

*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:

Dr. JYOTSNA SHARMA

Mobile:

9845042811

IQAC e-mail address:

principalsgce@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

KACOTE18190

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)

EC(SC)/11/A&A/45.1 DATED 19<sup>th</sup> JANUARY 2016

1.5 Website address:

[www.sgce.rgcgroup.org](http://www.sgce.rgcgroup.org)

Web-link of the AQAR:

<http://sgce.rgcgroup.org/noticeboard/AQAR 2019-20>

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	2.63	2016	18/01/2021
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

06.03.2013

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

2019-20

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 :28.12.2020
- ii. AQAR: 28.12.2020
- iii. AQAR: 28.12.2020
- iv. AQAR :

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				

( NCTE)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input checked="" type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

1.12 Name of the Affiliating University (for the Colleges)

BANGALORE CENTRAL  
UNIVERSITY, BANGALORE

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	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="05"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>		
2.3 No. of students	<input type="text" value="03"/>		
2.4 No. of Management representatives	<input type="text" value="01"/>		
2.5 No. of Alumni	<input type="text" value="03"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="15"/>		
2.10 No. of IQAC meetings held			
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="4"/>	Faculty <input type="text" value="1"/>
	Non-Teaching Staff	<input type="text" value="1"/>	Students <input type="text" value="1"/>
	Alumni	<input type="text" value="1"/>	Others <input type="text" value="1"/>

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  2

(ii) Themes

1. Action research from theory to practice' .
2. 'Publishing a research paper : Format and guidelines .
3. Innovative pedagogical practices .

2.14 Significant Activities and contributions made by IQAC

- Conducted institutional seminar on 'Publishing a research paper : Format and guidelines .
- Conducted Institutional seminar on 'action research from theory to practice'
- Conducted Institutional Seminar on "Innovative pedagogical Practices"
- An advance learner under the guidance of teacher educator undertook one small research projects : 'a study of emotional intelligence among adolescents' (2019-20)
- An advance learner under the guidance of a teacher educator undertook a small project on "A study of nomophobic behaviour among students at the undergraduate and postgraduate level."(2020-21).
- Orientation programmes for faculty on usage of various apps like Google classroom, Zoom, Google meet , etc to conduct online classes.
- Created Learning Management System –Google Classroom to support online teaching .
- Faculty and students participated in various national and international webinars to enhance professional competencies .
- Student underwent an online certificate programme on ICT enabled classroom .
- Renovated one of the method classrooms into a studio to create digital content and other supporting material

- Created digital content in form of modules, videos, study material etc.
- Trained the student teachers to create their independent you tube channel.
- Created COIVD 19 pandemic awareness through a you tube channel – ‘Teacher Educator’
- Placement and Consultancy Cell organized a Workshop on ‘designing a detailed Curriculum Vitae and interview etiquettes’.
- Women Redressal Cell organized a seminar on ‘ Progressive status of women in India from ancient to modern era’
- Swachatha campaign in the local government schools, slum areas and villages in collaboration with an NGO ‘Youth For Sewa’, Bangalore .
- Dental health camps in the local villages in collaboration with Rajiv Gandhi Dental College, Bangalore .
- General health check up of students in teaching practice schools ( Govt.) in collaboration with Rajiv Gandhi Medical Hospital ,Bangalore.
- Innovative approaches – collaborative approach , peer teaching , experiential learning , brain storming , Concept Mapping, constructivist methods.
- Student teachers were trained to prepare content resource book ,Workbooks, Dictionaries ,preparation of teaching modules using software to support self learning .
- Collection of weblinks for the entire curriculum of 2<sup>nd</sup> and 4<sup>th</sup> Semester
- Conducted visits to special school , Deepika Special School’ , School for visually impaired ,Bangalore, Chandrashekhar Institute of Speech and Hearing ,

## 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 2018-19 and action taken report is enclosed.	

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate Any  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				
<b>Total</b>	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 such the curriculum is intact with relation to theory and practical activities. However faculty at the institutional level added few significant topics other than the syllabus. Most of the practical activities were modified keeping the online mode of teaching and learning during COVID 19 Pandemic.

