Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**COLLEGE OF EDUCATION,KHAROD**
Name of the head of the Institution	**Dr. Pravinchandra R. Master**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02646276176**
Mobile no.	**9925123848**
Registered Email	**kharode17@gmail.com**
Alternate Email	**prma1961@gmail.com**
Address	**College of Education, Kharod Near National High way No. 8 At: Po: Kharod Ta : Ankleshwar Dis**
City/Town	**Ankleshwar**
State/UT	**Gujarat**
Pincode	**394115**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Smt. Kavitaben A. Rathava**
Phone no/Alternate Phone no.	**02646276176**
Mobile no.	**9824733491**
Registered Email	**kharode17@gmail.com**
Alternate Email	**kavitarathavajbs@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.coekharod.org/media/files/AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.coekharod.org/media/files/Academic-Calender-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.28**	**2010**	**28-Mar-2010**	**27-Mar-2015**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**21-Jul-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National seminar on Next	**24-Jun-2018**	**200**

Genaration Approaches to Teaching & Learning	1	

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link]
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View Uploaded File]
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Writing skill workshop Story writing 31/12/2018 96 beneficiary

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

Plan of Action	Achivements/Outcomes
National seminar	To conduct national Seminar on Next Generation Approaches to Teaching Learning . Chair person Dr. Ramesh Chandra Kothari (Ex vicechancellor V N

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14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**22-Dec-2018**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Through ERP System managed by the University is utilised for the purpose of Admission, Examination and Result. The College is equipped with CCTV System**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

According to the Subjects/Papers on each Semester a balanced timetable is framed and implemented. Length of the syllabus, numbers of the faculty, availability of the days, difficulty level of the syllabus, Practice in teaching, Co-Curricular activities are the main concern of the well planed curriculum delivery. Theory Examination and Practical aspects are also taken care. Practice Teaching in the School is a crucial issue to manage. In two years of Curriculum transaction 14 papers/courses, 6 Micro Lessons, 10 Stray lessons, 76 Internship lessons, 02 Annual Lessons, EPC-4, Field work-4, Practical work 14, TLM 1, Project Work-1, Action Reserch-1, Daily Prayer Assembly, Viva-2, Observation Diary, Lesson Plan Diary all these different components together constitute the Curriculum transaction which turns into total credit of 100. Total Marks 1440. Credit of the course, Cultural Activities, Internship, Action Research, Library use, Revision, University Examination, Efforts for soft Skill development, Student Council, Use of ICT, different Teaching Modalities, Guests/Experts Lectures, Government suggested Programmes/Instructions are also becoming a part of the Curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development

				urship	
NIL	Diploma in Elementary Education	07/01/2018	54	Focused on Teaching	LSRW skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	0	65

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	47

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained
Institute has both formal and informal mechanisms in place to obtain feedback From different stake holders. Data are collected through Google forms, and manually trough Feedback Sheets. the College tries to maintain anonymity. The feedback is analysed, summarized and given to each faculty. The Principal follows up with each faculty and monitors the progress of every faculty. The

Principal and the staff meets on a regular basis (both formally and informally) to deal with Feedback. The College Trustees meet twice a year to evaluate the College and also approve the financial aspects. Curriculum from various stake holders (students, former students, Teacher) and the results and analysis is presented in the meeting for necessary action. This assists in the modification of the theory or practical syllabi so as to make them more relevant and meaningful within the structure of the University. IQAC conducts the student satisfaction survey every year and the results and analysis are presented in the appropriate committees for further action. The official IQAC also looks at feedback obtained on curricular as well as co and extracurricular activities and provides suggestions to the Management for action. An Action Taken report(ATR)is presented at every Meeting by way of procedure. This helps ensure follow up action. There are also Grievance box in the College. Grievances and suggestions which are made through this forum are directly looked at by the Principal or seniors delegated and passed on for action. The College strictly ensures that every activity/event is evaluated by the organizing team based on feedback from the stakeholders and reports of the same are maintained to facilitate follow up action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	50	50	50
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	50	0	5	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
5	5	4	2	2	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentor System: Our attempts at structured mentoring is still in progress. Each teacher is assigned about 09-11 students and their academic progress is monitored by the teacher. Additionally, they also identify slow learners and provide academic mentoring through fast learners from advance higher semesters. This type of peer support helps the slow learners medium students to build a rapport with the seniors and adjust/transition in the new

atmosphere. Some times emotional support is also required and given. Method Teachers (Method Masters) are guiding the students for Practical Class Room Instructions, Methodology, Content Development etc. EPC, Field work, TLM etc. activities are also monitored and guided by the Mentor/Teacher Educator.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
50	5	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
7	3	4	0	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	NA	semester 1	30/10/2018	27/11/2018
BEd	NA	Semester-3	30/10/2018	27/11/2018
BEd	NA	Semester -2	18/04/2019	04/05/2019
BEd	NA	Semester 4	18/04/2019	04/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Veer Narmad south Gujarat Uni, Surat affiliated College of Education, Kharod has two year B.Ed. Degree course divided in to four semester. Students are continuously assessed on the basis of assignment, Term Paper Attendance , Class room Interaction based on the subject covered in each semester. Especially at the beginning of the college day in the Prayer Assembly various activities like Prayer Presentation, News , Quiz (G.K.), Prayer Talk, Slok, Prayer Assembly encoring are implemented. Whole Year college planed various co-curricular activities and competition and evaluate students. Practical work based on core Paper ,Field work and EPC are carried out internal evaluation. Suggestion for improvement are given by rating Scale and descriptive evaluation by the teacher trainees regarding the presentation of the Micro and Stray Lesson. Teacher trainees Lesson Presentation is encouraged to teach an innovative way. Weak students are specially prepared by the diagnostic Programme.

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

Keeping in mind the aims and objectives of B.Ed. training the College Academic Colander is constituted. Being training is a main component it is taken careaspects related to Teacher Development are taken into consideration and the IQAC has tried to balance it while framing the Calendar in every aspects. The Year starts with a Welcome plus Orientation Programme and ends with the Theory exam of the last Sem. In between Microteaching, Stray Lessons, Unit Lessons Internship, Annual Lessons all progress in its way. Training in facing the classroom, Instruction Delivery, TLM making, Time Table Making, Evaluating the school students, Framing the Question paper, Preparing Mark sheets, Result Sheets, giving Grade etc. are taught and practiced. To inculcate the values of the society and the culture different festivals like Guru Purnima, Teacher's Day, Janmashtami, Raksha Bandhan, Ganesh Chaturthi, Navaratri, Dashera, Diwali, Christmas, Eid, Makar Sakranti etc. are celebrated with a given understanding. National Festivals like Gandhi Jayanti, 15th Agust, 26th Jannuary are also celebrated. Students prepare skits, speech, songs etc. and try to make it meaningful. Swami Vivekanand Jayanti, Environment Day, Hindi day, Ozone day, Yog Din, Sports Day, Narmad Jayanti, Science Day, Drug Addiction Day etc. are a part of the Academic Activity placed in the calendar. Annual Day and College Establishment Day make the Calendar colorful. University and Government notifications also guide the IQAC in framing the calendar not only in Curriculum but also in implementing in Practice. All different

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.coekharod.org/media/pdf/18/B-Ed-program-outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BEd	Education	47	47	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.coekharod.org/media/files/SSS-2017-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	0	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	0	0	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
College of Education, kharod	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
College of Education SETU, Alumni Association(Souvenir)	1
College of Education Dr. Parul B. Tandel (Action Research)	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	0	0	NIL

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	3	0
Presented papers	2	2	0	0
Resource persons	0	0	0	6

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Drama onBeti Bachao	Pradesik lok sampark karyalaya,Ahmedabad	1	96

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Voting Awareness Day	Government Body	Voting awareness Activity	1	96
150 th Gandhi Jayanti	Gram Panchayat, Kharod	Swachh Barat	1	96

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration

NIl	NIl	NIl	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Internship	The Anjuman Sarvajanik HighSchool ,Kharod	01/08/2018	18/09/2018	5
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIl	Nill	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	2015	0	98	17507	2113	17507

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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	NIl	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	26	1	1	0	0	0	0	20	0
Added	0	0	0	0	0	1	0	0	0
Total	26	1	1	0	0	1	0	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	34837	0	120920

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

College has established system for maintaining and utilising facilities: Computer Laboratory: this lab I offered by the Government . In the beginning it was working well but letter on it was not looked and care after. The college needs a person who can take the responsibility and maintain the equipments . Library: In the absence of a librarian, a clerk/a senior student , well versed with library work is assigned the responsibility of library management. Investment is made to buy new and updated books to meet the requirements of

students depending on the changing syllabus. Sports: The College do not have any trained faculty who can look after this. As and when according to the requirement the dummy faculty looks after sports events . Computer: Computer maintenance and networking is out sourced. Classrooms: There are 03 peons/sevak who look after the house keeping which takes care of the regular cleaning of the premises and Management look into regular upgradation and maintenance of the class rooms and building.

https://www.coekharod.org/media/files/Procedures-and-policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Welfare Scheme	6	24000
Financial Support from Other Sources			
a) National	Scholarship	67	455690
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Understanding the Self	01/07/2018	48	College Staff
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations	Number of students	Number of stduents placed	Nameof organizations	Number of students	Number of stduents placed

visited	participated		visited	participated	
00	**0**	**0**	**1) Asmita Vikas Kendra, At po: Tralsa Dis : Bharuch 2) The Royal school , At : Po. Rahadpod Dis : Bharuch**	**8**	**0**
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	**7**	**College of Education, Kharod**	**College of Education, Kharod**	**Higher Educational Institution**	**P G Course**
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	**0**
View File	

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

Activity	Level	Number of Participants
Sargical Strike Day	**College**	**49**
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	**Nil**	**Nill**	**Nill**	**Nill**	**Nill**	**Nil**
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

This College has a longstanding tradition of involving student volunteers in every academic and administrative activity. Student volunteers manage cultural and sports events. Students are interviewed and based on their inherent skills are assigned specific tasks for every event. They are assigned responsibilities such as: • There are Various Committees for different types of Activities hold during the year like Magazine, Planning and Forum, Sports, Library, Literature,

Educational Tour, Cultural Etc. Every Committee has its own objectives and they all are work together and organize different types of activities whole year. • Briefing students seeking admissions regarding procedures, fees etc. • Student Council Representative represents educational problems of students and College tries to find out a solution. • Collecting sponsorships for college events • Organizing and managing the stage during cultural events after the events the student volunteers submit their feedback to the organizing committee this leads to further improvement in the quality of activities in the college. The student volunteers are also evaluated so that they can perform better in forthcoming activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

562

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The College Alumni meets once or twice in a year according to the need. In the meet matters like College Foundation Day, Annual Day Celebration, Teaching Training, Progress of the past students etc. are discussed. Busy schedule of the students is always an issue.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Vision: To aspire for our country and the globe that will become a harmonious community, and to use the education a vehicle of higher education to mould men and women for others who will realise the dream of equality, liberty and fraternity that will ultimately lead to the country and the globe that is socially and ecologically sustainable. Mission: our mission is to provide access to excellence in academics, research and service learning to all strata of society with special attention to marginalised groups, discriminated people, and victims of social and economic disparity

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Centralized Admission Process By the Veer Narmad South Gujarat University,Surat . It is an online, transparent and merit based.
Industry Interaction / Collaboration	The College looks after the placement of the students and visits the schools

	and send the students to the respective schools as their requirements. The college magazine plays a role of a ready reckoner and the students information available in the magazine are used by the schools for the placement purpose. Lesson delivery , Practical Work, etc. are arranged with the help of the surrounding schools where the students get the first hand experience.
Human Resource Management	The college is always experiencing shortage of staff. At present there are 1 principal and 4 lecturers but with help teaching planning and co operation of the staff the students never feel short for faculty.
Library, ICT and Physical Infrastructure / Instrumentation	Library has Open Access System. well equipped with adequate number of booksand journals for the B.Ed. programme. Every year to update the knowledge of teachers and students by aquirring New books and journals and reference book. Internet Facility available in library for e-resources and e-book and other referece tool. Library organized Book exhibition onparticular day. Used ICT Teaching Learning Process. College has a computer lab, a language lab, a seminar hall and environment friendly learning campus The College is equipped with necessary Method rooms.
Research and Development	The Teaching Faculty is keeping itself busy in Paper Presentation, Paper Writing, Seminar Participation, Paper Publication etc. research related activities. Students are encouraged to use data collection, research tools, etc. for practical work and field work. Research Supervisors are engaged in giving guidance to 08 Ph.D. Students for their Ph.D. Research work.
Examination and Evaluation	Under the guidance, guide line of the University the College tries to conduct internal, external examinations with the components like EPC, Practical work, Term Paper, Field Work Project, Assignments, TLM, Term Papers, Practice Teaching, Action Research, Viva, etc. The qualitative and quantitative components of CCE are taken care of.
Curriculum Development	The designed B.Ed. Syllabus by the University is implemented at the College and the teaching faculties try to achieve the aims and objectives of

