

YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	Sidana Institute of Education, Khiala Khurd, Sub Tehsil -Lopoke, Tehsil Ajnala Distt- Amritsar
• Name of the Head of the institution	Dr.(Mrs) Jeewan Jyoti Sidana
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	9888891002
• Mobile No:	9988461002
• Registered e-mail ID (Principal)	sie.amritsar@gmail.com
• Alternate Email ID	jeewan_sidana@yahoo.co.in
• Address	Khiala Khurd, Ram Tirath Road , Sub Tehsil Lopoke, Tehsil Ajnala
• City/Town	Amritsar
• State/UT	Punjab
• Pin Code	143109
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education

• Type of Institution Co-education

Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	Guru Nanak Dev University Amritsar
• Name of the IQAC Co-ordinator/Director	Gursewak Singh Bhullar
• Phone No.	9988461002
• Alternate phone No.(IQAC)	9888891002
• Mobile (IQAC)	9872829113
• IQAC e-mail address	sidana.iqac@gmail.com
• Alternate e-mail address (IQAC)	sie.amritsar@gmail.com
3.Website address	https://www.sidanainstitutes.com/ sie.php
• Web-link of the AQAR: (Previous Academic Year)	<u>https://sidanainstitutes.com/sie-</u> <u>documents/naac/iqac22/AQAR-2019-2</u> <u>0.pdf</u>
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://sidanainstitutes.com/sie- academic-calendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	В	2.81	2015	03/03/2015	02/03/2020

6.Date of Establishment of IQAC

10/08/2010

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Depart ment/Faculty	Scheme	Funding agency		Year of award with duration	Amount
Nil	Nil	Nil		Nil	Nil
NAAC guidelines	ition of IQAC as pe		Yes No File U	Jploaded	
 9.No. of IQAC meetings held during the year Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		04 Yes			
• (Please upload, minutes of meetings and action taken report)		No File U	Jploaded		
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?		Nil			
• If we are sentil					

• If yes, mention the amount

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

1. Extension activities are arranged and executed for the welfare of the society. 2. Faculty Development Programme was successfully organized by the institute for the faculty. 3. Necessary arrangements are made for the remedial teaching. 4. Extension Lecture on Mental Health was organized by the institute for the faculty. 5. Placement Cell of the College organized session for the placement of the students. 6. Upgradation of the Library was done as per the new requirements.

12.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 (web link may be provided).

Plan of Action	Achievements/Outcomes
Extension activities are arranged and executed for the welfare of the society.	Achieved
Faculty Development Programme was successfully organized by the institute for the faculty.	Achieved
Necessary arrangements are made for the remedial teaching.	Achieved
Extension Lecture on Mental Health was organized by the institute for the faculty.	Achieved
Placement Cell of the College organized session for the placement of the students.	Achieved
Upgradation of the Library was done as per the new requirements.	Achieved

13.Whether the AQAR was placed before statutory body?

Yes

- - Name of the statutory body

Name of the statutory body	Date of meeting(s)
Sidana Educational and Welfare Society	19/04/2022

14.Whether institutional data submitted to AISHE

Part A				
Data of the Institution				
1.Name of the Institution	Sidana Institute of Education, Khiala Khurd, Sub Tehsil -Lopoke, Tehsil Ajnala Distt- Amritsar			
• Name of the Head of the institution	Dr.(Mrs) Jeewan Jyoti Sidana			
Designation	Principal			
• Does the institution function from its own campus?	Yes			
Alternate phone No.	9888891002			
Mobile No:	9988461002			
• Registered e-mail ID (Principal)	sie.amritsar@gmail.com			
Alternate Email ID	jeewan_sidana@yahoo.co.in			
• Address	Khiala Khurd, Ram Tirath Road , Sub Tehsil Lopoke, Tehsil Ajnala			
• City/Town	Amritsar			
• State/UT	Punjab			
• Pin Code	143109			
2.Institutional status				
 Teacher Education/ Special Education/Physical Education: 	Teacher Education			
• Type of Institution	Co-education			
• Location	Rural			
Financial Status	Self-financing			

e i					Dev Univ	ers	sity
Name of the IQAC Co- ordinator/Director			Gursewak Singh Bhullar				
Phone No.			9988461002				
Alternate phone No.(IQAC)			9888891002				
Mobile (IQAC)			9872829113				
dress			sidana.iqac@gmail.com				
address ()	IQAC)		sie.am	ritsa	ar@gmail.	con	n
			https://www.sidanainstitutes.com /sie.php				
• Web-link of the AQAR: (Previous Academic Year)		https://sidanainstitutes.com/sie -documents/naac/igac22/AQAR-2019 -20.pdf					
4.Whether Academic Calendar prepared during the year?		Yes					
• if yes, whether it is uploaded in the Institutional website Web link:		https://sidanainstitutes.com/sie- academic-calendar.php					
5							
	CGPA		Year of Accredita	ation	Validity from	n	Validity to
В	2.81		2015	5	03/03/20	1	02/03/202
6.Date of Establishment of IQAC			10/08/	2010			
•					C/ICSSR/		
neme	Funding		agency			An	nount
Nil		Ni	1		Nil		Nil
n of IQA(C as pe	er latest	Yes				
	No.(IQA) Iress address (AQAR: () Calendar is upload site Web s address address (AQAR: () Calendar a site Web s a address a address (Calendar a site Web s a address a address a address (Calendar a address a address (Calendar a address a address (Calendar a address a address (Calendar a address a addres a address a address a address a addr	or No.(IQAC) dress address (IQAC) AQAR: (Previou AQAR: (Previou Calendar prepa is uploaded in t site Web link: CGPA a 2. At of IQAC nds by Central/ T/CPE of UGC meme Nil	or No.(IQAC) Hress address (IQAC) AQAR: (Previous AQAR: (Previous Calendar prepared is uploaded in the site Web link: CGPA CGPA 3 2.81 At of IQAC At	AC Co- or Gursew 998846 No.(IQAC) 988889 987282 hress sidana address (IQAC) sie.am AQAR: (Previous https: /sie.p AQAR: (Previous https: -docum -20.pd Calendar prepared Yes is uploaded in the https: academ is uploaded in the https: academ CGPA Year of Accredita 2.81 2019 Accredita 2.81 2019 Accredita 10/08/ https: academ Funding agency Nil Nil	or 9988461002 No.(IQAC) 9888891002 9872829113 hress sidana.iqad address (IQAC) sie.amritsa https://www /sie.php AQAR: (Previous https://sid -documents -20.pdf Zalendar prepared Yes is uploaded in the site Web link: 20.pdf Zalendar prepared Yes is uploaded in the site Web link: 20.pdf Zalendar prepared Yes is uploaded in the https://sid academic-ca 20.pdf Zalendar prepared Yes is uploaded in the https://sid academic-ca 5 Nil 10/08/2010 Nil Nil Nil Ver	AC Co- or Gursewak Singh Bhul 9988461002 No.(IQAC) 9888891002 9872829113 Iress sidana.iqac@gmail.c address (IQAC) sie.amritsar@gmail. https://www.sidanai /sie.php AQAR: (Previous https://sidanainsti -documents/naac/iqa -20.pdf Calendar prepared Yes is uploaded in the site Web link: CGPA Year of Accreditation Accreditation CGPA Year of Accreditation CGPA 2.81 2015 03/03/20 5 to of IQAC 10/08/2010 The set of UGC/PMMMMTT etc. eme Funding agency Year of award with duration Nil	AC Co- or 9988461002 No.(IQAC) 9888891002 9872829113 dress sidana.iqac@gmail.com address (IQAC) sie.amritsar@gmail.com https://www.sidanainst /sie.php AQAR: (Previous https://sidanainstitut -documents/naac/igac22 -20.pdf Calendar prepared Yes is uploaded in the https://sidanainstitut academic-calendar.php c CGPA Year of Validity from Accreditation 3 2.81 2015 03/03/201 5 nt of IQAC 10/08/2010 tds by Central/ State Government-UGC/ICSSR/ T/CPE of UGC/PMMMNMTT etc.

IQAC	
9.No. of IQAC meetings held during the year	04
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
 (Please upload, minutes of meetings and action taken report) 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Nil
• If yes, mention the amount	

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

1. Extension activities are arranged and executed for the welfare of the society. 2. Faculty Development Programme was successfully organized by the institute for the faculty. 3. Necessary arrangements are made for the remedial teaching. 4. Extension Lecture on Mental Health was organized by the institute for the faculty. 5. Placement Cell of the College organized session for the placement of the students. 6. Upgradation of the Library was done as per the new requirements.

12.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 (web link may be provided).

Plan of Action	Achievements/Outcomes
Extension activities are arranged and executed for the welfare of the society.	Achieved
Faculty Development Programme was successfully organized by the institute for the faculty.	Achieved
Necessary arrangements are made for the remedial teaching.	Achieved
Extension Lecture on Mental Health was organized by the institute for the faculty.	Achieved
Placement Cell of the College organized session for the placement of the students.	Achieved
Upgradation of the Library was done as per the new requirements.	Achieved
13.Whether the AQAR was placed before	Yes
statutory body?	
• Name of the statutory body	
	Date of meeting(s)
• Name of the statutory body	Date of meeting(s) 19/04/2022
• Name of the statutory body Name of the statutory body Sidana Educational and Welfare Society	19/04/2022
• Name of the statutory body Name of the statutory body Sidana Educational and Welfare Society	19/04/2022
• Name of the statutory body Name of the statutory body Sidana Educational and Welfare Society 4.Whether institutional data submitted to AIS	19/04/2022 SHE
Name of the statutory body Sidana Educational and Welfare Society 14.Whether institutional data submitted to AIS	19/04/2022 SHE Date of Submission

make institution as an holistic multidisciplinary institution. Action plan will bedevisedtowards the integration of humanities andscience and translate curricula as flexible and innovativewith more experiential learningadding small and short duration investigatory projects in the areas of community engagement and service, environmental education, gender education, civic sense, and responsibilities etc at semester level

16.Academic bank of credits (ABC):

Sidana institution of Education, Khaila Khurd , Amritsar initiated a plan and compiled the academic achievement data of its students for the last five years to be collect, classify, become a member of ABC in near future . Presently , five years data of students, their performance, and performance analysis is available on the college website. Sidana institution of Education, Khaila Khurd , Amritsar fulfils the requirement of Academic bank of credits as proposed in NEP 2020.