- 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
8	3		1	0

2.2 No. of permanent faculty with Ph.D.

2

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
00		00		00		00		00	

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			5
Presented papers	11	1	
Resource Persons			4

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

- Teaching and Learning :
  - Cravian approach in teaching of Mathematics.
  - Learning through Edusat programmes.
  - Interactive Simulation
  - Brain storming style of teaching
  - Concept map .
  - Harkness approach in teaching
  - Trained the student teachers to create their YouTube channel.
  - Created digital content on pre-internship, internship and post-internship
  - Content resource book cum Workbook on grammar for primary level.
  - Cartoon teaching in Social Science .

2.7 Total No. of actual teaching days

during this academic year (2018-19)

211

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

05

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 - 2017-19	49 (III & IV)	97.95%				
2018-20	40 (II & III)	100%				
2019-21	49 ( I)	97.96%				

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

1. IQAC has taken initiation in revising in action plan and feedback format
2. Suggested to adopt open book examination
3. Teacher educators were trained to develop the google forms
4. Teacher educators were trained to conduct classes through virtual mode.
5. IQAC has contributed by using integrated technology in teaching.

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	3
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

- Institutional panel discussion on “New Education Policy”
- Institutional special lecture on ‘Publishing a research paper : Format and guidelines as an FDP.
- Student teachers conducted at least one action research under the guidance Of teacher educator.
- The institution undertook a minor research project under guidance and Counselling Cell related to current practices and changes in teacher education.
- Student teachers conducted textbook review in their method papers.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications \*\*\*\*

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

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <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 : 03

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research or 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
2				2		

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

- \*Hygiene awareness programmes in the local slum areas .
- \*Extended assistance to the public for getting Adhar cards and Voter's IDs
- \*Created health, hygiene and awareness on social issues through street plays and survey in the local villages.
- \*Swachatha campaign in the local government schools, slum areas and villages in collaboration with an NGO 'Youth For Sewa', Bangalore
- \*Organised 3 days Community Living Camp nearby a local village
- \*Dental health camps in the local villages in collaboration with Rajiv Gandhi Dental College, Bangalore.
- \*Conducted surveys on social issues in the nearby village.
- \*Celebrations of various days of significance such as World Environment Day, National Voter's day, Kannada Rajyotsava,,Consitution Adoption Day etc.
- \*Local Visits to special school, Deepika Special School', School for visually impaired, Bangalore,
- \*Chandrashekhar Institute of Speech and Hearing.
- \* COIVD 19 pandemic awareness.

## 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 ( $\geq$ 1-0 lakh) during the current year.		..		..
Value of the equipment purchased during the year (Rs. in Lakhs)		..		..
Others		Books		8940

#### 4.2 Computerization of administration and library

- Data base of the students teachers is prepared for the academic year 2019-20
- 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	8991	1289100	15	1575	9006	1290675
Reference Books	2438				2438	
e-Books	N List available	5000			N List available	5000
Journals	12	..			12	6600
e-Journals	N List available	..			N List available	
Digital Database						
CD & Video	169	12675			169	12675
Others (specify) Encyclopaedia	29 sets	..			29 sets	
Bound volumes	248	..			248	

#### 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
- Webinars are organised on usage of ICT in teaching. With Special focus on online teaching
- Conducted Workshop on interactive presentation tool.
- Creation and collection of educational videos
- Development of e content



4.6 Amount spent on maintenance in lakhs :

i) ICT	0
ii) Campus Infrastructure and facilities	150000
iii) Equipments	..
iv) Others	8940
<b>Total :</b>	158940

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Formation of various clubs and committees
- Formation of students' association .
- Institutional panel discussion/ meeting for enhancing student support and progression.
- Personality development programmes are conducted on 'soft skills', 'sand 'team building' .
- Placement and consultancy Cell organised 'workshop on ' Preparation of Teaching -learning Material '
- Remedial classes for needy students.
- Mentoring Sessions are conducted to enable the students to hone their professional and personal skills.
- Communication skills are fostered through a workshop on ' Classroom discourse ,its types and ways to improve classroom discourse'
- Guidance and counselling provided need-based career guidance to the students, conducted guest lectures, local visits etc.
- Coaching for CTET .

