

*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance**  
**Report (AQAR) in Accredited Institutions**  
*(Revised in October 2013)*

**Session 2014-15**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

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

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2013 to June 30, 2014)

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

Kasturi Ram College of Higher Education

1.2 Address Line 1

Khasra No. 17/1/2/3 & 33/3/1, Near New Anaj Mandi, Narela ,  
Delhi

City/Town

Delhi

State

Delhi

Pin Code

110040

Institution e-mail address

krcollege@krcollege.in

Contact Nos.

011-27787132 & 011-27784774

Name of the Head of the Institution:

Dr. Sonia Anand

Tel. No. with STD Code:

011-27787132

Mobile:

9968103495

Name of the IQAC Co-ordinator:

Ms. Kanchan Wadhwa

Mobile:

8802841785

IQAC e-mail address:

iqac@krcollege.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

13800

1.4 NAAC Executive Committee No. & Date:

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

EC/58/A&A/68, dated 10-3-2012

1.5 Website address:

www.krcollege.in

Web-link of the AQAR:

http://www.krcollege.in/IQAC.aspx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.87	2012	9-3-2017
2	2 <sup>nd</sup> Cycle	N.A.			
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20-12-2010

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

2014-15

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

- i. AQAR for the year 2011-12 submitted on 4/8/2012
- ii. AQAR for the year 2012-13 submitted on 3/9/2013

1.10 Institutional Status

University

State

Central

Deemed

Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution : Yes  No  NCTE

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Guru Gobind Singh Indraprastha University, Delhi

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes

N.A.

Any other (*Specify*)

Self  
Financed

UGC-COP Programmes

N.A.

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

3

2.6 No. of any other stakeholder and  
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders:

No.

47

Faculty

38

Non-Teaching Staff

04

Students

12

Alumni

03

Others

08

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

N.A.

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

5

International

...

National

2

State

...

Institution Level

3

(ii) Themes

- 2 days National Seminar on "Innovative Practices", 3 day National Workshop on "Understanding the code of professional ethics in a workplace" in collaboration with GGSIP University, Delhi & Workshop on Google group & Twitter.

2.14 Significant Activities and contributions made by IQAC

Seminars & Workshops, Inter & Intra College activities were organized, Feedbacks collected & analysed, Learner Centric methods & strategies were used.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Academic Calendar is prepared	Implementation of Academic Calendar without any error.
Plan for organized documentation & effective Internal communication	Well organized documentation & effective Internal communication

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body  NAAC & NCTE

Provide the details of the action taken

AQAR is submitted to NAAC  
SWOT analysis has been done

## Part – B

### Criterion – I

#### 1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	1	0	1	0
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-

Others	-	-	-	-
<b>Total</b>	1	0	1	0
Interdisciplinary	3	0	3	0
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	0
Annual	0

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

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

\*Please provide an analysis of the feedback in the Annexure

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

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	10	0	1	0

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	1	0	0	0	0	0	0	1	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	9	0
Presented papers	2	9	0
Resource Persons	0	0	0

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

1. A 3 day National Workshop was organized from 18<sup>th</sup> to 20<sup>th</sup> Feb. 2015 on the topic “Understanding the code of professional ethics in a workplace” in collaboration with GGSIP University, Delhi .
2. A National Seminar on Innovative Practices was organized on 23<sup>rd</sup> May 2015.
3. Our teachers also adopt Innovative Instructional Methods like Role play, Quiz, Debate, Case Study, Discussions, Projects and Presentations etc. for making learning more understandable.
4. Smart Board (Interactive Board) used by faculty for making their teaching interesting & effective.
5. Innovative Practice used by Student-Teachers in their schools :
  - Special classes were organized by faculty members for qualifying CTET & learning material prepared by the faculty members was also distributed to the students. Role play, Quiz, Discussions etc. are also used by them.
  - 3 to 5 Power Point Presentation lessons delivered by every Student for making their teaching effective.
  - We are organizing a Social Awareness Programme to educate people about :
    - Harmful effects of diseases spread due to consumption of Dirty water. The purpose of this project is to educate about contaminated water and ways to purify water before consumption.
    - Drive against Plastic Bags.
    - 15 days Self Defence Training programme was organized from 9<sup>th</sup> March to 21<sup>st</sup> March 2015.
    - Visits to SOS & Vridhashram were arranged.
    - Blood Donation Camp was organized on 6<sup>th</sup> April 2015.
    - Sampurna Jagrukta Abhiyan on Sanitation was organized on 26<sup>th</sup> April 2015.
6. We also provide a platform to the faculty to share their views through organizing inter – department discussions

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

180

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

MCQs



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

2.10 Average percentage of attendance of students 89%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed.	181	109	68	.....	.....	.....

