and Healthy Life Style on 6th Sep, 2013. The exhibition was thrown open to the students of neighbouring schools.

- **A workshop on Value Integrated Teaching and Learning:**

  A half day workshop was conducted for the students of the College on 18th Dec, 2013 on Value Integrated Teaching and Learning.

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.
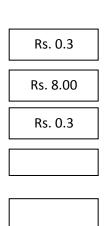- Anaysis of marks (paper wise).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9,896	8,30,923	200	49,831	10,096	8,80,754
Reference Books	3,023	2,96,000	98	24,920	3,121	3,20,920
e-Books						
Journals	16	6790	-	-	16	6790
e-Journals(Amount is Subscribed to download information from e-journals from INFIBNET)	-	-	5	5,500		
Digital Database	1	25,000	-	-	-	-
CD & Video	25	-	-	-	-	-
Others (specify)	1995	4,20,000	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	25	20	5	2	3	3		
Added		-	-	-	-		-	
Total	25	20	5	2	3	3		

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

- Training for Internet Browsing
- Training for PPT (PowerPoint Presentation)

4.6 Amount spent on maintenance in lakhs:

i) ICT — Rs. 0.3

ii) Campus Infrastructure and facilities — Rs. 8.00

iii) Equipments — Rs. 0.3

iv) Others —

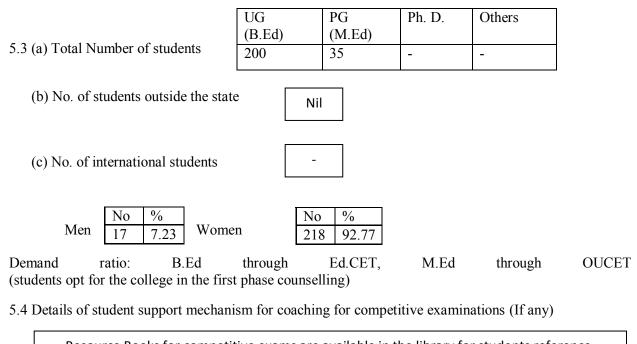**Total:**

Criterion – V
5. Student Support and Progression

5.1 IQAC has enhanced awareness in the following areas:
- Good Physical infrastructure facilities available in the Institution.
- Important notices are displayed on the Notice board or Announcements are made in the General Assembly.
- Supply of record books and prospectus.
- Formation of student council.
- Mentoring for projects, internship, and dissertation.
- Physical needs of the students are taken care of through excellent campus facilities.
- Drinking water facility through two massive RO water coolers.
- Provision of photo copier.
- Placement services through Proper Channel.
- Conducts visits to important National Institutes of Significance.
- Provision of Reading Room facility.
- Health unit available.
- Provision of website facility.
- English language laboratory to improve Communication Skills.
- Awareness of societal needs and its implementation at the time of Apprenticeship Programme.

5.2 Efforts made by the institution for tracking the progression

- Class Room Seminars
- Class Room Tests
- Mid Term Examinations
- Project Evaluation by Jury
- Display of Teaching aids after practice teaching
- Pre-Final Examinations
- Report on Field Activities
- Supervision of internship cum Teaching practice
- University Inspection

5.3 (a) Total Number of students

UG (B.Ed)	PG (M.Ed)	Ph. D.	Others
200	35	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

-

Men	No	%	Women	No	%
	17	7.23		218	92.77

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)

Resource Books for competitive exams are available in the library for students reference.

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

214

Students seek guidance in the areas indicated below

- Personal problems
- Interpersonal, Intrapersonal problems 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
5	100	30	15

5.8 Details of gender sensitization programmes

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

Gender sensitization is incorporated in the syllabus itself.

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 | 1 | 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 | 1 | 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	42	Rs. 80,800
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 offering Guidance and Counselling through Mentoring.

Too much of Practicum.

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.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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.

6.2 Does the Institution has a management Information System: No

The following works are computerised in the Institution

➢ Fees Collection

➢ In Evaluation: Entry of Internal Marks

➢ Result Analysis

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

6.3.1 Curriculum Development

Active participation in Curriculum revision committees by college lecturers when ever syllabus is revised. The principal is a member of the Board of Studies Osmania University and participates actively in syllabus revision work.

