Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**SMT. M. J. GAJERA B.ED. MAHILA COLLEGE**
Name of the head of the Institution	**Dudharejiya Sarojben**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02792232321**
Mobile no.	**8200656884**
Registered Email	**sarojdudharejiya56@gmai.com**
Alternate Email	**info@lptshgsankulamreli.org**
Address	**smt.M.J. Gajera B.ED. Mahila college (Smt. Shantaben Haribhai Gajera Shaikshanik Sankul, Chakkargadh Road)**
City/Town	**Amreli**
State/UT	**Gujarat**
Pincode	**365601**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Chandan Bhandral**
Phone no/Alternate Phone no.	**02792232321**
Mobile no.	**7016925868**
Registered Email	**cccbhandral709@gmail.com**
Alternate Email	**info@lptshgsankulamreli.org**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.lptshgsankulamreli.net/userfiles/file/B_ED%20REPORT(1).pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.lptshgsankulamreli.net/userfiles/file/B_ED_%20Academic_Calender_2017-18.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**0**	**2005**	**28-Feb-2005**	**28-Feb-2010**

6. Date of Establishment of IQAC	**11-Dec-2017**

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

staff seminars	21-Aug-2017 1	99
Characteristics of effective teacher	21-Aug-2017 1	8
Communication	28-Aug-2017 1	8
Importance of success	12-Feb-2018 1	8
[View File]()		

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
NIl	NIL	NIL	2018 0	0
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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 :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File]()
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)

1.Periodical meetings with staff members are initiated to formulate the plan of action 2. Department wise meeting was organized by IQAC to discuss the issues in teaching and learning process. 3. Collected, compiled and an analyzed feedback from students. 4. Strengthened the initiatives of Career Guidance. 5. Planning, execution, monitoring, auditing, reviewing and reporting of various activities and systems for quality assurance of the institution continuously.

[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	Achivements/Outcomes
Practice to reform and improve the student's success rate.	Various practices such as regular class tests, question bank / remedial classes for slow learners and assignments for advance learners.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	06-Apr-2018
17. Does the Institution have Management Information System ?	No

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 College is affiliated to Saurashtra University and follows the curriculum and syllabi prescribed by the university. Saurasthra University provides Academic Calender at the beginning of each academic year. Advance planning of Academic activities is done by the college in concordance with the University academic calendar. For the successful and timely implementation of curriculum, Time-table committee of the college prepares a Time-Table after the discussion with Head of the all departments at the beginning of each semester. Each department conducts departmental meetings where workload distribution among staff is prepared for the given time-table. Faculties prepare advanced academic planner for their work for timely implementation as well. Students are made aware of the academic plans through time table and relevant notices as well as in the classrooms by their respective teachers. Also, slow and advanced learners Students are identified in the beginning of academic year. Teachers plan their work in view of the abilities of the slow learners, the average students and the advanced learners. In addition to conventional teaching methods, faculties use other tools to supplement the effective delivery of curricular aspects such as field visits, study tours, industrial visits, group discussions, projects, class seminars, quiz and use of ICT. The college has put

in place required infrastructure for technology-led learning. The campus is fully WI-fi enabled with internet access to all students and faculty. To improve the delivery of curricular aspects by teachers, the institute supports the faculty members in various ways: by providing well equipped library facility; by providing encouragement to attend various seminars, workshops, faculty development programs, refresher and orientation courses to update their knowledge etc. The Head of the department and the Principal do a periodical review monitoring of delivery of curriculum and also the student's attendance. The internal examinations are organized systematically to assess the attainments of course outcome. Perspective plan is prepared. Academic calendar is prepared. Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required Academic activity starts from the first day. Every teacher starts maintaining log book from the first day. Academic work and attendance are checked for the first three day. Teaching plan for each subject for every semester is prepared in advance. Subject wise lecture notes are prepared by faculties. Daily test starts from the first day of curricula. Syllabus completion proforma is required to be submitted for all subjects. Internal exam called repeatedly rounds are taken after the course completion and before the university examination. At the end of every quarter, quarterly examination is also taken. Internal marks are given considering all aspects. Examination cell prepares for the university examination. Teachers are involved in conducting university examination process. The suggestion boxes are installed in the college for student's suggestions. The result of college is displayed on the notice boards and advertised in the leading news papers.