Sidana institution of Education, Khaila Khurd , Amritsar faculty is encouraged and empowered to add additional inputs in the existing curricula based on the local needs and re-design their own curricular and pedagogical approaches within the approved framework

17.Skill development:

The followings are initiated by the Programme Advisory Committee of Sidana Institute of Education during this year Capacity Building and Skill Development: Following skills work as leading force towards vocational training : Intellectual Skills, Sociocultural Skills, Life Skills, Communication Skills, Vocational Skills Psychomotor Skills, Skills Conducive to Human Relations ,Technical and Vocational skills, generic skill development needed for enhancing : Operative capability; Adaptive Capability; Innovative capability; Multiple skill generation capability; Organisation building capability; Policy, Planning and implementation capability; and Entrepreneurship and marketing capability.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Sidana Institute of Education is an institution with practice of transfer of learning using multiple languages in its transaction such as Hindi, English and Punjabi, Punjabi being a state language is opted by majority of students. Gurubani , cultural heritage of India, National Prides through group and solo activities, special assemblies, lectures, debates, theatre. Special emphasis on Indian folk songs and folk dances.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Sidana institution of Education initiatives to transform its curriculum towards Outcome based Education such as formulating instructional objectives, formulation of specific objectives, formulation objective based learning outcomes. 2. College also has its unit based course outcomes and these areb planned through mapping of academic activity and unit based evaluation focused on learning specific objectives and outcomes. It is planned during the commencement of academic session. 3. During the internship every student is required to plan learning outcome prior to commencement of teaching.

20.Distance education/online education:

Sidana institution of Education visualized possibilities of teaching on-line during pandemic and effectively conducted, monitored, and evaluated on-line teaching. Sidana institution of Education is planning to offer Bridge Courses and other shortterm Courses such as Development of Low Cost No Cost Teaching Aids, Computer Application, First Aid, Basic Health and Hygiene for youth from neighbouring villages of Amritsar through ODL mode in the institution.

Extended Profile

1.Student

2.1

Number of students on roll during the year

File Description	Documents
Data Template	<u>View File</u>

2.2

Number of seats sanctioned during the year

File Description	Documents
Data Template	<u>View File</u>

2.3

99

Page 10/88

100

Number of seats earmarked for reserved categories as per GOI/State Government during the year:

File Description	Documents
Data Template	<u>View File</u>

2.4

38

38

Number of outgoing / final year students during the year:

File Description	Documents
Data Template	<u>View File</u>

2.5Number of graduating students during the year

File Description	Documents
Data Template	<u>View File</u>
2.6	61

2.6

Number of students enrolled during the year

File Description	Documents	
Data Template	<u>View File</u>	
2.Institution		
4.1	270000	
Total expenditure, excluding salary, during the year (INR in Lakhs):		
4.2	50	
Total number of computers on campus for academic purposes		
3.Teacher		
5.1	18	

Number of full-time teachers during the year:

Extended Profile		
1.Student		
2.1	99	
Number of students on roll during the year		
File Description	Documents	
Data Template	<u>View File</u>	
2.2	100	
Number of seats sanctioned during the year		
File Description	Documents	
Data Template	<u>View File</u>	
2.3	48	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
File Description	Documents	
-	Documento	
Data Template	<u>View File</u>	
-		
Data Template	View File 38	
Data Template 2.4	View File 38	
Data Template 2.4 Number of outgoing / final year students during	View File 38 the year:	
Data Template 2.4 Number of outgoing / final year students during File Description	View File 38 the year: Documents View File	
Data Template 2.4 Number of outgoing / final year students during File Description Data Template	View File 38 the year: Documents View File	
Data Template 2.4 Number of outgoing / final year students during File Description Data Template 2.5Number of graduating students during the year	View File 38 the year: Documents View File ar 38	
Data Template 2.4 Number of outgoing / final year students during File Description Data Template 2.5Number of graduating students during the year File Description	View File 38 the year: Documents View File ar 38 Documents View File ar 38	
Data Template 2.4 Number of outgoing / final year students during File Description Data Template 2.5Number of graduating students during the year File Description Data Template	View File 38 the year: Documents View File ar 38 Documents View File View File View File	
Data Template 2.4 Number of outgoing / final year students during File Description Data Template 2.5Number of graduating students during the year File Description Data Template 2.6	View File 38 the year: Documents View File ar 38 Documents View File View File View File	

4.1	
Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	
Total number of computers on campus for academic purposes	
	18
Documents	
	<u>View File</u>
	<u>View File</u>
	16
t B	
tion. Describe th	for reviewing, revising e institutional process of the local context in not more
urriculum pr we do not h he curriculu suggestions eholders. Be session, pi of the comm	Dev University, rescribed by the have autonomy in um being taught is s and comments are efore the lanning to review the ittee in which for gap analysis and
	be mic purposes Documents Documents t B of planning and tion. Describe the and adapting it to Guru Nanak I urriculum prive we do not I he curriculum suggestions eholders. Be session, pi of the commi

students, teachers, parents and employers, also, serves as the backbone for planning and reviewing the curriculum. Besides reviewing the curriculum prescribed by GNDU, Curriculum Development committee reviews already existing add-on courses and also plans for addition of new add- on/ value-oriented courses as per the needs of the society

File Description	Documents	
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed		<u>View File</u>
Plan developed for the academic year		<u>View File</u>
Plans for mid- course correction wherever needed for the academic year		<u>View File</u>
Any other relevant information		No File Uploaded
1.1.2 - At the institution level, curriculum planning and adop collaborative effort; Indicate t involved in the curriculum pla during the year Faculty of the Head/Principal of the institution including practice teaching sch Employers Experts Students A	otion are a he persons nning process institution on Schools nools	D. Any 2 of the above

File Description	Documents	
Data as per Data Template		<u>View File</u>
List of persons who participated in the process of in- house curriculum planning	<u>View File</u>	
Meeting notice and minutes of the meeting for in-house curriculum planning	<u>View File</u>	
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<u>View File</u>	
Any other relevant information		No File Uploaded
Learning Outcomes (PLOs) a		
Learning Outcomes (TLOS) and Learning Outcomes (CLOs) for programmes offered by the inst which are stated and commun eachers and students through the Institution Prospectus Stud programme Orientation programme eachers	stitution, icated to I Website of dent induction	
Learning Outcomes (CLOs) for programmes offered by the inst which are stated and commun eachers and students through he Institution Prospectus Stu- programme Orientation progr	stitution, icated to I Website of dent induction	
Learning Outcomes (CLOs) for programmes offered by the inst which are stated and commun eachers and students through he Institution Prospectus Stu- programme Orientation programe eachers	stitution, icated to Website of dent induction ramme for	<u>View File</u>
Learning Outcomes (CLOs) for programmes offered by the inst which are stated and commun eachers and students through the Institution Prospectus Stude programme Orientation programe eachers File Description	stitution, icated to Website of dent induction ramme for Documents <u>https:</u>	<u>View File</u> //sidanainstitutes.com/sie- s/naac/program-outcomes-c.pdf
Learning Outcomes (CLOs) for programmes offered by the institution are stated and communi- eachers and students through the Institution Prospectus Stud- programme Orientation progra- eachers File Description Data as per Data Template URL to the page on website where the PLOs and CLOs are	stitution, icated to Website of dent induction ramme for Documents <u>https:</u>	//sidanainstitutes.com/sie-
Learning Outcomes (CLOs) for programmes offered by the institution are stated and communi- eachers and students through the Institution Prospectus Stud- programme Orientation programe eachers File Description Data as per Data Template URL to the page on website where the PLOs and CLOs are listed Prospectus for the academic	stitution, icated to Website of dent induction ramme for Documents <u>https:</u>	//sidanainstitutes.com/sie- s/naac/program-outcomes-c.pdf
Learning Outcomes (CLOs) for programmes offered by the institution are stated and communi- eachers and students through the Institution Prospectus Stud- programme Orientation progra- eachers File Description Data as per Data Template URL to the page on website where the PLOs and CLOs are listed Prospectus for the academic year Report and photographs with caption and date of student	stitution, icated to Website of dent induction ramme for Documents <u>https:</u>	//sidanainstitutes.com/sie- s/naac/program-outcomes-c.pdf View File

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

3

File Description	Documents
Data as per Data Template	<u>View File</u>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<u>View File</u>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<u>View File</u>
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

3

1.2.2.1 - Number of value-added courses offered during the year

3

File Description	Documents
Data as per Data Template	<u>View File</u>
Brochure and Course content along with CLOs of value- added courses	<u>View File</u>
Any other relevant information	No File Uploaded

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

32

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	<u>View File</u>
Course completion certificates	<u>View File</u>
Any other relevant information	No File Uploaded
1.2.4 - Students are encourage facilitated to undergo self-stud online/offline in several ways t Provision in the Time Table Fa Library Computer lab facilitie Advice/Guidance	ly courses hrough acilities in the

File Description	Documents
Data as per Data Template	<u>View File</u>
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	<u>View File</u>
Document showing teachers' mentoring and assistance to students to avail of self-study courses	<u>View File</u>
Any other relevant information	No File Uploaded

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

7

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

File Description	Documents
Data as per Data Template	<u>View File</u>
Certificates / evidences for completing the self-study course(s)	<u>View File</u>
List of students enrolled and completed in self study course(s)	<u>View File</u>
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

Teachers follow interdisciplinary approach and thus break the barriers. The student teachers have to mix up content and methodology judiciously. The very nature of class composition demands a multi disciplinary approach. The student teachers are made aware of the vital aspect and trained through model teaching and case history based on experience to equip with the skills needed to become successful teachers. The student teachers are trained to adopt a multi skill approach in writing the lesson plan. Moreover, our curriculum makes the studentteachers acquire ability in writing, speaking and singing by participating in competitions, which bring out the inner potentials present in them. The curriculum has papers on Papers on Teaching Values, Computer Education & Physical Education

File Description	Documents
List of activities conducted in support of each of the above	<u>View File</u>
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	No File Uploaded

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Theoretical and Practical knowledge provided to students on different zones of school culture help student teachers to understand concepts, principles, importance and components of education at different levels. Students are familiarized with the diversities in the school system in India by providing theoretical (as mentioned in the syllabus) as well as practical knowledge through curriculum, school internship and field engagement. They observe and prepare a profile of the school depicting the functioning of the Board to which the school is affiliated as a part of their Internship in that school. The students are acquainted with the school system during the induction session conducted before the commencement of internship program. Furthermore, students are made to analyse and study the admission policy, infrastructure facilities, evaluation policy, teaching pedagogical practices and roles and responsibilities of different staff members. The observation and practice of these norms and standards lead the students to understand the diversity in school Education system. Pupil teachers are given good opportunities to imbibe such standards, so as, to cater to the diverse needs of students and to ensure maximum learning amongst the students

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<u>View File</u>
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Teacher Educators are planting the seed of life skills such as

empathy, collaboration, cooperation, mutual understanding & sense of responsibility which polish conduct towards self, with peers & develops professional attribute are best foster in the classroom by allowing students to create, plan, and organize activities in groups such as group presentations, seminars, assignments etc. The mentor-mentee relationship emphasizes the inculcation of intellectual, social, moral, aesthetic, cultural and spiritual values through various workshops, seminars, activities, online lectures, use of technology and abreast with recent development in education and life. During internship they work together to organize the activities with the staff of allotted school under the supervision of higher authorities. They learn a lot how to work together. Knowledge about adjustment, anxiety, home environment, individual differences which enable student teachers to adjust with their surroundings as well as prepare them for managing diverse learning needs of the school students by rigorous guidance, motivating and sensitizing them about slow learner, special children, brilliant students from different socio economic, cultural background through theory papers. They provide training to identify diversity in the learning needs of the students through class -tests, participation in class activities, homework etc.

