AQAR-2016-17
The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> SMT. JAWALA DEVI COLLEGE OF EDUCATION, SANGHOL

1.2 Address Line 1

> LORD RANA EDU-CITY

Address Line 2

> SANGHOL

City/Town

> TEH.-KHAMANO,F.G.S.

State

> PUNJAB

Pin Code

> 140802

Institution e-mail address

> jawaladevieducation@gmail.com

Contact Nos.

> 01628-255925

Name of the Head of the Institution:

> Dr. P.R. Kamran

Tel. No. with STD Code:

> 01628-255925

Mobile Number:

84370-02353

Name of the IQAC Co-ordinator:

Paramjeet Kaur Mangat

Mobile:

88725-84624

IQAC e-mail address:

iqacjawaladevi@cordia.edu.in

1.3 **NAAC Track ID** (*For ex. MHCOGN 18879*)

PBCOTE-14112

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(sc) A&A/19/37.2

1.5 Website address:

www.jawaladevicollege.org

Web-link of the AQAR:

http://jawaladevicollege.org/Downloads/AQAR-2016-17.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.49	2010	March 2016
2	2rd Cycle	B++	2.83	2016	December 2021

1.7 Date of Establishment of IQAC: DD/MM/YYYY

19/10/2008

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

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i.   AQAR 2011-12 SUBMITTED TO NAAC ON (06/01/2015)
   ii.   AQAR 2012-13 SUBMITTED TO NAAC ON (22/04/2015)
  iii.   AQAR 2013-14 SUBMITTED TO NAAC ON (20/01/2016)
  iv.   AQAR 2014-15 SUBMITTED TO NAAC ON (20/01/2016)
   v.   AQAR 2015-16 SUBMITTED TO NAAC ON (31/08/2016)
  vi.   AQAR 2015-16 SUBMITTED TO NAAC ON (07/08/2017)

1.10 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [ ]

Autonomous college of UGC   Yes [ ] No [ ]

Regulatory Agency approved Institution   Yes [ ] No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√] Men [ ] Women [ ]

                 Urban [ ] Rural [√] Tribal [ ]

Financial Status   Grant-in-aid [ ] UGC 2(f) [√] UGC 12B [ ]

                Grant-in-aid + Self Financing [ ] Totally Self-financing [√]

1.11 Type of Faculty/Programme

Arts [ ]   Science [ ] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [√] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify)   Nil

1.12 Name of the Affiliating University *(for the Colleges)* | Punjabi University Patiala |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | - |

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme | - | UGC-CE | - |

UGC-Special Assistance Programme | - | DST-FIST | - |

UGC-Innovative PG programmes | - | Any other (*Specify*) | - |

UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1 No. of Teachers | 04 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 02 |

2. 6 No. of any other stakeholder and

   Community representatives | - |

2.7 No. of Employers/ Industrialists | 02 |

2.8 No. of other External Experts | 03 |

2.9 Total No. of members | 17 including Chairperson & Coordinator, IQAC |

2.10 No. of IQAC meetings held :   08

2.11 No. of meetings with various stakeholders: No.   16   Faculty   10

Non-Teaching Staff Students   02   Alumni   03   Others   01

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

If yes, mention the amount   NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total No.: 02   International 01   National 01   State ---   Institution Level 02

(ii) Themes

THEME 1-National Seminar on "PEACE, DEVELOPMENT & SOCIAL HARMONY: ROLE OF EDUCATORS & ACADEMIC INSTITUTIONS"
THEME 2-International conference on" EMERGING TRENDS IN PEACE AND DEVELOPMENT: THE ROLE OF SPORTS EDUCATION & ICT"
THEME 3- faculty development program- 7 days faculty development program in Dec 2016
THEME 4- one day Workshop on Career Counseling

2.14 Significant Activities and contributions made by IQAC :

- Gone through NAAC Accreditation& Awarded B++ Grade.

- Signed MOU with eleven organizations including Education colleges, Bank, Saanjh kendar and Schools.

- Got grant from ICSSR Chandigarh & Organised National level Seminar on 8th Mar 2017.

