

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

SANJAY GANDHI COLLEGE OF EDUCATION

1.2 Address Line 1

RGC CAMPUS, CHOLANAGAR

Address Line 2

R T NAGAR POST

City/Town

BANGALORE

State

KARNATAKA

Pin Code

560032

Institution e-mail address

principalsgce@gmail.com

Contact Nos.

080-23545552

Name of the Head of the Institution:

Dr. R. LATHA KUMARI

Tel. No. with STD Code:

080-23545552

Mobile:

9845807425

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 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)

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 st Cycle	B	2.63	2016	18/01/2021
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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
- ii. AQAR
- iii. AQAR
- iv. AQAR

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

(NCTE)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

BANGALORE UNIVERSITY,
BANGALORE

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students 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

Total Nos. International National State Institution Level

(ii) Themes

1. Paper presentation on “women empowerment and Gender sensitivity” on 23.03.2016 on the occasion of International Women’s Day.
2. Two days workshop on Active learning on 27.4.2016 and 28.4.2016 by Mrs. Padmavathi from Royal Society of Chemistry

2.14 Significant Activities and contributions made by IQAC

1. Students association of the college was formed on 5.4.2016 followed with inauguration of different clubs.
2. Encouraged students to participate in inter college competition at Dr. Ambedkar College of Education on 19.3.2016 and New Horizon College of Education on 9th & 10th of December 2016.
3. Founder’s day was organized on 21st and 22nd of April 2016 by providing maximum opportunities to the students to expose their talents exhibiting in intra college competitions conducted on 18th April 2016.
4. By giving more importance to celebrations like Dr. B.R. Ambedkar Jayanthi on 30.4.2016, National Youth Week with respect to Swamy Vivekananda Jayanthi on 10 .01. 2017, Teachers Day on 26/9/2016, Talents day followed with Ethnic Day on 3.5.2016. etc., to increase the students participation in different types of activities and competitions.
5. International women’s day was celebrated on 23.03.2016.
6. In-house presentations by faculty members on Saturdays from 26.3.2016 to 09.4.2016.
7. Seminar at institution level on ‘Action research - a tool in the hands of class room teacher
8. Organised professional development workshop on research in education on 24/05/2016 by Dr. Prakash, Assistant Professor, Christ College, Bangalore as resource person.
9. Mr. Ravi K and Mrs. Jyotsna Sharma have under taken two research projects related to current practices and changes in teacher education.

10. Awareness Campaign on “Electorate and Voting” in the local community.
11. Distribution of saplings in the local community as a part of Environmental Awareness.
12. Awareness Programme on “Health and Hygiene” in the local slum areas.
13. Extended assistance to the public for getting Aadhaar cards and Voter’s IDs
14. Creating awareness on social issues through street plays in the local villages.
15. Dental health camps in the local villages in collaboration with Rajiv Gandhi Dental College, Bangalore.
16. Conducting surveys on social issues in the nearby villages.
17. General health check-up of students in teaching practice schools (Govt.) in collaboration with Rajiv Gandhi Medical Hospital ,Bangalore.
18. Women Redressal Cell organized guest lecture on “women empowerment and gender sensitivity” on 15.6.2016 by Dr. Poornima
19. Add on course: Certificate course on communication skills was organised from 12/04/2016 to 15/04/2016 for students.
20. A five days workshop on “computers as a friend of teachers in the present scenario” is organised in collaboration with Rajiv Gandhi Institute of Technology, Bangalore
21. Guidance and Counselling Cell provided need-based career guidance to the students, conducted guest lectures, local visits etc.
22. Visit to counselling centre is organised through Guidance and Counselling Cell
23. Students appeared for CTET were given special coaching.

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
Calendar of events for the academic year 2016-17 and action taken report is enclosed herewith.	