File Description	Documents	
Documentary evidence in support of the claim	<u>View File</u>	
Any other relevant information	No File Uploaded	
1.4 - Feedback System		
1.4.1 - Mechanism is in place f structured feedback on the cu semester wise from various sta	rriculum –	

Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI

File Description	Documents	
Sample filled-in feedback forms of the stake holders		<u>View File</u>
Any other relevant information	No File Uploaded	
1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback		Feedback collected, analyzed and action taken

File Description	Documents		
Stakeholder feedback analysis report with seal and signature of the Principal	<u>View File</u>		
Action taken report of the institution with seal and signature of the Principal	<u>View File</u>		
Any other relevant information	No File Uploaded		
TEACHING-LEARNING ANI) EVALUATION		
2.1 - Student Enrollment and	Profile		
2.1.1 - Enrolment of students	during the year		
61			
2.1.1.1 - Number of students e	nrolled during the year		
61			
File Description	Documents		
Data as per Data Template	<u>View File</u>		
Document relating to sanction of intake from university	<u>View File</u>		
Approval letter of NCTE for intake of all programs	<u>View File</u>		
Approved admission list year- wise/ program-wise	<u>View File</u>		

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

<u>View File</u>

28

Any other relevant information

2.1.2.1 - Number of students enrolled from the reserved categories during the year

File Description	Documents
Data as per Data Template	<u>View File</u>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<u>View File</u>
Final admission list published by the HEI	<u>View File</u>
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	No File Uploaded

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

01

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

01

File Description	Documents
Data as per Data Template	<u>View File</u>
Certificate of EWS and Divyangjan	<u>View File</u>
List of students enrolled from EWS and Divyangjan	<u>View File</u>
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

• The orientation programme at the commencement of the new session in which detail discussion regarding the B.Ed.

programme was held as well as interaction with the teachers of various subjects and mentors help to identify the needs and skills of the students according to the background of the students.

- Talent hunt completion helps the students to show their hidden talent.
- A need based Performa has been filled from the students which enabled the mentors to provide them guidance regarding add on courses and other platforms to join online and off courses which help the students to bring professional education and skills among them.
- To check back ground of the students, especially the subject studied by them is taken into consideration while allowing them to opt for different pedagogy subjects/optional papers/add on courses and teaching subjects for developing their skills in teaching.
- The institute is equipped with a good ICT resource centre, language lab, library, art room to develop various skills need for teaching profession.

File Description	Documents	
Documentary evidence in support of the claim	<u>View File</u>	
Documents showing the performance of students at the entry level	<u>View File</u>	
Any other relevant information	No File Uploaded	
2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs		All of the above

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Relevant documents highlighting the activities to address the student diversities	<u>View File</u>	
Reports with seal and signature of Principal	<u>View File</u>	
Photographs with caption and date, if any	No File Uploaded	
Any other relevant information	No File Uploaded	
2.2.3 - There are institutional p catering to differential student Appropriate learning exposure provided to students No Specia forth in accordance with learn when students seek support As institutionalized activity in acc learner needs Left to the judge individual teacher/s Whenever due to student diversity	t needs; es are al effort put er needs Only s an cordance with ment of the	

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	<u>View File</u>
Reports with seal and signature of the Principal	<u>View File</u>
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

6	:	1

2.2.4.1 - Number of mentors in the Institution

File Description	Documents
Data as per Data Template	<u>View File</u>
Relevant documents of mentor- mentee activities with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

- Teachers follow interdisciplinary approach and thus break the barriers. The student teachers have to mix up content and methodology judiciously. The very nature of class composition demands a multi disciplinary approach.
- The student teachers are made aware of the vital aspect and trained through model teaching and case history based on experience to equip with the skills needed to become successful teachers.
- The student teachers are trained to adopt a multi skill approach in writing the lesson plan.
- Moreover, our curriculum makes the student-teachers acquire ability in writing, speaking and singing by participating in competitions, which bring out the inner potentials present in them.
- The curriculum has papers on Papers on Teaching Values, Computer Education & Physical Education
- In addition to the prescribed curriculum extra-curricular and co-curricular activities are conducted for multi skill development. Student teachers have to participate in different cultural activities that are organized throughout the academic session.
- The student teachers have to compulsorily take part in the multi-skill activities that are organized by the institute.
- Internal submission is compulsory for all. Each pupil teacher has to do a Case Study, Action Research, etc.
- The student teachers also arrange street plays on different moral and social topics.
- Four teaching hours per week -(Interface lecture, Use of PPTs, Use of ICT/Visuals, Interactive session,

- Practical--- Development of Teaching Aids, Development of PPTs, Development of Lesson-plans, Application of multiple skills, Project
- Mid-course formative assessment
- Evaluation----Two Demonstration lessons by every students

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<u>View File</u>
Any other relevant information	<u>View File</u>

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

11

File Description	Documents
Data as per Data Template	<u>View File</u>
Link to LMS	Nil
Any other relevant information	<u>View File</u>

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Programme wise list of students using ICT support	<u>View File</u>	
Documentary evidence in support of the claim	<u>View File</u>	
Landing page of the Gateway to the LMS used	No File Uploaded	
Any other relevant information	No File Uploaded	
2.3.4 - ICT support is used by	students in Four of the above	

various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

File Description	Documents
Data as per Data Template	<u>View File</u>
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<u>View File</u>
Geo-tagged photographs wherever applicable	No File Uploaded
Link of resources used	Nil
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

- The mentor-mentee relationship emphasizes the inculcation of intellectual, social, moral, aesthetic, cultural and spiritual values through various workshops, seminars, activities, online lectures, use of technology and abreast with recent development in education and life.
- Teacher Educators are planting the seed of life skills such as empathy, collaboration, cooperation, mutual understanding & sense of responsibility which polish conduct towards self, with peers & develops professional attribute are best foster in the classroom by allowing students to create, plan, and organize activities in groups such as group presentations, seminars, assignments etc.
- During internship they work together to organize the activities with the staff of allotted school under the supervision of higher authorities. They learn a lot how to work together, importance of knowledge about adjustment, anxiety, home environment, individual differences which enable student teachers to adjust with their surroundings as well as prepare them for managing diverse learning

needs of the school students by rigorous guidance, motivating and sensitizing them about slow learner, special children, brilliant students from different socio economic, cultural background through theory papers. They provide training to identify diversity in the learning needs of the students through class -tests, participation in class activities, homework etc.

File Description	Documents		
Documentary evidence in support of the claim	<u>View File</u>		
Any other relevant information	No File Uploaded		
2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global		Four of the above	
File Description	Documents		
Data as per Data Template		<u>View File</u>	
Documentary evidence in support of the selected response/s		No File Uploaded	
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible		No File Uploaded	
Any other relevant information		No File Uploaded	

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

• Students are encouraged to use latest technology/eresources to enhance their knowledge. Basic knowledge of using computer/e-tools and resources are provided through

extension lectures and workshops.

- Projects are assigned to the students, through which they come to know how to solve a particular problem and study that problem in-depth. Students get knowledge by undertaking projects on different subjects and on different topics of the same subject. This develops their analytical skills and provides confidence.
- Students attend one tutorial class per week wherein they are encouraged to speak at least for 5 minutes on important topics.
- Simulated teaching technique is used for strengthening various skills essential for effective and efficient teaching-learning process. Lectures by senior faculty are organized for gaining acquaintance with the concept of micro-teaching. Such lectures are followed by question and discussion sessions.
- The students apply relevant skills for effective teaching. Each student has to teach five (micro-teaching) lessons in each subject, before the practice teaching session every year. The student teachers practice following skills while giving lessons in two subjects put together.

