



## Yearly Status Report - 2015-2016

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GURU RAM DASS B. ED. COLLEGE
Name of the head of the Institution		DR. Sarabjit Kaur
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01638250884
Mobile no.		9855206499
Registered Email		grd.college@rediffmail.com
Alternate Email		s_jeet_gill@yahoo.com
Address		DAV COLLEGE ROAD
City/Town		JALALABAD WEST
State/UT		Punjab
Pincode		152024
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Ms Vanika Nagpal
Phone no/Alternate Phone no.	01638250884
Mobile no.	9914202030
Registered Email	grd.college@rediffmail.com
Alternate Email	vanikawatts82@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.grdcollegejbd.org/ssr.pdf">http://www.grdcollegejbd.org/ssr.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes  <a href="http://www.grdcollegejbd.org/syllabus/B_ED_SYLLABI_.-2018-2020.pdf">http://www.grdcollegejbd.org/syllabus/B_ED_SYLLABI_.-2018-2020.pdf</a>
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### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.77	2011	08-Jan-2011	07-Jan-2016
2	B++	2.87	2016	02-Dec-2016	01-Dec-2021

### 6. Date of Establishment of IQAC

01-Aug-2009
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
CDC SPONSORED NATIONAL SEMINAR	20-Feb-2016 3	45

WORKSHOP ON GENDER SENSITIZATION	24-Aug-2015 2	25
SEMINAR ON WOMEN EMPOWERMENT	29-Aug-2015 3	90
INNOVATION IN INTERNSHIP	14-Sep-2015 3	125
ART OF LIVING CAMP	19-Oct-2015 2	80
SOFT SKILL SEMINAR	06-Nov-2015 4	40
NATIONAL SEMINAR ON EDUCATIONAL INSTITUTIONS TO BRIDGE GAP IN AN E-WORLD	05-Dec-2015 3	80
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

10

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

? WORKSHOP ON GENDER SENSITIZATION ? ART OF LIVING CAMP ? NATIONAL SEMINAR ON EDUCATIONAL INSTITUTIONS TO BRIDGE GAP IN AN EWORLD ? NATIK SIKHYA EXAM ? CDC SPONSORED NATIONAL SEMINAR

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
ORGANIZE WORKSHOP	ONE WEEK
ORGANIZE SEMINAR	ICSSR
ORGANIZE SEMINAR	CDC
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
GRD AQAR CELL	01-Aug-2015

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

01-Aug-2015

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2016

Date of Submission

02-Feb-2016

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

• Workshop by college IQAC on working system of govt. and private schools. • Orientation programme by college placement cell on TET examination preparation and govt. teacher job application. • Extension lecture by Dr. Kulwinder Singh on 31st Oct., 2015 on construction and standardisation of test. • Extension lecture organized by college IQAC on qualitative research, meta analysis, trend analysis and triangulation approach by Dr. Kulwinder Singh. • Extension lecture by S. Parvinder Singh on personality development. • Students participated in

P.U. athletic competitions. • Annual sports day was celebrated. • Seminar on 'Save Mother Earth. • Organized yoga camp from 29th Feb.5th March, 2016.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution ensures effective curriculum delivery through a well planned and documentation process. All the programmes taught in the College are affiliated to Panjab University, Chandigarh. The College is well equipped with smart class room audio visual & other ICT facilities which are extensively used by Teacher's in day to day Teaching to make delivery of the curriculum attractive curriculum interactive teaching is promoted through students participation in group discussion, quizzes and seminars. Special lectures delivered by eminent scholars on topic related to curriculum further intensity students learning experience.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>		

#### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
PERSONALITY DEVELOPMENT PROGRAMME	12/10/2015	100
ART OF LIVING COURSE	14/03/2016	50
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	SCHOOL INTERNSHIP PROGRAMME	200
MEd	FIELD BASED EXPERIENCE	50
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>THE INSTITUTION COLLECTS FEEDBACK ON CURRICULAM ASPECTS AND COURSES FROM DIFFERENT STAKE HOLDERS SUCH AS STUDENTS, ALUMNI, FACULTY, EMPLOYERS. ONCE THE FEEDBACK IS ANALYSED AND VALUABLE SUGGESTIONS GIVEN WERE CONSIDERED AND NECESSARY ACTIONS WAS EXECUTED. CLASS COMMITTEE MEETINGS ARE CONDUCTED TWICE IN A SEMESTER AND FEEDBACK FROM STUDENTS ARE OBTAINED. COURSE EXIT SURVEY IS CONDUCTED AT THE END OF EVERY SEMESTER TO ACESS THE ATTAINMENT OF COURSE OUTCOMES AND THE STUDENTS SATISFACTION LEVEL. THIS FEEDBACK IS COMMUNICATED TO THE CONCERNED FACILITY TO THE NECESSARY IMPROVEMENT IN COURSE DELIEVERY AND ASSESMENT METHODS. ALUMNI FEEDBACK IS COLLECTED DURING ALUMNI MEET HELD ON THE CAMPUS WHERE ALUMNI GIVE SUGGESTIONS REGARDING THE COURSES TO BE INRODUCED/MODIFIED. ALL THE FEEDBACK COLLECTED ARE REVIEWED FOR NECSSARY IMPROVEMENTS.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	B. Ed. General	200	200	200
MEd	M.Ed. General	50	50	50
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2015	200	50	16	6	6
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## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	40	12	4	10
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Mentoring system is followed in the college. • Total numbers of students are divided into small groups headed by staff members. Mentor groups are formed in which 10 to 12 students are assigned a mentor. • There is a provision for Mentor period in the time table. Mentor groups meet during the mentor periods weekly and as and when they have some personal or study problems • Small group interactions and personal care is provided in mentor groups to share their experiences and discuss their problems. • Mentors provide counseling to the students for their educational, personal, psychological, vocational, emotional problems. • Mentors motivate students to develop positive attitude and participate in curricular and co-curricular activities. • Morning assembly is organized by each mentor group in which all the students of the group participate, such an activity instills confidence for public speaking. • All the mentor incharges prepare a cumulative record profile of the students to keep a track of their development. • The institution has a central library, cyber library and enriched resources in college library for effective teaching and mentoring.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
250	16	1:16

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	16	0	16	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr Sarabjit Kaur	Principal	• Award for Eminent Educationist by The Indus Foundation USA India (2016) • Best Psychologist Award IPERA, Agra
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	M ED	4	01/05/2017	31/10/2017
BEd	B ED	4	01/05/2017	31/08/2017

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

**Internal Assessment:** There is a provision of continuous evaluation of the student's progress which is monitored by keeping the records of the performance of each student in the each activity. There is internal evaluation (10) in each of the theory paper as well as methodology papers which is based on

- Class attendance
- Participation of the student in class discussion
- Written assignments
- Snap tests
- General behavior
- Seminar Performance.
- Internal evaluation for the practical in each subject is also 10 which is based on the specified practical work such as Practice teaching and its records
- Preparation of practical files
- Online evaluation of assignments submitted by students, regular class tests House examinations, Student Seminar
- Group discussions, PowerPoint presentations, debate competition, dissertations, short- term field tours and report preparation, assignments etc.
- Students' areas of weakness are filtered from the evaluation of their series of internal assessment
- Students are divided into groups, each group comprising academically strong and not-so-strong students and made to discuss and write assignments together contribution/ knowledge gained by members of the group is tested through interactions
- Oral presentations by students during the last 10 minutes of the class periods
- Students deliver a short lecture on the taught topic in the same class, subject to availability of time
- Welcome discussions on topics from the syllabus on which research may be initiated. There is 30 internal assessment in each of the subject for M.Ed class. The internal assessment for the dissertation work is 100 marks which are submitted by their supervisors. The internal assessment is based on the sessional work of the students.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution is an affiliated college. Examinations are conducted at the end of each semester by the affiliating University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, notice boards, college website and also verbally by the faculty members of the college. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance . Internal assessment dates are also

**2.6 – Student Performance and Learning Outcomes**

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://grdcollegejbd.org/index.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
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B ED	BEd	B ED GENERAL	184	180	98
M ED	MEd	M ED GENERAL	46	45	98
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[College has a Feed back Performa that seeks feedback related to teaching learning evaluation ,teachers,infrastructure. The report of academic session is approved by IOAC.](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
PROPERTY ACT AND LAWS	SOCIAL STUDIES	11/11/2015

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
INDO AMERICAN EDUCATION SUMMIT 2016	DR. SARABJIT KAUR	The Indus Foundation	Nil	EMINENT EDUCATIONIST
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>No Data Entered/Not Applicable !!!</b>			
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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
<b>Attended/Seminars/Workshops</b>	7	15	0	0
<a href="#">View File</a>				

## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>PULSE POLIO</b>	<b>PANJAB UNIVESITY, CHANDIGARH</b>	2	50
<b>VOTING AWARENESS PROGRAMME</b>	<b>PANJAB UNIVERSITY, CHANDIGARH</b>	2	50
<b>ROAD SAFETY PROGRAMME</b>	<b>PANJAB UNIVERSITY, CHANDIGARH</b>	2	50
<b>SOCIAL AWARENESS</b>	<b>PANJAB</b>	2	50

RALLY	UNIVERSITY, CHANDIGARH		
GROUP ACTIVITIES	PANJAB UNIVERSITY, CHANDIGARH	2	50
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	0	0	0
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	17.73

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E GRANTHAYALA	Partially	4.0	2015

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10826	709013	200	100731	11026	809744
Reference Books	600	90000	30	7500	630	97500
Journals	34	25000	4	3000	38	28000
CD & Video	300	3000	50	1200	350	4200
<a href="#">View File</a>						

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	30	20	30	0	0	3	7	2	0
Added	0	0	0	0	0	0	0	0	0
Total	30	20	30	0	0	3	7	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
FREE	<a href="http://grdcollegejbd.org/">http://grdcollegejbd.org/</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2	1.24	3	2.3

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The facilities and infrastructure is planned as per the norms and requirements of NCTE and Panjab University, Chandigarh. • The management has a separate department to maintain the infrastructure of all the institutions under its administration. • There is a Director (Development), Registrar and a supervisor appointed to look after the development and maintenance work. • The building is white washed / painted every alternative year. • There is a workshop to handle the dilapidated work. The institute has a contract mechanism under which electric work, wood work, sanitary work etc. are accomplished. • The college building is fully insured against any kind accidental damages. The hardware and software purchased from the market are maintained under the Maintenance Contract Agreement (AMC) i.e. Intercom, Photostat, Fax, Computers, Water Coolers etc. are covered under the maintenance agreements. • The institution regularly spends a portion of its budget for the proper upkeep and maintenance of its infrastructure. Termite treatment is carried out from time to time.

<http://grdcollegejbd.org/>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2015	SBI LIFE INSURANCE	15	20	10	8
2015	ICICI PRUDENTIAL	25	20	12	10
<b>No file uploaded.</b>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	1

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
IOC CHEMICALS BATHINDA	140	20		10	8
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
GATE	2
Any Other	5

No file uploaded.

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Panjab Univeristy Inter Zonal Youth Festival	Univeristy	40
Panjab Univeristy Inter College	Univeristy	10
Athletic Meet	College	20
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### 5.3 – Student Participation and Activities

#### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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#### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

No Data Entered/Not Applicable !!!

### 5.4 – Alumni Engagement

#### 5.4.1 – Whether the institution has registered Alumni Association?

No

#### 5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

#### 5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

#### 5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

#### 6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

- The institution continues to strive for excellence in all its endeavours with decentralization and participatory approach. The College has a coordination committee comprising of President, Vice-President, Secretary, Director, Registrar and other members to provide leadership for the effective administration. It monitors the developmental activities, transaction of teaching and learning activities, class results, financial transactions, Human resource management etc
- The management of the institution always strives to put best efforts for quality sustenance and enhancement and takes various measures for the same.
- The management reviews the activities of the

institution by informal visits and is also formally invited for meetings, functions or any other get together. • Principal holds regular meetings to identify responsibilities keeping in view the abilities, competencies and work load of the staff. Principal ensures that each faculty member is equally involved in all college activities • In the beginning of every session, a meeting of staff and principal is organized to review the activities of the previous session. • Important duties and responsibilities are assigned committee wise according to the events and activities to be held in current year. Minutes of meeting are recorded. • The internal administration of the college works smoothly. There is democratic and human environment prevailing in the campus. There is a good rapport between the Principal and the Staff members. • Central student council which includes class representatives of B.Ed. and M.Ed. also put forward their queries and problems during meetings with the Principal and faculty.

6.1.2 – Does the institution have a Management Information System (MIS)?