2.15 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate Any other body

Provide the details of the action taken

Suggestions were implemented and incorporated

Part – B

Criterion – I

I. 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				
UG	01			02
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	01			
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	01
Trimester	
Annual	

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

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

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

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

As per the requirement of UGC, Bangalore University has introduced CBCS (Choice Based Credit System) pattern for B.Ed. course from the academic year 2015-17. Our faculty members have been involved in the preparation of CBCS syllabus for B.Ed. course. Department of Education, Bangalore University has taken initiation in the preparation of CBCS curriculum as per the directions of Bangalore University. A core committee was formed to draft the framework of the syllabus. Later, committees were constituted to prepare the syllabus for different subjects. Senior faculty members of the affiliated colleges were appointed as chairman and members of the committees. The committees had discussed in length about the priority of the content to be included keeping the changing scenario of teacher education in 21st century, recommendations of NCTE and NCFTE (2009) on teacher education programme and prepared the draft of the syllabus.

- The prepared draft of CBCS was modified as per experts' suggestions and then sent to the academic bodies of the university like BOS, Academic Council and finally it was forwarded to Syndicate for approval. The approved syllabus was sent to the affiliated B.Ed. colleges for implementation from 2015-17. There is a scope for further modifications in the syllabus every year based on feedback received. However the institution does not have the liberty to change or modify the curriculum.

Dr. R Latha Kumari, Principal was appointed as chairperson for optional paper of 4th semester Value Education. Along with five more members the curriculum of value education was prepared. She was also worked as member of other committees constituted for preparation of childhood and growing up , Learning and Teaching papers and she also oriented the teacher educators regarding the internship activities proposed for 2 years B.Ed Course.

Mr. Srinivasa Thiwary, was appointed as member for CCM Kannada of 2nd sem, & 3rd semester , general paper creating inclusive school of 4th semester and DMSE of 1st Semester.

Mr. Sandur Prasad was appointed as member for optional paper of 4th semester Value Education., CCM Social Science of 2nd and 3rd semester and DMSE of 1st Semester.

Mr. Ravi K was appointed as member for CCM of Teaching Mathematics of 2nd and 3rd semester curriculum & G& C of 1st semester.

Mr. Srinath N , was appointed as member of CCM of Teaching Biological science of 2nd and 3rd semester and ECI of 1st sem..

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
08	3		1	4

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2016-17 **

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0				0		0		0	

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

00

04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	.4	12
Presented papers	1	1	1
Resource Persons	2

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

1. Value development approach in Mathematics teaching.
2. Hit method
3. Preparation of a comic book
4. Detective/Discovery/Eureka method of teaching and learning
5. Role play method of teaching and learning (Mono Acting and Time Machine technique)
6. Mind map
7. Concept mapping

2.7 Total No. of actual teaching days

during this academic year

252

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

.....

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

05

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

2.10 Average percentage of attendance of students

95%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed : 2015-17 (1 st & 2 nd Sem)	45	45				

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

1. Helped in preparing semester wise / subject wise action plan
2. Improvised the format of Action plan
3. Monitored and evaluated the teaching learning process by interacting with respective teachers and students through feed back mechanism
4. Encourage staff members to adopt innovative strategies in teaching to promote effective learning.
5. Encourage teachers to develop rating scale , check list to assess the students attitudes and performance of the students in various aspects.
6. Adopting continuous and comprehensive evaluation techniques
7. Encourage to develop concept mapping packages in few subjects to improve the retention of the learning

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	2
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	
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	7			
Technical Staff	2			

Criterion – III

3. Research, Consultancy and Extension

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

- In-house presentations by faculty members on Saturdays from 26.3.2016 to 09.4.2016.
- Seminar at institution level on ‘Action research - a tool in the hands of class room teacher ‘
- Organised professional development workshop on research in education on 24/05/2016 by Dr. Prakash, Assistant Professor, Christ College, Bangalore as resource person.
- Guiding student teachers for conducting action research
- Organised workshop for faculty and students on SPSS package.
- Mr. Ravi K and Mrs. Jyotsna Sharma have under taken two research projects related to current practices and changes in teacher education.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
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 <i>(other than compulsory by the University)</i>				
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	-	-	-	-	-
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
-	-	-	-	-	-	-

