

Ghulam Ahmed College of Education  
Banjara Hills, Road No 3, Hyderabad.  
The 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

Mobile

09949900733

Name of the IQAC Co-ordinator:

Dr. N.Saroja

Mobile:

IQAC e-mail address:

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)  
\*The number in the certificate given by NAAC (2007) is as posted in the box

1.5 Website address:

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	1 <sup>st</sup> Cycle	B	2.08	2009	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted 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 2013-14 uploaded on college website
- vi. AQAR 2014-15 uploaded on college website

vii. AQAR 2014-15 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 (Ed)  Engineering  Health Science  Management

Others (Specify)

Osmania University

1.12 Name of the Affiliating University (for the College)

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

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

1

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

4

1

-

Non-Teaching and Staff Student

Alumni

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

7

-

4

-

-

4

Total Nos.                      International                      National                      State                      Institution Level

(ii) Themes

An ICT initiative: “Use of Google apps for teachers” organized with the help of ‘Google’ company.

For inservice lectures/teachers of different institutions: -“Art and Aesthetics of teaching”,

“Personality development programme” for college students.

“Skill upgradation programme on B.Ed. revised curriculum”

2.14 Significant Activities and contributions made by IQAC

- Extension Lectures by eminent persons organized.
- Campus Interviews conducted for placement of teachers
- Guidance and Counselling support services provided.
- Value Education imparted.
- Vocational Guidance given.
- Skill up gradation programme for teachers taken up.

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
<p>1.To strengthen research activity Two major themes were selected for research work by the M.Ed. students, with an intension to address major issues of school students in the present education system.</p> <p>2.To strengthen research activity, a research study team was proposed under the guidance of the head of the institute Prof.Vibha</p>	<p>1.Two major themes selected for M.Ed. Dissertation work were: “Class room Dynamics in school children” “Child Literacy and child rights”</p> <p>Research proposals submitted to Director, SCERT to for financial support.</p>

Asthana members (faculty and students) to collaborate with the Director SCERT.	
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\* 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 2015-16 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 one each)
Trimester	
Annual	

1.3 Feedback from stakeholders\*  
(On all aspects)

Alumni  Parents  Employers  Students

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
	24	19	3	2	-

2.2 No. of permanent faculty with Ph.D.	6
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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		
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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

- Integration of Art and drama into Classroom teaching.
- Constructivist approach adopted in class room teaching-learning process.
- Value based teaching
- Innovative Field engagements given to students.
- Role play, Puppetery used.
- ICT integrated approach.
- Class Room Debates / Discussions
- Classroom Seminars
- Projects
- Flower arrangement and showcasing
- Documentaries
- Action Research
- Poster making
- Case studies
- Preparation of Brochures and News letters and PPT
- Large group teaching

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)

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

6

90

2.10 Average percentage of attendance of students

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 discuss 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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	

HRD programmes	
Orientation programmes	3
Faculty exchange programme	Nil
Staff training conducted by the university	3
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	2
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	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

<p>Total no. of Faculty Research Meets conducted – 2 Apart from Faculty Research Meets, the following activities have been taken up.</p> <ul style="list-style-type: none"> <li>• Research Study Group formed</li> <li>• Research proposals prepared for financial support</li> <li>• Action research encouraged at institution level and in schools.</li> <li>• Conducted State level Seminar on Research Methodology for the students of M.Ed. course, for all colleges in Telangana State, under Osmania University.</li> <li>• MEd students encouraged to write Review articles.</li> <li>• Conducted Action Research Programmes to B.Ed. students during their Internship cum Teaching Practice in the Co-operating Schools.</li> </ul>
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#### 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	-	-	-	1
Outlay in Rs. Lakhs	-	-	-	

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	23	-	-
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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					4
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International  National  Any other

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

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

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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum		College forum	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>
		Any other	<input type="text" value="✓ -"/>

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

Extension Activities

There are many schools in the old city of Hyderabad that need support in the form of :  
 organising refresher programs for teachers; literary programs for school children, teaching aids, etc.  
 The College signed an M.O.U with old city schools of Sultan ul uloom Education Society (SES) Hyderabad to conduct refresher courses for their school teachers. College students are also sent to conduct literary competitions, cultural activities, etc.