- Published Seminar proceedings(ISBN) of National Seminar held on 8th Mar 2017.

- Released *Smt. Jawala Devi College of Education Newsletter in July 2016*

- Conducted Teaching Aptitude test of Teacher Educators of B.Ed in October 2016.

- Released 2nd &3rd issue of Cordia Multidisciplinary Research Journal in Sep 2016 & March 2017 Respectively.

- Organised faculty development program in spoken English & communication skills by using BKSB software in January 2015.

- Organised four extension lectures(two international & two local) .

- Promoted Research activity by providing Gale Cengage software/product to all faculty members.

- Organised Remedial teaching & enrichment class for weak as well as gifted students respectively for 100 percent result.

2.15: Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
NAAC accreditation(cycle 2)	Done in Nov 2016 (B++ Grade)
2F recognition from UGC	Done College has been included under 2(f) of UGC Act. In March 2017
To introduce new course: 2 year M.Ed program	Done Recognition has been granted by NCTE Jaipur for 2year M.Ed program for session 20117-18
To seek Grant & Organise National Seminar	Got grant from ICSSR & organised National Seminar in Mar 2017
To organise extension lecture(one international atleast)	Organised three extension lecture including two international & one state level
To Publish ISBN seminar proceedings	Published in May 2017
To publish campus newsletter	Released Smt. Jawala Devi College of Education Newsletter
To sign MOU with bank, sanjh kendar & schools.	Done with eleven organizations
To release further issues Cordia Multidisciplinary Research Journal	Released
Title verification & registration of proposed print journal	Under process
To know the teaching aptitude of Pupil teachers of current session 2016-17	A research Study has been conducted: it was comparative study of teaching aptitude of B.Ed. and ETT students of session 2016-17
100 percent result of students in Punjabi University Patiala	Achieved
Remedial teaching & enrichment class	Done

Attach the Academic Calendar of the year as Annexure:Attached as Annexure-01

√	

2.15 Whether the AQAR was placed in statutory body   Yes   No

Management [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

> It was presented before the management and some suggestions have been given by them to improve action plans.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	Recognition granted by NCTE for M.Ed. program	-	-
UG	B.Ed.	(50 seats add)	-	-
PG Diploma	-	-	-	-
Advanced Diploma		-	-	-
Diploma	D.El.Ed.	-	-	-
Certificate	-	-	-	Personality development Spoken English BKSB
Others	-	-	-	03
Total	02	01	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
       (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	(01) B.Ed. session 2015-17,2016-18

Trimester	Nil
Annual	(01)D.El.Ed. session 2016-18, 15-17

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [√] Students [√]

(On all aspects)

Mode of feedback   :   Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revised by Punjabi University, Patiala

1.5 Any new Department/Centre introduced during the year. If yes, give details.

In the same department [Education]- Granted recognition by NCTE Jaipur for M.Ed. course from 2017-18

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	15	01	01	Principal 01

2.2 No. of permanent faculty with Ph.D.   [03]

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	nil	01	Nil	01	Nil	Nil	Nil	05	nil

2.4 No. of Guest and Visiting faculty and Temporary faculty [Nil] [-] [-]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	15	Nil
Presented papers	10	14	Nil
Resource Persons	Nil	Nil	Nil

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

- Remedial teaching & Enrichment classes for weak and gifted students respectively.

- Mentor –Mentee System has been introduced.

2.7 Total No. of actual teaching days during this academic year

B.Ed.-200

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

02	-	-

2.10 Average percentage of attendance of students

90%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	65	21	41	03	Nil	100%
D.El.Ed.(2014-16)	22	4	11	7	Nil	100%

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

By making different cells and committees for different task with their incharges and review meetings were organised to develop the system and teaching learning process.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	nil
HRD programmes	nil
Orientation programmes	nil
Faculty exchange programme	01
Staff training conducted by the university	nil
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	04
Others	-

s

2.14 Details of Administrative and Technical staff - Principal Staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03	Nil	01	Nil
Technical Staff	02	Nil	02	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Released two issues of research journal.