5.2 Efforts made by the institution for tracking the progression

- Through Unit tests, Internal tests & examination
- Through observation of their participation in different activities.
- Feedback from teacher educators and the peers.
- Comprehensive assessment on professional attributes .
- Parent teachers meeting.
- Review of reflective journals.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
<b>2<sup>nd</sup> Year (2017-19): 49</b>	----	----	-----
<b>1<sup>st</sup> Year (2018-20) – 40</b>			
<b>1<sup>st</sup> Year (2019-20)-49</b>			

\*\*\*

(b) No. of students outside the state

19

(c) No. of international students

NIL

Men	No	%	Women	No	%
	31	22		107	78

Last Year (2017-19)						This Year (2018-20)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
<b>21</b>	<b>08</b>	<b>03</b>	<b>17</b>	<b>00</b>	<b>49</b>	<b>11</b>	<b>11</b>	<b>3</b>	<b>14</b>	<b>01</b>	<b>40</b>

Demand ratio

Dropout % : 2%

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

- Conducted TET coaching classes .
- Library procures competitive examination books and previous years question papers of TET .
- Procurement of competitive examination books in the library .
- Trained students in general mental ability test and general English test to take up other competitive examinations.

No. of student's beneficiaries

25

5.5 No. of students qualified in these examinations

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

### 5.6 Details of student counselling and career guidance

- Placement and Consultancy Cell organized a Workshop on ‘designing a detailed Curriculum Vitae and interview etiquettes’.
- Guidance and Counseling Cell organized a guest lecture on ‘Yoga for psychophysical well being towards holistic personality development.’
- Remedial classes are conducted to support the academic progress of the weak and needy students .
- Need based academic guidance throughout the program and across all the activities and subjects.
- Counselling 3 students to resolve their personal conflicts.

No. of students benefitted

50

### 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
Campus placement session for the current 4 <sup>th</sup> semester students of 2018-20 batch will be conducted immediately after the reopening of college and the schools.			

### 5.8 Details of gender sensitization programmes

- Women Redressal Cell organized an institutional seminar on ‘Progressive status of women in India from ancient to modern era’.
- Creating gender sensitivity through curricular activities in the regular classes of the paper Gender ,School 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		
Financial support from government	33	2,52,723
Financial support from other sources	1	20000
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
- Providing Wi Fi network facility .
- Avoiding the imposition of dress code during regular days of internship.

## 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, 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

Every year along with the prescribed syllabus of Bangalore University ,the principal through the faculty meeting list out significant topics required for teaching profession and accordingly the topics are distributed to all the faculty members keeping the relevance in mind .

Paper wise curricular extended activities are listed out which may help the students to have enriched experiences .These extended activities are conducted through various approaches lie collaborative ,guest lectures, seminar, group discussion ,debate ,local visit ,survey etc.

### 6.3.2 Teaching and Learning

- ICT Integration in curriculum transaction: E -resources, smart board, preparation of digital material in the form of modules,
- Innovative approaches – Peer teaching, experiential learning, programmes for advanced learners, brain storming.
- Self-learning strategies – Preparation of content resource book. Workbooks, PPT, Dictionaries & Thesaurus, action research, Local visits, participation in inter college competitions, preparation of TLM
- Creation of Google classroom (LMS) ,
- Collection of weblinks for the entire curriculum of 2<sup>nd</sup> and 4<sup>th</sup> 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

