Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**VIVEKANANDA COLLEGE OF EDUCATION**
Name of the head of the Institution	**DR. ABHA SHARMA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**0571-2523132**
Mobile no.	**9837054588**
Registered Email	**vcealigarh@gmail.com**
Alternate Email	**neelimajoshi.amu@gmail.com**
Address	**GONDA ROAD MATHURA BYE PASS**
City/Town	**ALIGARH**
State/UT	**Uttar pradesh**
Pincode	**202002**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Urus Fatima**
Phone no/Alternate Phone no.	**05712523132**
Mobile no.	**9634815624**
Registered Email	**vcealigarh@gmail.com**
Alternate Email	**sudha.saraswat8@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://vcealigarh.in/AQAR_14_15.pdf

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://vcealigarh.in/Academic_Calander_2015_16.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.20**	**2011**	**27-Mar-2011**	**26-Mar-2016**

6. Date of Establishment of IQAC

25-Jul-2011

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
Gandhi Jayanti	**02-Oct-2015** **1**	**100**
Teacher's Day	**05-Sep-2015** **1**	**100**

School Internship	01-Dec-2015 31	160
Scout Camp	01-Mar-2016 5	66
Medical Checkup	10-Oct-2015 1	100
Hindi Week	07-Sep-2015 6	100
Women Day Rally	08-Mar-2016 1	160
Nukkad Natak	17-Oct-2015 1	100
Workshop	31-Jul-2015 02	160
National Seminar	28-Feb-2016 01	200
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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
NA	NIL	NIL	2016 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 :	**4**
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)	

SEMINAR
WORKSHOP
NUKKAD NATAK
WOMEN'S DAY RALLY
HINDI WEEK

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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
Teaching	**Teaching was done successfully throughout the session.**
Cultural Acitivites	**Many cultural activities were performed during the academic session (details given in the Annual reportT**
Social Acitivites	**Nukkad Natak and Rally was organised on the Gender Issue. Most of the students took part in the social acitivities**
Internship	**Internship was organized for the stipulated period and successfully completed by the students.**
Academic Calendar	**The academic calendar for current session was successfully executied for B.Ed. BTC courses**
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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	**2015**
Date of Submission	**30-Dec-2015**

17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Management Information Systems reports give the clear picture of finance department. This can help the institute to improvise the business. Daily reports can be prepared for the fees received, outstanding amount for every student etc. List of defaulter students can be extracted and those can be intimated through emails or manually.**

<div align="center">Part B</div>

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

> **Yes the institutions plans the academic calendar before the commencement of the session. The whole curriculum is analysed and different committees are constituted for all the aspects of the curriculum. Plan of action is chalked out for every quarter and its report is made at the end of each quarter.**

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**	**15/07/2015**	**0**	**0**	**NIL**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MEd	**EDUCATION**	**30/05/2015**
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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
MEd	**EDUCATION**	**03/08/2015**

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
NIL	**15/07/2015**	**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	EDUCATION	66
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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	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The feedback form filed by the students and alumni are analysed and the negative points mentioned are worked upon. Efforts are made to improve the institution on those points.

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	EDUCATION	200	77	77
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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
2015	77	0	32	0	32

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
39	39	7	1	0	5

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

As per the institutional policy and vision, we provide mentoring programme for the pupil teachers. Mentors and mentees are chosen by their respective field and teaching subjects. In institution mentorship programmed, our main objective is to enhance the student's academic skills such as communications, use of ICT, lesson planning etc. as well as life skills. Mentors encourage and support the acculturation of mentees. They also maintain a cordial relation with mentee, consistent with the code of professional conduct. Both mentors and mentees plan and demonstrate effective teaching strategies along with proper feedback for further improvement. Mentors assist them in identifying and enhancing not only their personal strengths by proper motivation and guidance, but also guide them for future professional growth. In our mentorship programme, our major concern is to provide an inclusive and liberal environment for mentees because we believe in nurturing. In first year, the main focus is on the upliftment of their skills. In second year, mentors also train mentees to help their students master the art of developing professional attitude. Mentees also discuss their future plan with their mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
171	39	1 :5