- Organised one day National Seminar sponsored by Indian Council of Social Sciences Chandigarh

- Published seminar proceedings(ISBN edited book)

- Conducted teaching Aptitude test of Pupil teachers of session 2016-17

- Released Smt. Jawala Devi College of Education Newsletter

- Created separate research cell for proposed M.Ed. students

3.2

- Introduced various online libraries for promoting research

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	12	05	
Non-Peer Review Journals	-	---	
e-Journals	12		
Conference proceedings		01	

3.5 Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [yes]   Nos. in SCOPUS [   ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	2016-17	ICSSR	35000/-	35000/-
Total	-	-	35000/-	35000/-

3.7 No. of books published   i) With ISBN No.   [02]   Chapters in Edited Books [-]

ii) Without ISBN No.   [01]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]　　CE [-]　　Any Other (specify) [-]

3.10 Revenue generated through consultancy

| Consultancy Provided free of Cost |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	-	-	-	-
Sponsoring agencies	Nil	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [03]

3.13 No. of collaborations: International [02]　National [-]　Any other [09]

3.14 No. of linkages created during this year [11]

3.15 Total budget for research for current year in lakhs:

From funding agency [----]　From Management of University/College [--]

Total [--]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
Nil	--	--	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

[nil]

[nil]

3.19 No. of Ph.D. awarded by faculty from the Institution [01]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [-]   SRF [-]   Project Fellows [-]   Any other [--]

3.21 No. of students Participated in NSS events:

University level [144]   State level [--]

National level [--]   International level [--]

3.22 No. of students participated in NCC events:

University level [--]   State level [--]

National level [--]   International level [--]

3.23 No. of Awards won in NSS:

University level [--]   State level [--]

National level [--]   International level [--]

3.24 No. of Awards won in NCC:

University level [--]   State level [-]

National level [--]   International level [--]

3.25 No. of Extension activities organized

University forum [   ]   College forum [   ]

NCC [   ]   NSS [09]   Any other [   ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

1. Blood donation camp (25-11-2016)

2. Organ donation camp (25-11-2016)

3. Free Eye Check up camp(04-07-2016)

4. Free Health Awareness Camp(26-04-2016)

5. Extension lectures on Drug Addiction, Child Protection, Road Safety, Fire protection, organ

Transplant, blood donation.

6. Cleanliness drive

7. Social awareness Rally

8. Plantation Drive

9. Literacy programme

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	01 Acre	---	Self financed	-
Class rooms	10	--	--	-
Laboratories	08	--	--	-
Seminar Halls	01	--	--	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	--	-
Value of the equipment purchased during the year (Rs. in Lakhs)	4.81	-	--	4.81
Others	-	0.69	--	0.69

4.2 Computerization of administration and library

- Online communication is preferred.

- Office is fully computerized

- Online library has been introduced at minimal level

- Various online resources have been introduced for the students

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5886	927088	172	85706	6058	478895
Reference Books	242		16		258	
e-Books	-	-	-	-	-	-
Journals	65	44761	3	3560	68	48321
e-Journals[J-Gate]	-	270948	-	-	-	-
Digital Database [Delnet]	-	94500	-	11500	-	106000
CD & Video		150	-	202		352
Others (specify) Book Bank General Books	Book bank , General books	253 369	- 39	- -	- -	253 408

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing(Previous year)	27	20	yes	---	--	01	03	03
Added	28	22	--	--	--	--	06	--
Total	55	42	Yes	--	--	01	09	03

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

- BKSB software has been available for developing English language and communication (for faculty as well as students)

- Wi-Fi campus with high speed

- Computer training programme has been organized under faculty development prog. to develop computer efficiency

- Process has been initiated for whole campus-digitalization.

4.6 Amount spent on maintenance in lakhs:

i) ICT

----

ii) Campus Infrastructure and facilities

2.44

iii) Equipments

-

iv) Others

0.6

Total :

3.04

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

- Through Announcements, notices in classroom & morning assembly, Tutorials, Bulletin boards etc.

- Regular Meetings.