**No Data Entered/Not Applicable !!!**

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> <li>• Annual Academic Calendar is made available to the students at the time of admissions to ensure maximum participation according to interest and abilities of the students.</li> <li>• : The college prospectus is made available to the students at the time of admissions. The prospectus has detailed information about the college history, its achievements, infrastructure, rules and regulations, outline of the courses and curriculum.</li> <li>• Fully online admission system from application to the counselling process has ensured a transparent process and students have been admitted on the basis of merit in the state level entrance test.</li> </ul>
Human Resource Management	<ul style="list-style-type: none"> <li>• Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate etc to increase their skill and experience. Details can be found in the the college website</li> <li>• College organized national seminars, international conference, workshop and special lectures to enrich students and staff in the academic year 2016-2017</li> <li>• Faculty members are encouraged to participate in trainings, workshops and staff development programmes</li> </ul>
Library, ICT and Physical Infrastructure / Instrumentation	<p style="text-align: center;">Renovation and upgradation of laboratories, subscribing journals for the library, waiting room construction, purchase of new computers is under process in the current academic year</p>



Curriculum Development	Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development.
Teaching and Learning	<p>the teachers adopt interactive methods of teaching like group discussion, heuristic method, project method, problem solving method, demonstrations, e-learning method. Collaborative teaching learning approach, etc. are used in the college to provide sufficient scope for effective learning. Various models of teaching are used for effective teaching .• The college ensures integration of traditional as well as latest learning methodologies to impart instruction and providing various learning experiences to the prospective teachers. • Individual attention is paid to each student by providing on the spot feedback regarding the response and performance of the learner. • Students are given assignments as well as project work concerning teaching methodology subjects.</p>
Examination and Evaluation	Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students. Examination sub-committees and tabulation sub-committees have been formed by the Teachers Council for effective implementation of the evaluation reforms of the university
Research and Development	Encouraging joint research by faculty members, which has resulted in their national and international joint publications. Encouraging faculty members to undertake major and minor research projects and disbursement of received research funds for purchase of items without delay. • College has a Research Cell in order to promote research activities among the students and the staff.
Industry Interaction / Collaboration	• Links and Collaborations with NCERT, NCTE, CTE, CDC, Panjab University, Chandigarh, to organize

international and national seminars, workshops, faculty development programmes. • Association with more than 10 practicing schools, DIET, CTE, AIAER, GERA helps us in realization of paradigm shift made by the state in secondary school curriculum which enable faculty to train our would be teachers in a desired manner. • The excellent rapport with our practice teaching schools helps our student teachers to experience directly the functioning of a full-fledged school. This makes the internship programme effective and fruitful.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	College has a functional in house ERP,. It includes students' database, faculty, hostel and staff database, feedback system, evaluation and attendance system etc.
Administration	The college academic and administrative bodies are headed by the Principal. The Principal delegates duties and responsibilities to these bodies for effective administration. The administration of the college is decentralized in the following way: • Governing body assigns administrative powers to the Principal. • Principal forms various staff committees for supervision and conduct of various college activities. • Meetings are held with the Class Representatives regarding administrative activities. Suggestions of faculty and students are sought while taking administrative decisions.
Finance and Accounts	Salary of faculty members and staff is transferred directly to the bank account.
Student Admission and Support	• Applications are submitted for admission to BEd and MEd course through the online admission portal .Centralized Admission is done through State Level Entrance Test. • A help desk is set up in the college during Summer break to facilitate the aspirants for preparing and applying for the course. • Merit list is prepared and uploaded by fully computerized system • Online counselling is scheduled based on the merit list of candidates

<b>Examination</b>	<ul style="list-style-type: none"> <li>• Faculty members of this college follow table marking and perform their evaluation duties as examiner as and when appointed by the university.</li> <li>• Prior to the University exams the students are made to take house exams to ensure their eligibility for University Exams.</li> </ul>
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### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2015	NA	NA	NA	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	ART OF LIVING	ART OF LIVING	19/10/2015	24/10/2015	10	6
2015	INNOVATION IN INTERNSHIP	Nill	14/09/2015	14/09/2015	15	0
2016	NEW POLICIES OF THE NCTE	NEW POLICIES OF THE NCTE	15/02/2016	15/02/2016	18	4
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY DEVELOPMENT PROGRAMME	18	15/03/2016	19/03/2016	3
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
<b>No Data Entered/Not Applicable !!!</b>			

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical assistance, Provident Fund, • Residential quarters, Gratuity and leave encashment as retiral benefit	Loan facility, Medical assistance, Provide nt Fund, Residential quarters, Gratuity and leave encashment as retiral benefit, uniform to class IV employees	Scholarships from Student Aid Fund, Alumni Fund