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

- Assignments of the students assessed by the faculty with suggestive remarks.
- Monthly Syllabus coverage report was taken.
- Feedback from different stakeholders were collected & analysed.
- Course Outlines were also prepared by faculties.

2.13 Initiatives undertaken towards faculty development Yes

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	2
Staff training conducted by the university	4
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	0
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4	0	0	0
Technical Staff	3	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

Action Research workshop was organized for the faculty members & students.  
Research Projects given to faculty members.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	N.A.	N.A.	N.A.	N.A.
Outlay in Rs. Lakhs	N.A.	N.A.	N.A.	N.A.

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	N.A.	N.A.	N.A.	N.A.
Outlay in Rs. Lakhs	N.A.	N.A.	N.A.	N.A.

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	3	.....
Non-Peer Review Journals	.....	.....	.....
e-Journals	2	.....	.....
Conference proceedings	Nil	4	Nil

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	6 months	KRCHE	6000	Yes
Students research projects <i>(other than compulsory by the University)</i>	6 months	KRCHE	6000	Yes
Any other(Specify)				
Total	1 Year	.....	12000	.....

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	...	01	....	....	...
Sponsoring agencies	....	GGSSIP University	....	....	....

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

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
1	....	....	....	.....	....	1

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

00

00

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

00

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

JRF

00

SRF

00

Project Fellows

00

Any other

00

3.21 No. of students Participated in NSS events:

University level

N.A.

State level

N.A.

National level

N.A.

International level

N.A.

3.22 No. of students participated in NCC events:

University level

N.A.

State level

N.A.

National level

N.A.

International level

N.A.

3.23 No. of Awards won in NSS:

University level

N.A.

State level

N.A.

National level

N.A.

International level

N.A.

3.24 No. of Awards won in NCC:

University level

N.A.

State level

N.A.

National level

N.A.

International level

N.A.

3.25 No. of Extension activities organized

University forum

02

College forum

24

NCC

N.A.

NSS

N.A.

Any other

N.A.

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

- Workshop on the topics preparation for CTET, Chalk Board Writing, Micro Teaching & Simulated Teaching. A National Seminar on “Innovative Practices” & a 3 day National Workshop was organized on the topic “Understanding the code of professional ethics in a workplace” in collaboration with GGSIP University, Delhi.

- Extension lectures on the topic Improving Teacher learning strategies through research, Awareness lecture to sensitize about North East Culture, Lecture on Action Research, Cultural activities like Alankaran, Flairs (Inter College Competition), Swach Bharat Abhiyan, 15 days Self Defence Training, Sports, participation in Anugoonj' 2015 etc. & Visits to SOS, Vridhashram, Book Fair etc. were organized

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4000 sq. Mtrs.	....	....	....
Class rooms	06	....	....	04
Laboratories	06	....	....	06
Seminar Halls	01	....	....	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	N.A.	5	Fee	5
Value of the equipment purchased during the year (Rs. in Lakhs)	2,55,776/-	2,22,066/-	Fee	4,77,842/-
Others	N.A.	10,88,551/-	Fee	10,88,551/-

#### 4.2 Computerization of administration and library

Yes, Member of DELNET & LIBSYS

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	352	50635	09	2800	361	53435
Reference Books	16	16065	52	17709	68	33774
e-Books	---	---	---	---	---	---
Journals	24	---	---	---	24	---
e-Journals	---	---	---	---	---	---
Digital Database	DELNET	16500	---	---	---	---
CD & Video	39 CDs & 178 Audio	---	---	---	39 CDs & 178 Audio	---
Others (specify)	14 Magazines & 10 Newspapers	---	---	---	14 Magazines & 10 Newspapers	---

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	02	05	02	02	08	02	---
Added	03	---	---	---	---	---	---	---
Total	43	02	05	02	02	08	02	---