- Tutorials classes

- E-communication with students

5.2 Efforts made by the institution for tracking the progression:

> ✓ Formative Assessment
>
> ✓ Feedback Mechanism
>
> ✓ Organise various academic activities including quiz, debates & discussions etc.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
144	-	-	-

(b) No. of students outside the state

nil

(c) No. of international students

nil

Men

No	%
17	12%

Women

No	%
127	88%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
23	39	-	3	Nil	65	16	59	Nil	04	Nil	79

Demand ratio = nil   Dropout % = 7%

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

> ✓ Wi-Fi campus facility- free of cost
>
> ✓ Orientation by faculty members for competitive examination
>
> ✓ Book bank facility in the library
>
> ✓ Free bus service to local students
>
> ✓ Various online resources available in the library
>
> ✓ Various magazines related to competitive examination are available in library
>
> ✓ Various policy documents are also available in the library

No. of students beneficiaries   144

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

> ✓ Guidance and Placement cell is functional in the college
>
> ✓ Placement drive/career guidance organized every year

No. of students benefitted   20

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
25	40	02	18

5.8 Details of gender sensitization programmes:

- Classroom Discussions on sensitizing issues.
- Awareness Campaigns including Female Foeticide, AIDS.
- Red-Ribbon club is functional in an Institution.
- Speech, debate & Declamation Contest on sensitizing issues.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level   National level   International level

No. of students participated in cultural events

State/ University level [-]   National level [-]   International level [-]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [-]   National level [-]   International level [-]

Cultural: State/ University level [-]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	98	Rs.6686630 Post matric scholarship for SC students (amount not released)
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs   : State/ University level [-]   National level [-]   International level [-]

Exhibition: State/ University level [-]   National level [-]   International level [-]

5.12   No. of social initiatives undertaken by the students [02]

5.13 Major grievances of students (if any) redressed: ----Nil---

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institute

VISION

The Vision Of The Institute Is To Prepare Well Qualified, Farsighted, Responsible, Honest, Democratic, Skilled And Innovative Teachers For The Society By Imbibing In Them A Desire Of Excellence, Development Of Right Attitude, Critical Thinking, Missionary Zeal, Virtues, Values And Quality Of Head And Heart. To Be An Institute Of Excellence In Teacher Education Based On Ancient Vedic Culture And Wisdom Coupled With Modernity.

MISSION

- Building core competencies in prospective teachers.
- Developing skills for information processing and life long learning.
- Fostering creative and critical thinking
- Initiating and experimenting innovations in teacher education.
- Undertaking action research at grass root level.
- Keeping pace with information and communication technology.
- Cultivating human and spiritual values.

6.2 Does the Institution has a Management Information System :

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Regular feedback was sent to University for curricular development

- Regular feedback was taken from different stakeholders(Alumni's, parents, management, students & teachers)to improve the curriculum.

- Current activities have been introduced every year in the curriculum

6.3.2 Teaching and Learning

- Maximum use of ICT in teaching –learning

- Students as well as Faculty orientation programme

- Remedial teaching and enrichment class

- Online learning resources are available

- Teaching practice

6.3.3 Examination and Evaluation

- Internal assessment on the bases of overall performance of the student including academic and non-academic activities.

- Formative assessment as well as summative assessment.

- Mid term semester examination has been conducted

6.3.4 Research and Development:

- On-duty leave provided to faculty members to attend workshops and seminars

- Organised one day national seminar sponsored by Indian Council of Social Sciences Research Chandigarh

- An institutional organises NISES international conferences every year

- Releasing research journal after every six months

- Releasing campus newsletter every year

6.3.5 Library, ICT and physical infrastructure / instrumentation:

- More books have been added in the library

- Smart class has been introduced

- College maintains all infrastructure facilities as per norms

- Lab equipments have been updated

6.3.6   Human Resource Management

- Providing increments to all staff members time to time.

- Giving recognition to all staff as per their performance .