- Guidance and Counselling support services were organised for students of campus institutions.
- An orientation program was organised for lecturers of Campus colleges of Sultan UI Uloom Education society. Though the lecturers of Engineering, Pharmacy and other colleges were well versed in their subject content, they were not aware of the teaching methodology so they were oriented for 2 days on the teaching methodology.
- An extension lecture (1-4-2015) by Dr. Mamta counsellor ,American school in Dubai on “Autism- Role of teachers in dealing with Autistic children”.
- An extension lecture (1-4-2015) by

-An extension lecture by Ms.Shahana Sayeed (19-12-15) on “Upliftment of society through education”.

➤ Vocational Guidance was provided.

--An extension lecture (19-11-2015) by Ms. Sweekriti Goyal, Karmic education services on “Career counselling”.

➤ Conducting campus Interviews for placement of teachers

- 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

- Internship 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:

- 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.
- IQ Test: An IQ test was conducted for the students of Sultan Ul Uloom Public School by the Psychology Department of the college, on the request of the school authorities.
- Extension of Science Laboratory facilities to students of nearby Schools.

#### **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 are in progress.
- Result Analysis (paper wise) is taken up.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10580	9,49,925	187	60,290	10,767	10,10,215
Reference Books	3,194	3,24,420	6	800	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	Departments	Others
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 upgradation (Networking, e-Governance etc.)

- Hands on experience- MS Office
- Training in Creating mail I.D., Browsing Internet, Surfing, Hyperlinking, Navigation.
- Training in PowerPoint Presentation
- Creation of Newsletter, Blog, email ID, etc.



4.6 Amount spent on maintenance in lakhs:

i) ICT

Rs. 0.3

ii) Campus Infrastructure and facilities

Rs. 8.00

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

- Drinking water facility through two massive RO water coolers.
- Provision of photo copier machine.
- Clean, hygienic food available in college canteen.
- A 'Wall of fame' is maintained in the college, the names and pictures of academic achievers are displayed on the wall of fame.
- Supply of record books and prospectus.
- Placement services through Proper Channel.
- Conducts visits to important National Institutes of Significance.
- Provision of Reading Room facility.
- Health unit.
- Provision of website facility.
- English language laboratory to improve Communication Skills.
- Celebration of National Integration Day: The students of the college celebrated National Integration week from 19th to 25th November 2015. They enacted skits and organised several other activities.

A half day workshop was conducted for the students of the College on 18th Dec, 2015 on Value Integrated Teaching and Learning.

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

5.3 (a) Total Number of students

UG (B.Ed)	PG (M.Ed)	Ph. D.	Others
100	42	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	7	4.9		135	95.1

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	<input type="text" value="1"/>	SET/SLET	<input type="text"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

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

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

<i>On campus</i>			<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil	Nil

### 5.8 Details of gender sensitization programmes

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

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	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

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

Student's grievances were redressed by the college staff members. Guidance and Counselling services and Mentoring is done. A few complaints from students were: Course is very hectic

Too much of Practical 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 by the Times of India group.

#### **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 inservice 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

- Admissions
- Fees Collection
- Class room teaching- Powerpoint presentations are often used by yhr teachers.
- Evaluation- Question paper preparation, result analysis, etc
- Result Analysis and interpretation.

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

### 6.3.1 Curriculum Development

- Regular feedback of student committees on curriculum
- Faculty feedback on curriculum
- Suggestions on revision areas of curriculum discussed by the University authorities, IASE .
- Faculty participate actively in curriculum revision workshops.

### 6.3.2 Teaching and Learning

- Thorough practice of teaching skills before peer group is given to the students to make them perfect.
- Peer group teaching -Reflective teaching is practiced by the students before they go to schools for Internship to make them perfect.
- Impart knowledge and skills of action research to address day to day class room issues and problems.
- Involving the students in the community work to study the health ,literary and other issues, to make the students realize the importance of Community service.
- Enhancing self development through Skill of yoga , life skills
- Observation of experienced teachers in the reputed Schools of twin cities to have direct experience of classroom teaching.
- ICT mediation in the teaching learning process- extensive use of Power-point presentations
- Focus on dissertation work –addressing gaps in research studies,  
- addressing issues in teaching field .
- Project works and showcasing before the jury to enhance self confidence, self expression and leadership skills.
- Communicative English is introduced to improve the communication skills of the trainees and equip them 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.
- Participation in National & State level seminars
- Group discussion & role play
- Guest Lectures & Special Lectures organized.
- Inter-Institutional interactions
- Self-study online encouraged.
- Use of audio visual media for supplementing class room teaching
- Use of web based materials
- 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

#### 6.3.4 Research and Development

- M.Ed. students are encouraged to write review articles.
- 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.
- M.Ed dissertation helps in understanding the methodology and procedures to be adopted to conduct research .
- Lecturers are encouraged to take up research and publish articles and books.