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

Workshop on Google group & Twitter was organized. All the teachers are Computer Savvy & are using Smart Board & delivering the lectures through PPT Presentations.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	8632/-
ii) Campus Infrastructure and facilities	8,97,868/-
iii) Equipments	9205/-
iv) Others	10,88,551/-
<b>Total :</b>	<b>20,04,256/-</b>

### Criterion – V

## 5. Student Support and Progression

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

1. Organization of Seminars, Workshops etc.
2. Arranging Campus Placements
3. Scholarship to the needy students
4. Special classes were organized by faculty members for qualifying CTET & learning material prepared by the faculty members was also distributed to the students.
5. Efforts made by KRCHE to make the students ICT enabled.
6. Sampurna Jagrukta abiyon on Sanitation was organized.

#### 5.2 Efforts made by the institution for tracking the progression

1. Scholarship to the needy students
2. Organization of Cultural activities, Seminars, extension lectures, inter college competition- Flairs & Alankaran- a celebration for the students.
3. Best Attendance & academic awards given to the students.
4. Arranging Campus Placements
5. 3 day National Workshop was organized on the topic “ Understanding the code of professional ethics in a workplace” in collaboration with GGSIP University, Delhi.
6. Efforts made by faculty members for qualifying CTET

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
169	12	---	---

(b) No. of students outside the state

18

(c) No. of international students

0

Men	No	%	Women	No	%
	9	5		172	95

Last Year(2013-14)						This Year(2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
167	31	--	--	--	198	140	19	---	22	-----	181

Demand ratio

Dropout % Nil

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

- Special classes were organized by faculty members for qualifying CTET & learning material prepared by the faculty members was also distributed to the students.
- Special classes of Computer were arranged for the 1<sup>st</sup> semester students of B.Ed.

No. of students beneficiaries

181

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others(CTET)	43

5.6 Details of student counselling and career guidance

1. Efforts made by faculty members(orientation and giving guidance) for qualifying CTET
2. Mock Interview was organized for student-teachers.

No. of students benefitted

181

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	96	26	25

### 5.8 Details of gender sensitization programmes

15 Days Self Defence Training was organized for the students & faculty members.

Various activities like collage making, On the spot painting, debates were organized for Women Empowerment.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	24,700/-
Financial support from government/University	7	1,09,705/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students



## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:** To achieve and sustain leadership in the field of Education, Research, Consultancy & overall development for improving the quality of life of the people we serve.

**Mission:** To produce confident and competent Teachers & academicians having highest integrity and excellence for serving society and having a rewarding career.

#### 6.2 Does the Institution has a management Information System

Yes, we are using Management Information System "IT Campus" for maintaining the data of students & "LibSys" in Library for keeping the record of books etc..

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

##### 6.3.1 Curriculum Development

The college is using the curriculum as prescribed by the University.

##### 6.3.2 Teaching and Learning

We are using innovative methods like Role Play, Smart Board etc. Remedial classes were also arranged for low academic performance students.

##### 6.3.3 Examination and Evaluation

Question Banks were prepared for the students.

##### 6.3.4 Research and Development

Action Research was done by the student-teachers & faculty of the institution. Research papers were published by faculty members in reputed journals. College journal- "Researcher's Voice" published annually. Integration of ICT in B.Ed. programme for quality improvement- Research was done by faculty members.

##### 6.3.5 Library, ICT and physical infrastructure / instrumentation

DELNET is being used for making teaching learning effective.

##### 6.3.6 Human Resource Management

Rules & Policies are defined for the staff members. Duties were communicated in advance.

##### 6.3.7 Faculty and Staff recruitment

Recruitment of the faculty & staff is done as per the University & NCTE norms.

##### 6.3.8 Industry Interaction / Collaboration

Collaboration with Lovely Public School, Delhi was established during this year. A 3 day National Workshop on "Understanding the code of professional ethics in a workplace" in collaboration with GGSIPU was also organized.

### 6.3.9 Admission of Students

90% of the total seats were filled by the University through counselling & 10% was done by Management Quota.

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

89,23,300/-

6.6 Whether annual financial audit has been done    Yes     No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	GGSSIP Univ.	✓	Inter department
Administrative	✓	GGSSIP Univ.	✓	Inter department

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

For UG Programmes    Yes     No

For PG Programmes    Yes  N.A.    No  N.A.