- Medical extra facilities are given to the staff & student including medical transport etc

6.3.7   Faculty and Staff recruitment

Recruitment as per Punjabi University , Patiala & NCTE norms

6.3.8   Industry Interaction / Collaboration

- International Collaboration; Gale Cengage & BKSB

- Signed MOU with various Education Colleges

- Teaching Practice at various local private & Government schools

- Visit of students in special education centres

- Field visits & educational trips

6.3.9   Admission of Students

- Punjabi University Patiala Norms and NCTE norms was taken into consideration for admission.

- Admission on merit bases.

6.4 Welfare schemes for

Teaching	Medical Facilty
Non teaching	Free transport, Medical facility Advance Loan
Students	Fee concession

--

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes ☐ ✔   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Management
Administrative	-	-	Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes ☐   No ✔

For PG Programmes   Yes ☐   No ✔

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Semester system has been introduced for better result

- Online submission of examination data and notices issued online regarding date sheet, results etc.

- Duties of external examiners have been appointed by affiliating university

- Facility of revaluation & improvement is provided by the university

- University provides golden chance to their students to improve their result & to complete their degrees

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

Nil

6.11 Activities and support from the Alumni Association

- Alumni Meets

- Orientation talk has been organised every year to brief the new students by alumni

- Demo lesson have been given to the students.

- Awards given by the alumni members to the students who scored more than 85 percent

6.12 Activities and support from the Parent – Teacher Association

- Inviting parents in various functions & programs for taking their inputs

- Organisation of Parent-teacher meet

- Feedback from parents

6.13 Development programmes for support staff

- Faculty Development Programme(Non teaching)

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

- Tree plantation drive has been organised every year.
- Eco club has been made to deal with tree plantation and other environmental activities etc
- Organize NSS camp for a week which covers cleanliness drive & campaign
- Campus beautification committee is functional and active for whole year

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Addition of various clubs and committees in the college
- Collaboration with Educational Institutes
- Biannual Research Journal[online ISSN: 2455-8982]
- Study group has been formed

Revi

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Outcome
NAAC accreditation(cycle 2)	Done in Nov 2016 (B++ Grade)
2F recognition from UGC	Done College has been included under 2(f) of UGC Act. In March 2017
To introduce new course: 2 year M.Ed. program	Done Recognition has been granted by NCTE Jaipur for 2year M.Ed program for session 20117-18
To seek Grant & Organise National Seminar	Got grant from ICSSR & organised National Seminar in Mar 2017
To organise extension lecture(one international atleast)	Organised three extension lecture including two international & one state level
To Publish ISBN seminar proceedings	Published in May 2017
To publish campus newsletter	Released Smt. Jawala Devi College of Education Newsletter
To sign MOU with bank, sanjh kendar & schools.	Done with eleven organizations
To release third issue of research journal	Released
Title verification & registration of proposed print journal	Under process
To know the teaching aptitude of Pupil teachers of current session 2016-17	A research Study has been conducted: it was comparative study of teaching aptitude of B.Ed. and ETT students of session 2016-17
100 percent result of students in Punjabi University Patiala	Achieved
Remedial teaching & enrichment class	Done

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Remedial teaching and Enrichment class
- Mentor Mentee System

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

7.4 Contribution to environmental awareness / protection

- • Save tree/save environment awareness campaign
- • Organized poster making Competition on the issue like save environment/save tree
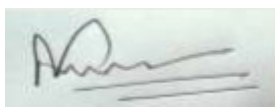- • Cleaning drive/ Swacha Bharat Abhiyan

7.5 Whether environmental audit was conducted?　　Yes ☐　No ☐

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)
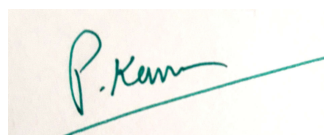
SWOC Analysis: Annexure attached

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

- • To start print journal (under process)
- • To get UGC 2(f) and 12(b) recognition
- • Permanent affiliation from Punjabi University, Patiala
- • To get grade "A" in NAAC
- • To start M.Ed. program (LOI granted)
- • To start Add-on courses
- • More Linkage and Collaboration with International Organizations
- • More University positions of students.
- • Expansion in sport facilities.
- • More Faculty Development Programmes.
- • To organise more national level seminar/conference.
- • To start Vocational Courses.

