

**Internal Quality Assurance Cell (IQAC)  
and Submission of Annual Quality Assurance  
Report (AQAR)  
of  
B.D. Shah College of Education (CTE),  
Modasa, Dist.-Aravalli, Gujarat**

**Academic Year : 2015-16**

**Submitted to**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

# NAAC

## VISION

*To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.*

## MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

## Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance**  
**Report (AQAR) by Accredited Institutions**  
*(for Affiliated/Constituent Colleges)*

(Revised on 26<sup>th</sup> September, 2019)



## राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

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# **Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions**

## **Introduction**

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives.

Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries.

## ***IQAC – Vision***

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

## **Objective**

*The primary aim of IQAC is*

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## **Strategies**

### *IQAC shall evolve mechanisms and procedures for*

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

## **Functions**

### *Some of the functions expected of the IQAC are:*

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

## **Benefits**

### *IQAC will facilitate / contribute to*

- a) Ensure clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;

- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

## **Composition of the IQAC**

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. Teachers to represent all level (Three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution, accordingly the representation of teachers may vary. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It is advisable to change the co-ordinator after two to three years to bring new thoughts and activities in the institution.

- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

### **The role of the Coordinator**

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is essential that the coordinator may have sound knowledge about the computer, data management and its various functions such as usage for effective communication.

### **Operational Features of the IQAC**

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The Institutions are requested to submit the AQAR after one year from date of Accreditation every year. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/

Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

*The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/ report on its activities, as well as for hosting the AQAR.*

### **Revised Accreditation Framework**

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI's for upcoming cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. The Institutions are requested to submit the AQAR after one year from date of Accreditation every year (*For example: if the institutions Accredited by NAAC on 10th December 2018. The AQAR for 2017-18 is opened to submit in the portal on 09th December 2019*). HEI's should complete online AQAR submission within 90 days. (*For example: If the AQAR online submission starts on 08-08-2019, then the Institutions should complete submission on or before 07-11-2019*).

***The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC.***  
**Mandatory Submission of AQAR by IQAC**

The Executive Committee of NAAC has decided that **regular submission of AQARs is mandatory for 2<sup>nd</sup> and subsequent cycles of accreditation with effect from 16<sup>th</sup> September 2016:**

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2<sup>nd</sup> and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

*Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.*

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
*(For Affiliated/Constituent Colleges)*

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year (June 15, 2015 to June 14, 2016).*

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

1. Name of the Institution: B.D. Shah College of Education (CTE), Modasa

- Name of the Head of the institution : Dr. Girishkumar P. Raval
- Designation: Principal-in-Charge
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 02774-246484
- Mobile no.: 9687537848, 9428199947
- Registered e-mail: bdsmodedu@gmail.com
- Alternate e-mail : dr.bdp.1210@gmail.com
- Address : College Campus, Dhansura Road, Modasa, Dist.-Aravalli, Pin-383315
- City/Town : Modasa
- State/UT : Gujarat
- Pin Code : 383315

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban : Urban

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify)  
Grants-in aid, UGC 2f and 12 (B)
- Name of the Affiliating University: Hemchandracharya North Gujarat University, Patan
- Name of the IQAC coordinator : Dr. Navinchandra A. Makwana
- Phone no. : 02774-246484  
Alternate phone no. 9104014238
- Mobile: 9428199947
- IQAC e-mail address: iqac.bsccem@gmail.com
- Alternate Email address: dr.nmakwana@yahoo.com

3. Website address: [www.bsccem.info](http://www.bsccem.info)

Web-link of the AQAR: (Previous Academic Year):

<http://www.bsccem.info/naac?AppSessionId=AQAR>

4. Whether Academic Calendar prepared during the year? Yes

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Web-link: <http://www.bsccem.info/calendar?AppSessionId=Calendar>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B <sup>+</sup>	77.0	2006	from: 2006 to: 2011
2 <sup>nd</sup>	B	2.86	2015	from: 2015 to: 2020

6. Date of Establishment of IQAC: DD/MM/YYYY: 16/09/2006

7. Internal Quality Assurance System

7.1 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
Regular meeting of IQAC	11.09.2015, 1.5 Hr	19
Regular meeting of IQAC	21.10.2015, 1.0 Hr	21
Regular meeting of IQAC	23.12.2015, 1.0 Hr	20
Regular meeting of IQAC	23.01.2016, 1.0 Hr	19
Regular meeting of IQAC	29.03.2016, 1.5 Hr	19

**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
Institution	Salary Grant	State Government	2016	8697136.00
Institution	CTE Grant	State Government	2016	250000.00
Institution	Saptadhara	KCG, State Government	2016	20000.00
Institution	Udisha	State Government	2016	5000.00

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes**

\*upload latest notification of formation of IQAC:

[http://www.bschem.info/naac?AppSessionId=Important\\_Documents](http://www.bschem.info/naac?AppSessionId=Important_Documents)

**10. No. of IQAC meetings held during the year: Five (5)**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: [http://www.bschem.info/naac?AppSessionId=Important\\_Documents](http://www.bschem.info/naac?AppSessionId=Important_Documents)

Yes/No      Yes

(Please upload, minutes of meetings and action taken report)

Five IQAC meetings were organized on the following date during the year:

1. Date-11.09.2015, Friday
2. Date-21.10.2015, Wednesday
3. Date-23.12.2015, Wednesday
4. Date-23.01.2016, Saturday
5. Date-29.03.2016, Tuesday

**1. The First Meeting:**

The First meeting was organized on 11.09.2015, Friday at 2.15pm in room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

1. Reading of proceeding of the last meeting and get its approval from the members.

Dr.N.A.Makwana has nicely read out and presented the minutes of last meeting organized in College and it was approved by all the present members by raising their hands and speaking together it is approved.

2. Presentation of the educational and other programmes organized after last meeting till this meeting.

(1) The discussion was made regarding arrangement of lessons organized for the student-teachers of BAOU and their lesson observation work done by all the teacher-educators from 17.06.2015 to 23.06.2015 in different practice teaching schools, like, Sharada high School, Modasa; Triveni High School, Modasa; Makhdum High school, Modasa; Dugharwada high school, Dugharwada; J.S.Mehta high school, Dhansura; Sakariya High School, Sakariya.

(2) On 21.06.2015, Sunday on international day of Yoga was organized for all the college in the college campus where all the student-teachers, teacher-educators and administrative staff participated collectively.

(3) All teacher-educators and administrative staff participated in the orientation programme on new curriculum organized by L.N.K.College of Education, Patan at Ambaji on 22-23, July 2015.

(4) A workshop on “promotion of culture of quality through research” was organized on 24-26, July 2015 by knowledge consortium of Gujarat and Jadar Government Arts College at Jadar was attended actively by our college faculties Dr. N.A. Makawana, Dr. C.H. Rathod, Dr. B.A. Modi and Ms. M.H. Rathod.

(5) The admission process in the education colleges affiliated to HNGU, Patan was organized at Patan from 11.08.2015 to 22.08.2015 in which Dr.G.P.Raval, In charge Principal and Dr. C.H. Rathod along with administrative staff collectively participated at Patan.

(6) The college began with Sem.-I newly admitted student-teachers collectively in UGC Hall and parents-teacher-educators Association (PTA) was constituted and organized meeting on 24.08.2015 in the presence of all the teacher educators and members of PTA.

(7) Curriculum orientation programme was organized for new batch from 25.08.2015 to 29.08.2015.

(8) The teacher’s day was celebrated on 07.09.2015 in the prayer assembly (As there was Janamashtami festival on 05.09.2015).

(10) The second round of B.Ed. admission process was completed from 08.09.2015 to 10.09.2015.

Recommendations for future programmes:

1. Provide various opportunities to develop various efficiencies among teacher educators.
2. To organize various lectures through experts on various socially useful topics.
3. To provide dense training for microteaching and school experiences.
4. Make classroom teaching with varied experiences.
5. To follow functions given by the university effectively.
6. To celebrate Gandhi Jayanti and various days and organize various competitions.
7. To make internship programme qualitative.
8. To provide training planning of lessons in various subjects.
9. To celebrate Navaratri Mahotsav effectively on 17.10.2015.

At last in the concluding remarks that we must increase our potentiality for overall development of student-teachers. We must deliverer effective and qualitative lecture during classroom teaching. We celebrate special days in the prayer assembly and give careful guidance to the student-teachers for their lesson planning and casted vote of thanks to all IQAC members remained present in the meeting. Chairman declares that today’s IQAC meeting has got over.

**2. The Second meeting:** The second meeting was organized on 21.10.2015, Wednesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of proceeding of the last meeting organized on 11.09.2015, Friday and get its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 11.09.2015, Friday in the college and it was approved by all the present members by raising their hands and speaking together it is approved and every member present has signed it.

**[2]** Presentation of the educational and other programmes organized after last meeting till this Meeting.

(1) Dr. G.P. Raval went to HNGU, Patan for second round of admission process from 08.09.2015 to 10.09.2015.

(2) Dr.G.P.Raval and Dr.N.A.Makwana attended seminar organized by Anand Education College at Anand on 12.09.2015 on 'Think before Action'.

(3) Hindi divas was celebrated in the assembly on 14.09.2015 in which student-teachers and teacher educators delivered lectures on importance of speaking in Hindi and how Hindi became our national language. Dr.Bhavanaben Modi also spoke about benefits of speaking in National Language Hindi as Teacher educator of Hindi method of teaching.

(4) On 15.09.2015, Shri Kanubhai R. Khant, Teacher, K.N.Shah Modasa High School was invited in the prayer assembly to deliver lecture on "Co-ordination of natya (Drama) and Kala (arts) in education".

(5) From 18.09.2015 to 01.10.2015 the micro-teaching lesson theoretical presentation, demonstration lessons for various skills were organized. The student-teachers were guided for preparation of giving micro-teaching lesson in various methods of teaching and they prepared lessons and demonstrated the lessons in their subject groups. The DVD recording of teacher-educators for bridge lessons were presented in room no. 6 in front of all the student teachers for their learning purposes.

(6) Dr. G.P.Raval went to Gandhinagar to attend CTE meeting on 19.09.2015 at GCERT, Gandhinagar.

(7) Dr. G.P. Raval and Shri Sharadbhai C. Shah went to Pune to attend UGC related work from 20.09.2015 to 22.09.2015.

(8) Dr. G.P. Raval attended interview committee meeting organized at Palanpur to select staff for English Medium Teacher Education College on 26.09.2015.

(9) Prof. G.N. Patel attended seminar organized by L.N.K.College of Education, Patan and Shree Sarswati Shikshan Mahavidhyalaya, Unja organized at Unja on "EDEPC-1301 : READING AND REFLECTING ON TEXTS" on 28.09.2015. This seminar was sponsored by G.C.E.R.T., Gandhinagar.

(10) The Gandhi Jayanti was celebrated in the prayer assembly by lectures and cleaning of the college and college campus on Saturday, 03.10.2015 (as on 02.10.2015 it was declared as holiday) in which all the teacher educators and student teachers participated actively.

(11) Dr.G.P.Raval attended programme on 13.10.2015 organized by MSCERT, Pune at Pune on "Consultation on New education policy".

(12) Sem.-I student-teachers were grouped suitably for school visit along with in-charge appointed teacher-educator on 13.10.2015.

(13) Dr. N.A. Makawana and Prof. G.N. Patel attended meeting called for paper setters of B.Ed. curriculum at Patan on 14.10.2015, Wednesday.

(14) Navaratri Garaba Mahotsav programme was organized for all the student-teachers and Teacher-educator in UGC Hall on 17.10.2015

(15) Lesson guidance was organized for all the student-teachers of Sem.-I from 14.10.2015 to 21.10.2015.

**[3]** Discussion and planning for incoming future programmes.

1. Planning of internship programme in various practice teaching schools.

2. Planning to organize cultural programmes in the college.

3. Do the assessment work of internal submissions for Sem-I.
4. To plan for organizing internal examinations of the college.
3. Presentation of new educational programmes and planning coming in the future time.
4. Presentation by the chairman of the IQAC meeting.

**3. Third meeting:** The third meeting was organized on 23.12.2015, Wednesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decision.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution. Reading of proceeding of the last meeting organized on 21.10.2015, Wednesday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 21.10.2015, Wednesday in the college and it was approved by all the present members by raising their hands and speaking together it is approved and every member present has signed it.

Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

1. It was discussed among present members of IQAC regarding organizing of SEM-I internship organized from 26.10.2015 to 02.11.2015 in different practice teaching schools like, Smt. M.K.Kadakiya High School, Dugharwada; G.K.Bhatt High School Medhasan ; Makhdum High School, Modasa; Triveni High School, Modasa and Sharada High School, Modasa.
2. A cultural programme of “A Hasya Darbar” was organized on 03.11.2015, Tuesday in which guest artist Mr. Natubhai Patel, Comedy Artist presented nicely about human life and place of daughter in it. He also presented intelligent jokes to the audience which was nicely welcome by round of applause by the student-teachers and staff members.
3. Dr. G.P. Raval attended IQAC Seminar organized by Shamlaji Arts College, Shamlaji on 21.12.2015.

Recommendations for future programmes:

1. Planning of internship programme in various practice teaching schools.
2. Planning to organize cultural programmes in the college.
3. Do the assessment work of internal submissions for Sem-I.
4. To plan for organizing internal examinations of the college.
5. Presentation of new educational programmes and planning coming in the future time.
6. Presentation by the chairman of the IQAC meeting.
7. Presentation of vote of thanks was made by IQAC coordinator Dr. N.A. Makawana.

**4. Fourth meeting:** 23.01.2016, Saturday

The fourth meeting was organized on 23.01.2016, Saturday at 2.40pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decisions.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution.

Reading of proceeding of the last meeting organized on 23.12.2015, Wednesday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 23.12.2015, Wednesday in the college and it was approved by all the present members by raising their hands and speaking together “it is approved” and every member present has signed it.

[2] Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

1. It was discussed among present members of IQAC regarding programme conducted after last meeting.

From 24.12.2015 to 26.12.2015 three programmes were conducted and their discussions were done by the members. There programme were: 1. Class room teaching, 2. Internal Evaluation work, 3. Library reading activities performed by the student-teachers.

2. It was taken to attention to the entire members that F.Y.B.Ed University examination was nicely conducted by the college organized from 28.12.2015 to 31.012.2015.

3. All the student teachers, teacher educators and administrative staff took part in International Kite Festival organized in Modasa by state Government at Kumkum party plot, Meghraj Road, Modasa on 08.01.2016, Friday.

4. From 01.01.2016 to 22.01.2016 the classroom teaching work was conducted in the college.

5. Prof. G.N. Patel served as evaluator in GUNOTSAV PROGRAMME organized for Modasa taluka from 7<sup>th</sup> to 9<sup>th</sup> January, 2016.

[3] Discussion on planning of nearby future programmes.

1. Development of internship programme for Sem-II student-teacher in college’s practice teaching schools.

2. To prove qualitative guidance for lesson planning and preparation of incoming submissions.

3. To make the planning of counselling programmes to be organized for BAOU student-teachers.

4. To participate in campus level inter college competitions organized by various sister institutions under the guidance college management.

5. To prepare to organize an activity or programmes given by the college management for inter college competition.

6. To decide an activity to be conducted by the college in management establishment day celebration programme.

7. To discuss about OSA adhiveshan to be organized.

8. To discuss collectively about organizing “The university lecture series” and “College’s Annual Day celebration”.

[4] Presentation by the chairman of the IQAC meeting.

Chairman Dr. G.P. Raval requested every one about Internship programme, university examination, establishment day of college management, OSA Adhiveshan and Annual programme the institution must be planed and organize with all quality aspects and all the members related to different activities must give very nice co-operation to the Institution in all possible way.

#### **5. Fifth meeting:** 29.03.2016, Tuesday

The fifth meeting was organized on 29.03.2016, Tuesday at 2.15pm in Room no. 5, conference hall in the college building. Following agenda were made to discuss and take suitable decisions.

Agenda of the meeting on which discussion was made during the meeting were as under:

[1] Reading of the proceedings of the meeting: IQAC chairman Dr. G.P. Raval gave warm welcome to all the members present in the meeting and asked IQAC coordinator Dr. N.A. Makawana to read out the proceedings of the last IQAC meeting organized by the institution on 23.01.2016, Saturday.

Reading of proceeding of the last meeting organized on 23.01.2016, Saturday and gets its approval from the members.

Dr. N.A. Makawana has nicely read out and presented the minutes of last meeting organized on 23-01-2016, Saturday in the college and it was approved by all the present members by raising their hands and speaking together “it is approved” and every member present has signed it.

[2] Now the meeting began to discuss on the second onwards agenda pre-decided for the meeting.

To present the details of educational, co-educational and cultural programme conducted after the last meeting organized on 23.01.2016.

1. Organized internship programme for student-teachers of Sem-II from 25.01.2016 to 06.02.2016 in different practice teaching schools .Also Prof.G.N.Patel was given congratulations for serving as assessor for primary schools of Modasa taluka in Aravalli district primary schools Gunotsav programme organized from 7<sup>th</sup> to 9<sup>th</sup> January, 2016 and Dr. G.P. Raval and Prof. G.N. Patel were given congratulations on attending on ICT seminar organized by Gujarat Vidyapith on 15<sup>th</sup> to 17<sup>th</sup> February, 2016 at Ahmedabad.

2. To give detail and congratulate the student-teacher presented dance programme in college auditorium organized by the college management on 23.02.2016 on college management’s establishment day celebration programme.