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

The college is following the examination system prescribed by the University & for the purpose of internal assessment of the students, practical assignments are being provided to the students by the faculty members.

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

The University authorises the college management to recruit the faculty & staff members as per the University norms. The University provides autonomy to the college for quality improvement, transacting the curriculum.

6.11 Activities and support from the Alumni Association

Participation in Annual Day, contribution in securing placements for the students of the college. We also invite our alumni for extension lectures & career talks.

6.12 Activities and support from the Parent – Teacher Association

Inviting Parents on Orientation day, Annual Day Celebration. They are regularly informed about the performance of their ward. PTM is arranged before inviting Schools for Campus Placement interviews.

#### 6.13 Development programmes for support staff

A lecture was organized for inculcating values in them.

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

Plantation drive was organized  
Organized competitions on the theme "Say No To Plastic Bags", Anti- Tobacco" were organized.

### Criterion – VII

#### 7. Innovations and Best Practices

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

1. A 3 day National Workshop was organized from 18<sup>th</sup> to 20<sup>th</sup> Feb. 2015 on the topic "Understanding the code of professional ethics in a workplace" in collaboration with GGSIP University, Delhi .
2. A National Seminar on Innovative Practices was organized on 23<sup>rd</sup> May 2015.
3. Our teachers also adopt Innovative Instructional Methods like Role play, Quiz, Debate, Case Study, Discussions, Projects and Presentations etc. for making learning more understandable.
4. Smart Board (Interactive Board) used by faculty for making their teaching interesting & effective.
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  - Special classes were organized by faculty members for qualifying CTET & learning material prepared by the faculty members was also distributed to the students. Role play, Quiz, Discussions etc. are also used by them.
  - 3 to 5 Power Point Presentation lessons delivered by every Student for making their teaching effective.
  - We are organizing a Social Awareness Programme to educate people about :
    - Harmful effects of diseases spread due to consumption of Dirty water. The purpose of this project is to educate about contaminated water and ways to purify water before consumption.
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    - 15 days Self Defence Training programme was organized from 9<sup>th</sup> March to 21<sup>st</sup> March 2015.
    - Visits to SOS & Vridhashram were arranged.
    - Blood Donation Camp was organized on 6<sup>th</sup> April 2015.
    - Sampurna Jagrukta Abhiyan on Sanitation was organized on 26<sup>th</sup> April 2015.

6. We also provide a platform to the faculty to share their views through organizing inter – department discussions.

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

- Follow of the Academic Calendar prepared at the starting of the session.
- Organized various Guest lectures, Seminars, Workshops etc. for the students & faculty members.
- Special classes were organized by faculty members for qualifying CTET & learning material prepared by the faculty members was also distributed to the students.
- Special classes of Computer were arranged for the 1<sup>st</sup> semester students of B.Ed.

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

ICT integration in B.Ed. for quality improvement.  
Follow up of every activity.

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

7.4 Contribution to environmental awareness / protection

Plantation drive was organized  
Organized competitions on the theme "Say No To Plastic Bags", Anti- Tobacco" were organized.

7.5 Whether environmental audit was conducted?    Yes     No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths:** Transparent Working in the institute  
Best Infrastructure facilities.

**Weaknesses:** Researches are being done by the faculty members of the college inspite of funds from external funding agencies.  
Students are coming from various parts of Delhi & for overcoming this weakness the college is providing transport facility in all parts of Delhi.

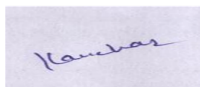
**Opportunities :** Scope of providing Internship to the students for a period of 6 months.

**Threats :** Securing more placements.  
Securing qualitative changes in two year programme.  
Securing more CTET qualified students.

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

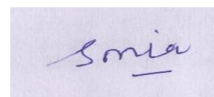
10 Days Faculty Development Programme on the topic " Research in Social Sciences".  
Steps to strengthen the School Experience Programme (SEP) in the next session.

Name : - **Kanchan Wadhwa**



*Signature of the Coordinator, IQAC*

Name : - **Dr. Sonia Anand**



*Signature of the Chairperson, IQAC*

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**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme

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

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