Name : Paramjeet Kaur Mangat

_____

Signature of the Coordinator, IQAC

Name: Dr. Pinkee Rani Kamran

_____

Signature of the Chairperson, IQAC

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Annexure I: SWOC ANALYSIS

SWOC Analysis [Executive Summary]

Smt. Jawala Devi College of Education, Sanghol, Punjab, one of the premier institutions of higher education in north India, was established in 2006. The college was established for the purpose of producing quality teachers in the society.

The SWOC analysis of the college is given below :

Strengths :

Criteria 1 – Curricular Aspects

- Curriculum design is aligned with the goals and objectives of the college

- Various subject combinations and options are available to meet the needs of the students

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- The college follows a semester system prescribed by the Affiliating body [Punjabi University Patiala].

- The college participates in curriculum revision and development practices.

- All learners have access to Add-on courses, personality development and interview skills, yoga etc.

Criteria 2 – Teaching-learning and Evaluation

- The admission process of the college is widely publicized and is transparent

- The college has an inclusive admission policy catering to diverse student groups

- The college implements the statutory reservation policies

- The college organizes orientation programmes for students.

- At department level teachers assess the learning levels of the students. After admission , teacher identify slow learners and providing them remedial teaching.

- The college plans and organizes its teaching schedule in advance.

- Student centered methods are used by the faculty.

- The learning environment is conducive developing creativity.

- The college follows tutorial and house system to meet the academic and personal needs of students.

- The college recognizes creative contributions of its faculty and students.

- The institution has, well qualified faculty members.

- Diversity in the recruitment of faculty is opted
- The institution facilitates the participation of its teachers in faculty development programmes
- The institution fully adheres to NCTE/Pb. Govt./Pbi. Univ Patiala norms for faculty recruitment
- The faculty is encouraged to demonstrate creativity and innovation in teaching
- Faculty exchange programmes are encouraged.
- The college adheres to the academic calendar to run the session.
- Transparency in evaluation system is ensured by the college
- Maximum use of ICT
- Good results in University Examinations and the college has an effective mechanism for redressal of grievances in any field. Various cells and committees are formed for proper functioning of the college.

Criteria 3 – Research, Consultancy and Extension

- The college facilitates its faculty to participate in various research activities.
- Provision for research facilities in terms of laboratory equipment, research journals and research incentives are made available to the faculty
- The institution encourages and promotes a research culture by sending its faculty to attend seminar and conferences at national and international level.
- The college has research committees for promoting research
- Faculty has published various Books, Edited book and number of research Papers in various journals.
- The college applied for research journals
- Some faculty members of the college awarded Ph.D. degree and some of them are get registered.
- College has MOU with neighboring colleges.
- NSS/sports/cultural activities and other need based extension programmes are organized by the students and the faculty for the all round development of the students.

Criteria 4 – Infrastructure and Learning Resources

The Institution:

- has good infrastructural facilities for teaching-learning and evaluation.
- Laboratories are well equipped and furnished.
- has adequate facilities for computer education of students

- provides additional facilities for sports and extra- curricular activities (gymnasium, auditorium, canteen, playground etc.)
- Wi-fi campus.
- has a huge collection of books, journals and other periodicals in the library
- Addition in library resources every year .
- has Library advisory committee which is responsible for the effective functioning of the library and its operations (issue of books, getting the necessary references, etc)
- suggestions box is there in the campus
- faculties are provided with the requisite facilities for preparation of computer aided teaching learning material
- Purchase committee is formed for upgrading the labs and library
- has a budget for maintenance of the facilities available on the campus – physical facilities and academic support facilities
- Pollution free campus

Criterion 5 - Student Support and Progression

The Institution:-

- Fee concession to the needy and deserving students.
- encourages student participation in co-curricular and extra-curricular activities
- has a placement cell which helps to identify job opportunities and also arrange job fest for student placement
- has an anti-ragging and anti sexual harassment committee which monitors student interactions
- provides specific student support for SC, ST, OBC and economically weak students
- makes special efforts to reduce its dropout rate and increase its pass percentage
- Feedback mechanism is there in the campus.