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 State level

National level International level

3.22 No. of students participated in NCC events: University level State level

National level International level

3.23 No. of Awards won in NSS: University level State level

National level International level

3.24 No. of Awards won in NCC: University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Awareness Campaign on “Electorate and Voting” in the local community.
- Distribution of saplings in the local community as a part of Environmental Awareness.
- Awareness Programme on “Health and Hygiene” in the local slum areas.
- Extended assistance to the public for getting Adhaar cards and Voter’s IDs
- Creating awareness on social issues through street plays in the local villages.
- Dental health camps in the local villages in collaboration with Rajiv Gandhi Dental College, Bangalore.
- Conducting surveys on social issues in the nearby villages.
- General health check-up of students in teaching practice schools (Govt.) in collaboration with Rajiv Gandhi Medical Hospital ,Bangalore.

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	12 acres			
Class rooms	04			
Laboratories	03			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year. (2016-17)		Furniture & fixtures	By management	651000
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others		Books		20959

4.2 Computerization of administration and library

- Data base of the student teachers is prepared for the academic year 2015-17
- Maintenance of accounts like cash book, day book, income and expenditure is done using the software Tally
- Library is automated. The institution is using e-granthalaya software for automation of the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8606	1230894	90	17306	8696	1248200
Reference Books	2438		00		2438	
e-Books	N List available				N List available	5000
Journals& Magazines	12				12	5560
e-Journals	N List available				N List available	
Digital Database						
CD & Video	100		35		135	10000
Others (specify) Encyclopaedia	27 sets		2		29 sets	
Bound volumes	160		00		160	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	20	available	available	available	03	7	7
Added								
Total								

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

- Internet is provided to all the computers to enhance the accessibilities
- Two days workshop was organized for non teaching staff about the usage of software for e-governance .
- Guest lecture is organized on role of computers in teaching learning .

4.6 Amount spent on maintenance in **lakhs** :

i) ICT	2.00
ii) Campus Infrastructure and facilities	2.51
iii) Equipments	2.00
iv) Others	0.20
Total :	6.71

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Add on course: Certificate course on communication skills was organised from 12/04/2016 to 15/04/2016 for students.
- Formation of various cells, clubs and committees
- Formation of associations - students' association, alumni association
- Personality development programmes are conducted on 'soft skills' and 'life skills'.
- Workshop on 'interview etiquettes' and 'designing CV is organised through Placement and consultancy Cell
- Remedial classes for needy students were organised.
- Mentoring Sessions are conducted to enable the students to hone their professional and personal skills.
- A five day workshop on "computers as a friend of teachers in the present scenario" is organised in collaboration with Rajiv Gandhi Institute of Technology, Bangalore
- Guidance and Counselling Cell provided need-based career guidance to the students, conducted guest lectures, local visits etc.
- Visit to counselling centre is organised through Guidance and Counselling Cell
- Students appeared for CTET were given special coaching.

5.2 Efforts made by the institution for tracking the progression

- Through Achievement tests - Unit tests, Internal tests , Content based tests, Preparatory Examinations & Semester wise University Examinations
- Through observation of their participation in different activities.
- Feedback from teacher educators and the peers.
- Comprehensive assessment on professional attributes.
- Through their reflections recorded in the reflective journal.
- Assessing performance in various activities through institutional developed rubrics.
- Through various inter and intra college competitions
- Parent teachers meeting.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2015-17 batch students 45	-----	-----	-----

(b) No. of students outside the state

05

(c) No. of international students

NIL

Men	No	%	Women	No	%
	12	27		33	73

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
23	24	6	47	0	100	13	6	3	22	1	45

Demand ratio

Dropout % : 5%

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

- Conducted CTET coaching classes.
- Library procures competitive examination books and solved question papers of CTET of yester years.
- Conducting classes for English paper and mathematics for other competitive exams.