6.3.2 Teaching and Learning

➢ Micro teaching was implemented to develop the teaching skills of the pre service trainees to transact the content efficiently in the real class room.
➢ To improve the research skills of the pre service trainees class seminars are organised on a regular basis in every subject offered.
➢ Projects are implemented and are showcased by the students before the jury to enhance and improve self confidence and leadership skills
➢ Communicative English is introduced to improve the communication skills of the pre service trainees and equip them to face global challenges.
➢ Hands on experience through mandated internship for all programs.
➢ On-site learning, field visit & field work
➢ Exposure programs in environmental awareness & civic senses.
➢ 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. The following activities were planned.

- ➢ Class Room Seminars
- ➢ Class Room Tests
- ➢ Midterm Examinations
- ➢ Pre-final Examinations
- ➢ Final Practical Examinations
- ➢ Final Theory Examinations

M.Ed
Dissertation ''Viva Voce" through co-examiners (Internal & External Examiner)
Projects
Large group teaching by M.Ed students'
Field Experiences

6.3.4 Research and Development

- M.Ed Dissertation is compulsory apart from Mini research for class room seminars and projects for the students of the M.Ed. course.
- 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 offer provision for Research projects

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: 12,920 was spent towards payment of Internet connections.

- Payment for annual maintenance Rs. 50,000 & 40,000

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

1. Provision of professional Organisational Climate
- Time management among employees
- Offering freedom to employees to manage their own schedules

2. Training and Development
- ➢ Study leave to improve their qualification opportunity

4. Health and Safety
Priority was given to 'Employee's Health through permission's paid leave and maternity leave.

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitment was done through a formal selection committee, as per 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 Mela
- 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

Through promotion of strength of the institution and the image of the institution that stands for values to attract better students to opt for this institution.

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	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 and functions 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

- Leave permission for improving qualifications
- Skill development in ICT and Research

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

- The college is part of Sultanululoom Education Society and is located within the sprawling campus of 24 acres
- Apart from contributing to the maintenance of the beautiful campus garden, the college is surrounded by greenery.
- Students are oriented on environmental awareness through different awareness programmes conducted in and outside the campus

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.

- A common General assembly was conducted for the students of both the courses everyday.
- The Institutional Environment imbibed the values of simple living and high thinking.
- The college Computer Lab & Science Lab extended their facilities to the students of cooperating schools.

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. Three IQAC meetings were conducted instead of four.

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

> Development of Life Skills in the student teachers.
> Preparing students to meet global demands in education

The Best Practices are given in Annexure i and ii

7.4 Contribution to environmental awareness / protection

> NGC programs taken up by the B.Ed. students.
> School children & community people oriented towards water and power conservation.

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:**
> - Qualified and dedicated staff
> - Thrust on Research is given M.Ed students.
> - Admission procedure Strictly on Merit basis and as per the norms of the State Government.
> - Alumni Association and Placement services for its students.
>
> **Weakness**:
> - No Hostel facility is provided.
> - No Transportation facility for the students
> - Syllabus is over ambitious and the duration of the course is very short.
>
> **Opportunities**
> - Provision for Staff to improve qualifications, attend seminars, refresher courses etc
>
> **Challenges / Threats:**
> - Due to increase in number of B.Ed Institutions filling of seats.
> - In present scenario preference is given to Call centres and BPO's by the youngsters.

8. I

S.No	Month & Date	Description	Achievement
1	September, 2014		
	1st	Governing Council Meeting	
	5th	Teacher's Day	
	15th	Administrative Committee Meeting	
	16th	World ozone Day	

	20th	Faculty Council Meeting	
2	October		
	16	World Food Day	
3	November		
	11th	Academic Council meeting	
	14th	Children's' Day	
	24th	Research Committee meeting	
4	December		
	1st	World AIDS Day	
	10th	Human Rights Day	
	22nd	Workshop on "Academic Standards"	
5	January, 2015		
	10th	Alumni Meet	
	26th	Republic Day	
6	February, 2015		
	4th	Extension Lecture	
	7th	Research Committee Meeting	
	10th	Academic Council meeting	
	28th	National Science Day	
7	March, 2015		
	8th	International Women's Day	
	23rd	Martyr's Day	
8	April, 2015		
	1st	Extension lecture	
	3rd	Literary and Sports Activities	
	7th	World health Day	
	22nd	Earth Day	
9	May, 2015	Vacations	
10	June, 2015		

	5th	World Environment Day	
	15th & 16th	Quest - Talent Search- SUJC	
	18th	Academic Council Meeting	
11	July		
	3rd	Extension lecture	
	6th	Annual Day	
	11th	World population Day	
12	August		
	11th	Academic Council meeting	
	15th	Independence Day	