Criteria 6 – Governance, Leadership and Management

The Institution:-

- has vision, mission and goals which are in tune with the objectives of higher education
- Decentralization of powers and participative management
- Strategic planning and interactions with stakeholders is there in the campus.
- Review of policies and plans as per needs.
- has an effective feedback system involving all stakeholders
- has an action plan and schedules for its future development
- Strictly adheres to optimal utilization of resources.
- conducts external audits regularly for better monitoring and management of finances
- has an effective quality management and enhancement systems

- Internal Quality Assurance Cell (IQAC) has contributed significantly to Institutionalizing quality assurance strategies and processes
- An IQAC meets quarterly and minutes are recorded.

Criteria 7 – Innovations and Best Practices

The Institution:-

- Promotes eco-friendly campus and has well maintained, neat and lush green environment friendly campus, promoting healthy work place environment
- celebrates all national and International days.
- has Environment club which tries its level best to create environment consciousness among students, non-teaching staff and faculty members by organizing different kinds of activities like tree plantation, stop-pollution etc.
- provides facilities like Transportation, Security, Water supply, Electricity, health centre, Beauty and hair therapy, canteen, mess etc.

Weaknesses

- Sometimes basic Education is not up to the mark because of rural area/ Backward area.
- In rural area, students don't want to opt for difficult subjects like science, maths and commerce.
- Sometimes experienced and well qualified staff do not prefer to come in rural area.
- Most of the students studied in Punjabi medium throughout their courses so they cant understand English.

Opportunities

- Conducting job fest for providing placements to the students.
- Opportunities are given to the students for research projects
- Networking and sharing of faculties with other institutions

Challenges

- To deal with the students of rural area.
- Due to the two years duration of B.Ed. course. It is difficult to fill all the seats.

Annexure 2 : Academic Calendar 2016-17

August, 2015	COLLEGE REOPEN Orientation Programme CELEBRATION OF INDEPENDANCE DAY
September	TEACHER'S DAY EXTENSION LECTURE WORLD LITERACY DAY

	TALENT SEARCH ALLUMNI MEETING HINDI DIVAS ART WORKSHOP & PLANTATION DRIVE INTERNATIONAL PEACE DAY NSS DAY GREEN DAY CELEBRATION BIRTH DAY OF SHAHEED BHAGAT SINGH QUIZ COMPETITION Ist MST
October	GANDHI JAYANTI SYLLABUS REVIEW PROGG. EXTENSION LECTURE PTA MEETING-1
November	2nd MST INTERNATIONAL ANTI CORRUPTION DAY
December	NSS CAMP WORLD 'S AIDS DAY INTERNATIONAL DAY OF PERSONS WITH DISABILITIES HUMAN RIGHTS DAY
January, 2016	INAUGRATION PROGRAMME NATIONAL YOUTH DAY LOHRI CELEBRATION BIRTH ANNIVERSARY OF NETAJISUBHASH CHANDRA BOSE NATIONAL VOTERS' DAY BIRTH ANNIVERSARY OF LALALAJPATRAI MARTYR'S DAY INTERNATIONAL STREET CHILDREN DAY
February	INTERNATIONAL CONFERENCE WORLD CANCER DAY DARWIN DAY INTERNATIONAL DAY OF SOCIAL JUSTICE INTERNATIONAL MOTHER LANGUAGE DAY ATHLETIC MEET
MARCH	MST-I [2nd Semester] EXCURSION WOMAN'S DAY CELEBRATION EDUCATIONAL TRIP CONVOCATION 2nd HOUSE TEST NATIONAL SEMINAR MARTY'S DAY JOB FEST
APRIL	ALLUMINI MEET COVOCATION BAISAKHI CELEBRATION
MAY/JUNE	UNIVERSITY FINAL EXAM

	ADMISSION PROCESS FOR NEXT ACADEMIC YEAR
	ANY OTHER AS PER REQUIREMENT

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Annexure 3 Best Practice -1 Remedial Teaching and Enrichment class

Remedial and Enrichment Programs

The remedial and enrichment program serves as one of the avenues in achieving excellence.