File Description	Documents
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	<u>View File</u>

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for	Five/Six	of	the	above
developing competencies and skills in				
different functional areas through specially				
designed activities / experiences that include				
Organizing Learning (lesson plan)				
Developing Teaching Competencies				
Assessment of Learning Technology Use				
and Integration Organizing Field Visits				
Conducting Outreach/ Out of Classroom				
Activities Community Engagement				
Facilitating Inclusive Education Preparing				
Individualized Educational Plan(IEP)				
	1			

File Description	Documents
Data as per Data Template	<u>View File</u>
Documentary evidence in support of the selected response/s	<u>View File</u>
Reports of activities with video graphic support wherever possibl	No File Uploaded
Any other relevant information	No File Uploaded

			ahama
2.4.2 - Students go through a set of activities	Six/Seven of	: the	above
as preparatory to school- based practice			
teaching and internship. Pre practice			
teaching / internship orientation / training			
encompasses certain significant skills and			
competencies such as Formulating learning			
objectives Content mapping Lesson			
planning/ Individualized Education Plans			
(IEP) Identifying varied student abilities			
Dealing with student diversity in classrooms			
Visualising differential learning activities			
according to student needs Addressing			
inclusiveness Assessing student learning			
Mobilizing relevant and varied learning			
resources Evolving ICT based learning			
situations Exposure to Braille /Indian			
languages /Community engagement			

File Description	Documents		
Data as per Data Template	<u>View File</u>		
Reports and photographs / videos of the activities	No File Uploaded		
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded		
Documentary evidence in support of each selected activity	<u>View File</u>		
Any other relevant information	No File Uploaded		
2.4.3 - Competency of effective communication is developed in			

through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback

File Description	Documents
Data as per Data Template	<u>View File</u>
Details of the activities carried out during the academic year in respect of each response indicated	<u>View File</u>
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales

learning Effective use of social

File Description	Documents
Data as per Data Template	<u>View File</u>
Samples prepared by students for each indicated assessment tool	<u>View File</u>
Documents showing the different activities for evolving indicated assessment tools	<u>View File</u>
Any other relevant information	No File Uploaded
2.4.5 - Adequate skills are deve students for effective use of IC teaching learning process in re Preparation of lesson plans De assessment tools for both onlin	T for espect of eveloping

media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

File Description	Documents
Data as per Data Template	<u>View File</u>
Documentary evidence in support of each response selected	<u>View File</u>
Sample evidence showing the tasks carried out for each of the selected response	<u>View File</u>
Any other relevant information	No File Uploaded
2.4.C. Studente develop comm	Four of the above

Four	of	the	above
	Four	Four of	Four of the

File Description	Documents
Data as per Data Template	<u>View File</u>
Documentary evidence showing the activities carried out for each of the selected response	<u>View File</u>
Report of the events organized	<u>View File</u>
Photographs with caption and date, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded
2.4.7 - A variety of assignment assessed for theory courses the work Field exploration Hands	rough Library

Preparation of term paper Identifying and using the different sources for study

File Description	Documents
Data as per Data Template	<u>View File</u>
Samples of assessed assignments for theory courses of different programmes	<u>View File</u>
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

- During the Pre-practice phase Selection/identification of schools in 2021-22 for internship was on request. As the COVID-19's affected all the school system as well as the B.Ed. structure in 2021-22. Due to the swapping of semester IV with semester-III , different schools were approached for seeking permission of teaching practice according to the instructions of GNDU.
- 2. Orientation to school principal/teachers: Schools' Principals as well as supervisors were met and gave them the orientation regarding teaching practice and their requirement as per the subject combinations of the students.
- 3. Orientation to students going for internship: Demonstration of micro and macro skills, theoretical and practical knowledge of aims, objectives of specific subjects, lesson planning; orientation of students regarding different school system etc. helped the students to perform teaching practice smoothly. Micro and Composite teaching provided opportunity for testing and demonstrating skills in particular subject before the commencement of practice teaching.
- 4. Defining role of teachers of the institution: Provide guidance to the students in their respective subject area as well as support required for performing various activities in the school.
- 5. Streamlining mode/s of assessment of student performance: Micro Practice skills, Micro discussion lessons, Macro discussion lessons where teacher educators provided their

observation in the form of rating and comments on their files.

6. Exposure to variety of school set ups: Orientation regarding norms and conditions prevailing under different boards such as PSEB, CBSE and ICSE Board were provided so that students can adjust well in these schools during internship.

File Description	Documents
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	<u>View File</u>

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Plan of teacher engagement in school internship	<u>View File</u>	
Any other relevant information	No File Uploaded	
2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports		Six of the above

File Description	Documents
Data as per Data Template	<u>View File</u>
Sample copies for each of selected activities claimed	<u>View File</u>
School-wise internship reports showing student engagement in activities claimed	<u>View File</u>
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Practice teaching is conducted in various government and private schools.

- Minimum two lessons per day are delivered during their practice teaching sessions.
- Teacher educators (preferably subject experts) from the college are detailed to check and approve the lessons plans beforehand. The student-teachers are allowed to deliver the duly approved lesson plans.
- Lessons in schools are observed by the School faculty.
- The school teachers are encouraged to give suggestions for improvement.
- Teacher educators and school teachers note down remarks on the lesson plan book. Thus, on the spot feedback are provided to the student-teachers.
- More feedback comes in the form of discussion with the observers which is done soon after the lesson is finished
- Detailed feedback is also provided in the college collectively on subsequent days.
- Remarks on the notebook, subsequent discussion and observations based on self-reflection are taken into consideration for bringing about improvement. The process of observation and feedback is comprehensive and continuous.

File Description	Documents	
Documentary evidence in support of the response	<u>View File</u>	
Any other relevant information	No File Uploaded	
2.4.12 - Performance of studen internship is assessed by the in terms of observations of differ such as Self Peers (fellow inter School* Teachers Principal / S Principal B. Ed Students / Sch (* 'Schools' to be read as "TEI programmes)	estitution in ent persons rns) Teachers / cchool* ool* Students	
File Description	Documents	
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<u>View File</u>	
Two filled in sample observation formats for each of the claimed assessors	<u>View File</u>	
Any other relevant information	No File Uploaded	
2.4.13 - Comprehensive apprainterns' performance is in place criteria used for assessment in Effectiveness in class room tea Competency acquired in evalue in schools Involvement in varie of schools Regularity, initiative commitment Extent of job rea	ce. The clude ching ation process ous activities e and	
File Description	Documents	
Format for criteria and weightages for interns' performance appraisal used	<u>View File</u>	
Five filled in formats for each of the aspects claimed	<u>View File</u>	
Any other relevant information	No File Uploaded	
2.5 - Teacher Profile and Quality		

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

18

10			
File Description	Documents		
Data as per Data Template	<u>View File</u>		
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<u>View File</u>		
English translation of sanction letter, if it is in regional language	No File Uploaded		
Any other relevant information	No File Uploaded		

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

01

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Certificates of Doctoral Degree (Ph.D) of the faculty	<u>View File</u>	
Any other relevant information	No File Uploaded	

2.5.3 - Number of teaching experience of full time teachers for the during the year

103

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

103

File Description	Documents	
Copy of the appointment letters of the fulltime teachers	<u>View File</u>	
Any other relevant information	No File Uploaded	

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share

information with colleagues and with other institutions on policies and regulations

The College takes care of the aspects concerning personal and professional development of its teaching staff.

- Teaching faculties are encouraged to go for higher studies like M.Phil, Ph.D etc. Study leave may also be granted on fulfilling the conditions of putting in three years of continuous service in the college and committing themselves to serve for twice the period of sanctioned leave, after availing of the study leave.
- They are also encouraged to take national level examinations like UGC-NET, SLET/SET, etc.
- Faculty members are encouraged to present their papers in the seminars organized by various educational institutions. They are sponsored to participate in such events. There is a provision for granting special casual leave [duty leave] with full pay and allowance to staff, if they want to attend any conference outside. The management has made a standing provision relating to that effect.
- Besides, the college organised the following programmes:
- The College deputed its faculty members to attend and make presentations in workshops/seminars
- Participants of these workshops conducted replicated workshop in their own college.

Project C	Ds on	various	projects	were	developed
-----------	-------	---------	----------	------	-----------

File Description	Documents	
Documentary evidence to support the claim	No File Uploaded	
Any other relevant information	No File Uploaded	

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

```
The evaluation process at the college is continuous and comprehensive. The student-teachers are assessed formally as well as informally.
```

Formal assessment:

- Formal assessment of the student-teachers is done through the internal examinations (House Tests) twice in an academic year as per GND University Calendar. In addition to it, college or subject teachers conduct class-test every week. It facilitates learning and its promotion, diagnosis of learning problems and treatments.
- The Theory part is assessed internally as well as externally through Year-end Examination.
- Besides, students undertaker projects, do survey, review book and science students maintain practical files for meeting requirements of internal assessment.
- Each Theory part is assessed internally (30%), and externally (70%) through Year-end Examination.
- Practice teaching is assessed internally (40%) and through External Assessment (60%).
- The Work Experience Programme is likewise assessed internally (45% marks) and externally (55%).
- Annual Examination of theory papers is conducted under the aegis of GNDU.

Informal assessment:

- Student-teachers are evaluated through their communication in the classrooms, their involvement in the teachinglearning process, etc., participation in the co-curricular activities and over all peer behaviour.
- Assessment is also done through internal viva and submissions of assignments.
- Classroom interaction by teachers in the form of question answer, extempore speeches on curriculum subject matter, group discussion on problems of school environment also form basis of assessment.

As such, various approaches to evaluation i.e. formative, diagnostic and summative are used for assessing student learning.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement	Four o	f the	above
performance Provision of improvement opportunities Access to tutorial/remedial			
support Provision of answering bilingually			

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<u>View File</u>
Annual Institutional plan of action for internal evaluation	<u>View File</u>
Details of provisions for improvement and bi-lingual answering	<u>View File</u>
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

- The students found to be poor performers are encouraged and extra classes conducted to let them overcome their deficiencies.
- As the evaluation approach in the college is comprehensive and continuous involving scholastic as well as nonscholastic dimensions. The students get to know what they are expected to do and how.
- The evaluation outcomes or results are continuously communicated using formal as well as non-formal methods of communication. For example, students' evaluation outcomes are provided to them through the remarks given to them in terms of marks and observations on their lesson plan file.
- Information regarding their performance in the unit or terminal test is provided to them through the display of marks on the notice board. Results are provided by the subject-teacher concerned to the respective students in the classroom itself where the answer-sheets are also shown to the students so that they may come to know the mistakes, if any, committed by them, during the assessment

process.

• Teacher educators of the college are also provided with information about the student performance in different subjects and the subjects taken by the concerned teacher educator. They try to find out suitable ways and means to manage improved performance by the students.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The Institution's internal academic calendar is thoughtfully drafted in such a way that it implements and reflects the University Calendar as well as PLO s and CLOs of the B.Ed. programme. The academic calendar outlines the semester class work schedule, internal examination schedule, external examination schedule, class room activities and tutorials etc are properly spread out through the span of the session so that students can continuously go through a process of evaluation and academic growth.

The faculty members got syllabus as well as tentative academic calendar of coming semester in advance which enable them to plan and divide the syllabus keeping in view the PLOs and CLOs of the programme. The head of the Institution finalizes the course allocation for the faculty members based on their choice and area of interest or expertise.

Time table in-charge prepares the time table as per the guideline of respective statuary bodies for the number of credit hours for each subject prior to the commencement of the semester.