- Institutional seminar on ‘Action research from theory to practice’.
- Institutional special lecture on ‘Publishing a research paper : Format and guidelines as an FDP.
- Student teachers conduct at least one action research under the guidance
- Enrichment of research and development cell through increased FDPs in research .
- The institution undertakes two minor research projects related to current practices and changes in teacher education .
- Extension of curricular activities with research dimension through the guidance of collecting research studies related to their allotted topic for seminar.
- 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 due to the consistent support of the management by providing efficient human and capital resources.
- Institution takes ample care in carrying out the academic programmes efficiently.
- The training of staff is given priority to upgrade their competencies in providing quality services. 'A certificate programme on 'creating digital library resources' was conducted.
- The faculty present action plans at the beginning of each semester, get approval and execute the same.
- Decentralization of jobs 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.
- Additional supportive staff is recruited as per the norms of NCTE and UGC guidelines .

### 6.3.8 Industry Interaction / Collaboration

- 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 or training related programmes .
- Collaboration with Rotract Club to conduct community based activities .
- Collaboration with an NGO ,Sumangali Sewashram to extend need based services in the Ashram.

### 6.3.9 Admission of Students

- Admission as per the norms prescribed by Bangalore Central University .
- The students under management quota are admitted based on their eligibility 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	√	K V 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?

Not applicable

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

NA



#### 6.11 Activities and support from the Alumni Association

- Conducted demonstrations on lesson presentation .
- Alumni prove to be instrumental in getting the vacant seat for the admission filled during each academic year..
- Providing financial assistance to the needy students.

#### 6.12 Activities and support from the Parent – Teacher Association

Parents and teacher meeting conducted

#### 6.13 Development programmes for support staff

- 3 Days Computer training programme
- Communication skill training

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

- Maintained the green and clean campus with maximum plantation of herbs and decorative shrubs.
- Installation of rain water harvesting plant.
- Installation of garbage management unit.

## 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

- Sustained the culture, values and interest among the students about the ancient well-known scriptures through **Intensive Reading Programme** of Indian and western Culture and mythology such as Tales of Panchatantra, Akbar and Birbal, Arabian Nights etc.
- Trained advanced learners for creating 'digital content' in the preparation of educational CDs for class 8<sup>th</sup> Standard Science Karnataka State Syllabus.

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 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 and Communication Skills.
- Certificate course on ICT Integration in teaching and learning.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Observing the days of environmental significance such as World Environment Day.
- Plantation in the campus.
- 'Swachhta' campaign/ event in the nearby villages.
- Local Visit to Krishi Mela ,GKVK

7.5 Whether environmental audit was conducted? Yes  No

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

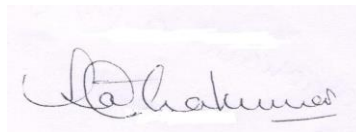
- Strengths:
  - A visionary management with a focus on producing quality teachers.
  - Well established infrastructural and instructional facilities.
  - Well qualified teaching and non teaching staff.
  - Strong support of sister concern institutions such as Dental hospital, a general hospital, Engineering college etc.
- Weaknesses: Lack of quality research publication and research projects from faculty.
- Opportunities: Enriching FDPs and strengthening alumni association to conduct various programmes catering to the quality training.
- Challenges: Implementation of 4 year B.Ed. programme may pose a threat to the existence of the college being a stand-alone institution. Less employment opportunities for the students of regional language medium students.

## **8. Plans of institution for next year**

- \* Infrastructural up gradation such as establishing language laboratory, rain water harvesting plant n the campus, LCD installation in all the classrooms.
- \* Planning for series of webinars on the concurrent issues and challenges faced by teacher education institutions.
- \* Undertaking minor research projects related to the innovative pedagogical practices.
- \* Undertaking the action research at least one in each method towards the development of research culture among the teacher educators.
- \* Guest lectures / special lectures / career talks / career exhibition / placement under guidance and counselling cell.
- \* To prepare re-accreditation appraisal report to be submitted to NAAC.

Name . Dr. Jyotsna Sharma

Name. Dr. R. Lathakumari



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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### Annexure I

#### **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

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