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
39	39	0	0	7

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
2015	NIL	Lecturer	NIL

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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	TEI	YEAR	29/10/2016	31/12/2016

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

The institute has taken great effort for planned or continuous internal evaluation. One of the most essential components in our internal evaluation is that we assess student's whole personality through curricular and co-curricular activities. In B. Ed., we do internal evaluation in six domains - 1. Weakly classroom assessment- Classroom discussions are arranged by the teachers on the topics which are already taught in the class and current issues. 2. Sessional – Two sessionals are held during the course according to the university norms. 3. Assignments- To assess student's abilities we give two assignments in a

session. These assignments prove their individuality. 4. Attendance/Punctuality- As per the university guideline, 70 to 75 attendance is mandatory for students. 5. Participation in Activities- Students participation in these activities are also considered during internal assessment. 6. Discipline- Students behavior discipline is also considered in internal evaluation.

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

The institution adheres to the academic calendar for continuous internal assessment and for arrangement of theory and practical classes. Transparency, security technology are effectively and appropriately used during these all process. The institute strongly believes in honesty in its functioning. It has well structured operating process to develop the academic teaching plans and we aim to follow this well planned academic calendar. The academic calendar committee prepares the academic calendar by understanding each and every detail so that the activities are planned accordingly. Because, we believe that academic calendar lays down basic foundation of the academic delivery. It represents the institution's mission and vision. The academic calendar shows the beginning and end of every year encompassing all the curricular co-curricular, internship etc. activities to be conducted, the internal evaluation schedule and the tentative schedule of external evaluation. Each paper and their respective teacher follows the pattern of theory classes and internal assessment on the basis of practical's, presentations, assignments and other related activities. The IQAC ensures the implementation of the academic calendar by monitoring the progress.

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)

http://vcealigarh.in/Program_Outcomes_and_Programme_Specific_Outcomes.pdf

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
TEI	BEd	Education	66	50	75
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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.vcealigarh.in/SSS_2015_16.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	nil	0	0

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
WORKSHOP	EDUCATION	31/07/2015
SEMINAR	EDUCATION	28/02/2016

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
nil	nil	nil	22/07/2015	nil

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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
NIL	NIL	NIL	NIL	NIL	15/07/2015

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	0	0

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)
International	EDUCATION	1	00

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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
NIL	0

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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
"Autonomous Colleges-	DR. NEELIMA JOSHI	International Journal of	2015	0	NONE	0

Need of the Hour"		Advancement in Education and Social Sciences IJAESS				
			View File			

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
NIL	NIL	NIL	2015	0	0	0
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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	1	0	0
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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
NIL	NIL	0	0
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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
NIL	NIL	NIL	0
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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
BETI BACHAO BETI PADAO	VIVEKANANDA COLLEGE OF EDUCATION	NUKKAD NATAK	39	109
WOMENS DAY RALLY	VIVEKANANDA COLLEGE OF EDUCATION	RALLY	39	109
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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
NIL	0	NIL	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
INTERNSHIP	B.ED TEACHING	BABU LAL JAIN INTER COLLEGE	01/12/2015	31/12/2015	66

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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
NIL	15/07/2015	NIL	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
0.15	0.14

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
Classrooms with Wi-Fi OR LAN	Existing

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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
NIL	Partially	NIL	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11377	1875000	161	27375	11538	1902375
Reference Books	1936	43900	22	4590	1958	48490
e-Books	0	0	0	0	0	0
Journals	6	415	0	0	6	415
CD & Video	26	520	0	0	26	520
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 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
NIL	NIL	NIL	15/07/2015
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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	1	1	1	1	1	8	0
Added	0	0	0	0	0	0	0	0	0
Total	30	1	1	1	1	1	1	8	0