Extension activities, Lectures, seminars, Workshops, celebration of Important Days, Social outreach Programmes, Field engagement with school and society etc all these activities helped to

achieve the PLOs and CLOs of the programme.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<u>View File</u>
Any other relevant information	<u>View File</u>

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

 To enhance the ICT skills among students, institute organize theme based workshop and seminars for the students, so that students become aware of uses of ICT in teaching learning process. Institute organizes various national and international days to sensetise the students regarding the same. Institute provides support system to all the previous alumni and fresh students for lifelong learning and professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and proficiency in the respective subject. 		
 Institute organizes various national and international days to sensetise the students regarding the same. Institute provides support system to all the previous alumni and fresh students for lifelong learning and professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 	•	organize theme based workshop and seminars for the students, so that students become aware of uses of ICT in
 days to sensetise the students regarding the same. Institute provides support system to all the previous alumni and fresh students for lifelong learning and professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		
 Institute provides support system to all the previous alumni and fresh students for lifelong learning and professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 	•	
 alumni and fresh students for lifelong learning and professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		
 professional developments. For this task group work for the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 	•	
 the same. Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		
 Institute organizes various educational trips and excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		professional developments. For this task group work for
 excursions of places with significant importance in educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		the same.
 educational field. Faculty members of the institute demonstrate the model lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide in- depth knowledge and pedagogical competencies and 	•	Institute organizes various educational trips and
 lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide in- depth knowledge and pedagogical competencies and 		
 lessons in respective subjects so that students can perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide in- depth knowledge and pedagogical competencies and 	•	Faculty members of the institute demonstrate the model
 perform better during internship and learn various teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		-
 teaching skills. Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide indepth knowledge and pedagogical competencies and 		
 Innovative teaching techniques & methods are used by faculty members in teaching learning process to provide in- depth knowledge and pedagogical competencies and 		
faculty members in teaching learning process to provide in- depth knowledge and pedagogical competencies and		
depth knowledge and pedagogical competencies and	•	
		faculty members in teaching learning process to provide in-
proficiency in the respective subject.		depth knowledge and pedagogical competencies and
		proficiency in the respective subject.

File Description	Documents		
Documentary evidence in support of the claim	<u>View File</u>		
Any other relevant information	<u>View File</u>		
2.7.2 - Pass percentage of Students during the year			

File Description	Documents
Data as per Data Template	<u>View File</u>
Result sheet for each year received from the Affiliating University	<u>View File</u>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	<u>View File</u>
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The institution has a centralized continuous Internal Evaluation System as per the norms of Affiliating body i.e. Guru Nanak Dev University, Amritsar; to assess the programme as well as course outcomes throughout the year. Due to COVID 19, Most of the academic and evaluation activities were planned through hybrid mode.

- The mechanism of internal assessment operates on continuous basis
- All internal assessment related decisions are taken by the academic council in consultation with the teaching and non-teaching staff of the college.
- The dates and other modalities pertaining to examinations are discussed democratically in Academic Council, Examination Committee.
- All concerned stakeholders are informed of Continuous Internal Evaluation through the college Prospectus, the institutional website as well as display on the notice board.
- Students are informed of this educational strategy, namely continuous internal Evaluation at the beginning of the session.
- Internal Question papers are set based on Course outcomes and as well as University pattern.
- Remedial classes are provided on the recommendation of mentors if the performance of student is not up to the mark.
- Theory subjects are assessed through:

- Mid Semester Test

- Assignments

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<u>View File</u>
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

30

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<u>View File</u>
Record of student-wise / programme-wise / semester- wise internal assessment of students during the year	<u>View File</u>
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

- There is a provision for assessing students' knowledge and skills before the commencement of the teaching programme.
- The College organises a Two-day Talent Search Programme to provide the student teachers with an opportunity to present curricular and co-curricular talent and potential. Then, they are divided into different clubs/houses and assigned responsibilities as per their ability, taste and institutional requirements.
- Micro and Composite teaching provide yet another opportunity for testing and demonstrating skills in particular subject before the commencement of practice

teaching

- The duly planned and managed wider and intensive interaction between the students and the teachers pulls down barriers. Also, it facilitates in understanding each other, identification of talent and its utilization for building a student centred-productive environment.
- Well accustomed to work with the student teachers, the teacher educators invest some time even after the scheduled time of the working day. Excellent teacher taught relationship is our asset.
- The College takes care of student specific academic needs. If any problem comes up, top priority is given to resolve it.
- Healthy intra student relations are given priority. These are developed through various means which include personal rapport and the collective and cooperative activities organized by the College.

File Description	Documents
Documentary evidence in respect to claim	<u>View File</u>
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

https://docs.google.com/forms/d/10yQYFx4LudCelb3lbeXu4roa2UPKnsF 66j5NHxpP8Ec/viewanalytics

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

File Description	Documents
Data as per Data Template	<u>View File</u>
Sanction letter from the funding agency	<u>View File</u>
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

00	
File Description	Documents
Sanction letter from the funding agency	<u>View File</u>
Income Expenditure statements highlighting the research grants received certified by the auditor	<u>View File</u>
Any other relevant information	No File Uploaded
3.1.3 - In-house support is pro- institution to teachers for resea during the year in the form of for doctoral studies / research Granting study leave for resea	arch purposes Seed money projects rch field of ocumentation
work Undertaking appraisals institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research	nizing nar /
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin	nizing nar /
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research	nizing nar /
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research File Description	Documents
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research File Description Data as per Data Template Institutional Policy document	Documents View File
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research File Description Data as per Data Template Institutional Policy document detailing scheme of incentives Sanction letters of award of	Documents View File View File
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research File Description Data as per Data Template Institutional Policy document detailing scheme of incentives Sanction letters of award of incentives Income Expenditure statements highlighting the relevant expenditure with seal and	nizing nar / Documents View File View File View File
institutional functioning and d Facilitating research by provid organizational supports Organ research circle / internal semin interactive session on research File Description Data as per Data Template Institutional Policy document detailing scheme of incentives Sanction letters of award of incentives Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal Documentary evidence for	nizing nar / Documents View File View File View File View File

creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative tryouts Material and procedural supports

File Description	Documents
Documentary evidences in support of the claims	<u>View File</u>
Details of reports highlighting the claims made by the institution	<u>View File</u>
Reports of innovations tried out and ideas incubated	<u>View File</u>
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year

00

File Description	Documents
Data as per Data Template	<u>View File</u>
First page of the article/journals with seal and signature of the Principal	<u>View File</u>
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

File Description	Documents
Data as per Data Template	<u>View File</u>
• First page of the published book/chapter with seal and signature of the Principal	<u>View File</u>
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference- proceedings per teacher	<u>View File</u>
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

12

File Description	Documents
Data as per Data Template	<u>View File</u>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	<u>View File</u>
Report of each outreach activity with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

318

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

318

File Description	Documents
Data as per Data Template	<u>View File</u>
Documentary evidence in support of the claim along with photographs with caption and date	<u>View File</u>
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The organization organises a range of outreach activities for the wellbeing of community and multifaceted development of students. These activities are performed with government organization, NGOs, partner schools and Villages and local community with the active participation of faculty and students. The NSS wing of the college organizes camps for students in villages and nearby local communities where students conducts literacy camps for adults and vulnerable children. The cleanliness and plantation drives awareness campaigns regarding health and hygiene, social issues environmental Problem are the part and parcel of this organize. College also conduct

activities such as health check up camps, health campaigns in collaboration with NGOs and Villages In addition to this institute organize various activities like gender sensitizations, awareness programs, celebration of important days for students of partner schools. The institution also participates in local campaigns organized by NGOs to spread awareness among local communities regarding health and other malpractices like drug awareness, run for unity, walk for peace, cycle rally etc. The list of various outreach programs is as follows: ? women's day ? AIDS day ? Swachh Bharat movements These outreach activities benefit neighborhood communities as well as students of the institution.

File Description	Documents
Relevant documentary evidence for the claim	No File Uploaded
Report of each outreach activity signed by the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

4

File Description	Documents
Data as per Data Template	<u>View File</u>
Appropriate certificates from the awarding agency	<u>View File</u>
Any other relevant information	No File Uploaded

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

5

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

File Description	Documents
Data as per Data Template	<u>View File</u>
List of teachers/students benefited by linkage – exchange and research	<u>View File</u>
Report of each linkage along with videos/photographs	<u>View File</u>
Any other relevant information	No File Uploaded

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

File Description	Documents
Data as per Data Template	<u>View File</u>
Copies of the MoU's with institution / industry/ corporate houses	<u>View File</u>
Any other relevant information	No File Uploaded
and other educational agencies	

File Description	Documents
Data as per Data Template	<u>View File</u>
Report of each activities with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The College has developed physical infrastructure as per the NCTE norms (as well as the norms laid down by the affiliating university). Details are as under:

- Institute has eight classrooms, including method rooms, six resource centres/labs Rooms.
- Management's Office, Principal room, Account Office, Administrative Offices, Committee Room, Medical Room, Library, Boys and Girls Common Room, Canteen, etc.
- The College has fully equipped and spacious Multipurpose Hall fitted with latest sound and projection system, fire extinguishers, etc. and is used for the various workshops, seminars, and intra and inter-college competitions.
- Appropriate space for Indoor as well as outdoor games with required facilities is also available.
- Additional rooms and open space are available for the cocurricular activities.
- The following physical facilities are also available for conducting B Ed course.
- Library & its infrastructure, Computers for internet surfing, etc
- 2. Staffrooms, Washrooms, etc.
- 3. ICT Resource Centre with 40 computers.
- 4. Curriculum Laboratory
- 5. Teaching Aid Workshop
- 6. Language Lab with terminal and console
- 7. Canteen
- 8. Reception, Administration and Accounts Office,

- 9. Staff Room, Separate Rest room / Common room for girls and boys
- 10. Physical Education Resource Centre
- 11. Music room
- 12. Washroom faculties are separately available for men and women
- 13. Parking space for vehicles
- 14. Campus store, etc.

File Description	Documents
List of physical facilities available for teaching learning	<u>View File</u>
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

05

File Description	Documents
Data as per Data Template	<u>View File</u>
Geo-tagged photographs	No File Uploaded
Link to relevant page on the Institutional website	https://sidanainstitutes.com/sie.php
Any other relevant information	No File Uploaded

4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 - 200 words.