No. of student's beneficiaries

30

5.5 No. of students qualified in these examinations

NET	...	SET/SLET		GATE	----	CAT	----
IAS/IPS etc	----	State PSC	----	UPSC	----	Others	10

5.6 Details of student counselling and career guidance

- Guidance and Counselling Cell organized a special lecture on 'counselling skills '.
- Counselling sessions are organised and helped 3 students in resolving their personal conflicts.
- Placement and Consultancy Cell organized a Workshop on 'stress free interviews-for interviewers and interviewees'.
- Placement and Consultancy Cell conducted campus selection for 4th semester students.

No. of students benefitted

45

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
06	23	10	13

5.8 Details of gender sensitization programmes

- Women Redressal Cell organized guest lecture on "women empowerment and gender sensitivity" on 15.6.2016 by Dr. Poornima
- Organised an impromptu speech competition on the theme of women based issues
- Observance of International Women's Day included documentary on International women achievers and the reflections of students teachers on their roles/status in the family and society.

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	2	4000
Financial support from government	31	300400
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: _____

- Extension of library hours .
- Providing study material at the beginning of the course/semester.
- Flexibility in the submission of assignments dates.
- Providing the uninterrupted internet connection in ICT lab

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Excellence in competencies and value based teacher education

Mission:

To provide sustainable qualitative value based teacher education to meet the needs of the stakeholders in the current challenging social and educational system.

6.2 Does the Institution has a management Information System

Yes, the institution has the Management Information System in storing the information related to the academic and administrative aspects.

- The student teachers profile is prepared by the office staff which consists of required information about the student teachers of that academic year .
- The financial transactions are recorded using the software, Tally which gives information about the cash book, day book, income and expenditure.
- Library is automated
- Soft copies of different committees, allotment of students for different activities, time table, calendar of events, action taken reports, criteria for assessment, internal assessment etc., are maintained.
- Alumni and placement database is also maintained in the softcopies.

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

6.3.1 Curriculum Development

Listing out significant topics required for teaching profession other than given in the syllabus that can be transacted during regular classes.

Paper wise extended activities are listed out and allotted to students which may help them to have enriched experiences .

6.3.2 Teaching and Learning

- Guided in preparing E- content related to secondary school syllabus.
- Adopted innovative teaching approaches like Value development approach in Mathematics teaching, Hit method , Preparation of a comic book, Detective/Discovery/Eureka method of teaching and learning , Role play method of teaching and learning (Mono Acting and Time Machine technique) Mind map, Concept mapping
- Guided 2nd semester students in preparing hand book on web links related to study material of 1st semester.

6.3.3.Examination and Evaluation

- Comprehensive evaluation through unit test, practical activities ,seminars
- Preparation of rating scales to assess various attributes .

6.3.4 Research and Development

- Student teachers conduct at least one action research
- The institution undertakes two minor research projects related to current practices and changes in teacher education .
- Conducting textbook review by student teachers in their method papers .

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library automation.
- Installation of software.
- Installation of printer and a xerox machine.
- Enhancing the seating capacity of students.
- Establishing collaborations with local/central libraries

6.3.6 Human Resource Management

- The institutional mission and vision are achieved through to the consistent support of the management by providing efficient human and capital resources.
- Institution takes ample care in carrying out the faculty development programmes efficiently.
- Decentralization of roles and responsibilities helps in running the entire year's programme with much ease and system.

6.3.7 Faculty and Staff recruitment

- All the teaching and non-teaching staff are at their permanent post since 2009.

6.3.8

- Collaboration with the schools of local vicinity to exercise internship and other programmes .
- Collaboration with sister concern institutions to conduct training programmes ,community based activities , celebrate the days of significance etc.
- Collaboration with Academy of Creative Teaching to conduct guest lectures / training programmes .
- Collaboration with Sumangali Sewashram (NGO) to extend need based services in the Ashram.

6.3.9 Admission of Students

- Admission as per the norms prescribed by Bangalore University .
- The students under management quota are admitted based on the merit and interview with the head of the institution .

6.4 Welfare schemes for

Teaching	0
Non teaching	0
Students	Scholarships were provided by SC/ST/OBC by social welfare department

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	Jt. Director of Collegiate Edn.	√	Management & principal
Administrative	√	KV Jijimon Chartered Accountant	√	Chief Accountant

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?