3. The authentic detail about getting education in the foreign countries in various universities was explained by Ashifbhai and Mohammed Rafiqbhai of PYRAMID institute in detail and nicely answered questions asked by the student-teachers on 27.02.2016.

4. Shree Ramtejashbhai , Chiragbhai Patel and Ravi Padamani presented nicely information on animation film on the topic “Rise your career with experts by Ram Animation” on 01.03.2016. They presented with examples animation film on screen using laptop and explained how to prepare it with the help of technology.

5. The Old Students Association’s 47<sup>th</sup> Adhiveshan was organized at C.G.Butala Sarvoday High School, Modasa, Dist. Aravalli on 06.03.2016, Sunday from 10.30am onwards till the end of the meeting and lunch programme.

6. The college’s 48<sup>th</sup> Annual Function was celebrated on 12.03.2016, Saturday in the presence of Dr. Sanjaybhai Vedia, Principal-in-Charge of Sir P.T.Science College, Modasa and Mr. Balachandra N.T., Principal, J.B. Shah English Medium School, Modasa and Channel-9 magazine was released on the same day.

7. University lecture Series was organized on 16.03.2016,Wednesday in which chief speaker Dr. R.S. Patel, Professor & Head of Department of Education, Gujarat University, Ahmedabad remained present and delivered lecture on the topic “Changing Streams of Education: National and International”.

[3] To discuss collectively about incoming new educational and co-educational programmes:

1. To fruitfully plan and organize incoming internal and university examinations.

2. To plan about organizing workshop for student-teachers of BAOU Study centre.

3. To be aware of instruction given by Admission Cell of parent university HNGU, Patan and organize online admission process as centre for admission to B.Ed. programme of the university.

4. To organize orientation programme for newly admitted student-teachers in the college.

[4] Presentation by chairman of IQAC of the college:

Dr. G.P. Raval concluded about

1. Giving proper guidance to student-teachers

2. We shall make admission process to B.Ed. programme easy and fast for student-teachers.

3. We shall organize orientation programme for newly admitted student-teachers.

4. Lastly chairman Dr.G.P.Raval casted vote of thanks to all IQAC members present in this meeting.

11. Whether IQAC received funding from any of the funding agency to support its Activities during the year? Yes

If yes, mention the amount: Rs. 300000.00 Year: 2012-17

Grant Received Rs.	Name of item purchased	Price of item purchase (Rs.)
300000.00	Mother Board	7000.00
2012-17 (UGC 12 <sup>th</sup> Plan)	Key-Board	500.00

12. Significant contributions made by IQAC during the current year (maximum five bullets)

\*All the student-teachers were found participating actively in class room teaching-learning process in the college. All the teacher-educators are found teaching with effective teaching methods.

\*All IQAC members discuss with the student-teachers, teacher-educators and principal about teaching-learning work and results of various semesters.

\*All the student-teachers are found to present themselves in sequence with thought of the day, bhajan/song, lecture on various topics related to education, innovative useful ideas, celebration of birthday of various personality by delivering lecture on his memorable day in the prayer assembly.

\*The expert persons and OSA members were invited from various fields to deliver lecture on different topics related to education in their practical life.

\*All the student-teachers take part in activities of prayer assembly through various Committees of SRC, in which they sing Bhajan or song, present thought of the day, celebrate birthday of all student-teachers and teachers educator along with office staff, some student-teachers play tabala, Harmonium during the prayer assembly, they know how to give introduction of the guest/s and well-come the guest/s, they learn and know master of ceremony of prayer and other public programmes, they deliver their thoughts on given topic in front of the audience, etc. They try and successfully adopt with such training through prayer activities, SRC activities, competitions organizations, etc.

- 13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year.**

Plan of Action	Achievements/Outcomes
1. Celebration of anniversary of various dignitaries in the prayer assembly by inviting OSA members.	1. Anniversaries of various dignitaries were organized by delivering lectures by teacher educators and student teachers in the prayer assembly. In the presence of OSA /invited dignitary.
2. Organize Alumni Association Adhiveshan to promote OSA members and their children.	2. Alumni Association Adhiveshan was organized at C.G.Butala Sarvodaya High School, Modasa on 06.03.2016.
3. To organize programme for developing their original writing creativity.	3. The student-teachers got prepared creative CHANNEL-9 magazine and release by Dr. D.A. Ghanchi in college's annual function.
4. To ask student to learn preparing their articles on computer.	4. The student-teachers used to prepare their articles on computer.

- 14. Whether the AQAR was placed before statutory body? Yes /No: Yes**

Name of the Statutory body: The M. L. Gandhi Higher Education Society, Modasa

Date of meeting(s): 13.04.2016, Wednesday

- 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?**

**Yes/No:** No

Date: ---

- 16. Whether institutional data submitted to AISHE: Yes/No: Yes**

Year: 2015-16

Date of Submission: 12.01.2015

- 17. Does the Institution have Management Information System?**

**Yes/No:** No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words): ---

## Part-B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 Curriculum Planning and Implementation**

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The admission process to new B.Ed. student-teacher was started from 17.08.2015 to 21.08.2015. Micro-teaching concept and demonstration lessons were shown through VCDs already recorded by the college.

After the admission process got over, in the beginning of the academic year micro-teaching theory was organized in the institution, even though the micro-teaching theoretically was not prescribed in the syllabus by our parent university in this academic year.

The micro-teaching lessons recorded already by the college in CDs were presented before all the student-teachers in sequence of micro-teaching skills from 18.09.2015 to 01.10.2015.

For Sem.-I to give lessons for School Internship-1 school visit for the student-teachers was organized on 13.10.2015. After the school visit the lesson guidance in various teaching pedagogies was organized for one week in the college and student-teachers went to deliver their lesson in various practice teaching schools from 26.10.2015 to 02.11.2015. For Sem.-II, School visit for practice teaching lesson was organized on 19.01.2016 and after they chosen their units for lessons they planned their lesson in both their pedagogy subjects and from 21 to 23 January, 2015 they took lesson plan guidance for full day in the college. Sem.-II School Internship was organized from 25.01.2016 to 06.02.2016 in the different practice teaching schools.

In the practice teaching school, the time-table was separately prepared keeping in mind for two stray-lessons in each of pedagogies in Semester-I and four stray lessons in each of two pedagogies in Semester-II.

Before the internship, one pedagogy period for both the method courses subjects were kept for lesson guidance in the time table in the college and lesson guidance was provided to the student-teachers before they went to internship for required periods.

Teaching work for all the subjects for all the working days was nicely conducted in the college. All the teaching points of the syllabus from all the subjects were qualitatively taught and justified by the teacher educators during classroom teaching. For the classroom teaching work all the teacher educators used demonstration, lecture, inductive, deductive, group discussion, assignment, CAI, Lecture-demonstration methods of teaching. The teacher educators also used Debates (formal), Flash cards, CAL, seminar, Problem solving, Field trips, Drama, role playing, Open textbook study, panel discussion, etc using various teaching aids like, Smart board, computer, LCD projector, Tape recorder, flannel Board, Laptop, OHP-Transparencies, Print material, Charts, Models, Maps, globes, Slide Projector, reference books, TV, Radio, VCRs, CD/DVD Player, Readymade/Self made or student-teacher made teaching aids, etc.

Library section provided all necessary books, scrape books, news cutting files, and literature to the students for learning, teaching, preparing for examinations, providing old question papers, literature for conducting internship teaching lessons, reading facility for news papers and magazines and journals were highly appreciable. An individual separate cabin in the college building and a separate space was kept in the library for reading and study for teacher-educators which was productively used by the teacher educators in the free period time. Administrative staff provided all necessary information as usual about fees, when to bring migration certificate, to fill up registration form, to fill up examination form, examination time table of term end, preliminary and university examination, guidance provided to fill up forms for scholarship for various categories of SC, ST, OBC, minorities and other categories as required. Computer lab section provided for effective use of computer. Help was also provided by library and computer sections for preparation of university examinations to all student-teachers. All the teacher educators went to Ambaji to attend two year B.Ed. new curriculum frame work-2015 from 22 & 23 July, 2015 conducted by L.N.K. College of Education, Patan.

Apart from teaching work, the student teachers were guided for practical work to be conducted in the college or practice teaching schools and submitted in time to concerned teacher educator in the college.

In semester-I and II, this includes seminar presentation, conducting the workshops, group discussions and quiz. Also the submission on library, laboratory, social and community engagements. Subject Viva-voce examination was also conducted for all the courses according the subject period and at the end of semester general viva-voce was effectively conducted by the institution on 09.04.2016, Saturday.

### 1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Nil	Nil	Nil	Nil	Nil

## 1.2 Academic Flexibility

### 1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B.Ed. (Two Years)	24.08.2015 - Monday Beginning of the semester	<b>It is acc to curriculum :</b> <b>CURRICULUM FOR SEM.-I:</b> 1.EDPE-1101 Childhood and growing up-A 2.EDPE-1103 Learning and Teaching-A 3.EDCP-1204 Language across curriculum 4.EDCP-1205 Understanding disciplines and subject 5.EDCP-1207.01 TO 1207.12 Pedagogy of a school subject-A 6. EDCP-1207.01 TO 1207.12 Pedagogy of a school subject-A 7.EDEPC-1301 Reading and Reflecting on texts 8.EDEPC-1305 Application of ICT in Education 9.EDSI-1401 School Internship <b>CURRICULUM FOR SEM.-II:</b> 1.EDPE-2101 Childhood and growing up-B 2.EDPE-2103 Learning and Teaching-B 3.EDPE-2108 Knowledge and Curriculum-A 4.EDCP-2207.01 TO 2207.12 Pedagogy of a school subject-B 5. EDCP-2207.01 TO 2207.12 Pedagogy of a school subject-B 6.EDCP-2209 Assessment for Learning-A 7.EDCP-2211.01 TO 2211.05 Optional (Any one) 8.EDEPC-2303 Critical Understanding of ICT 9.EDSI-2402 School Internship	15.06.2015

### 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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Ed.	UG	--	15.06.2011	2011	--
Already adopted (mention the year)					

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

	Certificate	Diploma Courses
No of Students	--	--

<b>1.3 Curriculum Enrichment</b>		
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	Nil	Nil
1.3.2 Field Projects / Internships under taken during the year		
Project/Programme Title	No. of students enrolled for Field Projects / Internships	
<p>According to the syllabus for B.Ed. programme prescribed by our parent university, namely, Hemchandracharya North Gujarat University, Patan different field works or projects were assigned to each student-teacher in general for semester-I and II in different courses.</p> <p>In semester-I each student-teacher have to study total eight subjects in which there were five compulsory subjects and two pedagogy subjects out of twelve pedagogy subjects.</p> <p>The student-teachers are given chance for selecting one elective course out of five as listed by our parent university. In deciding the two pedagogy courses in which one is their subject of graduation/post-graduation and for selection of second pedagogy they are given selection out of the subjects available, in their personal interview with the committee appointed by the principal including teacher educators and administrative staff representative, according to their subject of admission and selection of one pedagogy.</p> <p>Each student-teacher has to submit four submissions in each course. The title of these field works or internship submissions were in four criteria and student-teachers need to submit one submission in each of the four criteria compulsorily. Criteria wise field works or internal submissions were divided into the four groups:</p> <p>These submissions were as:</p> <ol style="list-style-type: none"> <li>1.Seminar/Workshop/Group discussion/Quiz,</li> <li>2.Library engagement/Laboratory engagement</li> <li>3.Social engagement /Community engagement,</li> <li>4.Observation/Case study/ Research/Use of ICT/Resource generation/Any other.</li> </ol> <p>The viva-voce for 3 marks in each course was organized for all the student-teachers in their subject periods/sessions.</p> <p>In the practice teaching school, the time –table was separately prepared keeping in mind for two stray-lessons in each pedagogy in semester-I. The assessment was done.</p>	<p>Strength of admission in first semester was 50 student-teacher and 49 student-teachers in second semester. Each student-teacher is required to submit four submissions after choosing from the options given by the concerned teacher-educator according to the prescribed syllabus of the concerned curriculum of the courses of semester-II. The internship programme for student-teachers was organized as under:</p> <p>Sem-I: School visit conducted on 13.10.2015 for selection of unit to be taught in the school. Student-teachers went for Sem.-I School Internship from 26.10.2015 to 02.11.2015.</p> <p>Sem-II: Sem-II: School visit conducted on 19.01.2016 for selection of unit to be taught in the school. Student-teachers went for Sem.-II School Internship from 25.01.2016 to 06.02.2016.</p>	

In semester-II each student-teacher have to study total eight subjects in which there were five compulsory courses and two pedagogy subjects out of twelve pedagogy subjects as they are given in semester-I. The same two pedagogies are chosen by student-teachers in Sem-II. The student-teachers are given chance for selecting one elective course out of five as listed by our parent university. For the internal submissions the student-teacher need to prepare four submissions and to appear in viva-voc examination. For submissions they are asked to submit four submissions with large chances of choosing appropriate topic from options given by the university in the syllabus. Each student-teacher is evaluated for all the submissions for four compartments each carry three marks and three marks kept for subject viva according to each course. The five marks are assigned for term-end viva voice for all the student teachers in whom their overall performance is evaluated for the semester-II. For each course of B.Ed. programme external assessment is kept for 35 marks and internal evaluation out of 15 marks. Thus, total marks for each course were assigned with 35+15=50 marks as an internal evaluation.

The title of these field works or internship submissions were in four criteria and student-teachers need to submit one submission in each of the four criteria compulsorily. Criteria wise field works or internship submissions were divided into the four groups : These submissions were as:

- 1.Seminar/Workshop/Group discussion/Quiz ,
- 2.Library engagement/Laboratory engagement
- 3.Social engagement /Community engagement,
4. Observation/Case study/Research/Use of ICT/Resource generation/Any other.

In semester-II four stray lessons in each of two pedagogies were to be delivered by each of the student-teachers.

**1.4 Feedback System**

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

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

## **1. Students Feedback analysis:**

### **1. Students Feedback analysis for teacher educators:**

The feedback was received in prescribed opinionnaire from the first year student-teachers having strength of 49 about teacher educators and it was analyzed by percentage. The analysis of feedback shows that-

1. All the teacher-educators prepare teaching points effectively, 2.They teach using effectively teaching methods and use various skills of teaching, 3.They effectively communicates during teaching using necessary teaching aids, 3.They possess good classroom control and they have good command over language, 4.They involve students in teaching process and also listen to the questions of students, 5.They manage classroom environment and they ask teaching point related question to cross check the understanding of the students, 6.In general discussion at the end of teaching session, even they give overall view about teacher educators.

The feedback received from all the student-teachers about teaching work of teacher educator was obtained as A which is the BEST according to analysis of their opinions.

### **2. Students Feedback analysis for curriculum:**

The feedback was received in prescribed opinionnaire from the first year student-teachers having strength of 49 about curriculum and it was analyzed by Percentage. The analysis of feedback shows that-

1. The time duration of B.Ed. degree was extended from one year to two year was useful in producing effective and creative teachers, 2. The normal teaching in the classroom was taught using micro-teaching in the earlier stage found productive and making them full of confidence, 3. Student-teachers get real exposure of school classroom and that helps them to be more creative in teaching, 4. They very broadly understand the theoretical and practical aspects of class room teaching and put them into practice during school experiences throughout the course, 5. Field work given to them during school experiences provides them exposure to research insight, 6. They understand their two subjects of teaching and understand its depth to elaborate and explain it to the student in different classes of the school, 7. They are taught to provide student the real and experienced illustrations in their subjects while teaching, 8. The students get various type of learning values at the end of each lesson to put it in their day to day life practices, 9. They get motivation to read additional books related to curriculum or their interest from the library or other e-learning resources, 10. They have very good impression of the curriculum which helps them prepare better teacher after taking fruitful training from this institution.

The feedback received from all the student-teachers about curriculum was obtained as A which is the BEST according to analysis of their opinions.

### **3. Students Feedback analysis for the institution:**

The feedback was received in prescribed opinionnaire from the first year student-teachers having strength of 49 about B.D.Shah College of Education, Modasa and it was analyzed by Percentage. The analysis of feedback shows that-

**Physical facilities:** The institution has required numbers of general lecture rooms and lecture room for conducting methodology sessions. Even the institution has facilities for providing filtered drinking water, sanitation to clean urinals and latrine in all the floors and library. The construction of the college building is such that there are number of windows and ventilators available in each rooms and halls that provides adequate air and light. The institution has necessary readymade and student-teacher made teaching aids. All the classrooms and halls are regularly cleaned and once a year student organized college cleanliness programme. College has smart board in its general assembly room and Audio-Visual room which are also utilized by the student-teachers.UGC Hall of the college is regularly used for multiple programmes and B.M.Shah Auditorium located in the campus id used for Major programmes and functions.

### **Teaching-learning process:**

The teaching learning process goes on according to scheduled time table. The teacher educators prepare their lectures and the points of delivery in the classroom during teaching well in advance. They use necessary teaching aids and discuss productively promoting two ways participation in the classroom. Each teacher educator is very conscious and tender about their behaviour with student-teachers in the

classrooms or outside the classrooms. During classroom teaching each teachers educator is found behaving soft with the student-teachers. The institute celebrates birth anniversary of various poets and authors in co-ordination with SHABDSETU, Literature institution at local level.

**Facilities for ITE(Information Technology in Education) :**

The information technology in education facilities is nicely available with the institution. The institution has independence science laboratory with LCD Projector and other equipments useful for science teaching. The library of the institute is very rich in necessary resources useful not only for reading but for using it as reference book centre, useful for M.Ed.,M.Phil., Ph.D. students as reference centre, even useful to teachers for their research projects. The college used to organize dissertation competition for M.Ed. for all the departments of Education of universities of Gujarat and so that library has many copies of old dissertations of M.Ed. available which are useful for research workers or Ph.D. and M.Phil. Scholars.