Yes, the college has in place a mechanism to systematically review the various

library resources for adequate access, relevance. There is a library committee which holds meetings twice a year to discuss latest acquisitions and requirements. The newly refurbished library is a result of the untiring efforts of this committee. The Director and the student's council closely interact with the student teachers to seek suggestions. Suggestion box is also kept to invite further suggestions

Yes, the college has computer and internet facilities. We have 24 hours internet service. The college has a computer section, photocopy section and a printing section which provides services as required for the college

File Description	Documents
Bill for augmentation of library signed by the Principal	<u>View File</u>
Web-link to library facilities, if available	https://sidanainstitutes.com/sie-library- cum-reading-room.php
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The college library has computer and internet facilities Computer and internet services are used by staff and the students alike. Teachers and students use computer and internet to access various kind of information regarding teaching subjects, teaching-learning process, teaching strategies, teaching techniques, various kinds of innovations in the field of classroom interactions, teaching aids, effective use of audio visual teaching aids, role of electronic media in education, recent researches related to educational developments and educational complexities etc., Teaching staff compare the educational developments of other countries with their educational practices of indigenous system.

File Description	Documents
Landing page of the remote access webpage	<u>View File</u>
Details of users and details of visits/downloads	<u>View File</u>
Any other relevant information	No File Uploaded
4.2.3 - Institution has subscription for e- resources and has membership /	

registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

File Description	Documents
Data as per Data template	<u>View File</u>
Receipts of subscription /membership to e-resources	<u>View File</u>
E-copy of the letter of subscription /member ship in the name of institution	<u>View File</u>
Any other relevant information	No File Uploaded

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

116782

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e- resources with seal and signature of both the Principal and Chartered Accountant	<u>View File</u>
Any other relevant information	No File Uploaded

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20

working days) during the academic year

182		
File Description	Documents	
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<u>View File</u>	
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://sidanainstitutes.com/sie- documents/naac/library-ledger2021-22.pdf	
Any other relevant information	No File Uploaded	
4.2.6 - Efforts are made to mal National Policies and other do education in the library suitab streams of teacher education – teacher education, special educ physical education by the follo Relevant educational documer obtained on a regular basis Do made available from other libr Documents are obtained as an teachers recommend Documer obtained as gifts to College	cuments on le to the three -general cation and owing ways nts are ocuments are raries on loan d when	Three of the above
File Description	Documents	
Data as per Data Template		<u>View File</u>
Any other relevant information	No File Uploaded	
4.3 - ICT Infrastructure		

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

There is a central computing facility and the resources with this facility are available to staff and students. Both students and staff use this facility to access the internet and also for

other computer work. Further the central computer facility is also used for training purposes.

ICT in use in the college

- Multimedia PC, Laptop, Notebook.
- CDs & DVDs. digital video, still camera.
- Internet and its tools- e-mail, browsers, website, search engines, chat etc.
- Computer aided instruction & computer mediated conferencing, video/audio conferencing.
- Digital libraries, e-books& electronic publications.
- Interactive TVs.
- Microsoft publishing -news letter, poster, brochure.

Technology is used by teachers-student teachers to provide multiple representations of content (images, graphs, diagrams, tables) and multiple options for expression (multimedia, power point). Computer technology has changed traditional classroom instructional techniques. Now computers are used by students to process the

• information via multiple intelligences.

Technology is revolutionizing the way we think, work, and teach. Technology has a significant impact on student learning mainly because the teachers have changed the way they used to teach. Besides, Technology is continuously changing. It is an ongoing process. It demands continual learning. The college practices Technology integration that is the use of technology resources -- computers, Internet, e-mail, digital cameras, CD-ROMs, software applications, electronic publications, etc. -- in daily classroom practices, and in the management of a College.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	<u>View File</u>
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

3:1

File Description	Documents		
Data as per data template	<u>View File</u>		
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	<u>View File</u>		
Any other relevant information	No File Uploaded		
4.3.3 - Available bandwidth of connection in the Institution (I Opt any one:			
File Description	Documents		
Receipt for connection indicating bandwidth	No File Uploaded		
Bill for any one month during theacademic year indicating internet connection plan, speed and bandwidth	No File Uploaded		
Any other relevant Information	No File Uploaded		
4.3.4 - Facilities for e-content of are available in the institution Facilities for e-content develog available in the institution suc Live studio Content distribution Lecture Capturing System (Lo Teleprompter Editing and gra	such as oment are h as Studio / on system CS)		

File Description	Documents
Data as per Data Template	<u>View File</u>
Link to videos of the e-content development facilities	<pre>https://www.youtube.com/results?search_qu ery=sidana+institute+of+education</pre>
List the equipment purchased for claimed facilities along with the relevant bills	<u>View File</u>
Link to the e-content developed by the faculty of the institution	<pre>https://www.youtube.com/results?search_qu ery=sidana+institute+of+education</pre>
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

12530

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	<u>View File</u>
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

College has a well defined system on the utilization of available resources. There are various committees which are asunder:

- Sports Committee
- Library Committee
- Purchase Committee
- Campus Development Committee
- Student Welfare Committee

• Cultural Committee

These committees held their meeting as and when required and suggest appropriate suggestions to the principal for further action. Their suggestions are always honored and implemented

File Description	Documents	
Appropriate link(s) on the institutional website	https://sidanainstitutes.com/pages/infras tructural-facilities.php	
Any other relevant information	No File Uploaded	

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are	Four	of	the	above
undertaken by the institution such as				
Career and Personal Counseling Skill				
enhancement in academic, technical and				
organizational aspects Communicating with persons of different disabilities: Braille,				
Sign language and Speech training				
Capability to develop a seminar paper and a				
research paper; understand/appreciate the				
difference between the two E-content				
development Online assessment of learning				

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	<u>View File</u>	
Sample feedback sheets from the students participating in each of the initiative	No File Uploaded	
Photographs with date and caption for each initiative	No File Uploaded	
Any other relevant information	No File Uploaded	
5.1.2 - Available student supp	ort facilities in Five/Six of the above	

institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable

File Description	Documents		
Geo-tagged photographs	<u>View File</u>		
Any other relevant information	No File Uploaded		
5.1.3 - The Institution has a tra- mechanism for timely redressa grievances including sexual ha ragging cases Implementation of statutory/regulatory bodies wide awareness and undertaka policies with zero tolerance M	al of student arassment and of guidelines Organization ings on	B. Any 3 of the above	

submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents		
Data as per Data Template for the applicable options	<u>View File</u>		
Institutional guidelines for students' grievance redressal	<u>View File</u>		
Composition of the student grievance redressal committee including sexual harassment and ragging	<u>View File</u>		
Samples of grievance submitted offline	<u>View File</u>		
Any other relevant information	No File Uploaded		
5.1.4 - Institution provides add support to needy students in se such as Monetary help from ex sources such as banks Outside accommodation on reasonable shared or individual basis Dea	everal ways xternal e rent on		

welfare is appointed and takes care of student welfare Placement Officer is

appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)

File Description	Documents
Data as per Data template	<u>View File</u>
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<u>View File</u>
Report of the Placement Cell	No File Uploaded
Any other relevant information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
12	56

File Description	Documents
Data as per Data Template	<u>View File</u>
Reports of Placement Cell for during the year	<u>View File</u>
Appointment letters of 10 percent graduates for each year	No File Uploaded
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

File Description	Documents
Data as per Data Template	<u>View File</u>
Details of graduating students and their progression to higher education with seal and signature of the principal	No File Uploaded
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

01

File Description	Documents
Data as per Data Template	<u>View File</u>
Copy of certificates for qualifying in the state/national examination	<u>View File</u>
Any other relevant information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The college has a representative body of the students in which students are elected every year at the start of the academic year.

The student representatives coordinate various activities and responsibilities entrusted by the faculties to them. They act as a link between students and the faculty members, and the college.

The representatives provide feedback about various activities undertaken by the faculties and the college as well as how the decisions of College authorities are received by the students. Meeting of the representative body and college administration

takes place regularly college.	to work out different activities of the
Funding of various act representative body is	ivities undertaken by the students' done by the college.
Students Council	
student representative	of the committees on which there are as. The important committees in which the an to the students are as under:
 4. Sexual Harassmen 5. Library Committee 6. Co-Curricular/cu 7. Sports Committee 8. Students Welfare As mentioned earlier, 	es Editorial Board tee (Grievance Redressal Cell) at and Anti-Ragging Committee te filtural Activity Committee to Committee the students are elected every year who
File Description	the student community and the faculties. Documents
Copy of constitution of student council signed by the Principal	<u>View File</u>
List of students represented on different bodies of the Institution signed by the Principal	<u>View File</u>
Documentary evidence for alumni role in institution functioning and for student welfare	<u>View File</u>

No File Uploaded

Any other relevant information

5.3.2 - Number of sports and cultural events organized at the institution during the year

12

12	
File Description	Documents
Data as per Data Template	<u>View File</u>
Reports of the events along with the photographs with captions and dates	<u>View File</u>
Copy of circular / brochure indicating such kind of events	<u>View File</u>
Any other relevant information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

The College has an Alumni Association is registered under Socity Registration Act 1860

. The Alumni Association of the college has been helping the college in its growth and development process actively and efficiently, by providing positive feed back.

1. The Principal of the College is the President of the Alumni Association.

The activities of the Alumni Association of the last two years are given below.

Informal get together of the students of every preceding session's passed out batch in college campus.

Felicitation of the students who get placements during the preceding academic year Election of the office bearers from the students of the preceding session.

(iv) Contribution of Alumni to the Growth and Development of the College.

The alumni's contributions in the growth and development process are given below.

The Alumni helps in establishing Networking with all students.

It helps the college in updating about the placements of pass out students. It furnishes information about job opportunities in schools

Its feedback has helped in improving the existing curriculum, organizing new activities, etc. It has given many healthy suggestions for the augmentation of the college

File Description	Documents
Details of office bearers and members of alumni association	<u>View File</u>
Certificate of registration of Alumni Association, if registered	<u>View File</u>
Any other relevant information	No File Uploaded
5.4.2 - Alumni has an active ro regular institutional functionin Motivating the freshly enrolled Involvement in the in-house cu development Organization of activities other than class room Support to curriculum deliver mentoring Financial contribut Placement advice and support	ng such as d students urriculum various m activities ry Student tion

File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	<u>View File</u>
Report of alumni participation in institutional functioning for the academic year	<u>View File</u>
Any other relevant information.	No File Uploaded

5.4.3 - Number of meetings of Alumni Association held during the year

02

File Description	Documents
Data as per Data Template	<u>View File</u>
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<u>View File</u>
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

The college has developed a mechanism for seeking and using data and feedback from the Alumni from time to time for using it for collegial growth and development.