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

8 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
NIL	N/A

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
12.5	12.2	10.5	10.33

 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)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained to ensure that they are of maximum benefit to the students as well as teaching and nonteaching staff. Staff members are deputed to ensure maintenance of the campus. There are various committees like Library. Sports. Website Development. Gardening, Cafeteria, etc to ensure proper maintenance and upkeep. The various committees meet regularly to monitor the optimum use of infrastructure which is accessible to the students and staff of the college. Lectures are delivered in classrooms through face to face teaching and through Power Point presentations. This is to ensure usage of new audiovisual pedagogical techniques during the teaching process along with this we have open classrooms where lecture are given. The college has Technical Assistants and Lab Assistants and Lib Attendants to ensure proper upkeep of the various labs including computer center. The College has a well equipped library. A Computer Lib has been set up to be used by various departments. Students make extensive use of the facility for reading. The campus also offers facilities such as Cafeteria. Common Room and Gymnasium. A dispensary with doctor and nurse is available in the campus for first aid. There is an Auditorium where different programs are performed. Both the Library and administration section of the college have undergone computerization. The library is open during college hours. It has computer terminals with Internet facility and large reading spaces. A regular update on new additions is provided by the library. A library committee works regularly to oversee the functioning of the library and various other committees coordinate with each other to enable the students to get maximum exposure and participation and also to avail all the facilities provided by the college. An eco friendly environment is of prime importance in the college. Sports and Games Is an Internal part of the college and coaches are available for the students - Volleyball. Badminton Court are few of the highlights.

http://vcealigarh.in/PROCEDURES_AND_POLICIES.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	00	0	0
Financial Support from Other Sources			
a) National	GOVT. SCHOLARSHIP	48	2460000
b)International	00	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
Teaching Apitute Classes	01/06/2016	157	Literary committee VCE
Language workshop	31/07/2015	157	Literary committee VCE

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
2016	TEACHING APTITUDE COACHING CLASSES	56	56	56	30

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
5	5	200

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
NIL	0	0	NIL	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
2015	0	00	0	0	0

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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	56

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
SPORTS WEEK	COLLEGE LEVEL	59
CULTURAL ACTIVITES	COLLEGE LEVEL	49

| **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
2015	NIL	National	0	0	00	0
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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)

STUDENTS ARE INVOLVED IN DIFFERENT COMMITTIES AND THEIR PARTICIPATION IS SEEKED IN ALL THE ACTIVITIES. STUDENTS ARE PART OF IQAC, ALUMNI ASSOCIATION, LIBRARY COMMITTEE AND MAGZINE COMMITTEE ALSO .

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 :

ALUMNI MEET IS ORGANIZED EVERY YEAR

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)

The institution practices decentralization and participative management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Following committees are constituted for the distribution of work and activities. 1. Discipline Committee 2. Admission Committee 3. Time Table Academic Calendar Committee 4. Examination Committee 5. School Internship Committee 6. Social Activities Committee 7. Literary Activities Committee 8. Cultural Committee 9. Science and Mathematics Resource Committee 10. Psychology Resource Committee 11. ICT Committee 12. Art and Craft Committee 13. Magazine Committee 14. Women's Cell 15. Seminar/ Workshop Committee 16. Sports and Camp Committee 17. Alumni Meet Committee 18. Tour Committee 19. Library Advisory Committee 20. Guidance Counseling Cell

