

The Annual Quality Assurance Report (AQAR) of the IQAC

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Year of Report: 2010-2011

Part: A

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the out come achieved by the end of the year.

Brief outline of the Action Plan (2010-11)

The IQAC of the college had prepared a plan of action at the end of the previous year's second term to be followed all throughout the academic year 2010-11. The IQAC also did the follow up in the implementation of plan all throughout the year. As two new faculty members are recruited and one faculty member has resigned from the institution the complete work distribution was done in a different way after the discussion with all the faculty members. Some important discussions are taken for the upcoming year as mentioned below.

- Various curricular and co curricular activities are planned.
- As the university is going to implement new CBCS syllabus and semester system from the year 2011-12 the institution has decided not to purchase any new books at current year.
- Faculty members are asked to prepare course content for the coming new syllabus and it will be sent to the board of studies for review.
- The institution has decided to establish Udisha club for the activities regarding the placement cell.
- The institution has also decided to organize a Placement Fair. This will be the first Placement Fair organized by any grant in aid institution affiliated with Gujarat University.
- Faculty members are motivated by the principal and management to participate in different seminar and workshops and publish research papers. They are also motivated to complete their research work regarding their Ph.D. degree.

Outcome achieved by the end of the year

- Four faculty members are invited by the Board of Study to prepare new course by the upcoming year 2011-12.
- The institution has successfully established the Udisha Club.
- The Placement Fair has been organized.
- The institution achieved 100% pass result. 97% students achieved first class.

Part: B

1. Activities reflecting the goals and objectives of the institution

All the curricular, co- curricular and extra curricular activities are designed in such a way so that they full fill all the goals and objectives through out the year.

2. New academic programmes initiated [U.G. and P.G.]

No, there are no any new academic programmes initiated. The institution already runs B.Ed. course affiliated with Dr.Babasaheb Ambedkar Open University other than regular B.Ed. course.

3. Innovation in curricular design and transaction

The institution is affiliated with Gujarat University and it has to follow the syllabus prescribed by the University. All the faculty members use various teaching aids to make the curricular transaction more interesting and comprehensive. Use of video films, power point presentations, transparencies, charts, etc. are used to make their teaching effective.

4. Intra-disciplinary programmes started

The college is affiliated with Gujarat University, so the courses already being run are affiliated to the University and the courses are as per the University curricula. No new Intra-disciplinary programmes started in the year.

5. Examination reforms implemented

The institution has to follow the examination system suggested by the university. However the institution has accepted the continuous and comprehensive evaluation system for the internal evaluation. Further unit tests and assignments and content mastery test are used for the evaluation of the students.

6. Candidates qualified NET/SLET/GATE etc:

The institution runs only Bachelor Degree course so our students are not eligible for NET/SLET examination.

7. Initiative towards faculty development programme:

Faculties are always encouraged to participate in different seminar/workshop/refresher course etc. organized by other institutions. All the faculty members have participated in different seminars and workshops for the professional development.

8. Total numbers of seminar/workshop conducted:

Following seminar/workshops are conducted during the year for the B.Ed. trainees. All the trainees had participated in it actively.

- Orientation programme for B.Ed. course
- Orientation for Micro teaching
- Orientation for simulation in method of teaching workshop
- Orientation for lesson planning workshop
- Workshop for TLM development. (Teaching Learning Material)
- Information technology workshop
- Workshop for blue print preparation

Further more according to the new syllabus each trainee has to present two seminars/workshops one in a small group & second one in large group.

9. Research Projects:

A. New implemented :

Two faculty Members are working on research work for their Ph.D. degree.

B. Completed :

No research project has been completed in the year 2010-11

10. Patents generated, if any:

Sorry to state that no patents has been generated in the academic year 2010-11.

11. New collaborative research programmes:

The head of the institution Dr. A.D.Shah is a recognized guide for M.Ed., and M.Phil. degree. From 28th July 2009 he had also got the guide ship for Ph.D. degree recognized by Kadi Sarva Vishva Vidyalaya, Gandhinagar. Prof. I. K. Maheria is also a recognized guide for the M.Ed. course of the other M.Ed. colleges at university level. They also examine dissertations at university level.

12. Research grants received from various agencies:

No research grants have been received from any agencies. However, under the celebration of "Swarnim Gujarat "the college has received a

grant of Rs.20,000/- from the State Government of Gujarat. And Rs. 5000 has been received for the establishment of the Udisha Club.

13. Details of Research Scholars:

The college runs an under graduate course, therefore no research work on large scale takes place in the college. Although, the head of the institution Dr. A.D.Shah and Prof. I.K.Maheria provide guidance to the students of M.Ed., M.Phil., and Ph.D.. During the year 2010-11 total 04 students of M.Ed., 03 students of M.Phil and 03 students of Ph.D. have done their research work under their guidance.

14. Citation index of faculty members and impact factor:

15. Honors /Awards to the faculty:

Sorry to state that no Honors/Awards have been received by the faculties of the Institution.

16. Internal resources generated:

There are no any internal resources generated.

17. Details of departments getting SAP, COSIST (ASIST)/DST, FIST etc. Assistance/recognition:

The college has not received any such assistance/ recognition.

18. Community service:

The institution organizes the following activities for the community services every year.

- Shaksharta Deep programme (Literacy Mission): Each student has to teach five illiterate people.)
- Visit to old age home and organized various activities at five different old age homes. (Each house had visited one old age home)
- Organizes Aids awareness programme on world Aids day.
- Street play & village awareness programme.

19. Teachers and officers newly recruited:

Two faculty members (Assistant Professors) have been appointed in July 2010. The complete procedure was done as per the norms of state government,

UGC and NCTE. One teacher has resigned from the institution as she had gone to Australia.

20. Teaching –Non teaching staff ratio:

There were 08 permanent teaching faculties and 02 are hired on contract base and total no. of non-teaching staff is 07. So the ratio is 10:7

21 Improvements in the library services:

Dr. T.D.Pandit and Librarian S.S.Vora has attended “Installation and Operation of SOUL 2.0 course” Organized by INFLIBNET centre, Ahmedabad. The Institution has also got the SOUL software.

22. New books/journals subscribed and their value:

As the B.Ed. syllabus is going to change in the upcoming year, no new books were purchased.

23. Courses in which students’ assessment of teachers is introduced and the action taken on student feedback:

Feedback is taken from the trainees after the completion of the course. The feedback is analyzed and report is prepared. The report is shared by the College management as well as the faculty members. Special suggestions are discussed with the faculty members by the principal.

Any lagging or deficiency is tried to be fulfilled as early as possible with context of our limitations. Our staff members try their level best to remove their deficiency. The college is always positive to improve their academic performance.

24. Unit cost of the education:

- Unit cost of education (with salary) = 75883 Rs.
- Unit cost of education (without salary) = 3830 Rs.

25. Computerization of administration and the process of the admissions and examination results, issue of certificate:

The administrative office is mostly computerized. Only Accounts are done manually. Admission process is done by the Gujarat University. Students’ internal examination related matters such as preparation of question papers, preparation of results etc. are done on the computer.

26. Increase in the infrastructural facilities:

No need arise to increase infrastructural facilities. So no such addition to the existing infrastructure has been undertaken.

27. Technology Up gradation:

The head of the institution has been provided with laptop and a separate computer set has been specially allotted for the faculty members of the institution. The computer laboratory and Education Technology laboratory is being fully equipped with all accessories.

28. Computer & Internet access and training to teachers and students:

The institution has broadband internet facility for the teachers and students. Computer Education is introduced as one of the compulsory paper according to new syllabus of the year 2009-10, so that all the students are provided training of computer. The institution had also organized computer training workshop for the student teachers.

29. Financial aid to students:

The following are the details of the financial aid provided to the trainees through the college in the year 2010-11.

Sr.No	Name of the financial aid	Numbers of students Benefited		Total Amount (Rs.)
		Girls	Boys	
1	S.C.	7	0	43260
2	S.T.	0	0	0
3	O.B.C./S.E.B.C.	6	0	8700
	Total	13	0	51960

30. Activities and support from the Alumni Association:

- **“Sanvedana”** the alumni association was established in the year 2006-07 with the guidance of Prin. Dr. A.D.Shah. Members of the Alumni association were given proper guidance and counseling for the TAT and TET examination. Student teachers who were doing their M.Ed. from other institutions are also provided guidance for their research work.

31. Activities and support from the Parent Teacher Association:

In the beginning of the academic session every year the institution organizes the parent teacher meeting. In the meeting parent are informed about the institution, activities of the institution and rules and regulations of the institution. They are also asked for the any kind of the assistance which institution can provide to them.