**Co-curricular activities and its management:**

The college functioning begins with prayer assembly in which all the student-teachers and teacher-educators remain present. The prayer assembly generally include prayer songs ,thought of the day, quiz questions, action song, reciting poems, lecture on birthday of scientists or mathematicians, celebration of iconic persons birth and death anniversary, playing of mini drama, games and picnic or tour, celebration of annual day with variety of programmes, etc.

**Code of conduct of the institution:**

All the student-teachers are informed well in advance not to remain absent without reason and prior-permission of the institution. They have been asked to take part in all the institutional activities compulsorily. They need to come to college or in the practice teaching school in good dressing. All the practical submissions they have to submit before declared last date so that evaluation process may not get disturbed. Even teacher educators and administrative staff also follow all the institutional rules and regulations.

**Administrative matter of the institute:**

All the administrative staff members behave as co-worker of the institution. They help the aspirant to fill up admission form, help them in filling up various data forms, inform them about date of examinations, circulate notice for various information to the staff and student-teachers, prepare salary bill every month and maintain service book and attendance registers and various information regularly useful to the teacher educators and student-teachers. All sort of correspondence work are prepared by them under the guidance of principal. They take co-operation of student-teachers in needful administrative work.

**Facilities of Hostels:**

The institution has the facilities of hostels for boys and girls separately in the campus. Hostels are having food facilities attached with them. In the hostel student-teachers are provided with room having facilities of fan, light, water, urinals and latrines, indoor and outdoor games facility with necessary equipments and tools.

**Co-operation of management of the college:**

The president, secretary or their representative remain present in the scheduled programme of the college for which they have consented their permission. The college management provides all necessary facilities for the need of the students; They also support economically weaker student-teachers financially. The approach of the college management for the administration of hostel for living facilities and food is always positive.

The feedback received from all the student-teachers about institution was obtained as A which is the BEST according to analysis of their opinions. Every Wednesday college management meeting is held in management office in the campus. Our secretary regularly visits our college on every Wednesday.

**2. Analysis of Stakeholder Feedback for college teaching and activities conducted:**

The feedbacks taken from the stakeholders like, college management, principals of practice teaching schools , members of alumni association and community, parents, teachers, etc. on the prescribed format reveals that,

1. The quality of the classroom teaching is highly appreciable.
  2. The attendance has made long lasting effects on the student-teachers to remain present in the college every day.
  3. The teacher educators use ICT in their classroom teaching very skilfully.
  4. The co-curricular activities, extra-curricular activities and activities of prayer assembly are useful for their overall development as teacher.
  5. During the teaching process all the teacher educators take care to discuss all the points included in the syllabus of the paper they teach.
  6. The student-teacher representative committee (SRC) formulated every year after admission process get over and its responsibility is given to a teacher educator as in charge of SRC and principal remains as its chairperson.
  7. The General Secretary (GS) and Ladies Representative (LR) are selected by college committee under the leadership of principal and other eight members are selected looking at their highest merit in pedagogy Subjects. Two to three members are appointed as SRC co-opt member looking at their need and skills required in administration of various activities conducted by SRC.
  8. All the practical submission works are very nicely explained to them by teacher educators well in advance to proceed for it. All sort of experiences are provided to them concerning teacher education and their overall development as teacher by different teacher educators.
  9. All the teacher educators are effectively involved in conducting their internal examination, assessment work and declare result in time. Almost result of all the examinations are seen qualitative and remarkable.
  10. The student-teachers passed from this institution are found to get job definitely as their performance as teacher is found almost effective wherever they work as teacher.
  11. The college has received award as best education college, that reputation in education fraternity and efficiency among the student-teachers helps them all to get job as teachers in any schools.
  12. The college has its own alumni association namely, OSA (OLD STUDENTS ASSOCIATION) which organizes OSA MEET every year through the invitation of group of members of alumni in particular area or district.
  13. The college office does all its functioning and communications according instructions of various agencies and office under the guideline of the principal in time.
  14. The college has very old library full of reference books for various type of book, titles and magazines. The college used to run master course in education and organize best dissertation competition at state level in the past, therefore library has very huge stock of dissertation and other research resources.
  15. The college has very rich contact and collaboration with schools, college, institutions and community at large for the only purpose of teacher training.
- Looking at the above points of institution's feedback by various stake holders about teaching and activities conducted was obtained as A which is the BEST according to analysis of their opinions.

## **CRITERION II -TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1. 1 Demand Ratio during the year**

Name of the Programme	Number of seats available		Number of applications received	Students Enrolled
B.Ed. (Two Years)	2015-16: SEM-I 50	2015-16: SEM-II 50	2015-16: SEM-I: applications received collectively by admission cell, HNG Uni., Patan  2015-16: SEM-II: Number of applications received:49 (Sem-I To Sem-II)	2015-16: SEM-I :50  2015-16: SEM-II:49

**2.2 Catering to Student Diversity**

**2.2.1. Student - Full time teacher ratio (current year data:2015-16)**

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015-16	50	--	6	--	--

**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 ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
6	ICT - 6	LCD Projector-3, OHP-2, Computer Lab	3	1	3

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

The student mentoring system is known as Home –room in this college. This activity is a unique concept of BSCEM adopted for the student-teachers of every semester and smoothly adopted since inception of the college from 1968.

- The objectives of this activity are very effective and based on human approach to the student-teachers
- Home room helps the student-teachers to feel like home in the college.
- They feel comfortable with the human resource of the college which helps them in raise their confidence level and to get adjusted with the environment of the college.
- Their feeling can be expressed with teacher educators as someone like leader of the house.
- It operates from the beginning of the year until the result is declared.
- Home room activity is best practice of this college in which six groups are made each having 8-9 student-teachers in this academic year and responsibilities to provide guidance and counselling to such group of student-teachers a teacher-educator is assigned for entire group including the principal.
- This homeroom activity is organised on alternate Thursday where for a period group used to sit with professor in charge and share and discuss their various information and problems.
- Poor student-teachers are identified and they are asked to apply for financial assistance from various schemes prevailing in the college with recommendation from professor.
- The ideal thing is that the information of such poor student-teachers applied for poor-student-teacher relief fund is kept totally secret to help such student-teacher not to feel any sort of inferiority complex throughout the year.
- This activity helps student-teacher in focusing on their study feeling themselves very secure in the college being member of homeroom group.
- Their parents also feel confident that in the college some teacher educator displaying their role for the comfort of their child.

Thus, bscem have many such best practices which help and support the student teacher for their progression in the study throughout the year.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
50	6	1:8/9

<b>2.4 Teacher Profile and Quality</b>				
<b>2.4.1 Number of full time teachers appointed during the year</b>				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
8	6	2	Nil	4
<b>2.4.2 Honours and recognitions received by teachers</b> (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	
--	--	--	--	
<b>2.5 Evaluation Process and Reforms</b>				
<b>2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year</b>				
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
Bachelor of Education	B.Ed.	Semester-I	07.11.2015	02.03.2016
Bachelor of Education	B.Ed.	Semester-II	26.04.2016	17.06.2016
<b>2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)</b>				
<p>The student-teachers are trained very effectively and assessed in their Continuous Internal Evaluation (CIE) with help of following reformed aspects adopted by the institution:</p> <ol style="list-style-type: none"> <li>1. When the student-teachers get admission in the institution by the parent university, they are called in the college and they are asked to fill up college admission form.</li> <li>2. On the basis of their main subject of graduation and first and second subject which help to decide their first method of teaching and second method of teaching by college committee for deciding first and second pedagogy of teaching.</li> <li>3. The student-teachers are taught and trained for the micro-teaching lessons theory in general and they give their practical micro-teaching lessons according their two pedagogy subjects for which they are evaluated by pedagogy teacher educators and that process runs for approximately one month long.</li> <li>4. The student-teachers in the next step are asked to go to college's practice teaching schools for a week by dividing them into different five groups for school internship programme. The concern teacher educator in charge of the group of internship programme observes their lesson in the schools.</li> <li>5. When they return back to college they submit their internal submissions, like, field works or internship submissions which are in four criteria and student-teachers need to submit one submission in each of the four criteria compulsorily. Criteria wise field works or internship submissions were divided into the four groups :</li> </ol> <p>These submissions were as:</p> <ol style="list-style-type: none"> <li>1. Seminar/Workshop/Group discussion/Quiz,</li> </ol>				

2. Library engagement/Laboratory engagement,
3. Social engagement /Community engagement,
4. Observation/Case study/Research/Use of ICT/Resource generation/Any other.

They are evaluated for these submissions by the concern teacher educators. During the teaching process also teacher educators ask them questions related to the subject they teach for observing whether they are paying attention and trying to understand what the teacher educators teach them. The student-teachers are evaluated by conducting internal examinations for all the subjects during each semester.

In semester-II four stray lessons in each of two pedagogies were to be delivered by each of the student-teachers. Their viva voce examination for all the subjects are conducted by the concerned subject teachers educator and pedagogy subject teachers educators to evaluated them out of 3 internal marks. They are evaluated by the teacher educator in a group or two and assess their overall performance in teaching learning and co-curricular and other related activities. The evaluation of daily attendance is also as important factor as it carries 5 marks. The best student-teacher of year is decided by the committee appointed by the principal which observe the student-teachers overall performance in the different examinations and activities.

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

The institution prepares its annual academic calendar every year following university academic calendar circulated to the colleges and annual academic calendar of the college is prepared for the year. Prepared academic calendar is used to prepare monthly academic calendars.

While preparing such academic calendar the committee generally used or keep attention to the following documents already used.

1. Old copy of Daily reports.
2. File of SRC activities of the last year with remarks of activity and its reports and documents file of reporting of the programmes of previous years.
3. Minutes and resolutions made in the IQAC meetings last years.
4. Oral suggestions of stakeholders given during college visit.
5. Communication with College Campus Sankalan (Co-ordination) Committee to conduct various activities and conduct of examinations.
6. Calendar prepared by the college in the last year.
7. Suggestions made by Peer Team of NAAC in their last visit to the institution.
8. Circulars made by central and state government and parent university.
9. Circular of the university to conduct university examinations in the college or other examinations to be conducted by the Government of Gujarat or Central Government.
10. Keeping in focus the annual calendar of institution organizes orientation programme for newly admitted student-teachers.
11. The institute prepares its classroom teaching time table and organizes various activities, like, micro-teaching, block teaching, internship, college level local examinations and university examination, annual lesson conducted by the university, subject viva and general viva and fixing the dates to submit their submissions and evaluation of internal submissions.

The institution also prepares sharply lesson planning and lesson guidance while preparing annual calendar. In preparation of annual calendar the institute also focus to organize following activities too.

1. Prayer activities, 2 .Days celebrations, 3. Experts lectures, 4. Tree plantation, 5. College building and college campus, garden cleaning programmes, 6. Celebration of national and religious programmes, 7. Participation student-teachers in inter college and university level competitions, 8. Celebration of National Festivals, 9. Organize picnic and tour, 10. Smt. Kapilaben J.B. Shah Lecture series, 11. University lecture series (if sanctioned by university), 12. IQAC meeting, 13. Annual day celebration along with group photo function and lunch.

The academic year 2015-16 started from Monday, 15th, June, 2015 but the admission to B.Ed. course was in process. All the teacher educators were engaged in observation of practice teaching lessons of BAOU

B.Ed., Modasa centre's student-teachers at various practice teaching schools according to BAOU norms. The teacher-educators were engaged in observation of BAOU student-teachers lessons from 16.06.2015 to 23.06.2015, After that all the teacher educators were engaged to in preparations of material for teaching according to new curriculum adopted HNGU, Patan. From 24.06.2015 to 21.07.2015 all the teacher educators along with office staff went to Ambaji to attend B.Ed. two year course new syllabus orientation seminar organized by L.N.K. College of Education, Patan from 22.07.2015 to 23.07.2015. The admission process for admission to new B.Ed. entrants was initiated by parent university 11.08.2015. When first round of B.Ed. was over with few students, Tentative Parents-Teachers Association (PTA) meeting was organized on 24.08.2015 and PTA was formulated. The admitted student-teachers were guided through titles of different papers of the subjects through syllabus orientation in various periods from 25.08.2015 to 3.09.2015.

The institution has very nicely celebrated Dr.Sarvapalli Radhakrishna's birthday. The second round of admission to B.Ed. was started from 08.09.2015 to 10.09.2015. On 14<sup>th</sup> September, 2015 Hindi diwas was nicely celebrated in which student-teachers and teacher-educators delivered their own views for using Hindi as National language for written and verbal communication. The student-teacher from Hindi Method of teaching Priyanka Mesariya spoke on "Rashtra Bhasha ka Mahattva" and it was followed by lecture of Dr. Bhavanaben Modi (Teacher Educator for Hindi Method) and at the last principal-in-charge spoke about using Hindi language and on that day it was announced for everybody to talk to other in Hindi language only and it was nicely practiced throughout the day. The very important component of B.Ed. training was initiated with theoretical explanation of micro-teaching for different skills and that was followed by bridge lesson demonstration using VCD in the beginning of month of October-2015. On 3<sup>rd</sup> October, 2015, in respect of Mahatma Gandhi's Birthday (instead 2<sup>nd</sup> October) was celebrated by organizing college cleanliness campaign. On 6<sup>th</sup> October, 2015 Praveshotsav was organized for F.Y.B.Ed. Student-teachers along with PTA (Parents Teachers Association). The student-teachers were explained and guidance was given about planning of lessons to be given in practice teaching schools along with skill of observations of other student-teacher's lessons. The student-teachers were allotted different practice teaching schools to deliver their lessons under the guidance of appointed teacher educator for all the groups from 26.10.2015 to 02.11.2015. The student-teacher then after called to come to college for attending theory class teaching and internal work submissions. Thenafter, Diwali vacation began from 9<sup>th</sup> November, 2015 and ended on 28<sup>th</sup> November, 2015. The theory classes were run from 30<sup>th</sup> November, 2015 to 5<sup>th</sup> December, 2015 and from 7<sup>th</sup> to 12<sup>th</sup> December, 2015 theory classes along with the guidance for preparation for Sem-I Internal examination was very effectively conducted. The internal examination for Sem-I was conducted from 14<sup>th</sup> to 17<sup>th</sup> December, 2015. All the student-teachers attended Sem-I Internal examination effectively. From 18<sup>th</sup> to 24<sup>th</sup> December, 2015 teaching class were run and simultaneously internal evaluation was conducted by checking the answer books and assignments of the student-teachers. From 28<sup>th</sup> to 31<sup>st</sup> December, 2015 university examination of Semester-I was conducted.

Theory classes for Sem-II were conducted from 1<sup>st</sup> January to 23<sup>rd</sup> January, 2016, in between lesson guidance was provided to the student teachers and they were managed to pay visit of allotted practice teaching school along with concerned in-charge teacher educators. From 25<sup>th</sup> January to 6<sup>th</sup>, February, 2016 sem-II School internships in five different practice teaching schools were organized for two weeks. From 8<sup>th</sup> February to 31<sup>st</sup> March, 2016 theory classes were organizes and student-teachers were asked to attend college regularly. During these days on 6<sup>th</sup> March,2016 ,Sunday Old students Association Adhiveshan (OSA members meet) was organized in the presence of OSA members at Modasa Kelavani Mandal managed Shree C.G.Butala Sarvoday High School campus at Modasa in which Dr.Dawoodbhai Ghanchi sir, Dr. Bharatbhai Mehta, Professor & Head Department of Gujarati, The M.S.University of Baroda, Vadodara. On 12<sup>th</sup> March,2016 the Annual day was very nicely celebrated by the student-teachers and staff members in the august presence of Dr. Sanjay Vedia, in charge-principal, Sir P.T. Science College, Modasa and Shri Balachandra N.T., Principal, Shree J.B. Shah English Medium School, Modasa. In this annual function in the morning session photo function with guests was organized and channel-9, magazine prepared by the student-teachers was released and the star achievers of the examination of previous year were awarded with worthy hands of guests. The winners of current year

competitions organized by the college were also given prizes. After that the cultural programme prepared by cultural and SRC Committee was performed before guests and audience. The guests of the annual function delivered their lecture with thought provoking speeches. Vote of thank and lecture of in charge principal was casted by as concluding remarks. After lunch break parent-teachers association meet (PTA Meet) was organized. In the month of April 2020, Sem-II internal exam was conducted from 4<sup>th</sup> April to 7<sup>th</sup> April 2016. On 9<sup>th</sup> April, 2016 general viva-voce for all the student teachers was conducted. From 25<sup>th</sup> April to 28<sup>th</sup> April, 2016 Sem-II University Examination was conducted. From 29<sup>th</sup> April, 2016 to 14<sup>th</sup> June, 2016 summer vacation was declared.