To begin with, feedback from each student is gathered at the end of each academic year in written form. The alumni association consisting of a number of employers and employees provides feedback every year during its meetings.

Alumni share their rich experiences and outstanding achievement in the school with the batch of students and faculty of the college. This sharing activity motivate our existing students and some of the alumni become role model for the students.

College gives due recognition to the alumni who have contributed and delivered best and have sustainable association with college, its programmes, placement and image building.

The feedback is also collected by the teacher in-charges of practice teaching schools.

The information so collected is duly analyzed by the college and all relevant suggestions are taken into consideration while making preparation of the programme and the development of the college

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	<u>View File</u>

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

For effective and efficient transaction of teaching and learning processes, a proper hierarchy of management has been designed so as to coordinate at each level of management. There exists an efficient decentralized system of administration in that various committees perform academic and administrative responsibilities. The management takes care of the over all governance of the college. The Society has an Executive, which, technically speaking is vested with all the powers that the Trust exercises. The Executive takes all the policy decisions and issues required objective-need based directives which are to be enforced. It has all the power required to frame rules for functioning of the colleges. The Executive Committee comprises a) Chairman, b) Vice Chairman, c) Secretary, Treasurer and members. The President/Manager is required to take appropriate steps to carry out all decisions of the Board. The President is required to take appropriate steps to carry out all decisions of the Executive. The Executive exercises its powers through various committees and sub-committees which are constituted by theBoard/Executive Committee. The Board/Executive Committee also formulated 22 subcommittees caters to the needs and implementation of various approved programmes and activities

File Description	Documents
Vision and Mission statements of the institution	<u>View File</u>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	<u>View File</u>
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

Institution practices decentralization and participative management. The administration has considerably a decentralized system in that every part of it enjoys the powers assigned by the competent authority and functions as an autonomous unit within the delineated jurisdiction. There is, in a way, downward devolution of power, flowing from the management down to the committees and functionaries For effective and efficient, a proper hierarchy of management has been designed so as to coordinate at each level of management. There exists an efficient decentralized system of administration in that various committees perform academic and administrative responsibilities. COLLEGE HAS TWENTY TWO COMMITTEES FOR EFFECTIVE IMPLEMENTATION OF POLICIES AND PROGRAMMES

File Description	Documents
Relevant documents to indicate decentralization and participative management	<u>View File</u>
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other

functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Academic Management Decisions regarding academic management are takenbyIQAC, PA C, Annual Calendar and Time Table Committee, Guidance and Counselling Committee and Admission Committee. These committees meet at regular intervals.thus, IQAC took stock of the quality aspect and the ways quality is being created, sustained and enhanced. It directed to identify the areas/aspects/faculty members for suggesting ways and means for ensuring how the objectives might be achieved. At the year end, it reviewed the implementation Finance The financial aspects remain a multi-committee affair. The relevant committees requested for making standing provisions regarding the financial requirements, both present and future. It was decided that resources have to be provided to meet each and every genuine requirements of the students, teachers, infrastructural and for empowerment of the faculty. It was in particular decided to finance all the augmentation programmes and the activities for updating the college in every sense of the term. In this, specific amount was sanctioned for purchasing more books for library and creating a respectable book bank. Likewise the decision to get budgetary allocations for updating IT facilities was taken. Faculty Development Programme & Research Cell is the main committee that takes care of the matters concerning faculty members

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<u>View File</u>
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

The strategy followed by the college is quite specific and action oriented. In order to achieve the goals the College has designed specific short term and long term plans. The time-bound strategic plan developed by the college is effectively implemented and supported with appropriate financial allocations. The officers of the college are governed on the principles of participation and transparencies. Mapping of course-wise activities and allocation of academic task as per the development plan Academic calendar< mapping

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	<u>https://sidanainstitutes.com/sie-</u> <u>documents/ORGANOGRAM.pdf</u>
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

Objectives are communicated at all levels by conducting meetings regularly and closely monitoring the level of implementation after the meetings. The involvement and contribution of the individual employee is assured through motivation, inspiration and by following a policy of presenting challenges and providing incentives. Some of the responsibilities are assigned on personal basis to individual staff member. It may be mentioned again that almost every employee is involved in the process of planning because of which they get identified themselves with the task and the working itself. Besides, the employees are continuously monitored and reminded as and when required. At the same time, concerned functionary remains under the obligation of submitting a written progress report

File Description	Documents
Link to organogram on the institutional website	<u>https://sidanainstitutes.com/sie-</u> <u>documents/ORGANOGRAM.pdf</u>
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded
6.2.3 - Implementation of e-go in the following areas of opera and Development Administrat and Accounts Student Admiss Support Examination System digital attendance for staff Bio	ition Planning tion Finance ion and Biometric /

digital attendance for students

File Description	Documents
Data as per Data Template	<u>View File</u>
Screen shots of user interfaces of each module	<u>View File</u>
Annual e-governance report	No File Uploaded
Geo-tagged photographs	<u>View File</u>
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

practices decentralized and participative management for allacademic and extracurricular activities. Decision relating to all academicactivities is brought to the notice of the principal and the entire staffmembers meet together, dis cusses how decisions would affect the academic calendar and only then decisions are made. This is the regular practice Two practices that showcase this decentralized, participative process include: 1) Establishment of Committees: Various committees are inplace for grievance redressal, staff selection, student selection, etc. whichhave their own policies and processes and the members in charge are able tomake decisions pertinent to their activities 2) Democratically Elected Student Council: A democratically elected Student Council plans, organizes, andexecutes various cocurricular and extracurricular activities under the guidance of afaculty coordinator. The Admission Committee counsels prospective candidates for admission .involves all members of the staff who co-operate and work at different levels , interface meetings and meet parents . Planning Board discussesgrant to the college, Budget allocation for each activity/department for the session. The Library committee plans for the books, budget with individual departments. There is a Building Committee with members from faculty, architects, engineers, contractors and office staff to assist with the planning and execution of vertical extension of the college.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<u>View File</u>
Action taken report with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

Yes, the institution has welfare measures for both teaching and non-teaching staff. ? Trainings are provided for both Teaching and Non-Teaching staff for various workshops /FDP/Seminars/ Conferences like legal rights, consumer rights, road safety, insurance, health and fitness, post office schemes etc. ? Medical checkups of teaching and non- teaching staff on discounted rate by Sidana Education welfare society. ? Yoga camps are organised from time to time ? Duty leave is provided for attending Workshops, Orientation course, refreshers courses ,Conferences ? Staff achieving State and International award are felicitated by the institution ? Fee Concession is provided for wards of the staff studying in the college. ? Gratuity is provided for Employees after completion of 5 years of service as stated in the administrative and service manual. ? Employees Provident Fund for teaching and non-teaching staff. Management

contributes equal share for Employees provident Fund. ? Staff can avail vacation leave, 20 days of Casual leave, Earned leave, Medical leave, and Sick leave. ? Staff Tour is sponsored by the management every year for teaching and non-teaching staff. ? Staff is allowed to use college ICT facilities for their research work. ? Free Uniforms are provided to housekeeping Staff.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	<u>View File</u>
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend seminars / conferences / workshops and towards membership fees of professional bodies during the year

00

File Description	Documents
Data as per Data Template	<u>View File</u>
Institutional Policy document on providing financial support to teachers	<u>View File</u>
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

6.3.3 - Number of professional development /administrative training programmes organized by the institution for teaching and non-teaching staff during the year.

5

File Description	Documents
Data as per Data Template	<u>View File</u>
Brochures / Reports along with Photographs with date and caption	<u>View File</u>
List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

00

00	
File Description	Documents
Data as per Data Template	<u>View File</u>
Copy of Course completion certificates	<u>View File</u>
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Formative evaluation BY students OF faculty Grading of files, assignments at the end of academic session Record of participation / performance of students in Inter College activities Internal Assessment records of the students. Feed back from principal of schools where students teacher do their practice teaching programme. Confidential report of faculty members by the Principal and management. Quarterly report. Feedback from alumni Complaints/suggestions as filed and dropped in the Suggestion/box

File Description	Documents
Proforma used for performance appraisal for teaching and non- teaching staff with seal and signature of the Principal	<u>View File</u>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The College is self-financed and does not get any grant for the conduct of the programme. The only sources of revenues are the fee realized from the students as per norms of the NCTE and the affiliating university. The details are reflected in the annual budget of the CollegeYes. The internal audit of the College accounts is done annually by an internal auditor selected and authorized by the Board. The external audit of the College accounts is done by an auditor appointed by the affiliating University. Maintaining transparency in all aspects of the College's functioning through a process of broad-based consultation and involvement of stakeholders in implementation. Decentralization of administrative functions: The organizational arrangements have been well established with the duties well specified to each section/body AUTHORISED CHARTERED ACCOUNTANT MONITER/ ANALYSE ALL THE RECORD RELATED TO FINANCIAL ISSUSE. BUDGET ALLOCATION AND AUDIT REPORT CHECKED AND MAINTAINE BY THE AUTHORISED CHARTERED ACCOUNTANT REGULARLY Audit Report of last two audits & (2) Audited Income-Expenditure Statement for the Previous Three Financial Years

File Description	Documents
Report of Auditors of during the year signed by the Principal.	No File Uploaded
List of audit objections and their compliance with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

00

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	<u>View File</u>
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	<u>View File</u>
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

The budgetary estimates are counted on the basis of the past spending and the felt future needs. The principal and the management of the college manage and supervise utilization of the allocated budget optimally As out above that the infrastructure facilities established are kept open for the students and faculty during working hours and extended hours whenever required. Library, Computer centre, Sports facilities are kept open on holidays/extended hours for all the registered users. The infrastructure of the college is optimally used by the legitimate users and is also made available to other academic agencies, such as practice teaching schools

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

Streamline the quality assurance focus for academic and nonacademic purposes. The IQAC team has also prepared and provided the guidelines to teaching staff for the national and international accreditation from various bodies. The IQAC Composition: The IQAC team is comprised of both internal and external stakeholders. Internal stakeholders include the Principal of the institute, heads of the academic and examination department, the chairman of the institute, members from administration, student representative, Representative and the member from the industry body. Functionalities: The responsibilities of the IQAC ream are not only limited to only quality control but also guidelines toward new initiatives. The team members meet quarterly and review functionalities on various academic and non-academic purposes. The team discusses current quality standards and suggests improvements in various areas where improvement is necessary File Description Document