The remedial program provides additional support and instruction in content-area pupils whose academic performance is below what is expected and to provide learning support to pupils who lag far behind their counterparts in academic performance. Referrals for remedial support are usually initiated by the subject teacher. After remediation, the remedial teacher meets with the committee to share observations and instructional support results. At this time, if it is felt further evaluation might be beneficial, the remedial teacher initiates diagnostic testing so that strategies and accommodations may be planned and implemented to benefit the student.

The Enrichment Program aims at identifying the gifted and talented students and provides them with appropriate assistance through different enrichment activities and programs that will cultivate and hone further their special talents and skills. We constantly look for opportunities in the local area to inspire, enrich, and challenge our talented students, for example, taking part in sport tournaments, cultural events, and local and national competitions.

A. **Remedial Program**

The college organizes remedial classes for students who do not perform well in the internal examination. These students are identified on the basis of their understanding and abilities of comprehension and performance in oral/written tests, assignments and seminars. Additional help to these trainees is rendered through remedial teaching, easier assignments, problem-solving sessions, revisions and interactive discussions and through personal mentoring by the teachers concerned. The students are also given advice after class hours under remedial classes and are motivated by providing simple and direct learning material

B. **Enrichment Program**

Enrichment classes are conducted for advance learners as well. These students are encouraged to adopt self-study methods for enrichment and remediation. They are exposed to both digital as well as traditional resources for enrichment. Brainstorming sessions, projects, seminars and discussions are organised to nurture their creative abilities.

Peer group learning, quizzes, essay writing competitions, Decision Making Exercises etc. are some of the activities organised for these students.

Assessment and Record on Learning

Assessment plays a very important role in teaching and learning. By means of assessment, teachers can know the learning progress as well as strengths and weaknesses of pupils; hence, they may design different teaching activities accordingly to help pupils learn in an effective manner.

The two most common assessment methods are used for teachers' reference:

i.**Formative Assessment**

Teachers understand and assess the learning abilities of pupils from their daily class work and homework as well as individual or group projects, and the way they relate daily events to the topics they learnt in class, so that they can revise the teaching content accordingly.

Summative Assessment

With reference to the progress of teaching, teachers may assess the performance of students by means of examinations/tests. The examination/test papers must cover all the main points in teaching where the levels of difficulty meet the pupils' abilities. The weighting of questions and marks should be balanced. Different types of questions should be included.

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Annexure 4: Best Practice -2 Mentor-Mentee System

The distinguishing feature of teaching learning process at SJDCE is Mentor-Mentee System. **Mentorship** is a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person. The mentor may be older or younger than the person being mentored, but she or he must have a certain area of expertise. It is a learning and development partnership between someone with vast experience and someone who wants to learn. Mentorship experience and relationship structure affect the "amount of psychosocial support, career guidance, role modelling, and communication that occurs in the mentoring relationships in which the mentors engaged.

Mentor Mentee programme for B.ED class was organized by Smt. Jawala Devi College of Education, Sanghol, Fatehgarh Sahib under the supervision of Mr. Harpreet Singh on 28-10-2016 in order to sort out the academic problems of the students and to counsel them regarding the issues concerned with their studies. Principal Dr. Pinki Rani Kamran addressed the students on the inauguration and shared the valuable thoughts. During the programme selected mentor from B.Ed. class interacted with the B.Ed and ETT students. To provide the personal attention to B.ED and ETT students, Students were assigned to the small group of 6 to 9 students and each group was under one B.Ed student. B.Ed mentors tried to solve the problems of B.ED and ETT students by sharing their valuable experience. During the programme Strengths, weaknesses,

opportunities and Threats (SWOT) analysis was also conducted to overcome the weaknesses of the students. Students responded in positively and demanded to conduct the next Mentor Mentee programme.

******Thanks *****

IQAC
Smt. Jawala Devi College of Education, Sanghol