## 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 web-link)

<http://www.bscecm.info/coursesyllabus?AppSessionId=e86I6Rj5LnQR/r0OtxDMCg==>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B.Ed.	Bachelor of Education	49	49	100%

## 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 web-link)

[http://www.bscecm.info/naac?AppSessionId=Important\\_Documents](http://www.bscecm.info/naac?AppSessionId=Important_Documents)

## 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 Academic year
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored Projects	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students Research Projects (other than compulsory by the College) <i>Construction and effectiveness of CAI (Computer Assisted Instruction) for the unit " Degree" of English grammar of Std. IX</i>	2015-16	GCERT, Gandhinagar	32365.00	32365.00
International Projects	--	--	--	--
Any other(Specify)  Book publication College of Teacher Education (C.T.E.), GCERT	31-03-2015	G.C.E.R.T., Gandhinagar	106940.00	Book Publication 50000.00 Research Project 8640.00 DVD publication 48300.00 106940.00

Research project: "Impact of stress on classroom teaching performance of the teachers."	2015-16	G.C.E.R.T., Gandhinagar	34128.00	34128.00
"Impact of stress on administrative performance of school headmaster"	2015-16	G.C.E.R.T., Gandhinagar	34402.00	34402.00
Total	--	--	207835.00	207835.00

### 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(s)
Nil	Nil	Nil

#### 3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
Celebration of college management establishment day 23-02-2016	1. Radhikaben Makani 2. Varshaben Rabari	The M.L. Gandhi Higher Education Society, Modasa	23-02-2016 (Cultural Programme Celebration)	Inter College competition

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

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

### 3.3 Research Publications and Awards

#### 3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
Research project conducted by: Dr. G.P. Raval Research project title: 1. Construction and effectiveness of C.A.I. (Computer Assisted Instruction) programme for the unit "Degree" of English grammar of Standard-IX (2015-16), by GCERT, Gandhinagar Rs. 30000/-	--	--

#### 3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	No. of Ph. Ds Awarded
All the Ph.D. degree received by Alumni members have guided by 'OSA' Dr. Dawoodbhai Ghanchi Educational Research Centre, Modasa	1. Dr. Rakeshkumar C. Mehta, Modasa; Ph.D. Awarded by HNGU, Patan 2. Dr. Ritaben C. Patel, Ahmedabad; Ph.D. Awarded by Singhania University, Rajasthan 3. Dr. Damayantiben R. Patel, Vadali, Tal.:Idar; Ph.D. Awarded by HNGU, Patan. 4. Dr. Jashvantkumari Kumpavat, Idar; Ph.D. Awarded by Gujarat University, Ahmedabad. 5. Dr. Pradipkumar N. Jaiswal, Modasa; Ph.D. Awarded by Singhania University, Rajasthan.

	6. Dr. Darshan M. Patel, Modasa; Ph.D. Awarded by Singhania University, Rajasthan.		
3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	Education	2	<b>1.Dr.Bhavanaben A. Modi:</b> 1. Golden Research Thoughts Vol.5, Issue-9, March-2016, Impact Factor-3.4052 (UIF), 2. Newest International Referred Journal ,Vol.2, Issue-2, Jan-2016
International	Education	3	<b>2.Dr.Chandreshkumar H. Rathod:</b> 1. Golden Research Thoughts Vol.5, Issue-1, July-2015, Impact Factor-3.4052 (UIF), Laxmi Book Publication Solapur, (ISSN:2231-5063) 2. Indian Streams Research Journal, Impact Factor-3.1560, July, 2015 3. International journal of applied research, Impact Factor-5.2, Vol.1, Issue-10, Sept-2015
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year			
Department	No. of publication		
Bachelor of Education	<p><b>1. Dr. G.P. Raval:</b> SHIKSHAN MA LAGHU SANSHODHAN, ISBN:978-81-923729-5-2 “OSA” Dr.Dawoodbhai Shaikshanik Kendra, B.D.Shah College of Education, Modasa.</p> <p><b>2. Dr. Navinchandra A. Makawana :</b> 1. Research papers presented in 3 Days International Conference on ‘Standards and Benchmarks for Excellence in Learning, Teaching and Research’ organized by All India Association for Educational Research (AIAER), Department of Education, University of Kerala, Govt. College of Teacher Education on November 26-28, 2015 at Thiruvananthapuram and paper also published in proceeding Book of the seminar having ISBN-978-81-931058-5-6.</p> <p><b>2. Kishorchandra M. Shukla (Editor):</b> VARENYA VISHESANO, “Bhoot Purv Talimarthi Sangh”, B.D.Shah College of Education, Modasa</p> <p><b>3. Dr. Chandreshkumar H. Rathod :</b> <b>ISBN Books published:</b> 1.Abhyaskram ma bhasha,ISBN:978-93-82145-57-8, Amol Prakashan, Ahmedabad, 2.Balpan ane Baluchher, ISBN:978-93-82145-52-3, Amol Prakashan, Ahmedabad, 3. Vidyashakhao ane Vishayoni samaj, ISBN: 978-93-82145-61-5, Amol Prakashan, Ahmedabad, 4. Teaching of English-A, ISBN: 978-93-82145-61-3, Amol Prakashan, Ahmedabad, 5.Teaching of English-B, ISBN:978-93-82145-83-7, Amol Prakashan, Ahmedabad,</p>		

6. Adhyayan matenu Mulyankan-A, ISBN: 978-93-82145-74-5, Amol Prakashan, Ahmedabad.						
<b>Research papers presented and published:</b>						
1. Effect of workcard material for teaching "Conjunctions" unit of English grammar of std.9, National Level Conference, 17 <sup>th</sup> August, 2015 by Shree Patel Kelavani Mandal College of Technology and B.Ed., Junagadh,						
2. Dhoran-8 na vidhyarthioni shaikshanik Adhikaro pratyeni Jagrutata, National Level Conference, 24 <sup>th</sup> September, 2015 by Saraspur Arts and Commerce College, Ahmedabad,						
3. A study of awareness about educational technology in teachers of higher secondary schools of Modasa city, National level Seminar, 17 <sup>th</sup> January, 2016, Bhabha National Research Academy, Gujarat & Sheth C.L. Commerce College, Ahmedabad,						
4. Effect of work card material. group discussion method and traditional method for the grammar unit "Pronoun" of English subject on the students of Std.8, international level conference, 24-25 January, 2016, J.G. Group of education college, Ahmedabad.						
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level	National level	State level	Local level		
Attended Seminars/ Workshops	---		<b>Dr. G.P. Raval:</b> 1. Attended workshop on increasing capability in use of ICT by Teacher Educators in Secondary Teacher Education (15 <sup>th</sup> to 17 <sup>th</sup> Feb. 2016 organized by IASE, Gujarat Vidyapith, Ahmedabad. <b>Dr. N.A. Makawana:</b> 1. Participated and presented research paper in One Day Seminar on 'Role of Principal and Management in NAAC Accreditation process' organized by Shri Hiralal Shivilal Shah College of Commerce, Modasa on 10 <sup>th</sup>			

			<p>January, 2016 under UGC sponsored Internal Quality Assurance Cell (IQAC) Scheme in Colleges.</p> <p><b>Prof. G.N. Patel:</b></p> <ol style="list-style-type: none"> <li>Two year B.Ed. new curriculum framework-2015 (participated on 22-23<sup>rd</sup> July-2015) (Orientation workshop at Ambaji organized by L.N.K. College of Education, Patan)</li> <li>EDEPC-1301 Reading and Reflecting on texts (Orientation workshop as Participant &amp; Expert) (28 Sept., 2015 organized by L.N.K. College of Education, Patan and Shree Sarswati Shikshan Mahavidhyalaya, Unja organized at Unja)</li> <li>Attended workshop on increasing capability in use of ICT by Teacher Educators in Secondary Teacher Education (15<sup>th</sup> to 17<sup>th</sup> Feb. 2016 organized by IASE, Gujarat Vidyapith, Ahmedabad.</li> </ol> <p><b>Dr. Bhavanaben A. Modi:</b></p> <ol style="list-style-type: none"> <li>Two year B.Ed. new curriculum framework-2015 (participated on 22-23 July-2015) (Orientation workshop)</li> </ol> <p><b>Dr. Navinchandra A. Makwana:</b></p> <ol style="list-style-type: none"> <li>Two year B.Ed. new curriculum framework-2015(participated on 22-23<sup>rd</sup> July-2015) (Orientation workshop)</li> </ol>	
Presented papers	<p><b>Dr. Bhavanaben A. Modi:</b></p> <ol style="list-style-type: none"> <li>Presented research paper in international conference organized by J.G.</li> </ol>	<p><b>Dr. Bhavanaben A. Modi:</b></p> <ol style="list-style-type: none"> <li>Presented research paper in National conference organized by Bhabha National</li> </ol>		

	College of Education, Ahmedabad on “Education from Neolithic India to Contemporary World” organized on 24-25 January-2016.	Research Academy, Gujarat and Sheth C.L. Commerce College, Ahmedabad on “Innovative Practices in Higher Education and digital India as changing paradigm” organized on 17 January, 2016.		
Resource Persons	---	National 24-26 July, 2015 organized jointly by K.C.G., Ahmedabad and Arts and Commerce college, Jadar, Ta:Idar	<b>Dr. Navinchandra A. Makwana:</b> 1. Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research” jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015. <b>Dr. Bhavanaben A. Modi:</b> 1. Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research” jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015.	

### 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 <b>co-ordinated</b> such activities	Number of students participated in such activities
1. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	35 (From two tehsils: Malpur and Meghraj)
2. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	26 (From two tehsils: Modasa and Dhansura)
3. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	35 (From two tehsils: Malpur and Dhansura)

4. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	34 (From one tehsil: Himmatnagar)
5. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	35 (From one tehsil: Talod)
6. To develop language efficiency among the teachers of Gujarati subject, Date-16.01.2016 to 07.02.2016	College of Teacher Education, B.D.Shah College of Education, Modasa	2	37 (From one tehsils: Bayad)
7. Bhasha Sajjata training programme, Date-03-03-2016	1. Modasa Kelavani Mandal, Modasa	Two teacher educators participated 1. Dr. N.A. Makawana 2. Dr. B.A. Modi 44 student-teachers of the college participated in this programme	Forty four student and two teacher educators participated.
8. Visit of SAHYOG KUSHTAYAGNA, Rajendranagar, Date-06.05.2016 Donated Rs.10000/vide Receipt no.97763	SAHYOG KUSHTAYAGNA, Rajendranagar and BAOU Study centre located in B.D.SHAH College of Education, Modasa	Three teacher Educator : 1. Dr. G.P. Raval 2. Dr. N.A. Makawana 3. Prof. G.N. Patel	All student-teachers studying at BAOU, Counselling centre of the college. Donated Rs.10000/- to SAHYOG KUSHTAYAGNA, Rajendranagar
9. CHARITY BOX	SRC of the College Shared wearable clothes to needy and slum area people	One: Prof. G.N. Patel	All the student-teachers
10. Celebration of Akhil Hind Andhajan Dhvaj Din-2015, Date-14.09.2015	Donated amount Rs.375.00 on 14.09.2015 on Andhajan Day to Rashtriya Andhajan Mandal Sabarkantha jilla, Idar Branch, Receipt No. 125078	One: Prof. G.N. Patel	All the student-teachers
11. Mahila Kanoon Shibir Date- 2 to 4 March, 2016	Maniben Mahila Arts College, Kadi organized by Board of Student Welfare, HNGU, Patan	Dr. C.H. Rathod	Three student-teachers participated: 1. Patel Nainishaben S. (48) 2. Bharwad Manishaben

			Kanubhai (38) 3. Raabari Laxmiben Jayrambhai (31)
12. Inter college Rangoli competition Date- 02.03.2016	Sir P.T. Science College, Modasa	Dr. C.H. Rathod	1. Third: Hetalben Chimanlal Patel (44) 2. Valand Jagrutiben V.

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	No. of Students benefited
Presentation of dance on Ganapati puja, Shamalaji	Rs.7000/-	Govt. of Gujarat and district collector of S.K.	2 (Two) 1. Juhi Gurjar 2. Megha Prajapati

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 <b>coordinated</b> such activities	Number of students participated in such activities
1. Non-Government organization, Dt. 01.03.2016	Ram animation, Ahmedabad	Show of animation movies and cartoon and real movie explained by Ramtejashbhai, Chiragbhai Patel, Ravi padamani	Dr. Navinchandra A. Makawana	50 student-teachers, teacher educator, administrative staff
2. Voter awareness Programme, Dt. 25.01.2016	Assistant Voter noting officer, Mamalatdar office, Modasa	Voter Awareness Day Celebration	Prof. G.N. Patel	50 student-teachers, teacher educators, administrative staff
3. Foreign Education Programme, Dt. 27.02.2016	Pyramid, Ahmedabad	Discussion on foreign visiting policies of Govt of India	Dr. N.A. Makawana	50 student-teachers, teacher educators, administrative staff
4. University Lecture Series (Financed Rs.15000.00 by the University)	Organized by: B.D.Shah College of Education, Modasa Financed by: HNG University, Patan organized on 16.03.2016	University Vyakhyan Mala, Hem. North Gujarat Uni., Patan	Dr. G.P. Raval, Principal-in-Charge, Prof. G.N. Patel	75 (B.Ed., M.Ed. and P.T.C. College student-teachers participated along with faculties all the colleges)

<b>3.5 Collaborations</b>			
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
1. Teacher educators served as guide to M.Ed./M.Phil. Students in preparing their dissertations tools.	35	---	2 years (2015-16)
2. Guidance by registered guide to M.Ed. students: <b>1. Dr. G.P. RAVAL</b> have effectively provided dissertation guidance to following M.Ed. student of that institution : 1. Makvana Chetanaben Bhikhusinh, <b>Topic title</b> :-Evaluation of present Gujarati subject text book of standard VIII. 2. Parmar Rohitkumar Dahyabhai, <b>Topic title</b> :-Awareness of the teachers of Higher Secondary Schools about internet. 3. Rohit Payalbahen Manilal: A study of Awareness for Educational Technology of Teacher of Higher Secondary Schools. 4. Vankar Ajaykumar Amrutbhai:A study of Adjustment Problem of Student of standard IX in Secondary School Schools <b>PROF. GOVINDBHAI N.PATEL</b> have effectively provided dissertation guidance to following M.Ed. student of that institution: 1. Kharadi Menkaben Vashrambhai: Effectiveness of opening ceremony programme celebrating at primary school level. 2. Narat Ashabahen Surmanbhai: Psychological attitude of students towards Sanskrit subject of secondary schools. 3. Parekh Jigneshkumar Pravinbhai: A study of secondary schools of Aravalli district having under educational achievement. 4. Solanki Sanjaykumar Jagabhai: A study of Anxiety of secondary schools students.	35 students 1. Dr. G.P. Raval 2. Dr. N.A. Makawana 3. G.N. Patel 4. Dr. C.H. Rathod 5. Dr. B.A. Modi Educational research tool preparation and dissertation guidance provided by our teacher educators to M.Ed. students in 2015-16 admitted to Shri K.H. Patel M.Ed. Institute, college campus, Modasa (Concerned sister institution in Modasa Campus).	---	2 years (2015-16)
3. Dr. R.S. Patel, Professor and Head, Dept. of Education, Gujarat University, Ahmedabad present lecture on the topic “Shikshan na badalata Pravaho: Rashtriya ane Antararashtriya” (Subject was :	48 our college student-teachers + staff members 9 + campus participation 15 + OSA members 10 + 128 student-teachers and	3.University Lecture series sponsored by HNGU, Patan	Dt. 16.03.2016

Changing trends of Education: National and International) The student-teachers of our college participated. Also joined the student-teachers and teacher -educators of following education colleges nearby 1. Meghraj Govt. B.Ed. college, Meghraj, 2. Takhatpur B.Ed. college, Takhatpur, 3. Lalitaba B.Ed. COLLEGE, Modasa, 4. Ujadeshwar B.Ed. College, Ujadeshwar.	teaches educators from invited four Education college = 210 participants		
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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-To)	Participant
Linkage for School Internship Programme for Sem-I	School Experience	<b>PRACTICE TEACHING SCHOOL:</b> Sem-I Internship Programme organized with co-operation of practice teaching Schools: 1. Smt.M.K.Kadakiya High School, Dugharwada, 2. Makhadam High School, Modasa 3. Shree G.K.Bhatt High School, Medhasan, 4. Shri J.S.Mehta High School, Dhansura, 5. Shri Triveni High School, Modasa, 6. Shri Sharada High School, Modasa	Sem-I: 1. School Visit: 13.10.2015, Internship Programme: 26.10.2015 to 30.10.2015	All student-teachers: F.Y.B.Ed.-Sem-I Total numbers of students:50
Linkage for Internship Programme for Sem-II	School Experience	Sem-II Internship Programme organized with co-operation of practice teaching Schools: 1. Dugharwada Primary School, 2. Shri C.V. Gandhi High School, Ranasan, 3. Shri A.M.Shah High School, Sardaoi, 4. Shri P.M.Kothari High School, Tintoi, 5. Adarsh Vidhyalay, Limbhoi	Sem-II:1.School Visit: 19.01.2016, Internship Programme: 25.01.2016 to 06.02.2016	All student-teachers: F.Y.B.Ed.-Sem-II Total numbers of students: 49

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 and Activities	Number of students/teachers participated under MoUs
1. Dr. Ghanshyambhai J. Shah, Mamata Hospital, Char Rasta, Modasa	*Previously MoU signed on:01.07.2007 *MoU Renewed on 15.06.2011	Health awareness and Physical fitness of student-teachers and staff members (Medical facility)	49 (Sem-I & II), Total: 49 members benefited