### 6.4 – Financial Management and Resource Mobilization

#### 6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The accounts of the institutions are audited regularly. There is internal and external audit system of the account. The college has an inbuilt system of the internal audit of the accounts. The college has a bursar who looks after each and every bill of the expenditure. All the bills are duly checked and attested by the concerned persons. The college accounts are regularly verified by the chartered accountant of the institute. In case of any discrepancy found at any level, it is rectified immediately. All the records of the accounts are properly maintained and updated frequently by the college. The university and government rules are strictly followed.

#### 6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

#### 6.4.3 – Total corpus fund generated

<b>No Data Entered/Not Applicable !!!</b>
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### 6.5 – Internal Quality Assurance System

#### 6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Nill	Nill
Administrative	Nill	Nill	Nill	Nill

#### 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. The interactions of teachers with parents during parent-teacher meetings come up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent drop-out of students.. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to

ensure proper attendance of their ward. Joint effort of parents and faculty members has ensured good representation of students in various curricular and co-curricular fields. Parent teacher meetings of weak students are timely organized, remedial teaching and other strategies are employed for the improvement of low achievers

6.5.3 – Development programmes for support staff (at least three)

- Each teaching staff acts as a mentor to one non-teaching staff member and his/her family and regularly monitors his families progress like their children's education, family health well-being etc.
- Loan facility, Medical assistance, Provident Fund, Residential quarters and uniforms to class IV employees

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Curriculum lab is made to keep the teachers and students abreast about changes in curriculum and teaching methodologies all over the globe, to provide students and teachers with up to date curriculum materials and encouraging teachers for revising and developing curriculum. Syllabi of different boards, to begin with CBSE and Punjab board syllabi for classes 6 to 10 has been procured. Soft copies of textbooks of CBSE (NCERT), classes 6 to 10.. Teaching Practice Lesson Plan Diaries, Micro Teaching Plan diary, Practical File, Assignment, Project Survey, Action Research, Books of School Curriculum etc. The curriculum lab will be open to use for all students, faculty, and staff during regular college hours. The staff and students will be allowed free access to the material on issue and return basis. Delhi Public World School, Jalalabad (West) Distt Fazilka has been adopted as a model school. Demonstrated innovative teaching technique using blending mode of learning i.e. effective use of traditional method and use of technology. The faculty was given assistance in optimal use of OHP so as to increase the attention and participation of students. Workshops in preparing e-content updating blogs were organised .E-Lessons in Micro teaching, Models of Teaching have been developed and uploaded on youtube. Adopted Village Surghuri and conducted rallies and sensitization programmes and lectures for Village folk and Youth in the month of Dec 2016 and Jan 2017. The theme of the programme is Youth against Disease and Dirt .Adopted the village Surghuri. Village Surghuri to sensitise the village folk about health and hygiene, to counsel the parents about the benefits of education. Career counselling is being given to students through career talks in schools. Meeting with the sarpanch of the village in the college campus. Meeting with the panchayat members to discuss the objectives and awareness about health and hygiene to the villagers. An interaction session with village women to discuss facts about sanitation and poor hygiene. Another session was conducted to discuss the impact of poor hygiene practices and how it can be controlled (open defecation) and the issues of sanitation with adolescent girls of the village.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Nil
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	EXTENSION LECTURE ON E	04/11/2015	12/12/2015	12/12/2015	15

	ENVIRONMENTAL EDUCATION				
2016	PERSONALITY DEVELOPMENT CAMP	06/01/2016	11/02/2016	13/02/2016	100
2015	NATIONAL SEMINAR ON EDUCATIONAL INSTITUTIONS TO BRIDGE GAP IN AN E- WORD	04/11/2015	05/12/2015	05/12/2015	20
2015	LEGAL LITERACY SEMINAR	09/09/2015	14/09/2015	14/09/2015	18
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender sensitization	24/08/2015	29/08/2015	120	80
Women Empowerment	28/09/2015	28/09/2015	115	75
Awareness towards gender issues in schools	09/03/2015	09/03/2015	125	75