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
NA	NA	01/01/2018	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	01/01/2018
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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
BEd	B.ED.	01/06/2014

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

	Certificate	Diploma Course
Number of Students	0	0

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
0	01/01/2018	0
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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	Sanskrit, English, Math's, Science, Accounting, Statistics	48
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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
Our college has a mechanism to obtain feedback from students on Curriculum. By analyzing these feedbacks suggestion and recommendations are listed which are forwarded to Saurashtra University by our teaching staff members who are members of board of study in their specialized subject. Students feedbacks and responses on curriculum are used to enrich curriculum by incorporating more examples,case studies, field studies, seminars, question bank, diagrams, online references, eBooks, videos, and animations. Institute also collects the feedback physically from stakeholder's viz. students, parents and teachers on curriculum which is prescribed by the University. Alumni Surveys are conducted during alumni interaction at the alumni association meeting held every year. ? Whenever any Alumni visit the college, feedback is taken. Feedback is analyzed with the help of perform filled by the students regarding student's feedback.

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.	100	96	96
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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
2017	96	0	8	0	0

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	Numberof smart classrooms	E-resources and techniques used
0	0	0	0	0	0

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. Student Mentoring System is available in institute. Each faculty is the mentor of a group of students. Mentor mentee interactions starts before joining the institute till end, by providing advice regarding choice of elective subject and through semester teaching and project work, Laboratory practical,industrial visit and much more to the students till end of college by giving prospect of further education and employment, etc. During college period students continuously monitor, counsel, guide and motivate mentee's with alto gather educational matters and difficulties. When students encounter with any Educational difficulty they are mentored by communicating sessions other than the regular classroom / laboratory contact hours. Mentors meet their students and guide them with their studies and extracurricular activities. The mentors act as guides to the students during their final projects. Individual recognition and encouragement. The mentoring system ensures that the students adapt to the Educational system and enhance himself for highly successful careers by guiding. Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. Students get an insider's perspective on navigating educational goals and career in the right channel. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution. The HODs (Head of the Department) of various Departments also act as a mentor and monitor different activities of the assigned mentors and the students. The HODs when needed advices mentors of his/her department and sometime review the Mentoring System. Also suggest and advise mentors whenever necessary. Routine advice on balancing of academic and professional responsibilities. Also, Initiate administrative action on a student or psycho social support at the time when necessary. Mentors act as role models and facilitate leadership by developing the interpersonal skills and helping students thrive in competitive environments. Students get access to a support system (Mentors) during the crucial stages of their academic, professional and intellectual development. Students get an exposure to diverse academic and professional perspectives, and experiences in various fields. Some mentors also keep contact with the students even after their graduation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
96	8	1:12

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
0	8	0	0	1

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
2017	NA	Nill	NA
2018	NA	Nill	NA

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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
BEd	2008	semester-4	30/04/2018	15/05/2018
[View File](#)				

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

The academic committee brings awareness in the staff members about the evaluation process during the staff meetings. The stakeholders of the institution are informed about the evaluation process by general instructions mentioned in the prospectus called ready recknor. Similarly, the students are given detailed explanation of the evaluation process of internal marks and the university examination by our faculty members. The students are explicitly made aware of the eligibility conditions required to appear for the final examinations. They are informed about all the criteria of the internal assessment like home assignment, internal,test, projects, attendance etc. The institution ensures effective implementation of the evaluation reforms of the university and the college itself under the close supervision of exam committee. Examination cell is formed to ensure smooth functioning of examination process. Meeting of faculty members with the principal, vice principal and the members of examination cell helps in understanding the valuation process and thereby its implementation. At the beginning of every year, academic calendar is prepared to follow the rules of total teaching days and schedule of examination. The college permits the staff to participate in evaluation process, various examination duties etc. as it is mandatory.