2. Ramos Gram Panchayat, Ramos, Ta: Dhansura, Dist:Aravalli	*Previously MoU signed on:04.02.2012	For conducting community activity and awareness programme for the student-teachers of B.Ed. programme and related activity.	49 (Sem-I & II), 6 teachers educators, 2 clerk + 3 peons + 1 librarian Total: 61 members benefited
3.Dugharwada Group Primary school, Dugharwada, Ta: Modasa, Dist:Aravalli	*Previously MoU signed on 31.01.2015	For upliftment of primary & Secondary school, Dugharwada through conducting B.Ed. lessons and related additional activities	49 (Sem-I & II), 6 teachers educators, 2 clerk + 3 peons + 1 librarian Total: 61 members benefited
4. Smt. M.K. Kadakia Vidhyalay, Dugharwada, Ta:Modasa, Dist:Aravalli	* Previously MoU signed on: 06.02.2012	For upliftment of primary & Secondary school, Dugharwada through conducting B.Ed. lessons and related additional activities	49 (Sem-I & II), 6 teachers educators, 2 clerk+3 peons+1 librarian Total: 61 members benefited
5. Dr. Rasiklal Shah Sarvajanic Hospital, Modasa	* Previously MoU signed on: 15.06.2011	Health awareness and Physical fitness of student-teachers and staff members (Medical facility)	49 (Sem-I & II), Total: 49 members benefited

#### **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
1. 200000.00	171000.00 (Hi-Tech Eduzone, Ahmedabad) Dt.23.03.2015, Bill No. HT/109
2. 20000.00 (KCG, State Govt. of Gujarat)	Purchased for student-teacher's activities: 1. Dresses for students, 4140.00 2. Rangoli Colours, 3. Flower for decoration

##### **4.1.2 Details of augmentation in infrastructure facilities during the year**

Facilities	Existing	Newly added
Campus area	51.60 acres	---
Class rooms	4	Nil
Laboratories	4	Nil
Seminar Halls	2	Nil
Classrooms with LCD facilities	3	Nil
Classrooms with Wi-Fi/ LAN	0	Nil
Seminar halls with ICT facilities	1	Nil
Video Centre	1	Nil
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	---	Nil

Value of the equipment purchased during the year (Rs. in Lakhs)	---	<b>1. Hi-tech Eduzone, Ahmedabad</b> 1.Podium Mega:PD900 3350.00 2.LCD Projector (Two) 70000.00 3.Interactive white Board 53000.00 4.Celling mount and wire kit (Two)(VGA & 3RCA)IN 12000.00 5.Celling Mount Kit(one) 2500.00 ----- Rs. 17100.00
		<b>2. Purchased from New Enjoy INFOTECH Invoice No. RT000651</b> 1.LAPTOP G5070 59-422421 LENOVO 29,047.59 2.PRINTER SCX-40215 SAMSUNG 9999.99 3.SPEAKERS 12800W INTEX 6666.66 45714.24 OUTPUT VAT @4% 1828.57 ADDITIONAL OUTPUT VAT 1% 457.14 ROUND OFF 0.05 ----- TOTAL Rs. 48000.00
Others: College of Teacher Education (C.T.E.), funded by GCERT, Gandhinagar	Published: In 2014-15 on 31.03.2015	Book Publication 50000.00 Research Project 8640.00 DVD publication 48300.00 ----- Total Rs. 106940.00

#### 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 partially)	Version	Year of automation
SOUL 2.0	Partially	2.0 (New Version)	2015

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1012	162549.70	00	00	1012	162549.70
Reference Books	14345	925795.35	00	00	14345	925795.35
e-Books	---	---	---	---	---	---
Journals	14	00	14	4950.00	35	4950.00
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Library automation	---	---	---	---	---	---
Weeding (Hard & Soft)	---	---	---	---	---	---
Others (specify)	04		00	00		
News papers:						
1. Gujarat Samachar		120.00			1	120.00
2. Sandesh		120.00			1	120.00
3 .Divya Bhaskar		120.00			1	120.00
4. Times of India		165.00			1	165.00

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	24+1=25	2	27	27	1	1	0	0	---
Added	0	0	0	0	0	1	0	2 MBPS	---
Total	25	2	27	27	1	2	0	2 MBPS	---
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
2.0 MBPS									
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				
Computer Laboratory					---				
4.3.4 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	
---		---			---			---	

<b>4.4 Maintenance of Campus Infrastructure</b>			
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 incurred on maintenance of physical facilities
College retired librarian Shri K.M. Shukla provided honorary services as a librarian	Rs.146000.00	Two Peons and one sweeper locally appointed by the college management: 1. Mehulbhai Bipinchandra Shah 2. Kamleshbhai Premjibhai Patel 3. Bhuriben Solanki	52000.00 52000.00 42000.00 ..... 146000.00
		Total	Rs. 146000.00
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)			
The institution has a big prayer assembly hall at the ground floor of the college building with light and sound facilities in it. There is a smart screen along with LCD projector in this prayer assembly hall which is also useful in conducting periods of perspective and pedagogy subjects. The prayer assembly also organizes every day in this hall with necessary facilities of music instruments, sound facility for sitting for 125 members. This assembly hall is widely used to conduct prayer assembly every day, conduct sessions of training programme of teachers of schools, cultural activity programme, pedagogy periods and			

meetings. In the college building there are 5 rooms to conduct teaching classes for various subjects and one laboratory for subject of mathematics and science. Beside this laboratory room there is separate laboratory room for keeping equipments of science and mathematics pedagogy subjects. One ICT laboratory with required facility to learn operating the computer and downloading necessary documents or surfing knowledgeable websites etc. is available on second floor opposite to math/science laboratory. There is one room which useful to the student-teachers to take and put back the necessary teaching aids beside the computer laboratory. The library of the college is very big near the college building on first floor of UGC Hall and has books, references and some magazines, some journals for multiple uses in teaching-learning process. There are special rooms to take rest during recess time for girls and boys. There are three separate washrooms available for girl student-teachers in the college premise beside the girl's room on second floor. There is separate office for the principal and it is attached to administrative staff. Principal office is attached with separate urinal and toilet facility. There are three toilets available in college premises which are useful for the student-teachers and staff members. All the teacher educators are provided with separate cabinet for sitting and guidance of their pedagogy subjects. There is a conference hall in the college building beside the prayer assembly hall useful for conducting SRC, Saptadhara, staff meetings, etc.

One very big audio-visual hall is technically useful for our teacher-educators to take lecture in which audio-visual teaching aids can be used. There is a big hall besides the college building known as UGC hall, which is useful to conduct meeting with various type of educational purposes and conduct cultural or annual function. There are boys and Girls hostel in the college premise for residence facilities along with food facility in the hostel kitchen.

Our playground is very large having area of 15480 sq.mtr that is shared between the institutions on the campus. The institute has various sports equipment for games like Chess, Carom, Table tennis, Volleyball, Cricket and badminton common for the institutions. We conduct tour sports activities like long run, long jump, Metal Ball throwing, disk throwing, music chair, cricket, Volley ball, etc.

Generally throughout the academic year college runs regularly for all the day therefore in the duration of vacation in the month of April and May repairing and maintenance work related to college building are done when the college do not have the student-teachers and most of the staff members due to vacation time.

Web-link : [http://www.bsceem.info/naac?AppSessionId=Important\\_Documents](http://www.bsceem.info/naac?AppSessionId=Important_Documents)

## **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 (From Govt. of Gujarat)	1.SC student financial support	Male-01, Female-04	105660.00
	2.ST student Financial support	Male-02, Female-06	72240.00
	3.OBC Student Financial support	Male-08, Female-21	195350.00
		Total	Rs.
Financial support from other sources			
a) National	---	---	---
b) International	---	---	---

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 implementation	Number of students enrolled	Agencies involved
1. Prayer (Personality Development Programme-PDP)	15.06.2015	All the student-teachers according to list	SRC committee & OSA/IQAC/Management
2. SRC	15.06.2015	10+co-opt members 08	SRC committee
3. Home room	15.06.2015	5 groups all student-teachers	SRC committee
4. Best student-teacher award	12.03.2016	1 (One) Name of the winner: Malek Mohhamad Soeb Mohhamad rafiq	SRC committee and Daily Report Writing Committee
5. Prizes to children of OSA members on OSA Annual conference day	06.03.2016	Total number of students, children of OSA members enrolled for the prizes: 30  (Prizes are given for 10 <sup>th</sup> std students as per the donations received from OSA members)	OSA committee invites applications with mark sheet and committee appointed for the same takes decision to give the prize to OSA children for success and educational achievements

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2015-16	1. Quiz on General knowledge to increase general knowledge.	All student-teachers	--	--	--
	2. Personal viva voce exam conducted on 09.04.2016	All student-teachers	--	--	--

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

1. The institution has formulated grievance redressal cell and its institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year are as under:

The institution is very transparent to resolve various grievances created in the institution for that committee is formulated under the leadership of principal and one in-charge teacher educator along with a lady teacher educator from the institute. Other teacher educator and general secretary and ladies representative are also involved in the committee. There is institutional transparency, timely redressal of

student grievances, prevention of sexual harassment and ragging cases. The committee consists of 9 members including president of the management, concern secretary of institute, principal, one senior professor as in-charge of the cell and one senior teacher educator as its member, one lady professor, one office representative, general secretary and lady representative from the SRC.

During the academic year 2015-16 three meetings were called routinely on 26.09.2015, 05.12.2015, and 03.03.2016 there was no issue to resolve for grievances, sexual harassment or ragging in these meetings. 2. The institution formulates grievance redressal cell every year involving principal, two members from college management, two representative teacher-educators, female lecturers, general secretary and ladies representative of SRC of the college.

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
00	00	Within one week

## 5.2 Student Progression

### 5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
1. J.B. Shah English Medium School, Modasa	08	01	1. C.G. Butala Sarvodaya High School, Modasa	20	02 Maths/Sci./ Languages

### 5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2015-16	49	Graduated-31 Post-graduate-18  Total-49	Arts-22 (UG) Science-09 (UG) Arts-12 (PG) Science-03 (PG) Commerce-03 (PG) Total-49	Arts-30 (PG) Science-03 (PG) M.Ed.-01 (PG)  Total-34	M.A.-30 M.Sc.-03 M.Ed.-01  Total-34

### 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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	Not applicable	Not applicable
SET	Not applicable	Not applicable
SLET	Not applicable	Not applicable
GATE	Not applicable	Not applicable
GMAT	Not applicable	Not applicable
CAT	Not applicable	Not applicable
GRE	Not applicable	Not applicable
TOFEL	Not applicable	Not applicable
Civil Services	Nil	Nil

State Government Services	Serving as Teacher -6, Serving as Visiting Teacher -4, Job as clerk-1, Teacher in Higher secondary-1, Bus conductor-1	---
Any Other : TAT/TET etc.	TET-II - 15,TAT-I- 16,TAT - 3	---
<b>5.2.4 Sports and cultural activities / competitions organised at the institution level during the year</b>		
<b>Activity</b>	<b>Level</b>	<b>Participants</b>
1. College Praveshotsavane Vali sammelan	College Level (06-10-2015)	All the student-teachers of FYBED, management members, all teacher-educators, administrative staff, parents; TEIs like M.Ed., PTC/D.El.Ed.
2.College participated in Inter College Rangoli competition	Inter College Level (Third prize among 15 sister institutions)	1.Jagrutiben B. Valand (37) 2.Hetalben C. Patel (44)
3.College participated in Inter College Mahendi competition in the campus	Inter College Level	1.Hetalben C. Patel (44)
4.Memory Competition	College Level	<b>Participants:</b> 50 students <b>Winners:</b> First winner: Rabari Laxmiben J. (31) Second winner :Patel Mitalben K (47) Third winner: Patel Komalben D. (45)
5.Birthday Card Making Competition	College Level	<b>Participants:</b> 50 students <b>Winners:</b> Quality winners: 1.First: Patel Nainishaben S. (Roll No.48 ) 2.Second :Patel Shreyaben H. (Roll No.29) 3.Third: Chaudhari Jigishaben D. (Roll No. 25)& Valand Jagrutiben V. (Roll No.37) Quantity winners : 1.Shah Rinki girishkumar (Roll No.24) Prepared 44 birthday Cards 2.Rabari Laxmi Jayrambhai (Roll No.31) Prepared 11 birthday Cards 3.Patel Shreyaben H. (Roll No.29) Prepared 8 birthday cards
6.Navaratri Garaba Competition 17.10.2015	College Level Garaba Competition	<b>Participants:</b> 50 students <b>Winners:</b> <b>Best Action competitions:</b> 1.First: Hetalben Chimanlal Patel (44) 2.Secod:Meghaben V.Prajapati (30) 3.Third:1.Chaudhari Pravinbhai D.(40) 2. Patel Zankhanaben V. (49) <b>Best dressing winners:</b> First: Patel Shreyaben H.(29) Second :Patel Palakben N.(19) Third: Patel Komalben D.(45) & Bhagora Mitalben L.(14)

7. Dipavali wishes Programme	College Level (03.12.2015)	All the student-teachers of FYBEd and all teacher educators, administrative staff and all student-teachers
8. Participation in International Kite Festival organized by Government of Gujarat	08.01.2016	All the student-teachers of FYBEd and all teacher educators, administrative staff and all student-teachers
9. Smt. Kapilaben J.B. Shah Lecture Series (Vyakhyan mala)  Speaker : Dr. Kalpesh H. Pathak, Principal, IITE, Gandhinagar	College Level (30.03.2016) at 2.05pm  Topic: Global Society and Education	All the student-teachers of FYBEd and all teacher educators, administrative staff and parents of all student-teachers
10. Annual Function	College Level (12.03.2016)	Invited guest, all student-teachers, Teacher-educators and office staff participated in Educational College Annual Function.
11. Unfolding of Edition of CHANNEL-9	College Level (12.03.2016)	Invited guest, all student-teachers, Teacher-educators and office staff participated in Educational College Annual Function.

### 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/ International	Sports	Cultural	Student ID number	Name of the student
--	--	--	--	--	--	--

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has student teachers' council known as Student Teachers' Representative Committee (SRC). Constitution of Student-Teachers Representative Committee (SRC): Student-teachers Representative Committee (SRC) is one of the dynamic and vibrant part of the college in which according to norms of the parent university, representative in each elective courses subject having highest merit in that subject in the college is selected to represent SRC for that elective courses subject group of student-teachers. There are eight elective courses subjects run by this college therefore eight representatives were appointed on merit base for SRC. General Secretary (G.S.) and Ladies Representative (L.R.) each were selected on the bases of cleverness, their qualities and experience for leadership and looking at their willingness to work for the designation of G.S. and L.R. For the position of G.S. appointment can be made from boy or girl student-teachers and for L.R. as it is the representation of girl student-teachers, girl student-teacher is to be selected for the same. There is no election system for any position in SRC. When G.S. and/or L.R. selected from representative of particular elective courses subject, in that case the next student-teacher in the elective courses subject merit in the college is selected to represent the elective courses subject. In the beginning of the year from 15<sup>th</sup> June, 2015 all the 50 student-teachers do not get admissions in the college therefore, the college appoints provisional SRC from among the admitted students interested to work for various committees as representative and as G.S. and L.R. of SRC by concerned in charge of SRC. As it takes long duration till July end or at the mid of August to have 50 student-teachers admitted in the college by Central Admission Committee of HNGU, Patan. After all 50 or nearby admissions are over the college appoints yearlong working SRC and constitutes by

principal, SRC-in-charge and staff members by collective discussions. The last academic year it was constituted on 7.11.2015. There were following committees working under final constitution of SRC for 2015-2016.

### STUDENT-TEACHERS' REPRESENTATIVE COMMITTEE (SRC) : 2015-16

Sr. No.	Name of Committee	In charge Teacher Educator	Designated Secretary	Functions
1	Dr. G. P. Raval. Chairperson I/C. Prin.	Dr. C. H. Rathod	---	<ul style="list-style-type: none"> <li>*Take cooperation of Student-Teachers in planning, management and implementation of college curricular and other activities/ programme</li> <li>*Take chairmanship in SRC meeting and programmes as needed</li> <li>* Provide financial need to conduct activities and appreciate activities</li> </ul>
2.	Dr. C. H. Rathod SRC In Charge	---	---	<ul style="list-style-type: none"> <li>*Help chairperson to coordinate between student-teachers and Chairperson</li> <li>*Call the meetings and maintain records of meeting and expenditures</li> <li>*Help in planning and execution of programmes and activities</li> <li>*Stimulate the environment for academic and other activities</li> <li>*Stimulate the environment for academic and other activities</li> </ul>
3.	General Secretary(GS)	---	Patel Zankhana V.	<ul style="list-style-type: none"> <li>*Take active leadership</li> <li>*Care &amp; Share responsibilities to members of SRC</li> <li>*Prepare of get prepare report of activities and yearly report of SRC</li> </ul>
4.	Ladies Representative (L.R.)	---	Patel Komalben D.	<ul style="list-style-type: none"> <li>*Take active leadership for lady student teachers</li> <li>*Care &amp; Share responsibilities to members of SRC &amp; involve girls in activities of SRC</li> <li>*Prepare of report of activities and yearly report of SRC.</li> </ul>
5.	Prayer Activity Committee	Dr. N. A. Makawana	Patel Zankhanaben V.  Patel Komalben D.	<ul style="list-style-type: none"> <li>*Create spiritual stimulation for the whole day work</li> <li>*Function to provide platform in developing personality of student-teachers</li> <li>*Learn various skills related to teaching profession.</li> </ul>

6.	Literary Activity Committee	Prof. G N. Patel	Khant Kanchanben	*To appreciate literature in all languages *Understand contributions
7.	Sports and tour Activity Committee	Prof. M.H. Rathod	Prajapati Prakashbhai	*Organize sport and tours *Be health conscious by physical development through exercises and sports *Know geographical and Historical places
8.	Mathematics-Science Circle Activity Committee	Dr. G.P. Raval	Patel Mitalben K.	*Learn & enjoy mathematics and Science *Develop sense of co-operation *Develop scientific attitude and temperament for non-science student-teachers *Understand contributions of Mathematician & Scientist and their researches *Develop critical & rational thinking abilities
9.	Cultural Activity Committee	Dr. N.A.Makawana	Prajapati Meghaben V.	*Conduct various cultural programme  *Inculcate value for Indian culture & Heritage  *Enjoy our cultural heritage
10.	Social Services , Decoration & Exhibition Activity Committee	Dr. B.A. Modi	Parmar Bhavanaben	*To sensitize towards community *To create positive attitude for community services *Develop aesthetic sense and art of decorating things
11.	News and thought of the day writing and bulletin board activity committee	Dr. N.A.Makawana	Valand Jagrutiben V. Prajapati Hinaben	*Aware of current news from news papers *Develop critical & rational thinking abilities *Develop skill of creative thinking and writing in language
12.	Daily Report Writing Committee	Dr. C.H. Rathod	Prajapati Meghaben V.	*Maintain institutional daily activities in prescribed format on regular base *Develop habit writing report in full and brief form *Prepare document useful to institution for preparing year long report *Useful in Memorizing events conducted in the past

13.	Extempore Service Activity	Dr. B.A. Modi	Prajapati Prakashkumar	* To provide extempore service to the trainee *Learn to quickly handle the current situation and college facilities. *Learn to make quick decision *Learn to create insights for pro-active actions
14.	Samachar Darpan Activity Committee	Prof. M.H. Rathod	Patel Zankhana V. Ninama Ushaben J.	* To aware the society by the work and various curricular and co-curricular Activity of the college
15.	College Internal Management Activity Committee	Prof .G.N.Patel	Patel Zankhana V. Patel Komalben D.	* To provide good governance to the college *Get help in arranging things in the college  *Help SRC committees for any requirement in arrangement of various programmes  *Coordinate between the SRC committees
16.	Programme Lay-out, well-coming the guest and related other Activity Committee	Dr.G.P.Raval Dr.N.A.Makawana Shri S.C.Shah Shri C.H.Asiya	Patel Zankhana V. Patel Komalben D.	* To make future plans for the college *To take responsibilities for receiving, well-coming, treating guests invited for various functions. *Prepare programme schedule and manage anchoring of programme.
17.	Documentation Committee	Prof.G.N.Patel	Patel Zankhana V. Patel Komalben D. Prajapati Meghaben V.	*Generate common format for preparing report of any activities with all required details. *Keep documents and manage them in different forms like, hard copy and soft copy in the computer.