#### 6.3.5. Library, ICT and physical infrastructure / instrumentation

- New books were purchased for the library, for reference of staff and students.
  - 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

#### 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. The college has a Professional and open climate.
  - 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 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 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.
- Students are admitted under Management quota strictly as per the norms of the State Government.

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 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 opportunities to 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 of 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.

- 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.
- Computer lab , Science Lab and language labs of the college are expanded by updating with extra features.

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 MEd 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 neighbourhood slum.

7.5 Whether environmental audit was conducted?

Yes



No

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

<p><b>Strengths:</b></p> <ul style="list-style-type: none"> <li>• Revised curriculum is very effective in preparing skilful and humane teachers.</li> <li>• Qualified and dedicated staff</li> <li>• Thrust on Research is given for M.Ed , BEd. students.</li> <li>• Admission procedure is strictly based on merit and as per the norms of the State Government.</li> <li>• Effective role Alumni Association and efficient services of Placement cell .</li> <li>• AS duration of the teacher education course is increased , serious takers with passion to teach increased.</li> </ul> <p><b>Weakness:</b></p> <ul style="list-style-type: none"> <li>• No Hostel facility is provided.</li> <li>• No Transportation facility for the students</li> </ul> <p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Staff is encouraged to improve qualifications, participate and present papers in seminars, refresher courses, orientation programmes, etc</li> <li>• Skill up gradation activities are encouraged and facilitated.</li> <li>• Staff is supported to participate in workshops and to deliberate in discussions.</li> </ul> <p><b>Challenges / Threats:</b></p> <ul style="list-style-type: none"> <li>• Due to increase in number of B.Ed Institutions like mushrooms there is a short fall in admissions.</li> </ul>
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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	
2	October		
	24th	Guest lecture	
	26th	Extension lecture	

3	November		
	1st – 5th	Cultural week	
	9th	Alumni Association Committee	
	10th	Research Committee Meeting	
	14th	Children's' Day	
	20th	Academic Council meeting	
4	December		
		Workshop on "Demonstration of Art & Craft items and preparation of Teaching Aids"	
5	January, 2017		
	7th	Research Committee Meeting	
	18 <sup>th</sup>	Academic Council meeting	
	26th	Republic Day	
6	February		
	4th	Extension Lecture	
7	March		
	15th & 16th	Quest - Talent Search	
8	April		
	4th	Academic Council meeting	
9	May		
10	June		
11	July		
	3rd	Extension lecture	
	29th & 31st	ICT Workshop	
12	August		
	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	Revision Of B.Ed Curriculum	23/06/2015 & 24/06/2015
3	Board of Studies Meeting at Osmania University	Month – August and Date-28-8-15
4	Academic Council Meeting	October – December, 20/11/2015 January – March, 18/1/2016 April – June, 4/04/2016 July – September, 21/09/2016
5.	Submission Of AQAR	Done
6	Disciplinary committee	28/09/2015
7	Anti ragging Committee	29/10/2015
8	Research meetings	7/02/2015 1/09/2016 10/11/2016
9	Equal opportunities Committee	27/10/2015
10	Alumni Association committee	9/11/2015
11	Independence Day Sexual harassment Committee	15/08/2015 28/10/2015
12	Teacher' Day	5/09/2015
13	Haritha Haram	July & August
14	Information Resource	18/11/2015
15	Literary and Sports Activities	18/01/2016
16	ICT workshop	24/06/2016
17	Students Grievance Cell	28/11/2015
18	Canteen	13/10/2015
19	Disaster Management committee	25/11/2015
20	IQAC Meeting	Completed

21	Remedial Tutorial	15/12/2015
22	Outreach Programme	25/06/2016
23	Celebration of National Integration Day	19/11/2015
24	Academic Senate Meeting at Administrative Building, Osmania University	Attended on 30-3-16
25	Administrative Committee Meeting	16/09/2016

### Academic Calendar of the Year 2015-2016

#### **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

##### 1. Title of the Practice

## Community Service for Swachh Bharat

### 2. Goal:

To instil the feeling of cleanliness, 'work is worship', in students. To motivate them to keep the surroundings clean and green.