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

The academic schedule is given in a prospectus called ready recknor and is also issued to all the departments and students at the beginning of academic year. The academic committee, in consultation with the principal and vice principal, plans an academic calendar before the commencement of the academic year. The academic calendar is divided into four quarters. Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required. All the teachers maintain daily academic diary. Every teacher starts maintaining log book from the first day. Academic work and attendance are checked for all the days. Teaching plan for each subject for every semester is prepared in advance. Subject wise lecture notes are prepared by faculties. Daily test starts from the first day of curricula. Syllabus completion proforma is required to be submitted for all subjects. Internal exam called repeatedly rounds are taken after the course completion and before the university examination. At the end of every quarter, quarterly examination is also taken. Internal marks are given considering all aspects. Examination cell prepares for the university examination. Teachers are involved in conducting university examination process. The suggestion boxes are installed in the college for student's suggestions. The result of college is displayed on the notice boards and advertised in the leading news papers. Students' attendance is taken regularly which is reviewed monthly and consolidated semester wise

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)

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
2008	BEd	B.ED.	48	48	100

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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)

http://www.lptshgsankulamreli.net/userfiles/file/B_ED_%20SSS.pdf

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
Any Other (Specify)	0	NA	0	0

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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
Importance os success	B.ED.	12/02/2018
how to stay positive	B.ED.	19/02/2018

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
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NA	NA	NA

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)	
Name of the Department	Number of PhD's Awarded
NA	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)
Nill	NA	0	0
No file uploaded.			

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
NA	0
No file uploaded.	

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
NA	NA	NA	Nill	0	NA	0
No file uploaded.						

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
NA	NA	NA	Nill	0	0	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	8
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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
NA	NA	0	0
No file uploaded.			

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
NA	NA	NA	0

No file uploaded.

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 activites	Number of students participated in such activites
NA	NA	NA	0	0

No file uploaded.

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
NA	0	NA	0

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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
NA	NA	NA	01/01/2018	01/01/2018	0

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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
NA	01/01/2018	NA	0

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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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
[View File](#)	

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 patially)	Version	Year of automation
CSSSD	Fully	Custom Inhouse developed Software is used	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9001	827981	0	0	9001	827981
Journals	15	66101	0	0	15	66101
[View File](#)						

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
NA	NA	NA	01/01/2018
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	30	1	0	0	0	0	0	20	0
Added	0	0	0	0	0	0	0	0	0
Total	30	1	0	0	0	0	0	20	0

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

50 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
Recording Facility	Nill
Lecture Capturing System	Nill

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 incurredon maintenance of physical facilites
0	0	0	346109

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 school guarantees ideal designation and usage of the accessible assets for upkeep of various offices by holding customary gatherings of different councils comprised for this reason. • Lab: Record of upkeep account is kept up with by lab experts and directed by lab in charges of the concerned subject. Fixing and support of modern lab types of gear are finished by the experts of related proprietor endeavors. • Library: The necessity and cost of books is taken from the subject instructors and library in charge is associated with the interaction. The settled rundown of required books is appropriately endorsed whats more, endorsed by the Head. 1. With the assistance of the full time sweepers tidiness of homerooms is kept up with. 2. Students are sharpened with respect to neatness and roused for energy protection by cautious utilization of power in study halls. 3. There are professionals technicians, masons, plumbers, carpenter deputed by the executives who guarantee the support of homerooms and controlled framework. 4. Persistent criticism helps a great deal in presenting novel thoughts with respect to library improvement. 5. To safeguard return of books, no duty from the library is compulsory for understudies previously appearing to test. 6. The appropriate record of guests (students and Staff) on consistent schedule is kept up with. 7. Different issues, for example, return of books and so on are settled by the library in charge. • Sports Complex: Ideal usage of the current foundation for curricular, co- curricular and extra - Curricular exercises. Ideal moves are made to create physical technical infrastructural offices for compelling execution of curricular, co-curricular and extra-curricular exercises. The school has a different building and upkeep council which cares for the infrastructural needs in the review of scholarly development of the school. • PCs: Assets are given by the administration to keep up with PCs in the PC lab. PC upkeep is done consistently and appropriately Non- repairable frameworks are arranged off. Study halls: The school advancement reserve is used for upkeep and minor fix of furniture and other electrical supplies in the homerooms

http://www.lptshgsankulamreli.net/userfiles/file/Procedures%20and%20policies.pdf

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
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	NA	0	0
b)International	NA	0	0
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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 implemetation	Number of students enrolled	Agencies involved
NA	01/01/2018	0	NA
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
2017	NA	0	0	0	0
2018	NA	0	0	0	0
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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	0	0	NA	0	0
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	0	NA	NA	NA	NA
2018	0	NA	NA	NA	NA
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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
Any Other	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NA	NA	Nill

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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
2017	NA	Nill	Nill	Nill	Nill	NIL
2018	NA	Nill	Nill	Nill	Nill	NIL

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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)

The college has an active students council. The college appoints class representatives who are the toppers in their level in each stream who help in monitoring students discipline, attendance, regular teaching work and other coordinating activities. The class representatives are appointed for each class and a general secretary and a junior general secretary for each stream. The college arranges elections for Students to elect GS and JGS. The functions of these members are to maintain discipline and healthy atmosphere of the college and to help the teachers in many ways. These members convey important news related to academic curriculum to their respective classes and streams. Log book and course completion letter is maintained by class representative. These are analyzed by these members and presented to management. Seminars topics are analyzed by these members and discipline is maintained during seminar work done. The college appoints the students representatives to help in various activities like academic, sports, culture, NSS, NCC, WDC but they are not the members of any committee. The NSS students organize socially productive events and useful programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

Decentralization Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. 1.The management monitors and evaluates the policies and plans of the institution with the help of system follow up mechanism. According to the system follow up report, the academic director deals with the principal and the principal implements and monitors the decisions with the help of various coordinators. 2. Proper support for policy and planning through need analysis, research inputs and consultations with stakeholders.Suggestions from parents, past students are considered for improvement of infrastructure and quality in education.3. Student Level Students are empowered to play an active role as a coordinator of co curricular and extra curricular activities, social service group coordinator. Participative management The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by management of facts, information and objectives. Both students and faculties allowed to express themselves of any suggestions to improve the excellence in any aspect of the Institute. Strategic Level

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

No

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
Curriculum Development	The curriculum development is exclusively done by the affiliating university only. However the university has formed a committee comprising of industrialists, senior academicians, administrators, research associates and university authorities who all make necessary changes in the curriculum depending upon the current and future industrial need in terms of quality and technology after thorough discussion and churning. The syllabus of the eligibility standards are also taken into consideration before finalizing the updated curriculum
Teaching and Learning	1. A well planned course handout for each subject prepared with objectives and learning outcomes. 2. Various innovative pedagogical tools which incorporates latest methods of Teaching and Learning.
Examination and Evaluation	The institute has a separate arrangement for conduct of examination. This examination cell is maintained with enough confidentiality and contains all the stationeries and forms required in the examination. The examination cell is also equipped with a computer having energy back up equipment. The institution has a

		separate allocation of examination work to the faculties. There is a provision of examination coordinator, co coordinator and subsequent required staff for assorted types of related work.
	Research and Development	•Research facilities provided to students in Library and computer labs. •Special leave financial assistance (registration fee and travel grant) to faculty members for FDP. •Institute organizes various FDPs, workshops and seminars at institute.
	Library, ICT and Physical Infrastructure / Instrumentation	Library A well stocked library in the campus catering to diverse need of students and faculty. Journals, Magazines and text books. College well ventilated and spacious classrooms. Seminar hall, Auditorium, dedicated sports room, Laboratories, Staff rooms and administrative blocks, well maintained canteen.
	Human Resource Management	The college has clearly defined the vision, mission, goals and objectives. The Managing Committee is the main Governing Body which believes in running the college through the collective participation of all stake holders. Different committees such as IQAC, Admission Committee, Student Council, Exam Committee, Grievance and Redressal Cell, Anti Ragging cell etc. coordinate for the efficient and effective administration.•Teaching faculty is recruited by the Management as per University norms. •The faculty members and students are encouraged to attend National and International seminars /symposium /conferences /workshops. Faculty is also motivated to organize such activities. •The institution works to make students qualified and committed citizen. •The institution has Career Counseling and Guidance cell, GPSC, UPSC, NET/SET coaching facilities, •Various extracurricular activities, Yoga and fitness, Self defense, beautician course, dance class, etc. clubs are organized. •One of the major concerns of this institution is the overall development of students, i.e. organizing national seminars in different subjects related to society and ensuring maximum participation of students. Guest lecturers of eminent speakers are arranged for students and

	staff development
Industry Interaction / Collaboration	NIL
Admission of Students	The admission of students in B.Ed. Course is done strictly as per merit base. Accordingly the students from SC, ST, SEBC, PH and others admitted to this college on merit basis are eligible for state govt. scholarship scheme.•The institute provides all the facilities to such students for availing financial assistance offered by the government. This financial assistance is directly deposited in the bank accounts of the students by the government agencies.