### 5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes.

There was lack of educational facilities in general and higher education in particular in 1960 in this tribal belt of North Gujarat region of Gujarat state. The freedom fighter, visionary and promoter of education Late Mathurdas Laljibhai Gandhi and his well-wisher friends thought to establish gradually colleges for higher education to satisfy need of hunger of education of youths of this region and they established "The

M.L.GANDHI HIGHER EDUCATION SOCIETY (MLGHES)” in 1960.It is a Public Charitable Trust Registered under the **Society’s Registration Act 1960 (ACT XXI of 1860)** with **Registration No.BOM/8/SBK Dtd. 4th March 1960** and also Registered under the Bombay Public Trusts Act 1950(BOM.XXIX of 1950) with Registration No. F 16 Sabarkantha. The Alumni Association, B.D .Shah College of Education, Modasa Dist: Aravalli is a registered with Registration no. E-1491-Sabarkantha.

The institution has been established in 1968 by The M.L.Gandhi Higher Education Society, Modasa under the principal ship of well-known educationist and educational leader Dr.Dawoodbhai A.Gahanchi. Dr.Ghanchi sir had visionary leadership qualities and dynamic teaching potential which can give new and innovative directions to the student-teachers studying in this institution to become teacher. Looking at the vast but gradual development of the institution, he proposed and motivated the student-teachers of first batch towards the end of the year to establish the memorable relationship with the college and all its staff members by establishing visionary Alumni Association in which they can meet every year in various forms for conducting various activities and even look at the activities conducted by student-teachers of the current batch in that year. Thus, Alumni association (OSA) established under the principal ship of Dr.Ghanchi sir and student-teachers of the first batch in 1969.As decided by the committee, the meeting of OSA members to be conducted every year with letter of invitation to all the OSA members and place is also to be decided by the OSA members which can be convenient to all to remain present and participate in activity conducted in OSA meet called “OSA Adhiveshan”. OSA members would also get great opportunity to meet each other and their Teacher Educators, Principal and administrative staff members at the place were with the co-operation of OSA members and school management members including school staff and administrative staff OSA Adhiveshan is organized. Thus, The college has its very old, idea and unique Alumni Association, namely old students. Association (OSA) established since its first batch completed their study in 1969, organizes. Its annual Conference and alumni meet (Warship Adhivation ane Sneh Milan) regularly every year.

Every year annual conference and alumni association is organized at different place. In this function retired Alumni members are felicitated by bouquet and shawl, the achievement of children of Alumni members greeted by cash prize and certificates with the worthy hands of guests. The Alumni members who have achieved some new designation and promotion, members achieved degree of Ph.D. are also felicitated by the guests. All the staff members and current year student-teachers are invited. They took active part in the function of Alumni Association and keenly observed this unique activity of alumni association with alumni members. All the alumni members gathered for general meet after lunch in the assembly hall of the place of OSA meeting where certain resolutions are being passed and the proposal for next meet. All this helps the student-teacher to know more about the profession and also greet the achievements of the members and felt like home coming in one bond by sharing and caring for one another member of alumni association.

**KALYANNIDHI YOJANA:** Benefits of financial assistance are provided to the members of Kalyannidhi Yojana of Alumni Association of the college. In the case of sickness Rs.5000.00 and death of the member of Kalyan Nidhi (Welfare Fund)the nominee is paid Rs.10000.00 by cheque.

“NUTAN ADHYAPAN” is a magazine collectively monitored by BSCem and ALUMNI ASSOCIATION is continuously released every year since 1969-70 and last year also it is released on as internal resource and distributed to Alumni Association member attended the Conference organized the same day, sent to all the practice teaching schools and distributed to all the student-teachers. This is the magazine in which the activities of college and alumni association are described and the prizes and awards received by different alumni or their children in study or other activities are felicitated with worthy hands of guest of OSA Adhiveshan meet.

5.3.2 No. of registered enrolled Alumni:
5050 Members
5.3.3 Alumni contribution during the year (in Rupees) :
<ol style="list-style-type: none"> <li>1. The whole expenditure of Rs.30000/- to call the Alumni Adhiveshan and Sneh Milan programme organized at Shree Sarvodaya High school, Modasa on 06.03.2016 was incurred by the Modasa Kelavani Mandal, Modasa for breakfast, tea-coffee, water facility, lunch, Photography, stage arrangement with sound, mandap, bouquets, shawl, and stage decoration, etc.</li> <li>2. Financial support given by 20 members of Alumni Association for National Seminar conduct on Dt. 06.03.2016 Rs. 19166.00</li> <li>3. Ex-principal &amp; Ex-OSA chairman Dr. L.N. Patel donated Rs. 5000.00 to support national seminar.</li> <li>4. Shri Mahasukhbhai S. Patel, Trustee of M.L. Gandhi Higher Education Society, Modasa donated Rs. 50000.00</li> <li>5. Children of OSA members achieved higher marks in various examinations are awarded by prizes by the donation amount given by various OSA members declared in the past OSA adhiveshan.</li> </ol>
5.3.4 Meetings/activities organized by Alumni Association :
<p>The college has established its unique Alumni Association, namely. ‘old students Association’ in end of its year of establishment in 1969. The founder principal Dr. D.A. Ghanchi, later became Pro-Vice-Chancellor and Vice Chancellor has visionary sight that he initiated by establishing Old Students Association (OSA) which has been playing its effective role to make college memorable and create nice attachment of student-teachers with college as mother institution.</p> <p><b>Meetings and programme by OSA:</b></p> <p>OSA executive committee meets were organized according to following schedule and activity planed and implemented in various programmes of OSA.</p> <p><b><u>1.Meetings of OSA Executive members:</u></b></p> <ol style="list-style-type: none"> <li>1. The meetings of OSA executive members was organized urgently on Dt. 17 /01 / 2015, Sunday to give financial help to family members of OSA member Late Ramabhai Laxmanbhai Damor ,died before few days and had member of “ OSA Kalyan Nidhi ” .In the OSA Executive member meeting the resolution to provide financial help to the family members was passed and decided to provide Cheque of Rs.10000/- to his wife Ramilaben Ramabhai Damor</li> <li>2. The work schedule of the meeting of OSA executive members was organized on 30.01.2016 in the college building and following agenda were discussed and passed. <ol style="list-style-type: none"> <li>1. Reading the procedure of the last executive members meeting.</li> <li>2. To discuss and decide about the forthcoming Adhiveshan place, date and guest.</li> <li>3. To work on and decide about constitution of new executive committee to discuss in the general body meet.</li> <li>4. To collect the information about the members retiring from the job till 31.10.2016.</li> <li>5. To bring small educational articles to be published in NOOTAN ADHYAPAN magazine of OSA and College collectively.</li> <li>6. To collect the constructive suggestions for celebrating 90<sup>th</sup> Birth Anniversary (Navati Abhivadan Samaroh) and to felicitate educational contribution of founder principal Dr.D.A.Ghanchi saheb.</li> <li>7. Presentation of new ideas by president old Alumni Association.</li> </ol> </li> </ol> <p>3.Executive body meet:</p> <p>The executive body meet was organized on 21.05.2016 to discuss and decide about following agenda:</p> <ol style="list-style-type: none"> <li>1. Reading the procedure of the last executive members meeting.</li> </ol>

2. To give the rights for financial transactions by changing signatures of the responsibilities of executive body in general body meet.

3. Presentation of new ideas by president old Alumni Association(OA)

### **2.General meeting of Alumni Association: 06.03.2016**

1. Reading loudly the proceedings of meetings of General body and Executive committee already organized.

2. To present the account of financial year 2014-15.

3. To invite members to construct new managing committee of Alumni Association for 01.04.2016 to 31.03.2019.

4.To think on celebrating 90<sup>th</sup> birth anniversary of founder principal of the college, Dr. Dawoodbhai A. Ghanchi

5. Presentation from the president of the meeting.

## **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)

There are many practices conducted by the institution which reflect decentralization and participative management.

**1. School Experience:** After the admission process got over, in the beginning of the academic year micro-teaching theory was organized in the institution, even though the micro-teaching theoretically was not prescribed in the syllabus by our parent university in this academic year.

In the practice teaching school, the time –table was separately prepared keeping in mind for two stray-lessons in each pedagogy in semester-I and four stray lessons in each of two pedagogies in semester-II. Before the school experience one pedagogy period for both the method courses subjects were kept for lesson guidance in the time table in the college and lesson guidance was provided to the student-teachers before they went to school experience for required period.

The college used to prepare entire strategy to conduct the school experience programme at various 6 to 7 schools with pre-permission from the principals of the practice teaching schools. Generally, it is the responsibility of the teacher educator of the college to supervise lessons, conduct activities and guide for field works as appointed by the principal of the college.

Internship provides student teacher a real exposure of school environment in which they get varied experiences of reality of working as teacher in the school. In school experience and internship, they have to work like regular teacher of that school to take all sorts of experiences and responsibilities in which they get wider learning experiences in field based experience and rest of them take it through another different method of teaching.

Before school experience or Internship is organized, the student teachers are oriented and explained their actual role in the school and on the nature of activities to be covered during the internship. During the internship programme the student teachers get wider scope to plan and organize vivid social extension activities like, Shaxarta Abhiyan, cleaning the school premise, cleaning the village, etc.

During Internship as school experience programme our student teachers conduct following activities in various schools:

Plan the time table of teaching, activities and lesson observation, Classroom teaching , Observe the lessons, Take attendance in the classroom, Sign their attendance in separate muster, Study various

registers ,Study General Register, Assess answer books, assess comprehension book, check the home work, Prepare Result sheets, Learn to write application letter ,Learn to write casual Leave report, Conduct programmes of co-curricular activities and competitions, Conduct field work, organize sport activities, conduct cultural event, Conduct sport activities, Conduct Yoga programme in the prayer assembly, Administer standardized Psychological tests, Visit the Historical or important places in the surrounding area of the school, library, laboratory, computer laboratories and study the records, Collect data for research survey etc.

## 2. Publication of CHANNEL-9 magazine:

This is a yearly magazine specially prepared and published by student-teachers of current year. SRC in charge of particular year and members of SRC manage to publish this magazine. Student teachers, write articles, poems or present letters, short stories, inspiring incidents that they have creatively written. This activity develop the confidence of creative writing, correction of key-in text, proof reading, publication, download and print images, animation, pictures, etc. Last year all the student teachers collectively published CHANNEL-9 magazine.

6.1.2 Does the institution have a Management Information System (MIS)? No

Yes/No/Partial:

No

## 6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development:

From 2011-12 CBCS Pattern was applied and from 2015-16 with the same pattern the B.ED. Programme was converted to two years with changing new curriculum of H.N.G.U., Patan for that ‘Orientation workshop on two year B.ED. New curriculum framework-2015’ was organized by L.N.K. College Of Education, Patan at Ambaji on 22-23, July, 2015. New objectives for B.Ed. Programme were formulated and semester system was applied. Theory credit, Practical credit, Grading system and other concerning matters were collectively discussed and decided.

Applied course structure for semester-I and semester –II B.Ed. Programme (CBCS) for the year is as under.

A new pattern of practice teaching was decided in which student teachers give 4 lessons in semester-I and 8 lessons in semester-II. They are also asked for the submission as decided by the curriculum committee during each of the semesters.

The demonstration lesson in Gujarati, Hindi, Sanskrit, Science & Technology and Mathematics were given with innovative method of teaching like CAI, Audio-visual teaching, activity based teaching, Demonstration method. The teachings of theory of micro-teaching and stray lesson were performed using team-teaching method. These were the novel approaches to in process of demonstration of the lessons.

Apart from teaching work, the student teachers were guided for practical work to be conducted in the college or practice teaching schools and submitted in time to concerned teacher educator in the college.

In semester-I and II, this includes seminar presentation, conducting the workshops, group discussions and quiz. Also the submission on library, laboratory, social and community engagements. Subject Viva-voce examination was also conducted for all the courses and at the end of semester general viva-voce was effectively conducted by the institution.

For the transaction of the curriculum in class room teaching different ways were used like cooperative learning, lecture, discussion, technology based classes, CAI, supervised study, assignment method and seminar. These methods of teaching helped the student teachers to become skilful teacher, independent learners and also developed many qualities in them like cooperation, depth of knowledge, inductive thinking ,caring and sharing with student-teachers, co-ordination, respect for others views, rational thinking and creativity to develop lesson and other activities related to teaching.

❖ Teaching and Learning:

Following Quality improvement strategies were adopted by the institution for Teaching and Learning:

Since semester system is adopted by HNGU, Patan for B.Ed. programme, two different types of Time-tables (Time-table for semester-I, & Time-table for semester-II) were prepared. According to weekly time table class-room teaching was organized after prayer assembly every day. The timing of the college was from 11.00 am to 5.20 pm. Each period was taken for 60 minutes and Prayer time was for 15 minute duration from 11.00 am to 11.15am from Monday to Friday and on Saturday itself as it was morning time of the college the college was from 7.30 am to 01.00 pm and Prayer time was for 15 minutes from 7.30am to 7.45am. Every day the college attendance of student teachers were strictly taken before the prayer assembly began.

The teacher-educators also delivered occasional lectures on various topic of education useful to the student-teachers. Lastly necessary announcements were made by Prof-in-charge of concerned SRC committee. At the last principal delivered lecture on current issue, event, news of education, instruction, advises to be followed etc.

Teaching work for all the subjects for all the working days was nicely conducted in the college. All the teaching points of the syllabus from all the subjects were qualitatively taught and justified by the teacher educators. The teacher –educators were motivated by the principal and other colleagues to develop various use technique and methods for presentation of teaching points in the demonstration lessons and classroom teaching. The teacher educators started using demonstration, lecture, inductive, deductive, group discussion, assignment, cooperative learning, CAI, Lecture-demonstration , Debates (formal), Flash cards, CAL, seminar, Problem solving ,Field trips, Drama, role playing, Open textbook study, panel, etc using various teaching aids like, LCD projector, Tape recorder, flannel Board, Laptop, Computer, OHP-Transparencies, Print material, Charts, Models, Maps, globes, Slide Projector, reference books, TV,VCRs, CD/DVD Player, Radio, Readymade/Self made or student-teacher made teaching aids, etc. Library section provided all necessary books and literature to the students for learning, teaching, preparing for examinations, providing old question papers, literature for conducting practice teaching lessons, reading facility for news papers and magazines and journals were highly appreciable. A separate space was kept in the library for reading and study for teacher-educators. Help was provided by library and computer sections for B.Ed. lesson examination that is Annual lesson examination in preparing lesson plan using various literature and power point slides etc.

The demonstration lesson in Gujarati, Hindi, Sanskrit, Science, and Mathematics were given with innovative method of teaching like CAI, Audio-visual teaching, activity based teaching, Demonstration method. The teaching of theory of micro-teaching and stray lesson was performed using team-teaching method. These were the novel approaches.

For the transaction of the curriculum in class room teaching different ways were used like cooperative learning, lecture, discussion, technology based classes, supervised study, assignment method and seminar. These methods of teaching helped the student teachers to become skilful teacher, independent learners and also developed many qualities in them like depth of knowledge, cooperation, co-ordination, caring and sharing with student-teachers, respect for others views, inductive thinking ,rational thinking and creativity to develop lesson and other activities related to teaching.