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

Yes

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
Admission of Students	Common entrance test is conducted for admission in B. Ed. Course. In BTC, students are admitted through group counseling on the basis of merit. Students choose the college in the counseling after the test. Admissions are done by the admission committee of the institution as per the counseling schedule.
Industry Interaction / Collaboration	B. Ed. And BTC courses include internship of students in the schools to teach and understand the environment of schools. The institution collaborates with government and non-government school for the internships of pupil teachers.
Human Resource Management	HRM is a strategic approach to the effective management of people employed in the institution with the aim of utilizing the manpower to the optimum for empowerment in the institution. The Principal, teaching and non-teaching staff and students all are allocated different work in the form of different committees as given in 6.1.1.
Library, ICT and Physical Infrastructure / Instrumentation	The Library Committee, ICT Committee and heads of different committees are responsible for the need and supply of the library and laboratories in the institution. All the need are fulfilled by the management of the institution.
Research and Development	None
Examination and Evaluation	The affiliating university is responsible for examination and evaluation. The college has no role in this area.
Teaching and Learning	The aim of the institution is maintaining quality of teaching that results in the best learning of students. Successful teaching requires thoughtful design and planning. Different strategies are used for the same, like use of internet, classroom, discussion, teaching through power point, activity based teaching etc.
Curriculum Development	Affiliating University (Dr. B. R. Ambedkar University, Agra) frames and develops the curriculum and the college adheres to the same.

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

E-governace area	Details

Planning and Development	NIL
Administration	nil
Finance and Accounts	nil
Student Admission and Support	nil
Examination	nil

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
2015	NIL	NIL	NIL	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 staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	NIL	NIL	15/07/2015	29/07/2015	0	0
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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
NIL	0	15/07/2015	15/06/2016	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
39	39	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Checkup, DL, CL	Medical Checkup, DL, CL	Medical Checkup, Government Scholarship

6.4 – Financial Management and Resource Mobilization

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

Yes the institute is covered under internal external financial audit during the

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
NIL	0	0

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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		Yes	COLLEGE MANAGEMENT
Administrative	No		Yes	COLLEGE MANAGEMENT

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

NIL

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

NIL

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

1. SEPERATE ICT LAB. AND. ET LAB. 2. PLAY GROUND FOR STUDENTS. 3. INCREASED NUMBER OF TEACHING DAYS ACCORDING TO B. ED. CURRICULUM.

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
2015	LANGUAGE WORKSHOP	31/07/2015	31/07/2015	01/08/2015	160
2015	HINDI WEEK	07/09/2015	07/09/2015	12/09/2015	100
2015	MEDICAL CHECKUP	10/10/2015	10/10/2015	10/10/2015	100
2015	NUKKAD NATAK	17/10/2015	17/10/2015	17/10/2015	100
2015	SCHOOL INTERNSHIP	01/12/2015	01/12/2015	31/12/2015	160
2015	GANDHI	02/10/2015	02/10/2015	02/10/2015	100

2016	JAYANTI				
2016	NATIONAL SEMINAR	28/02/2016	28/02/2016	28/02/2016	200
2016	SCOUT CAMP	01/03/2016	01/03/2016	05/03/2016	66
2016	WOMENS DAY RALLY	08/03/2016	08/03/2016	08/03/2016	160
2016	REPBULIC DAY	26/01/2016	26/01/2016	26/12/2016	100
		View File			

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
NUKAD NATAK (BETI BACHAO BETI PADAO)	17/10/2015	17/10/2015	75	37
WOMEN'S DAY RALLY	08/03/2016	08/03/2016	75	37

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
NONE

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	3
Rest Rooms	Yes	3

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
2015	0	0	10/07/2015	00	0	0	0
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
HAND BOOK OF CODE OF CONDUCT	20/06/2015	Studetns,teachers and all the employees are

oriented to adhere to the code of condut of the institutions.they are regularly updated about the expected behaviour by all the teachers.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NUKKAD NATAK	17/10/2015	17/10/2015	109
WOMENS DAY RALLY	08/03/2016	08/03/2016	109
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. PLANTATION IS DONE IS EVERY YEAR 2. SUPPORT STAFF IS EMPLOYED TO TAKE CARE OF THE CAMPUS