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

E-governace area	Details
Planning and Development	Planning and Development: All the correspondences with Commissioner of Higher Education and Knowledge Consortium of Gujarat are done through emails, Google Docs and Hard copies
Administration	Partially e governed. Some works are done through computers
Finance and Accounts	College receives grants and salary made through Integrated Finance Management System
Student Admission and Support	Students profile is prepared through computers
Examination	Marks of Internal Evaluation are uploaded through the portal of University

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
2017	NA	NA	NA	0
2018	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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

| 2018 | Important source of success | NA | 19/02/2018 | 19/02/2018 | 8 | Nill |

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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 devlopment program	8	06/10/2018	06/10/2018	1

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Provision for duty leave 2. Maternity Leave 3. PF	1. Provision for duty leave 2. Maternity Leave 3. PF	1. Scholarships 2. Fee Concession for poor 3. Guidance and Counselling facility 4. Transport facility.

6.4 – Financial Management and Resource Mobilization

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

Institute has made the necessary provisions in the books of accounts towards efficient use of available funds for each academic year. The college has a well formulated financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purposes. Towards this end, every year, the budget is prepared centrally well in advance after taking into consideration the requirements of the institution. The budget is reviewed by the management and approved after necessary changes, As and when required, the institute makes a provision for advance /additional funds. Financial audits are conducted by a certified auditor by a certified auditor every financial year to verify the compliance with established financial processes. The books of Accounts, Balance sheet ,Income Expenditure has been audited by Charted accountant.

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
NA	0	NA

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6.4.3 – Total corpus fund generated

0

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	No	NA	Yes	Chatred accountant
Administrative	No	NA	Yes	Chatred accountant

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

PTA Meetings are organized for Hostel students in every quarter.

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

We have regular practice to conduct development program for support staff whenever required. 1. The Supporting Staff Encouraged pursuing their higher Education. 2. Efficient worker has been honored. 3. Uniform given to all teaching and non teaching staff. 4. Staff Were encouraged to participate in Workshops organized by institutions.

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

Energy Conservation:All the stakeholders are instructed to put off the electrical appliances when not in use and similarly the gas burners and water taps. The class stakeholders as well as the laboratory assistants supervise this and accordingly monitored. •Use of Renewable Energy:Each hostel is equipped with solar water heater for the hot water facility for the residing students. It saves the energy consumption and keeps the environment pollution free. The buildings in the campus have been constructed to ensure adequate normal lighting and ventilation to reduce the energy requirement to bare minimum.•Water Harvesting:The institute building terrace is constructed in a way that the water from the rain comes out either in plant area for pouring or drained in water well for harvesting purpose. By this way both the issues of environment procurement is resolved by the institution.•Solar Panels:Each hostel building in the campus is equipped with solar water heaters for hot water facility.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

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
2017	NA	Nill	Nill	Nill	0
2018	Orientation program for B.ED.	Nill	Nill	Nill	96

	students			

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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
NA	Nill	Nill	0	0

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
The campus is well maintained with plantation and importance is given for Development of Eco friendly atmosphere in the campus. The class rooms and Practical laboratories hold remarkable sign at various ports as "Save energy", "Put OFF fans" when not in use, etc. The institution organizes several programs Like tree plantation, go green, save water and electricity, conservation, Cleanliness related activity through NSS, etc Motivate the students to keep Their surroundings green and clean by undertaking plantation of trees •Motivate Students to imbibe habits and life style for minimum waste generation, minimize Use of plastic bags etc

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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
Nill	Nill	Nill	Nill	Nill	NA	NA	Nill