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The institution is eco friendly and is located in a pollution free area in a peaceful atmosphere away from the city's hustle and bustle. The institution keeps in view the environmental issues and it is ensured that all the rooms are airy and well ventilated, spacious and well furnished with sufficient provision of fans and tube lights.. • A special event is organized for tree plantation every year, where 20-30 trees are planted in the campus, teaching practice schools and surrounding areas. • The institution emphasizes on the minimum use of paper. Students are motivated to submit online assignments to reduce the use of papers. • An awareness drive is conducted in the form of NSS and various extension activities to give knowledge regarding cleanliness and maintenance of campus and surroundings. •</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	No	0

Physical facilities	Yes	2
Provision for lift	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	2

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Morning Prayers	13/07/2015	Morning assembly is organized by each House in which all the students participate, such an activity instills confidence for public speaking On every day the House groups organize morning assembly where students recite prayers, discuss current news, thoughts and talks on various societal and current issues Morning assembly facilitates spiritual, moral and religious value inculcation and develop insight on current issues
Internship Programme	01/02/2016	Organization of pre-practice teaching and practice teaching programme blended with internship to enhance students field based learning experiences .

Professional development through Pre Internship Programme for 4 weeks, School Internship Programme for 16 Weeks,

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day celebrations	15/08/2015	15/08/2015	245
Vigilance Awareness Week	03/03/2015	10/03/2015	248
Republic Day Celebration	26/01/2016	26/01/2016	240

[View File](#)

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution is eco friendly and is located in a pollution free area in a peaceful atmosphere away from the city's hustle and bustle. The institution keeps in view the environmental issues and it is ensured that all the rooms are airy and well ventilated, spacious and well furnished with sufficient provision of fans and tube lights..

- A special event is organized for tree plantation every year, where 20-30 trees are planted in the campus, teaching practice schools and surrounding areas.
- The institution emphasizes on the minimum use of paper. Students are motivated to submit online assignments to reduce the use of papers.
- An awareness drive is conducted in the form of NSS and various extension activities to give knowledge regarding cleanliness and maintenance of campus and surroundings. .Rough papers are used for office work and notes.Garbage burning is prohibited and pits are made to collect and decompose the garbage.

## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Organization of Daily Morning Assembly by mentor of the house daily. A contribution of all the students in the morning assembly is mandatory which helps in harmonious development of students. In the Morning assembly students recite prayers, discuss current news, thoughts and talks on various societal and current issues. The institution tries its best to inculcate the moral and spiritual values among the student teachers through morning assembly. It is compulsory for every student teacher to participate in the morning assembly

- Emphasis on Indian Value System through morning assembly, clubs societies and curricular activities
- Morning Assembly by each mentor group (starts with religious prayer, then 4-6 speeches by students, news, thought of the day, important facts, stories, powerpoint presentations, a teacher's address ends with National Anthem, all students attend in college uniform. In morning assembly videos and presentations related to diversity are highlighted.
- All the mentor incharges prepare a cumulative record profile of the students to keep a track of their development.

2 Finishing School Programme To upgrade the teacher education programme a unique concept of Finishing School Programme has been incorporated in the college curriculum. Modules covered under this programme are-

- Soft Skill development
- Effective communication Skills
- Interpersonal Skill
- Resume Writing
- Mock Interviews
- Continuous and Comprehensive Evaluation

Upload details of two best practices successfully implemented by the institution as per NAAC format in your



institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The faculty practices diversity of instruction by using varied methods of teaching styles as required in different situations. • The diversity of instruction is ensured through varied classroom techniques, use of electronic gadgets in classroom teaching, use of digital learning methods and materials, Online open source learning programmes, Micro learning modules, case studies and writings, discussion forums, quiz makers, peer reviewed assignments etc. • Students are given instructions for practical and field work by optimum utilization of technologically well equipped laboratories i.e ET Laboratory, Method Laboratory and Computer Laboratory • The students are encouraged to adopt these technologies in their practice teaching sessions, student seminars and presentations. • The institution has introduced the concept of simulated learning / peer learning/ micro learning. • In addition the staff also engages in E-Content development. • Broadband with the unlimited internet connection • Computerized library with e-resources • College website with updates • Enrollment in Inflibnet • Language lab • Automated office • Develop power point presentations.

Provide the weblink of the institution

### 8.Future Plans of Actions for Next Academic Year

• Upgradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. • Construction of Lift facility in the main academic building and construction of waiting room for visitors in the college campus • Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni • Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research. • Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged • Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives • Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies • Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff .