

## The Annual Quality Assurance Report (AQAR) of the IQAC

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# **Year of Report : 2009-2010**

## **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 (2009-10)**

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 2009-10. The IQAC also did the a follow up in the implementation of plan all throughout the year. An outline of the emphasis that was given is bellow:

- To divide students in to houses with appropriate name and organize various competitive programmes among students according to their houses.
- To organize a workshop on Action Research for the faculty members.
- To organize a computer training workshop for the faculty of different colleges.
- Encourage faculty without Ph.D. degree to pursue for the degree
- Made necessary changes in the feedback format for the different Micro-teaching skills and observation schedules of the simulation in methods of teaching lesson plans.
- To start a book-bank facility for the students.

## **Outcome achieved by the end of the year**

- Students are divided into houses and various competitive programmes are arranged among houses. The names of the houses are as below
  - Satya [Truth]
  - Ahinsa [Non-violence]
  - Karma [Action]
  - Nistha [Faith/loyalty]
  - Samarpana [Devotion]
- Faculty members are provided special training courses for Action Research. The Principal of the institution had provided training to all the faculty members.
- The institution had organized a computer training workshop in collaboration with INTEL, NCTE & Gujarat University. Lecturers from different colleges had participated in the workshop.
- Two faculty members are registered as Ph.D. students & one has achieved her M.Phil Degree.
- The institution had made necessary changes in the feedback from micro-teaching skills and observation schedules of the simulation in methods of teaching lesson plans.
- The institution has started a book-bank facility for the students.

## **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. From the year 2009-10 the University has designed & implemented new curriculum and the Institution had followed that new curriculum. The Head of the institution Dr.A.D.Shah, Prof.Dr.J.P.Mulrajani & Prof.I.K.Maheria had contribute actively in the preparation of the new syllabus. In the new curriculum Yoga & computer Education subjects are made compulsory for all the students.

### **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**

From the year 2009-10 University has changed the paper style of all the theory papers. Objective type questions are added in the new paper style. The college had also changed the paper style for the first & second term examination according to the University exam paper style.

The new internal Evaluation scheme was also implemented by the institution Psychological Experiment, seminar in large group & small group, communication skill are added in the new internal evaluation scheme

## **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. Two faculty development workshops were organized by the institution. One workshop for Action Research and second workshop for computer training programme were organized during the year.

## **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)
- Seminar on Reading Skill improvement
- 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 2009-10

## **10. Patents generated, if any:**

Sorry to state that no patents has been generated in the academic year 2009-10

### **11. New collaborative research programmes:**

The head of the institution & Prof.I.K.Maheria regularly guide students for the M.Ed. Dissertations of other M.Ed. colleges at university level. They also examine M.Ed. dissertation 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.

### **13. Details of Research Scholars:**

The college runs an under graduate course, therefore no research work on large scale takes place in the college. At present no student is enrolled nor doing any research work.

### **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. One faculty member Prof. A.B.Chaudhari has got first rank in her M.Phil degree at Department of Education, Gujarat University.

### **16. Internal resources generated:**

There is 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 has organized following activities for the community services.

- 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)

- Organized Aids awareness programme
- Street play & village awareness programme.

### **19. Teachers and officers newly recruited:**

Last year no teachers and officers have been recruited by the college.

### **20. Teaching -Non teaching staff ratio:**

There were 06 permanent teaching faculties and 04 are hired on contract base and total no. of non-teaching staff is 08. So the ratio is 5:4

### **21 Improvements in the library services:**

The following are some of the improvements in the library service of the college done during the academic year 2009-10

- New books have been purchased.
- During examination the library timing is extended beyond college time so that the students can use the library facilities.
- Book-bank facility has been started

### **22. New books/journals subscribed and their value:**

The following is the details of the new books/journals subscribed in library and the value of the same for the academic year 2009-10

Item	Details for the year 2009-10	
	No of Item	Total cost in Rupees
Text /books	210	18548
Journals	02	1000
News paper	01	840

### **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 tries 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) = 46006.23
- Unit cost of education (without salary) = 7944.86

#### **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 during year 2009-10

#### **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. Further the institution had organized five day computer training workshop integrating INTEL & NCTE for the lecturers of different B.Ed. colleges. 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 2009-10.

Sr.No	Name of the financial aid	Numbers of students Benefited		Total Amount
		Girls	Boys	
1	S.C.	--	---	-----
2	S.T.	05	07	58180
3	O.B.C./S.E.B.C.	----	04+01=05	13225
	Total	05	12	71405

## 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. In August 2009 a meeting was organized by the institution of all the alumni. Following activities were done in the programme organized on that day.

- Educational Guidance was provided to the Alumni whose studies were still continue by Prin. Dr. A.D.Shah sir.
- High Achiever Alumni in the field of Education were awarded with certificate and memento.
- Cultural Programme
- Get to gather of Alumni and present year students.

## 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:

- In the beginning of the academic year on 12<sup>th</sup> August 2009 Prof. Viral B. Jadav delivered a lecture on prevention and awareness about Swain flue to make student teachers aware about the Swain flue.

- On 20<sup>th</sup> November 2009 Shri Maheshbhai Trivedi, Chairman of the Indian Redcross Society has delivered a lecture on the Thallassemia & Blood donation to the student teachers.
- The institution organized a camp for Thallassemia testing for the student teachers at concession rate in collaboration with Indian Redcross Society.
- Five student teachers & a lecturer had attended a three days Training Programme on District Disaster Response Team and after wards they made aware other student teachers about Disaster management including first aid treatment.
- On 9<sup>th</sup> February 2010 Dr.Darshanaben Thakkar has delivered a Health awareness lecture to the female student teachers.
- 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 celebration on 2<sup>nd</sup> January 2010. Student teachers had participated in following sports activities.

#### **Sports activities for girls:**

- Musical chairs
- 100 meters running
- 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. 91.36% students have achieved first class with distinction, 6.18% students have achieved first class & only 2.46% students have achieved second class in the final University Examination.

### **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:**

Each faculty member of the institution remains in contact with the heads of the practice teaching schools. The institution provides details about the trines to the practicing schools and same way they inform trines about the vacant posts in the schools. Every year many students are recruited by the schools through the institution. During the year 2009-10 about five trines joined our practice teaching schools as a teacher and about seven students had joined grant in aid schools as a vidhya sahayak.

### **38. Development programme for non-teaching staff:**

It is very important to have good physical health as well as mental peace for the betterment of all. The institution has organized a workshop on "how to manage with stress and meditation " for the non teaching staff.

### **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 prepares 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 circulate 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 publish “Prakash Punge” an annual magazine about the activities of the institution done throughout the year and articles written by the student teachers.

#### **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.Ptel college of ducation, Vivekanand 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.

- **Building renovation**

The management has started to renovate the entire building, at present the work is in progress.

- **C.C. Camera**

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