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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)
College Handbook	02/03/2017	The handbook includes College policies and procedures,General guidelines, syllabus, examination, list of holidays, list of clubs and committees, locations and purposes of administrative offices, and other helpful details. All students and their parents and faculty should review the institute handbook carefully as its contents are informational. it also include general information about the College, and some of the more important College policies. The policies is in effect from time to time and changes added when needed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day celebration	15/08/2017	15/08/2017	104
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Besides making the campus eco – friendly, the messages like energy Conservation, rain water harvesting, fuel and electricity saving, cleanliness, Health and hygiene are spread by different programmes associated with the College. The college takes the following measures to keep the campus green and Clean. The students are explained not to throw plastic and other garbage here And there. The college has Stationary shop named Bhandar in which Woven bags of Sankul are used to replace plastic bags Sweepers are employed to keep the Campus clean and to water the plants and trees regularly. The whole campus is Full of plants and trees. We also avoid the practice of burring papers and Plastic in the campus chewing of tobacco, smoking or other such habits are Strictly prohibited in the campus. The students are explained about the Conservation of environment in the lectures of related subject. The president Also insists on taking care of plants and trees as he is a lover of nature. Transportation is available for students. Some of our faculty member's use Electric bikes to save environment. Our Institute is having more numbers of Hostel girls as compare to city girls so they use pedestrian road of campus. Campus uses institute non woven bags to make campus plastic free in terms of Plastic bags. Campus is surrounded by well established RCC road to make it Pedestrian friendly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice-1 Title of practice: Student and Staff Seminar on Information Technology: Seminars are arranged on use of modern technology topic to enhance knowledge among students and staff. Objective of practice: 1. To equip the students and teacher with the skills necessary to use technology. 2. To empower students who are unable to use this technology. 3. To prepare the students for the world of tomorrow. 4. To assist students to grow personality by facilitating different methods of learning. 5. To allow the student to easily access the necessary information over internet. The Practice:- Various ICT techniques are used by the teaching staff in dealing with the content of B.Ed. programme. They use Projectors and technology in the class. Social networking and other Web-based strategies are also commonly used. All the teachers and students are participants and members of different subject-groups on Whatsapp. They Share information related to their subjects. They queries with regard to their subjects are solved by the teachers .Such a practice provides access to wide range of up-to-date learning. It also enhances learning through interaction and collaboration among our teachers and students Context: in the past few years technology has boomed rapidly A review of the educational context for technological literacy can reveal the opportunities for as well as the obstacles that stand in the way of achieving it. Evidence Of success: It has been evident that students have become more confident and they have good learning experience. This has helped them in performing well in The University exams and ranks in University as well helped in getting Placements. The most important impact of such practice is that our teachers and students actively and effectively use their skills in their everyday teaching and learning. It was also observed that with the use of technology teachers are able to teach effectively giving concrete examples related to their content. Now they present their lesson or content affectively. They feel more confident while teaching through IT. Problems Encountered and Resources required: This equipment requires a lot of care and often maintenance need to be done. Furthermore, it also requires frequent updating on software and system thus technological aids had been availed in the funding. Best practice-2 Title: Promotion of sustainable environment Objectives of the Practice: • Environment sustainability is of utmost importance in the light of increasing environmental degradation and the same can be accomplished with the implementation of eco-friendly facilities and practices. The objectives of promoting environment sustainability are: • To reduce overall carbon and ecological footprints, to find innovative ways to reduce pollution, to promote the sustainable use of natural resources by implementing simple everyday practices to larger, innovative ones. • To nurture generations of students who are sensitive to environmental concerns. The need of the present times is to educate the youth and the public about sustainability. The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us. • To maintain a waste-free, pollution-free, healthy, and eco friendly green campus The Context: As SMT. M.J. GAJERA B.ED. Mahila College has abundant plants and sunlight, it had become important to transform productively green waste and sunlight into sources of sustenance. To this end, the college has implemented mechanisms by which wastes can be utilized for the production of compost, and for its use as fertilizer in the college lawns and garden. The greenery on campus is an oasis amid the neighboring commercial establishments and the traffic on the roads. Tapping the sunlight for generating solar energy is an important step towards reducing carbon footprints. The energy thus generated fulfils about half the energy requirements of the college. In order to sustain the clean and green environment of the college, balance between utilization and transformation/disposal of wastes has to maintain. Routine generation of piles of used-paper presents challenges as well as possibilities.