32. Health Services:

- From 2nd August the institution has organized National Nutrition Week. Various activities were organized during these days.
- On 1st December the World Aids day was celebrate by spreading awareness about the Aids.
- On 24th December 2010 a lecture on the Thallasemia & Importance of Blood donation was organized by Indian Red-cross Society.
- The institution organized a camp for Thallasemia testing for the student teachers at concession rate in collaboration with Indian Redcross Society.
- Student teachers are given training of Yoga and Pranayam throughout the year as a part of the syllabus.

33. Performance in Sports activities:

The institution had organized a sports day every year and Student teachers participate in following sports activities.

Sports activities for girls:

- Musical chairs
- SAC race
- Passing the ball

Sports activities for boys:

- 100 meters running
- 900 meters running
- Hurdles race

34. Incentives to outstanding sport person:

The winner sport-students in the Girls and Boys categories of the college are awarded with certificate & Medals.

35. Student achievements and awards:

The institution has achieved 100 percent pass result. 97% students have achieved first class & only 3% students have achieved second class in the final University Examination. Students who achieved first three positions are awarded with the certificate and medal.

36. Activities of the Guidance & Counseling Unit:

All the student-teachers are provided academic, personal and career guidance according to their need. For the academic guidance there is a provision for the regular period in the time-table. Further more week students are provided special mentor service and their records are maintained.

The orientation programme was arranged in the very first week of the year. All faculty members of the college participated and counseled the students for their future Endeavour.

37. Placement services provided to students:

On 01/01/2011 the Udisha Club was established for the placement services. The Udisha Club organizes various activities like below

- Prepare student teachers about “How to face the INTERVIEW?”
- How to write an effective CV?
- The Udisha club also provides training for the TAT and TET examination. All the students who get the training have cleared their TET /TAT examination.
- The Placement Fair was organized by the institution and more than 28 schools have participated in it. And more than 20 students were selected in different schools. However as they cleared their TET examination they do not accept the job in a self financed school. They joined the Government Grant in aided schools as assistant teacher.

38. Development programme for non-teaching staff:

Sorry to state that no development programme for the non teaching staff has been organized during this year. Although Jr. Clerk Mrs. Hinaben Oza has cleared CCC (Course on Computer Concepts) examination taken by Directorate of Employment and Training, Gujarat council of Vocational training, Gujarat State, Gandhinagar.

39. Healthy practices of the institution:

Following are the some healthy practices of the institution:

- Every year, each student teacher has to do any one project and has to submit the report. Student teacher can select the subject of the project work related to the syllabus.

- Assignments are given to the students for better learning
- Faculty members prepare the course outline each year and follow it throughout the year.
- Computerized notes (enriched study material) are prepared and circulate it among the student teachers for each compulsory paper.
- Every year Question bank is updated and it is also circulated among the student teachers.
- Faculty members prepare and use power point presentations and different teaching aids to make their lecture more effective and enriched. Student teachers are also motivated to use different modern teaching aids during their practice teaching lessons.
- Every year each student teacher has to teach any five illiterate people.
- Institution also organizes social awareness programmes during literacy mission programme.
- The institution provides personal guidance and academic guidance to the trainees as per their need. The institution also maintains the records regarding the mentoring services.
- Every year in the beginning of the academic session the institution administer the teaching attitude test on the trainees and does necessary follow up work. At the end of the second term the institution again takes the teaching attitude test and checks the significance of the training regarding the teaching attitudes of the trainees.
- Every year the institution publishes “Prakash Punge” an annual magazine about the activities of the institution done throughout the year and articles written by the student teachers.
- Students feedback regarding faculty members, infrastructural facilities and curricular and co curricular activities are taken every year and necessary actions are taken.

40. Linkages developed with National\International, academic\research bodies:

The institution has linkage with Dr. Babasaheb Ambedkar Open University for various distance education programmes. The institution has academic linkages with three teacher education colleges named Vaidya Shree M.M.Patel College of education, Vivekananda college of Education & Smt.M.N.K.Dalal college of Education, affiliated with Gujarat University and with Kadi Sarva Vishva Vidhyalaya.

41. Any other relevant information the institution wishes to add:

- **Biometrics system**

The Biometrics system was established by the management for the faculty members.

- **C.C. Camera**

To keep an eye on ongoing activities in the class and outside the class, c.c. camera are set.