❖ Examination and Evaluation:

This year following steps were taken for examination reform-

- The student-teachers were explained in panel discussion about how to read, remember and write in the examination to score high marks.
- Student-teachers were given practice to write answer managing given time in tutorials.
- Star-batch guidance was given to the student-teachers stood in first ten ranks in the college preliminary examination by organizing full day workshop and written material of the workshop was sent to rest of the student-teachers by Human Potential Development Centre of alumni association of the college.
- Before start of preliminary and university examinations of semester-I and II, two to three day reading time was given to all the student-teachers of the class so that students get time for revision.
- Student-teachers were asked to write answers of given two questions from each general prospective and Pedagogy subjects.
- Lectures were organized by teacher educators and principal about examination reforms required on the part of student-teachers during prayer assembly.
- Student-teachers were given assignments to prepare question bank for different subjects sitting in the college library.
- All the student-teachers were given their assessed answer books to observe their answers and know where the mistakes were made and how to improve them was discussed in individual period of that subject by concerned teacher educator.

After every examination marksheet was put up on the notice board after one week time.

❖ Research and Development:

**Dr. Navinchandra A. Makawana:**

1. Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research” jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015.
2. Two year B.Ed. new curriculum framework-2015(participated on 22-23rd July-2015) (Orientation workshop)

**Prof. G.N. Patel:**

1. Two year B.Ed. new curriculum framework-2015(participated on 22-23rd July-2015) (Orientation workshop)
2. EDEPC-1301 Reading and Reflecting on texts (Orientation workshop as Participant & Expert)(28 Sept.,2015)
3. Attended training programme organized for CTEs and IASEs at DIET, Navasari on 23.02.2015

**Dr. Chandreshkumar H. Rathod :**

**ISBN Books published:**

1. Abhyaskram ma bhasha,ISBN:978-93-82145-57-8 ,Amol Prakashan, Ahmedabad,
2. Balpan ane Baluchher, ISBN:978-93-82145-52-3 ,Amol Prakashan, Ahmedabad,
3. Vidyashakhao ane Vishayoni samaj, ISBN: 978-93-82145-61-5, Amol Prakashan, Ahmedabad.
4. Teaching of English-A, ISBN: 978-93-82145-61-3, Amol Prakashan, Ahmedabad.
5. Teaching of English-B, ISBN:978-93-82145-83-7, Amol Prakashan, Ahmedabad
6. Adhyayan matenu Mulyankan-A, ISBN: 978-93-82145-74-5, Amol Prakashan, Ahmedabad.

**Research papers:**

1. Effect of workcard material for teaching "Conjunctions" unit of English grammar of std.9, National Level Conference, 17 August, 2015 by shree Patel Kelavani Mandal College of Technology and B.Ed., Junagadh
2. Dhoran-8 na vidhyarthioni shaikshanik Adhikaro pratyeni Jagrutata, National Level Conference, 24, Septembe, 2015. Saraspur Arts and Commerce College, Ahmedabad
3. A study of awareness about educational technology in teachers of higher secondary schools of Modasa city, National level Seminar, 17, January, 2016, Bhabha National Research Academy, Gujarat & Sheth C.L. Commerce College, Ahmedabad
4. Effect of work card material. group discussion method and traditional method for the grammar unit "Pronoun" of English subject on the students of Std.8, international level conference, 24-25, January, 2016, J.G. Group of education college, Ahmedabad.

**Dr. Bhavanaben A. Modi:**

1. Presented research paper in international conference organized by J.G. College of Education, Ahmedabad on "Education from Neolithic India to Contemporary World" organized on 24-25 January-2016
  2. Presented research paper in National conference organized by Bhabha National Research Academy, Gujarat and Sheth C.L. Commerce College, Ahmedabad on "Innovative Practices in Higher Education and digital India as changing paradigm" organized on 17 January, 2016.
  3. Participant and resource person for Education in three days workshop on "Promotion of culture of quality through research" jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015.
  4. Two year B.Ed. new curriculum framework-2015 (participated on 22-23rd July-2015) (Orientation workshop)
- All the faculties are recognized as PG Teachers for M.Ed. degree course in HNG University, Patan and they are assigned for dissertation guidance to Post-graduate students of various PG (Education) colleges.

**❖ Library, ICT and Physical Infrastructure / Instrumentation:****Improvements in the library services:**

1. Computerization of stock of all the books is going on for improvement in library services using SOUL software.
2. All the student-teachers were provided all necessary literature and resources for their practice teaching lessons and other practical submissions and they were given facility for reading in the library.
3. Guidance and material provided to the trainee for TET, TAT, and other competitive examinations and for necessary preparations.
4. Library Internet facility was provided for access to student-teachers and staff members for educational resource access.
5. Research books, journals and thesis were provided to research scholar for their Research submissions, M.Ed.; M. Phil.; and Ph.D. studies.
6. Some e-journals were made available free of cost in library through internet connection access for student-teachers, teacher educator and research scholars.
7. Some local Gujarati magazines are made available in the library for the reading for student-teachers, teacher-educators and regular guest readers.

**Computer and internet access and training to students.**

Student-teachers were given facility free of cost to access internet from DELL, Computer laboratory, the staff room under the guidance of any teacher educator which student-teachers used in preparation of their submissions, practical and other works.

Student-teachers were trained in the computer practical to use computers, internet, sent e-mails etc. Apart from this they prepared their lesson plans and power points on computer. They prepared their practical

submissions using computer through which they learned to use word document, power point, excel, etc. All the teacher-educators are computer literate and used technology for class room teaching so they also motivated student-teachers for the same.

### **Computerization of administration and the process of admission and Examination results, issue of certificates.**

It was continued to train the office staff to use computer for correspondence by printing letters/text in MS-word or using E-mail application. The Accounts were manage and kept using tally software. All the administrative work was computerized, like, preparation of staff salary bill, internal evaluation report, maintaining admission record, Scholarship, terminal examination results, keeping accounts and its maintenance, etc. Some teacher educator delivered their lessons using OHP and transparencies, Power Point Presentation by CAI method. The admission process was performed by Central Admission Cell of Parent University, following norms and regulations of NCTE for admission and allot the candidate different colleges depending upon their preferences. After getting allotment letter from CAC of HNGU, students approached our college and completed the admission process by submitting necessary documents and paying the fees. As ours is grant-in-aid college qualitative students with higher merit were admitted according to university general merit list.

The details of website of the college was prepared and asked the management for re-launching it.

Dates of B.Ed. examination were declared by the HNG University according to class obtained by the student-teachers on University website showing the examination number of the student-teachers. The mark sheets were prepared by the University using computers and soft ware and after declaration of result within week sent to the college and college distributed mark sheets of the student-teachers from the college. The degree certificates will be sent to the student-teachers by post to student-teachers' address after one year of passing of B.Ed. examination.

#### ❖ Human Resource Management:

- Administrative staff is given training of utilization of computer and their role in enhancement of quality in functioning of the college directly or in the help of teaching sections.
- Hostel facility is provided for both male and female student teachers.
- All the student-teachers were shared responsibilities in SRC and Saptadhara activities of the college.
- Seminar and workshop attended by the Teacher Educator as a part of faculty development programme.

#### ❖ Industry Interaction / Collaboration :

The linkages were established with following organizations at National, International level- G.C.E.R.T. for organizing various training programmes for teachers and principals of Sabarkantha, Banaskantha, Dahod and Gandhinagar.

#### ❖ Admission of Students:

The admission process was performed by Central Admission Cell (CAC) of Parent University, by on-line applications .The on-line application for B.Ed. admission was given to our college as HELP CENTRE in this area to help student-teacher fill up their on-line applications. Later on CAC provided admissions by following norms and regulations of NCTE for admission and allotted the candidates to different colleges depending upon their preferences and merit. After getting allotment letter from CAC of HNGU, students approached our college and completed the admission process by submitting necessary documents and paying the fees. As ours is grant-in-aid college qualitative students with higher merit were admitted according to university general merit list. The college provides all help of filling up admission form facility for candidates want to take admission in B.Ed. Course of HNGU, Patan.

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

### ❖ Planning and Development :

The daily teaching time table prepared for group-A and Group-B for teaching and practice teaching planning organized in the practice teaching school of the college are prepared using computer and put on the notice boards for the wider publication among the student-teachers and teacher educators. The college keeps correspondence with the university, commissioner of Higher education, University Grant Commission, GCERT- Gandhinagar, NAAC for accreditation and re-accreditation process, Student-teachers were given facility free of cost to access internet from the staff room under the guidance of any teacher educator. Internet facility is also accessible to students in computer laboratory which students used in delivering their lessons, submissions, and other works. Student-teachers were trained for use of computers, internet, send and open e-mails etc. Apart from this they prepare their lesson plan and PPT on computer in the computer laboratory. They prepare their practical submissions using computer through which they learned to use word document, power point, excel, etc. All the teacher-educators are computer literate and use technology for class room teaching so they also motivate student-teachers for the same. The result of preliminary and semester-end examinations organized by the college are declared using computer facilities.

### ❖ Administration:

The facilities to apply for on-line admission to parent university HNGU is nicely conducted by the college B.Ed. help centre, where under the guidance of B.ED. Admission cell of the university the online form is filled up by the college to get admission in B.ED. Course for B.Ed. aspirants. The applicant students are also helped by the college to change the selection of B.ED. Colleges for getting admission. The fees to be paid to the university are also done online by the college office. The online form filling process to get scholarships from State and central Government are also done by the college. After the admission process is completed by the university the Roll-call is prepared for better administration for conducting various activities by the college or at the practice teaching schools.

The online form filling process to appear in university examination for all the students are also done by the college office.

### ❖ Finance and Accounts:

The salary bills for the staff members for every month are prepared by the administration section of the college using computer. The account of purchase and maintain dead stock are managed by the administrative staff member using computer and internet facility and book of account and various registers.

### ❖ Student Admission and Support:

The college has been given on line form filling Help centre by the Admission Cell of HNGU, Patan. College office staff and a Prof-in-charge appointed by the principal collectively functions for B.ED. Admission form filling process online for all aspirants wants to get admission in B.ED. Programme. Student-teacher are given help of computer laboratory for making digital lesson plans.

### ❖ Examination:

The enrolment form of the student-teachers is filled by college office to help them. The colleges conduct semester-end college internal examinations in collaboration with other recognized Education colleges of the HNGU. To conduct preliminary examinations of all the four semesters one college from the leading B.Ed. Colleges takes responsibility to co-operatively prepare the question papers for all the semesters for all the course as needed, according to rules and regulations of the university and senior teacher educators of different courses/papers teaching various subject/courses in B.Ed. colleges are asked to prepare the question papers for different subject/papers of semester-1 to 4 according to syllabus of the subject and its paper style decided by the university and for every semester they are called by responsible college of

education on the decided date to submit the question papers of preliminary examination to the responsible college of university and to distribute such question papers are given to a college in nearby to all the colleges of a cluster. The same way to prepare question papers for the university examination for all the four semesters the subject experts are appointed by Controller of Examination and the coordinator appointed from the senior faculty/principals of teacher education college. The university examination form of the student-teachers is filled up online by the college office. The university examinations for all the four semesters are conducted and answer books are evaluated as per rules and regulations govern by the university. The result of the student-teachers for all semesters is declared on line by the parent university. The communication done with various government agency or body are done by using the computer facilities, like, communication with UGC, NCTE, CHE, CTE, GCERT, DIET, DEO and DPEO.

### 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
2015-16	Dr. G.P.Raval	To conduct Research Projects with financial support from GCERT, Gandhinagar for academic year 2015-16: 1.Construction and effectiveness of C.A.I. (Computer Assisted Instruction) programme for the unit "Degree" of English grammar of Standard-IX.	GCERT, Gandhinagar provided financial assistant to complete this research projects in year 2015-16.	Rs. 30000.00
2015-16	Dr. C.H. Rathod and Prof. Meenaben H. Rathod	1.Effect of workcard material for teaching "Conjunctions" unit of English grammar of std.9, National Level Conference, 17, August, 2015 by shree Patel Kelavani Mandal College of Technology and B.Ed., Junagadh.	GCERT, Gandhinagar provided financial assistant to attend the seminar	Rs. 1856.00
2015-16	Dr. G.P. Raval and Dr. N.A. Makawana	Dr.G.P.Raval and Dr.N.A.Makwana attended seminar organized by Anand Education College at Anand on 12.09.2015	GCERT, Gandhinagar provided financial assistant to attend the seminar	Rs. 1672.00
2015-16	Dr. G.P. Raval	Dr.G.P.Raval attended IQAC Seminar organized by Shamalaji arts college, Shamalaji on 21.12.2015	GCERT, Gandhinagar provided financial assistant to attend the seminar	Rs. 1000.00
2015-16	Dr. C.H. Rathod Dr. B.A. Modi Prof. M.H. Rathod	J.G.College of education, Ahmedabad organized on 24-25 <sup>th</sup> January, 2016	Attended seminar for faculties of Education. GCERT, Gandhinagar provided financial assistant to attend the seminar	Rs. 2738.00

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	Dates (from-to)	No. Of participants (Teaching staff)	No. Of participants (Non-teaching staff)
2015-16 (C.T.E.) :	Training programme for language efficiency (Bhasha Sajjata talim karyakram)	---	16.01.2016 to 07.02.2016	202 (Amount Rs. 136831.00)	---
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	Date and Duration (from – to)		
<b>1. Dr.Bhavanaben A.Modi:</b> 1. Two year B.Ed. new curriculum framework-2015(participated on 22-23 <sup>rd</sup> July-2015) (Orientation workshop) at Ambaji organized by L.N.K. College of Education, Patan. <b>2. Dr. Navinchandra A.Makwana:</b> 1. Two year B.Ed. new curriculum framework-2015(participated on 22-23 <sup>rd</sup> July-2015) (Orientation workshop) at Ambaji organized by L.N.K. College of Education, Patan.		2	22-23, July-2015 11.00 AM to 05.00 PM		
<b>1. Navinchandra A.Makwana:</b> Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research” jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015. <b>2. Dr.Bhavanaben A.Modi:</b> . Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research ”jointly organized by KCG and arts and commerce college ,Jadar on 24-26 July, 2015 <b>3. Dr.Chandreshkumar H. Rathod</b> Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research ”jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015 <b>4. Minaben H. Rathod</b> Participant and resource person for Education in three day workshop on “Promotion of culture of quality through research ”jointly organized by KCG and arts and commerce college, Jadar on 24-26 July, 2015		4	24-26 July, 2015 11.00 AM to 05.00 PM		

6.3.4 Faculty and Staff recruitment (no. For permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
06	06	02	02

#### 6.3.5 Welfare schemes for

Teaching	*Govt. Group Insurance Scheme, “OSA” Kalyan Nidhi, Group insurance facility by LIC through MLGHES, Modasa *Lecturers who complete Ph.D., retired and achieved any special achievements are honoured by the college management on management establishment day on 23 <sup>rd</sup> February every year.
Non teaching	*Govt. Group Insurance Scheme, “OSA” Kalyan Nidhi, Group insurance facility by LIC through MLGHES, Modasa, *College Administrative staff members retired is honoured by the college management on management establishment day on 23 <sup>rd</sup> February every year.
Students	On the day management establishment day programme on 23 February honour is given to : 1. The student-teachers who have taken part in multiple cultural activities. 2. Faculty members are also honoured for achieving Ph.D. degree 3. Faculty members or administrative staff members getting promotion.

### 6.4 Financial Management and Resource Mobilization

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

The financial assistance given by the Government i.e. Scholarship and Other grants like 12<sup>th</sup> five year plan grant, IQAC grant, and state government grants like GCERT (for CTE), Saptadhara grant, Udisha Grant (KCG), Salary of employee grant, etc grants are regularly audited by the Chartered Account according to the rule and regulations.

#### 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/ Grants received in Rs.	Purpose
1. Old Students Association, B.D.Shah College of Education (OSA), Modasa OSA Adhiveshan ane Sneh Milam Samarambh” Organized on 06.03.2016	30000.00 Fund was donated by Modasa Kelavani Mandal, Modasa for Breakfast, tea/coffee, Lunch, Photography, for 200 “OSA” members and bouquets, shawls for guests and transportation expenditure of guests.	To conduct “OSA” Adhiveshan (Sneh Milan) and Annual Meeting
2. The college management provides financial support for providing prepared uniform to the two peons. It also provide salary of two peons along with Diwali bonus and uniform dress and warm cloth (sweater), pays to purchase shoes, and provides also shoes, uniform, Diwali bonus to one sweeper and one gardener. One librarian appointed by the management is also paid monthly salary and Diwali bonus to too.	Two peons , One sweeper ,one gardener are given two dress per person, Rs.1000.00 Diwali bonus amount per person, One pair of shoes to peons costing approximately Rs.400.00 to each peon & Sweeper and Gardner, one sweater to peons, sweeper and gardener every two years. One Librarian is given Rs.1000.00 as Diwali bonus.	For physical and mental securities in different season to come to college safely and regularly.