Initiations are taken by the university to bring drastic changes in conducting examinations.

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

Not applicable

6.11 Activities and support from the Alumni Association

- Mr. Atal Kurup , represented Alumni made a noteworthy contribution by conducting a programme on Geogebra with an orientation on 9.4.2016 followed with 2 days workshop on 29.4.2016 and 30.4.2016.
- Conducted demonstration lesson for the student teachers in various school subjects .
- Conducted intra college competitions .
- Participated as judges conducted by the institution on intra college competitions.
- Supported the institution in providing campus placement .
- Alumni prove to be instrumental in getting the vacant seat for the admission filled during each academic year..
- Alumni association has organised inter College competition for B.Ed students in Essay Writing competition, preparation of Teaching Aids and impromptu speech.

6.12 Activities and support from the Parent – Teacher Association

Need based meetings with parents were conducted informally

6.13 Development programmes for support staff

- Three days training programme on innovations in the field of computer science was organised in collaboration with Department of Computer science, RGIT, Bangalore.
- One day training programme on maintenance of records was organised for office staff.

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

- Maintained the green and clean campus with maximum plantation
- Minimized pollution in the campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Innovations

- Compiling of web links that helps in preparing their subject wise study material
- Training given in creating 'digital content'.

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 are carried out as planned in IQAC. The calendar of events for each semester is planned accordingly all the activities are executed and action taken report is submitted to the respective committees and Cells. Annual report of each semester is also prepared.

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

- Coaching the student for CTET, General Mental Ability and Communication Skills.
- Formed method wise WhatsApp groups consisting of method teachers, method students, teachers teaching the respective subjects at teaching practice schools to have meaningful academic discussions.
- Watching the movies with educational values and analysing them in terms of educational values.

7.4 Contribution to environmental awareness / protection

- Observing the days of environmental significance such as World Water Day , World Environment Day.
- Create awareness among the local citizens about environment protection using play cards
- Distributing saplings which has medicinal values in the neighbourhood
- Planting medicinal plants in the campus.

7.5 Whether environmental audit was conducted?

Yes

No

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

Strengths

- Good infrastructural facility.
- Highly supportive management.
- Decentralized responsibilities.
- Private aided institution.
- Qualified and committed teaching faculty.
- Supportive non-teaching staff.
- Democratic outlook of principal.
- Integration of ICT in Teaching and administration.
- Placement services for student teachers.
- Supportive sister institutions.
- Cordial relationship with the stakeholders.
- Good examination results.

Weaknesses

- Lack of academic flexibility in curriculum designing.
- Lack of sufficient opportunities for the professional enrichment of the faculty.
 - Less cooperation from practice in teaching schools.

Opportunities

- Enriching human resources.
- Financial assistance from UGC.
- Development of research culture among faculty members and student teachers.
- Bringing the institution to the level of potential of excellence.
 - To undertake major and minor research projects from UGC.

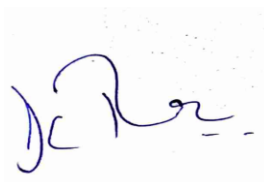
Challenges

- Bringing the institution to the level of 'potential of excellence'.
- Implementation of new prescribed syllabus.
- Preparing student teachers as prospective teachers for 21st century.
- Dealing with the heterogeneous group of the student teachers due to the relaxation in eligibility criteria for admission.

8. Plans of institution for next year

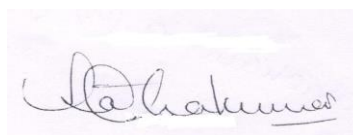
- To enhance the rate of placement opportunities
- To enhance the involvement of alumni in institutional development activities.
- To integrate technology in teaching.
- To encourage sports activities.
- Provide facilities for digital learning by equipping all the class rooms with LCD projectors.

Name: Sri. Ravi K



Signature of the Coordinator, IQAC

Name Dr. R Latha Kumari



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