Waste papers can thus be recycled into new ones for multiple uses. Large quantity of green waste is generated in the college premises, which is effectively composted as manure. The Practice: The College is steadfastly committed towards creating an eco-friendly and sustainable campus. Instilling the urgency of environmental conservation and environment sustainability is realized through the following practices: • Events and campaigns The college regularly organizes various events and campaigns to spread environmental awareness: Refill the pen campaign, Campaigns for discouraging the use of polythene Several campaigns by Eco-Club and NSS for creating awareness through social media are Conducted. Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources. Students also visit biodiversity parks, wetlands and other places of ecological importance and learn ways to protect and conserve the environment. • Maintaining a green campus and a herbal garden College has a lush green campus. Dedicated area for parking has been allotted in the sports ground vehicle movement and parking in the main campus is prohibited. The college has about 700 varieties of trees on campus that balances the ecosystem of the surrounding area. A herbal garden in the premises, with different species of medicinal plants, provides a healthful ambience in the college. • The Solar Power Plant A 75 KWH solar-power plant was installed on the college rooftop and has been operational since January 2017. Since the installation of this plant, the college has not only been saving expenditure on electricity but also effectively reducing the use of non-renewable resources. Evidence of Success: Reduction in electricity bill – The electricity bill of the college has considerably reduced after the successful operation of the rooftop solar power plant. Reduced carbon footprint – The College has significantly reduced carbon footprint that occurs because of conventional sources of Power generation. Use of solar lamps – Following the example of SMT. M.J. GAJERA B.ED. Mahila College, other institutions have made efforts to install solar power plants in their premises. Students And staff in the college is using solar lamps instead of electric lamps. Heightened awareness among staff and students – We have been able to create awareness amongst staff and students of our college regarding environmental challenges and the need for sustainability. Our students have received appreciation from the public during several campaigns many people have promised to use the resources wisely and make all efforts to protect and conserve The environment Problems encountered and resources required: Greater initial cost and investment - Shifting to renewable resources is a costly affair and support and involvement from the government front is prerequisite in terms of financial assistance And subsidy. Challenge in motivating people - The public needs to be educated and motivated towards sustainability. Continuous efforts are made to create a general shift in the mindsets of the students and college staff towards generating an environmental consciousness. Lifestyle changes - Lifestyle needs to be modified for sustainable living by judicious use of energy sources our College has made continuous efforts through rallies, campaigns, competitions and regular Posts on social media to create awareness towards sustainable living.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.lptshgsankulamreli.net/userfiles/file/B_ED_%20Best%20Practice%202018-19.pdf

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

Vision: To Spread the Light of Knowledge in Society by providing Quality Teacher Education. Mission: To provide a conducive environment for teaching,

learning with the use of modern methods and technology as well as providing quality education with minimal fee students. Overall Development of Student: As the Institute is located in rural areas so admitted students lack in confidence, communication skill and leadership qualities so every department nurtured the dreams of all round excellence in education through various departmental activities. Teachers motivate the students for participation at regional, state level activities conducted by other Institutes. Discipline among students: College endeavors to inculcate a strong sense of Discipline in its functioning to ensure students build high levels of commitments. Discipline is implemented by Principal, Anti-Ragging Cell and Discipline committees with emphasis on maintaining attendance and abiding by dress code. Commitment: We are dedicated to meeting the needs of the communities we serve. Support the mission and vision of the Colleges. Focus on students and stakeholders needs. Respond to the changing needs of our communities in a timely manner. Create new programs and services to meet identified needs. Continuously evaluate and improve programs, services, systems, and policies. Utilize a shared decision-making process. Excellence: We strive to develop and pursue higher standards. • Exhibit quality in staffing, facilities, programs, and services. • Promote continuous improvement. • Anticipate needs and respond accordingly. • Encourage creativity, innovation, and risk-taking. • Utilize systems that promote students and employees success. • Exceed student and stakeholder expectations. • Encourage decision-making at the level of implementation. • Encourage interdepartmental collaboration. • View setbacks as learning experiences.

Provide the weblink of the institution
http://www.lptshgsankulamreli.net/userfiles/file/Institute%20Distinctiveness(2).pdf

8.Future Plans of Actions for Next Academic Year

To upgrade the Library by adding more books. To upgrade all curricular and Co-Curricular activities in the college :- Our institution will organize curricular and co-curricular activities so that students can develop physically , Mentally, emotionally. Our institution will also organize co-curricular activities according to the interest of the students. A wide variety of activities will be planned for the sake of meeting the different needs of all the categories of students.