3. The teacher-educators are paid TA and Local Conveyance Allowance for observing lessons of student-teachers in different practice teaching schools during the year by The M.L Gandhi Higher Education Society, Modasa.	Approximately Annually Rs. 5000.00 for all the teacher-educators.	Allowance for observing lessons of student-teachers in different practice teaching schools during the year.		
6.4.2 Total corpus fund generated		Rs. 674350.00		
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	No	--
Administrative	Yes	The M.L.Gandhi Higher Education Society, Modasa	Yes	The M.L.Gandhi Higher Education Society, Modasa
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
The college has decided since its establishment to establish and sustain its Parent-Teachers Association in the college every year to give nice velocity to the activity and curriculum teaching process in the college and take supportive co-operation of the parents of the student-teachers.				
1. The parent-teachers Association meeting for the year 2015-16 was organized on 06.10.2015, Tuesday with newly admitted student-teachers and their parents. In the first meeting of PTA with Principal and teachers educators it was decided by the parents of the student-teachers to co-operate the college in conducting all required activities and co-operate the college as and when required.				
2. They are also requested to remain present in the university lecture series organized by the college. The university lecture series was organized on 16.03.2016 under the title: Changing trends of education: National and International. The chief speaker invited was Dr.R.S.Patel, The Professor and Head, Department of Education, Gujarat University, Ahmedabad.				
3. The PTA also decided for all the members to remain present on 12.03.2016, Saturday in Annual Function and Prize distribution to the winner student-teachers throughout the year. Also the student-teachers magazine CHANNEL-9 was unfold by the guest of the function on the same day.				
6.5.3 Development programmes for support staff (at least three)				
There are many instructions given to the supporting staff related to their duty.				
1. The administrative staff members are trained for filing of all important correspondence and necessary documents in different files with file name.				
2. They are asked to attend computer training programme to learn and enhance their knowledge about use of computer in administrative activities.				
3. Filing of the important documentary paper was organized to preserve the important documents of the college.				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
1. To provide support to involve OSA members in administrative and academic structure.				
2. Make Alumni association strong.				
3. To make effective use of Information and Communication Technology and mobile technology in teaching and learning, evaluation and administration.				

6.5.5				
a. Submission of Data for AISHE portal		: (Yes /No)	Yes	
b. Participation in NIRF		: (Yes /No)	No	
c. ISO Certification		: (Yes /No)	No	
d. NBA or any other quality audit		: (Yes /No)	No	
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from--to--)	Number of participants
2015-16	1. Welcome ceremony (Praveshotsav) for newly admitted student-teachers	06.10.2015	11.00 am to 02.00pm	110
2015-16	2. International day of Yoga	21.06.2015	7.30 am to 9.00am	58
2015-16	3. OSA Annual Adhiveshan	06.03.2016	10.30am to 04.30 pm	250
<b>CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES</b>				
<b>7.1 - Institutional Values and Social Responsibilities</b>				
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)				
Title of the programme		Period (from-to)	Participants	
Jatiya samyata nu shikshak prashikshan ma mahatva ane prabhav. Lecture in prayer assembly by Dr.N.A.Makwana		12.10.2015 Monday From 11.30am to 12.15pm	Female:11	Male:39
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources				
Environmental Consciousness is adhered to keeping in mind following points widely accepted by the college:				
<ol style="list-style-type: none"> <li>1. Tree plantation in the campus and practice teaching schools</li> <li>2. Watering facilities for trees on the campus and practice teaching schools.</li> <li>3. In college or practice teaching school functions plants of TULSI are used to welcome the guests.</li> <li>4. Preparing and preserving nests for sparrow and other birds in the college and campus.</li> <li>5. Watering facilities supplied for birds through hanging pots.</li> <li>6. Cleaning the whole college building with water.</li> </ol>				
7.1.3 Differently abled (Divyangjan) friendliness				
Items Facilities		Yes/No	No. of Beneficiaries	
Physical facilities		Yes	Nil	
Provision for lift		No	Nil	
Ramp/ Rails (ramp to go to library)		Yes	Nil	
Braille Software/facilities		No	Nil	
Rest Rooms		Yes	Nil	
Scribes for examination		Need based Arrangement	Nil	
Special skill development for differently abled students		No	Nil	
Any other similar facility		No	Nil	

7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2015-16	Locational advantages:1 1. Visit to museum, Arts College, Modasa.	1	06-10-2015 (2 hours on Pravashotasav)	Visit Museum and note down cultural heritage discussed by the experts and discuss with all the student-teaches	Understand the olden culture of Shamalaji	50 (students) + 9 (Staff members) = 59 Participants
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title	Date of Publication	Follow up (maximum 100 words each)				
Code of conduct of college for student-teachers	06.10.2015 Tuesday	<p>The student-teachers admitted to the college are oriented for entire B.ED. programme of four semesters in which they are informed in detail about:</p> <ol style="list-style-type: none"> <li>1. University rules and regulation to be followed as B.Ed. student.</li> <li>2. College's code of conduct for students.</li> <li>3. Briefed about the syllabus, papers and marking systems they have to study throughout all four semesters including practice teaching work,</li> <li>4. Parents are informed about the regularity of the student-teachers in the college and various activities.</li> <li>5. All the teacher educators and administrative staff need to follow the code of conduct decided for them.</li> <li>6. The governing body members and the principal require paying attention that code of conduct for all the sectors are followed.</li> <li>7. All the employees should follow their duties according to rules and regulations and work collectively for qualitative enhancement of teaching-learning and related other activity in long term to be an effective teacher.</li> </ol>				

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
1. Prayer assembly lectures by the principal on various day to day instructions	Monday to Friday 11.00am to 11.15am Saturday 7.30am to 7.45am	All student-teachers and teacher-educators
2. Homeroom (decided day)	One period on planned Thursday	All student-teachers and teacher-educators
3. Independence Day : Flag hoisting, lecture by the guest Shri Balachandra N.T., Principal, J.B. Shah English Medium School, Modasa and cultural programme (15.08.2015)	10.00am to 11.45am	All student-teachers and teacher-educators
4. Celebration of Republic Day : Flag hoisting, lecture by the guest Dr. Arunbhai N. Shah, President, The M.L. Gandhi Higher Education Society, Modasa and cultural programme (26.01.2016)	10.00am to 11.45am	All student-teachers and teacher-educators
5. Cleanliness programme to Celebrate Gandhi Jayanti (4 <sup>th</sup> October, 2015)	College and surrounding area cleanliness 11.15am to 4.00pm	All student-teachers and teacher-educators
6. Celebration of Hindi divas (14 <sup>th</sup> September)	Prayer assembly Hall	All student-teachers and teacher-educators
7. Celebration of international day for Yoga (21 <sup>st</sup> June) on the campus	On the Campus ground for 1 Hour	All student-teachers and teacher-educators
8. Voter awareness day celebration (25 <sup>th</sup> January, 2016)	Prayer assembly	All student-teachers and teacher-educators
9. Lecture delivered on “Global society and education” by Expert speaker: Dr. Kalpesh Pathak, Principal, I.I.T.E., Gandhinagar) on 30.03.2016	Organized in UGC Hall from 11.30am to 1.30pm	All student-teachers and teacher-educators
10. Run for Gujarat (Dt. 01.05.2016) at Sai Mandir campus, Meghraj Road, Modasa	6.00am to 11.00am	8 student-teachers, All teacher-educators and clerical staff participated in this programme.
11. Celebration of international Yoga Day in the campus along with other colleges Organized on 21.06.2015	6.30 am to 9.00am	58 including student-teachers, teachers educators and administrative staff
12. Student Representative Committee(SRC): Constitution and distribution of various college related learning and leadership activities	Academic year 2015-16	15 Members selected/elected + 13 co-opt members of SRC as secretary in 13 SRC committees along with one concerned professor-in-charge and Principal as Chairperson.

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
<p>Following programmes were organized by the institution to make the campus eco-friendly:</p> <ol style="list-style-type: none"> <li>1. Tree plantation in the campus and practice teaching schools</li> <li>2. Watering facilities for trees on the campus and practice teaching schools.</li> <li>3. In college or practice teaching school functions plants of TULSI are used to welcome the guests.</li> <li>4. Preparing and preserving nests for sparrow and other birds in the college and campus.</li> <li>5. Watering facilities supplied for birds through hanging pots.</li> <li>6. The campus cleanliness is nicely done every day by cleaning campus appointed by the college management.</li> </ol>
<b>7.2 Best Practices</b>
<p>Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p>
<p><b>Best Practices: I</b></p> <p><b>1. Title of the practice:</b> Parents-teacher educator association (PTA)</p> <p><b>2. The next that required initiation of practice:</b> The training of student-teachers to become effective teacher required to be followed with the environment that can cultivate the teaching-learning process to make them effective and successful at school level. The training of student-teachers is not possible without proper dealing with them as learning teachers by the teacher-educators and principal; therefore it is important to create parents- teacher educators association.</p> <p><b>3. Objectives:</b></p> <ul style="list-style-type: none"> <li>• To get support of parents for holistic development of student teachers.</li> <li>• To get support from parents to make student teachers regular in class work and extracurricular activities.</li> <li>• To get economic support from society (PTA) for the development of institution.</li> <li>• To get assistance from parents in planning of practice teaching programme like stray lesson, block teaching lesson and internship.</li> <li>• To create maximum opportunities for the social development of student teachers.</li> <li>• To establish social bondage (relationship) between institution and society.</li> <li>• To develop social virtues in student teachers.</li> <li>• To aware the parents about the achievements of student teachers in institute.</li> <li>• To develop and consist a meaningful relationship between the college and parents of trainees who have already trained in B.D Shah College of education.</li> <li>• To resolve the problems of student teachers with the help of parents.</li> <li>• To get the help of PTA for creating social awareness among student-teachers.</li> <li>• To aware the parents to remove social defects.</li> </ul> <p><b>4. The practice:</b> PTA is formed in the initial stage of B.Ed. course. All the parents are invited in inaugural function organized by the college. After inaugural function their meeting is called and informed them about the objectives, rules and regulation of PTA. After that General body and Executive body of student-teachers for first year and second year of B.ED. Course is formed. It comprises members mentioned below.</p> <p>President - 1 Vice President - 2</p>

General Secretary - 1  
Secretary - 1  
Treasurer - 1  
Other member of executive body - 5  
Principal of the college - 1  
PTA in charge professor - 1  
Total - 13

This body has to worked for a concerning year and in the next year same body continues with minor changes if required. Then after it is automatically dissolved permanently.

Throughout the year, two meetings of PTA were called. The Principal worked as a chairperson. In the first meeting, list of activities for over all development of trainees is made and discussion is done for next meeting. PTA is appealed to remain active through the year in the programmes arranged by the college.

**5. Obstacles faced if any, strategies adopted to overcome them:**

Most of the parents of the rural area are illiterate so they don't attend PTA seriously or in full swing. Parents are engaged in their routine work so they don't attend PTA in time or regularly.

**Outcomes:**

Parents are informed about their role in the overall development of student teachers by sending them pamphlet.

Parents are persuaded to be serious for their children's future and give their time for PTA meetings.

**6. Impact of the practice:**

It is possible due to PTA to remain in close contact with parents.

Parents are familiar with the progress of their children.

Social bondage of the college with society becomes stronger.

Parents who are economically sound give financial help to the college for the sake of poor student-teachers.

**7. Resource required :**

- Principal of the institution
- In charge professor of PTA
- Members of PTA

**8. Contact persons for further details:**

1. Principal of the institution, 2. In charge professor of PTA

**Best Practices: II**

**1. Title of the practice:**

Activities of Old Student Association (OSA-Alumni Association)

**2. The next that required initiation of practice:**

Since the college is established in 1968 its founder principal thought about to establish Old Student Association (OSA) so that every year the old students can meet their co-students. It was an unique idea at that time and when the first batch of the college released in 1969, all the student-teachers became member of Old Students Association (OSA) established by B. D. Shah College of Education, Modasa.

**3. Objectives :**

1. To consist and develop the meaningful contact with ex-students of this college.
2. To plan and to execute the programme accelerating occupational development of ex-students.
3. To attempt for solving the occupational questions touch to ex-student teachers.
4. To accelerate teacher welfare activities of the college.
5. To co-operate in college publication work.
6. To develop the programme for enhancing the quality of teaching profession.

#### **4. The practice :**

The college has its very old ,ideal and unique Alumni Association, namely Old Students Association (OSA) established since its first batch completed their study in 1969, organizes its annual conference and alumni meet (Varshik adhiveshan ane Sneh Milan) regularly every year to be invited by the OSA member of the college as decided in the last Alumni Association conference.

Every year annual conference and alumni meet of alumni association is organized at different places as decided/declared in the last Alumni Association Meet.

In this function retired alumni members were welcomed by bouquet and shawl. The achievement of the children of Alumni members were greeted by cash prize and certificates with the worthy hands of guests. The alumni members who have achieved some new designation and promotion, members achieved degree of Ph.D. are also felicitated by the guests.

All the staff members and current year student-teachers are invited. They took active part in the function of Alumni Association and keenly observed this unique activity of Alumni Association and have very interactive discussion with Alumni members.

All the alumni members gathered for general meet after lunch in the assembly hall of the place of OSA meeting where certain resolutions are passed, the proposal for organizing next year Alumni conference accepted and decide the place for the next meet.

All these helps the student-teachers to know more about the profession and also greet the achievements and felt like home coming in one bond by following the slogan sharing and caring for one another member of Alumni Association.

#### **5. Obstacles faced if any, strategies adopted to overcome them:**

- Obstacles to choose the place for meeting and also feel difficulties in sending invitation letter.
- Difficulties in deciding the name of the keynote person for the function of OSA adhiveshan.

#### **Outcomes:**

- Place selection for next OSA meet is done in the OSA meeting and the permission is granted by the executive body of OSA.
- Each Alumnus is invited in this meeting by sending them invitation through printed invitation in various popularly known news papers and telephonic contacts.
- To who call as guest is decided in meeting of executive body every year.

#### **6. Impact of the practice:**

Every year old students meet in OSA annual conference and feel very happy. They discuss about modern trends of education and also think about the development of the college.

#### **7. Resource required :**

- Chairman of OSA
- SRC Committee
- IQAC members
- Principal and lecturers from sister institution
- Administrative and supporting staff

#### **8. Contact person for further details :**

- Chairman of OSA
- Principal
- Coordinator
- Vice chairman of OSA

Web-link : [http://www.bsceem.info/naac?AppSessionId=Important\\_Documents](http://www.bsceem.info/naac?AppSessionId=Important_Documents)

### 7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust  
Provide the weblink of the institution in not more than 500 words.

#### **OLD STUDENTS ASSOCIATION (OSA):**

The college has its very old, ideal and unique Alumni Association, namely old students Association (OSA) established since its first batch completed their study in 1969, organizes. Its annual Conference and alumni meet- (Varshik Adhivation and Sneh Milan) regularly every year. Every year annual conference and alumni association is organized at different place. In this function retired Alumni members were felicitated by bouquet and shawl, the achievement of children of Alumni members were greeted by cash prize and certificates with the worthy hands of guests. The Alumni members who have achieved some new designation and promotion, members achieved degree of Ph.D. are also felicitated by the guests. All the staff members and current year student-teachers are invited. They took active part in the function of Alumni Association and keenly observed this unique activity of alumni association with alumni members. All the alumni members gathered for general meet after lunch in the assembly hall of the place of OSA meeting where certain resolutions are passed the proposal for next meet. All this helps the student-teacher to know more about the profession and also greet the achievements and felt like home coming in one bond by sharing and caring for one another member of alumni association.

**KALYANNIDHI YOJANA:** Benefits of financial assistance are provided to the members of Kalyannidhi Yojana of Alumni Association of the college. In the case of sickness Rs.5000.00 and death of the member of Kalyan Nidhi (Welfare Fund) the nominee is paid Rs. 10000.00 (ten thousand rupees) by cheque.

“NUTAN ADHYAPAN” is a magazine collectively monitored by BSCEM and ALUMNI ASSOCIATION is continuously released every year since 1969-70 and last year also it is released on an internal resource and distributed to Alumni Association member attended the Conference organized the same day, sent to all the practice teaching schools and distributed to all the student-teachers. This is the magazine in which the activities of college and alumni association are described and the prizes and awards received by different alumni or their children in study or other activities are felicitated with worthy hands of guest of OSA Adhiveshan meet.

Web-link : [http://www.bschem.info/naac?AppSessionId=Important\\_Documents](http://www.bschem.info/naac?AppSessionId=Important_Documents)

## 8. Future Plans of action for next academic year (500 words)

Following future plan of action for the next academic year were decided by the college.

1. The college building is very big and almost all classes need electricity during teaching learning process in the classrooms, in the library and office work. The college has proposed to the college management to install solar system next year.
2. Improvement in cleanliness activity in the college premise.
3. Effective use of mobile technology with ICT in teaching, learning, evaluation, management of institution. Student-teachers should learn about latest use of technology in teaching learning process and teach them how other media of teaching are useful to them in teaching learning work.
4. To take online attendance of the student-teachers, teacher-educators and Non-teaching staff through mobile or similar technology.
5. To orient effectively to the student-teachers about latest technology useful in teaching-learning in the classrooms in the school in future.
6. To make homeroom activity arrangement more effective for the student-teachers coming from the outside area to remove their home sickness.
7. To make alumni association stronger for that advertisement be given in paid or unpaid news papers and so that more Alumni student-teachers can participate in OSA adhiveshan and other activities.
8. To organize regular quiz programme to enhance their general knowledge about education to clear the TET/TAT and other competitive examinations.
9. To motivate student-teachers to use library for their reading and preparation of various activities assigned to them during their B.Ed. study in the college.
10. To guide the student-teachers to appear in various competitive examinations in prayer assembly or by inviting expert guests.
11. While teaching curriculum of first and second year student-teachers, teacher-educators need to provide necessary guidance about Gujarati, Hindi, English and Sanskrit language grammar.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_  
\*\*\*  
\_\_\_\_\_

**Abbreviations:**

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

**The Director**

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