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

Faculty Development Programmes- IQAC visualizes the need for the conduct of theme based Faculty Development Programme, learning outcomes of the FDP are shared with the IQAC Formulation of POs Annual Quality Assurance Report of SIDANA INSTITUTE OF EDUCATION VILLAGE KHIALA KHURD, SUB TEHSIL LOPOKE, TEHSIL AJNALA, DISTT. AMRITSAR, PUNJAB

and COs - Learning is a continuous process, change is a natural process, thus IQAC reviews the POs and COs as the emerging changes and needs Add-on Courses- Every year IQAC identifies the thrust area on which Add on Courses are started , its curriculum is planned, COs are formulated. Its quality of transaction is monitored by the IQAC nominated member. Feed Back Analysis-Feed back obtained from various stakeholders is duly analyzed and report is placed before IQAC for review and suggestions

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching- Learning Process with seal and signature of the Principal	<u>View File</u>
Any other relevant information	No File Uploaded

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

04

File Description	Documents	
Data as per Data Template	<u>View File</u>	
Report of the work done by IQAC or other quality mechanisms	<u>View File</u>	
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<u>View File</u>	
Any other relevant information	No File Uploaded	
6.5.4 - Institution engages in se initiatives such as Regular med of Internal Quality Assurance or other mechanisms; Feedba analysed and used for improve submission of AQARs (only af Academic Administrative Aud initiation of follow up action C quality initiatives with other in Participation in NIRF	eting Cell (IQAC) ck collected, ements Timely fter 1st cycle) lit (AAA) and collaborative	Three of the above

File Description	Documents		
Data as per Data Template	<u>View File</u>		
Link to the minutes of the meeting of IQAC	https://sidanainstitutes.com/igac.php		
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://sidanainstitutes.com/aqar.php		
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded		
e-Copies of the accreditations and certifications	<u>View File</u>		
• Supporting document of participation in NIRF	No File Uploaded		
Feedback analysis report	<u>View File</u>		
Any other relevant information	No File Uploaded		

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

The staff enrichment programs are held to upgrade their knowledge and skill of the staff. These programs lead to healthy discussion and clarifications of ideas and thoughts. teacher educators are encouraged to present book reviews, sharing of knowledge got through attending seminars and workshops held else where andcurrent trends in education. The IOAC directed to identify the areas/aspects/faculty members for suggesting ways and means for ensuring how the objectives might be achieved. II The Curriculum Committee discussed the status of syllabus, course contents, finalized academic calendar, time table and issued guidelines for further improvement to be ensured in the functioning of the college. Tprogress registered during the first half of the session; of the extent the objectives and goals were achieved. The last of the meetings discussedoutcome of internal examination , activities related to the academics . It suggested improvements, asked to develop schedule for arranging workshop on pedagogy and methodology and effect assessment and evaluation. It decided about syllabus coverage,

use of audio visual aids; maintaining students attendance record, Internal assessment, Organization of year-end Celebrations, Laboratory work and use of Educational Technology.

File Description	Documents
Relevant documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

SAVE ENERGY SAVE ENVIORNMENT Energy conservation is a part of the concept of Eco-sufficiency. Energy conservation reduces the need for energy services and can result in increasedenvironmentalquality, national security, personal financial securityand higher savings. It is at the top of the sustainableenergy hierarchy.It also lowers energy costs by preventing futureresource depletion. Significant potential for improving energy conservation, attempts to improve the use of energy resources. Our institute adopts policy that lower energy consuming bulb and tubes were installed in all over institute (class rooms, Labs, verandas etc) because LED lights are up to 80%more efficient than traditional lighting such as fluorescent and incandescent lights. 95% of the energy in LEDs is converted into light and only 5% is wasted as heat. This is compared to fluorescent lights which convert 95% of energy to heat and only 5% into light. LED lights also draw much less power than traditional lighting; a typical 84 watt fluorescent can be replaced by a 36 watt LED to give the same level of light.

File Description	Documents
Institution's energy policy document	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation Annual Quality Assurance Report of SIDANA INSTITUTE OF EDUCATION VILLAGE KHIALA KHURD, SUB TEHSIL LOPOKE, TEHSIL AJNALA, DISTT. AMRITSAR, PUNJAB

procedure in not more than 100 - 200 words.

Our Institute understands the importance of waste management and its effect on the environment. We are committed to minimizing waste production by employing Reduction, Re-use, and Recycling techniques at every stage of our operation. Segregate the waste at source which is the first and most important step in waste management and environment preservation. It allows for better disposal of waste and encourages more recycling and reuse of matter. All three type of waste (Soild, Liquid, E-Waste) will be managed by different techniques. Properly labelled Dustbins have been used; The organic part of the waste can be turned into manure vermicomposting. The e-waste such as written off instruments/equipment's, CRTs, Printers, Computers etc are handed over to the technician for utilizing the main parts from the equipments. Proper drainage system developed within the campus for dispose of liquid waste.

File Description	Documents	
Documentary evidence in support of the claim	<u>View File</u>	
Any other relevant information	No File Uploaded	
7.1.3 - Institution waste manag practices include Segregation	of waste E-	

waste management Vermi-compost Bio gas plants Sewage Treatment Plant

File Description	Documents	
Documentary evidence in support of each selected response	<u>View File</u>	
Geo-tagged photographs	No File Uploaded	
Income Expenditure statement highlighting the specific components	<u>View File</u>	
Any other relevant information	No File Uploaded	
7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage		Two of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	<u>View File</u>
Documentary evidence in support of the claim	<u>View File</u>
Geo-tagged photographs	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Today's talk is all about "clean and green;" that universal symbol of value, respect and concern for the life-sustaining processes and cycles of the natural environment system, of which we all are a part. Those same processes determine our institute practices various activities promote sanitation, Clean and green, pollution free campus Classroom, restrooms, dormitories, canteen, administrative buildings-the list of areas that needs to becleaned daily No stone is left unturned when it comes to creating a safe and healthy learning environment. Our campus essential daily and/or weekly campus cleaning includes:

Sweeping and mopping all hard surface flooring. Cleaning the walls, windows and other surfaces of rooms and buildings throughout campus. Maintaining handsoaps and toiletries in public and dormitoryrestrooms. Creation of cleaning schedules that are checked and maintained by cleaning staff. Apart from all to these various activities by NSS Unit, Students and teaching Staff have done side by side to promote cleanliness, sanitation, green cover and pollution free Healthy campus.

File Description	Documents	
Documents and/or photographs in support of the claim	<u>View File</u>	
Any other relevant information	No File Uploaded	
7.1.6 - Institution is committed green practices that include Ex use of bicycles / E-vehicles Cre pedestrian friendly roads in th	ncouraging eate	

Develop plastic-free campus Move towards	
paperless office Green landscaping with trees and plants	

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	<u>View File</u>
Circulars and relevant policy papers for the claims made	<u>View File</u>
Snap shots and documents related to exclusive software packages used for paperless office	<u>View File</u>
Income- Expenditure statement highlighting the specific components	<u>View File</u>

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

1.1

File Description	Documents
Data as per Data Template	<u>View File</u>
Income Expenditure statement on green initiatives, energy and waste management	<u>View File</u>
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

Sidana Institute of Education is eco-friendly campus located at Khiala Khurd Ram Tirath Road Amritsar. We have created smoking free and plastic free zones which are labeled properly within the campus. The institute has an effective solid waste management system, agricultural residue management system through vermicomposting. The institute is implemented the modular advanced waste water treatment facility to recover the treated waste water for the use purpose. Campus has strong system of rain water harvesting systems for water collection and use during summer seasons for gardening and other non-domestic purposes. The greenery of the campus covers almost 60% of the area with attractive play ground, herbal garden and ornamental plants. Ourinstitute has adopted an approach of less use of paper. Due to all of the above efforts, the entire campus is more greener, looks beautiful and pollution free campus providing ideal environment to the students and the employees to work. Our institute conducts various awareness programmes with the NGO's (MISSION AAGAZ, Kudhai Khidmatgaran, District Legal services Authority, Khatri Sabha) for society to make our environment neat and clean. Institute is actively supporting the community oriented programmes. Our institute resorting to community based works such as Rural Development programmes.

File Description	Documents	
Documentary evidence in support of the claim	<u>View File</u>	
Any other relevant information		No File Uploaded
7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized		B. Any 3 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	<u>View File</u>
Web-Link to the Code of Conduct displayed on the institution's website	<u>View File</u>
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	<u>View File</u>
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

BEST PRACTICE-1

Best Practice Title of the Practice: Women Empowerment Mentoring students on women specific issues with one teacher as Page 80/83 18-07-2022 02:30:38 Annual Quality Assurance Report of SHYAM SHIKSHA MAHAVIDAYLAYA mentor for every 20 students mentees. Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently The Context The women students, in the beginning were not enthusiastic to participate in the deliberations. • Some parents and staff vehemently opined that the awareness / sensitization programmes defeated the very purpose of sending their wards to college. • As the gender sensitization programmes designed revealed several disparities and inequalities, that we might not have noticed earlier, people especially the other gender, argued discussing. The Practice Discrimination against women even in the 21st century is a devastating reality. That is why 'gender inequality' has been a matter of serious concern across the globe and within the countries. Evidence of Success Every Year all members of the cell actively work on the women safety and women empowerment

work no problem is found during the session. Awareness programme conducted for women empowerment.

File Description	Documents
Photos related to two best practices of the Institution	<u>View File</u>
Any other relevant information	<u>View File</u>

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Sidana Institute of Education is focused to impart holistic education to the student teachers for their academic excellence and inculcating national and human values in them through academic, Co-curricular and socially meaningful activities.

The performance of the institution in one area distinctive to its priority:

1) To prepare outstanding educators, scholars and researchers and to advance the profession of Teacher Education. 2) To promote research, development and consultancy 3) To develop critical thinking, effective communication and learning skills in the student Teacher. 4) To impart value based education suitable to the needs of the society.

The performance of the institution in one area distinctive to its thrust:

- Institute completely adopted learner centric approach to disseminate to teaching learning process .
- Teachers teach to increase the likelihood of most students achieving the outcomes.
- Paperless campus for the student as well as the teachers

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	<u>View File</u>
Any other relevant information	No File Uploaded