*General Plan of Activities

Saroja   *Vibha Asthana*

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

_____ *** _____

Part-A, 2.15 Annexure-1

Academic Calendar of the Year 2013-2014

S.No	Plan of Action	Achievements
1	Management Staff meetings	Completed
2	Reaccreditation Advisory Committee Meeting	Completed
3	Revision Of B.Ed Curriculum	Completed
4	Board of Studies Meeting	Month and Date

5	Academic Council Meeting	June 3,4,15,16 2013
6.	Submission Of AQAR to BOG, SES	Completed
7	Independence Day	Completed
8	Teacher' Day	Completed
9	Guest Lectures	Completed
10	Nutrition week	Completed
11	Mid-term exams	Completed
12	GACE Internal Quality Assurance Peer Co-Ordinators Meeting	Completed
13	IQAC Meeting	Completed
14	Guest Lectures	Completed
15	Teaching practice	Completed
16	Projects	Completed
17	Programme on the journey of Hyderabad from its formation to future	Completed
18	World eEnvironment Day	Completed
19	Guest lecture	Completed
20	Research meetings	Completed
21	Annual day	Completed
22	Health camp	Completed

Part-B 1.3 Feedback from Stake Holders*:

Employer

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

Students

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

Felt that Communicative English is helpful to enrich their teaching skills, suggested that to continue in future batches.

Alumni

The Alumni of the college suggested that the curriculum should be based on the current National Curriculum Frame work 2009 and State Curriculum Framework 2011.

They suggested that Communicative English and Action Research programmes to be continued all times.

Cooperating schools

- Appreciated the training given by the Methodology faculty

- Appreciated the Innovative lesson plans introduced by the college

- Appreciated the Student teachers active participation in the curricular and co-curricular activities.

- Advised the college to send the trainees for Internship cum teaching practice in the middle of the Academic year.

BEST PRACTICE –I

Title: Development of Life Skills in the student teachers.

Goal:

To build effective communication skills and interpersonal relationship skills.

To know oneself and empathize with others, to inculcate creativity and have critical thinking abilities in life situations.

To face problems confidently and take right decisions in life.

To empower students to cope with emotional stress.

Context:

Life Skills have beeen defined as "the abilities for adaptive and positive behaviour that enable individuals to deal effectively with the demands and challenges of everyday life. Life skills include psycho-social competencies and inter personal skills that help people make informed decisions, solve problems, think critically and creatively, communicate effectively, build healthy relationships, empathize with others and cope with managing their lives in a healthy and productive manner.

The Practice:

The students were oriented about various areas of Life skills. They were divided into groups to work on the ten core Life Skills as laid down by W.H.O

1. Self-awareness 2. Empathy 3. Critical thinking 4. Creative thinking 5. Decision making 6. Problem Solving 7. Effective communication 8. Interpersonal relationship 9. Coping with stress 10. Coping with emotion. This practice has enhanced the skill of leadership, communication, co-operation, and inter-personal relationships of students.

Evidence of Success:

It has resulted in building healthy relationship amidst students, family and institution.

Problems encountered and resources required:

The programme encountered some hurdles during implementation. While on going of the programme it was felt that only resource person is not sufficient to handle the project,all the mentors should be involved in the project. The success of Life Skill Education training is witnessed in the attitudinal change of the students which cannot be accurately measured.

Best practice –II

Title: PREPARING STUDENTS TO MEET GLOBAL DEMANDS IN EDUCATION

 Goal: To meet the Global trends and demands in education.

       To foster global competencies in students.

Context:

Teacher education institutions are expected to train students to meet the global demands by integrating information and communication technology in the respective subjects. The college is expected to educate future teachers in professional knowledge and practice.

The practice:

The institute tried to foster global competencies in students through following activities-

1. Use of multimedia facilities by LCD projectors, e-learning material.

2. Language laboratory for communication skills.

3. Computer literacy programme for students.

4. The curricular transaction is enriched with the help of ICT to add a good number of activities for student's capacity building.

5. Converting practice lessons to Technology aided classes during teaching practice session was made compulsory for all teacher trainees.

Evidence:

The students gained the knowledge of using technology and incorporated in the clasroom transaction during their internship programme. Students with the help of audio, video and power point presentations made their classroom teaching very effective.

Problems encountered and resources required:

During the internship programme it was found that many schools were not having proper computer lab facilities due to which students faced problems in taking digital classes.