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2.1 Best Practices of the Institution Best Practice –One 1. Title of the Practice: Counseling Cell 2. Goal: The goal of counseling is to facilitate positive behavior changes, improve students´ ability to establish and maintain social relationships, promote their decision making process, help students to understand their potential and cope effectively will the problems they face. 3. The Content: Counseling is a collaborative effort between the counselor and the client. Counselor helps the clients to identify problem and find potential solution to problem. It includes development of self-esteem and copying skills in the clients. 4. The Practice: The institution has a separate counseling cell with certified counselor who continuously observes students in their daily activities and find out students having emotional or social problems. They develop healthy client- counselor relationship and help them to develop self-esteem and coping skills. The students are free to approach the counselors whenever needed. 5. Evidence of Success: Most of the students who have approached the counseling cell demonstrate an increased understanding of daily processes and interactions. They start engaging themselves in group activities and have sound social interaction. 6. Problems Encountered and Resources Required: The challenges encountered by counseling cell are a) Lack of cooperation from students. b) Married female students are unwilling to provide details of their in-laws. c) Male students do not come up with their problems. Best Practice –Two 1. Title of the Practice: Morning Assembly 2. Goal: The aim is to begin the daily process of learning through a spiritual development through Morning Prayer. The college is pledge bound for the inculcation of values in its students. In its vision and mission it clearly states that it is bound to produce morally strong future teachers. This aim can be achieve through value education. 3. The Context: The alumni of the college, old and young all have vivid memory of the morning assembly starting with a prayer and cherish it even today. The continuation of this practice in the present times witnessing tremendous socio-economic changes have been a great challenge but the college has continued with this practice. 4. The Practice: The morning assembly is practiced in the college for 15 minutes before the classes begin. It includes the prayer of the Goddess of Wisdom, Maa Saraswati, followed by the thought for the day. The teachers daily assess the students in their behavior and the expected behavior is briefed in the assembly on daily basis. The Assembly is addressed by the Principal on several occasions regarding college affairs. It is followed by the announcement regarding academic or co-curricular

activities whenever required. Finally, the Assembly also has a brief current events program announcing the major national, international, sports, economic and entertainment news. The Morning Assembly serves as a great means of dissemination of information among teachers and students. Our teachers, Music Department teacher, B.Ed. and B.T.C teachers and students play an important role in arranging the morning assembly. 5. Evidence of Success: The success of this practice is evident from the fact that it has continued since the beginning of institution without any break. This practice has been able to serve the purpose which it intends to. 6. Problems Encountered and Resources Required: No great resources are required to successfully implement this practice.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://vcealigarh.in/Best_Practices_of_the_Institution.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

The vision, mission and objectives of Vivekananda College of Education clearly points towards quality teaching without any discrimination. The aim of the institution is to produce educationally sound and morally strong future teachers. It is pledge bound to provide effective environment for learning. For this purpose, the institution recruits highly qualified and skillful teachers, who have good academic record and communication skills who are knowledgeable and are dedicated to teaching. Teachers provide clear explanation through face-to-face traditional method of teaching and through the use of PowerPoint, internet, projector etc. We also emphasize pupil-teachers to use activity-based teaching techniques in their teaching and use working models, games, storytelling and appropriate teaching aids in teaching. They are provided a well-equipped library will good reading space for self study. To achieve its aim value-based education is provided to the students. Spiritual values, cooperative feelings and social values are induced through various activities Morning Assembly is conducted to inculcate good and noble thoughts through spiritual prayers offered in the assembly. Sports week, SUPW camp and Scout-Guide camp are organized to induce team spirit and co-operation among the students. National days are celebrated to inculcate the feeling of patriotism and brotherhood towards fellow citizens. Social values are induced by organizing different activities on social issues like cleanliness program, participation in pulse polio campaign and nukkad natak to spread awareness.

Provide the weblink of the institution

http://vcealigarh.in/Performance_of_the_institution_in_one_area_distinctive_to_its_vision_priority_and_thrust.pdf

8.Future Plans of Actions for Next Academic Year

The institution plans to start M.Ed. course in the next academic year.