To inculcate eco-friendly practices

To create awareness on "Use of only biodegradable material" in day to day practices.

### 3. The context-

The Biggest Challenge in India is to instil the habit of cleanliness in the people, especially where there is illiteracy and poverty, it is very difficult to inculcate this quality in the people.

The only way to do it is in schools when children are young. Hence the teachers were oriented towards Swachh Bharat activities. It is also the need of the day and is being widely publicized by our Prime Minister.

### 4. The Practice

- The college is part of Sultan ul uloom Education Society and is located within the sprawling campus of 24 acres. Students were involved in Campus maintenance, campus beautification and tree plantation activities. Say "No to Plastic" awareness campaign was also organised by the students. Students were oriented on different environmental issues. Rain water harvesting structures were created. Roof water, high level areas water is diverted and collected in to these pits.
- As part of community service and Swachh Bharat the student teachers, while in internship were involved in activities like spreading awareness of importance of keeping the home, school and its surroundings clean..

### 5. Evidence of Success

The college campus wears a clean, green and beautiful look after this endeavour of the students. Success is a relative term therefore one cannot vouch for having achieved total success. However the very fact that having taken the programme on its shoulders the Institution was able to fulfil the basic components of the clean and green program, in college & in practicing schools through speeches, activities, cultural activities and other inputs, provided a ray of hope and reassurance for a better quality of life by promoting swachh bharat.

### 6. Problems Encountered and Resources Required

The greatest impediments to carry out the mission successfully were lack of time and finding the correct resources. In the case of GACE it is a Teacher Education Institute offering a highly professional course with a Voluminous amount of theory and practicum. More over for more than month the pre service trainees are away in Teaching Practice and Apprenticeship programme. In the case of M.Ed students they have semester system which means structured time line, and dissertation work which involves a Intensive Research.

Most of the pre services Teachers are married with young school going children or pregnant women sometimes with advanced pregnant conditions. The Heavy Practicum in the form of Class Room Seminars, Projects, and Records is the major constraint.

### 7. Notes:

Swachh Bharat is the need of the hour, hence the teachers and the children have to work relentlessly to achieve this goal.

## Best Practice-II

### 1. Title of the Practice

#### **FOSTERING TEACHING SKILLS IN STUDENTS.**

### 2. Goal

The vision of the Sultan ul uloom Education society is to produce quality teachers through holistic and innovative practices in teacher education by igniting young minds towards excellence in education and societal commitment . A lot of emphasis was laid on development of skills in the student teachers which are normally found lacking in the present generation.

### 3. The Context

Day by day the passion for teaching is diluting and the urge for improving the standard of living is increasing. To improve the quality of teaching and to develop professional commitment, there is an urgent need to instil perseverance, dynamism, sublimation, discipline, truth in the would be teachers. To develop an integrated personality students were acquainted with innovative practices, self development , latest trends/contemporary issues in education, etc.

### 4. The Practice

The knowledge and skills of teaching were inculcated in the student teachers through micro teaching and reflective teaching. Peer evaluation was done for the program to be more effective. Innovative teaching practices and ICT mediation in teaching were taken up with the intension of making class room teaching and learning more interesting and efficient. Project work and showcasing before the jury was made compulsory to enhance self confidence, self expression and leadership skills in the students. Self development skills were developed through practice of yoga and co curricular activities. Participation in National and State level seminars , group discussion and role play was encouraged. Guest lectures, inter-institutional interactions, online self-study , use of audio visual media and web based materials etc were organized.

### 5. Evidence of Success

The students benefitted from the different programs as they facilitated development of different skills in the teachers. The self confidence of the students improved drastically. The college continues to achieve success in terms of performance targets and bench marks. The results of all the courses offered by the college are excellent, as the college is reputed for its discipline, value systems and Quality of Teaching.

### 6. Problems Encountered and Resources Required

Time was a constraint to plan different practical activities to develop the required skills in the teachers. Schools and colleges in India demand students performance in terms of marks and they are not well exposed to the external world .When students complete their teacher education course and enter in to the job market, they face problems to get a job as per their capability simply because they don't meet criteria and skills required for the jobs. It is highly essential to start personality development programmes in colleges to improve the educational standards.

### 7. Notes

A candidate with good skills of teaching is always in great demand. With so many international schools coming up in the city, there will be great demand for skilful teachers.

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