	the syllabus using different teaching modalities.
Teaching and Learning	Teaching and Learning process is the most important part of B.Ed. college. Faculty used various teaching methods and Techniques like Project Method, Demonstration method , Inductive deductive method, Group Discussion , Team teaching , Brain storming, Play way Method, assignment method etc. Staff Used ICT in delivery of Content. - A book exhibition was organised by students on the Rashtriya Yuva Din and on Gandhi Jayanti - Student and teachers participation in Seminars and Conferences was promoted with offering various facilities - Essay Writing, Varsha Geet Spardha, Desh Bhakti Geet Spardha, Kavya Pathan, Mehandi Spardha, Arati Shanagar, Salad Making eventswere organised - Every Day 05 minutes Quiz Competition on GK is placed in Prayer Assembly - Students participated in an orientation programme at Param Lok Vigyan Kendra Bharuch - Students participated in Ganit Adhiveshan at Valasad -Students participated in XIIthe Ramanuj Ganit Adhiveshan at Sansakar Deep Vidyalaya, Ankleshwar -Lecture, Speeches, Events were organised on World Ozon Day - Utkarsh College Magazine Publication - 5th September/Shikshak Din and College Establish Day is 5 th september

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

E-governace area	Details
Planning and Development	Academic Calendar is planned and implemented. Internal Examinations and related activities are placed according to the importance of priority. The teachers are informed about the changes in carrier development, Orientation , Courses, Refresher Courses, etc. The Clerk Office takes scare of Salary, Income Tax, Provident Fund, Scholar ship, accountancy etc. The Librarian is looking forward to a smooth work manually
Administration	As and when the Government and different agencies like University, KCG, NCTE, UGC, Rusa, etc. demand for any information the same is provided with the help of their Portal, Email, Google form and manually by papers.
Finance and Accounts	Accounting is maintained manually.

	Financial accounts are audited by the CA. According to the norms of the Govt. Govt. also conduct its audit.
Student Admission and Support	The University conducts student admission. At the timing of the College selection students are counselled at the University. The complete system is transparent and Merit based.
Examination	The students fill in the examination forms with the guidance and assistance of the College. The college takes care of the subjects and some important details. Assessment and evaluation is conducted at the University under the strict supervision of the University .

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	Nill

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	National Seminar on Next Generation Approaches to Teaching and Learning	Nil	24/06/2018	Nill	75	Nill
2018	Panal Disscusion on Shikshan sudharana matena kargat Upayo	Nil	05/09/2018	Nill	10	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher	1	18/02/2019	10/03/2019	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
the staff is appreciated by the management by giving Gift	the staff is appreciated by the management by giving Gift	Student welfare scheme

6.4 – Financial Management and Resource Mobilization

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

Accounting is maintained manually. Financial accounts are audited by the CA. According to the norms of the Govt. Govt. also conduct its audit.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

As the parents are from very poor strata the Assistant is not expected .

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

As and when such programme are planned, the support staff relive to attend the programme

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

Develop better teaching strategy. Improve students performance. Motive the

6.5.5 – Internal Quality Assurance System Details	
a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	**Writing skill workshop- Story writing**	**21/11/2018**	**31/12/2018**	**Nill**	**96**

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Woman Day	**08/03/2019**	**Nill**	**82**	**12**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Our college is known for its green campus. • A lot of trees have been planted in the college campus • Trees are not harmed by the students. • The students understand the important of trees and preserving the environment. The college also celebrates world Environment day and World Ozone Day. • Sanitation campaign are also run to keep the college campus clean. • Clay pot have also been erected on the campus trees to feed the bird. • Under Save power trainees are advised to switch off the light and fan whenever they leave the classroom

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**No**	**0**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2018	1	1	21/06/2018	1	International Yoga Day	Health awareness	96
2019	1	1	29/03/2019	1	Annual Function	Social awareness	300
2018	1	1	02/10/2018	1	Sawachhata Abhiyan	Health awareness	96

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

Title	Date of publication	Follow up(max 100 words)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International yoga Day celebration	21/06/2018	Nil	96
World Organ Donation Day	13/08/2018	Nil	49

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

- Go Greenery • Less use of Water • Save Electricity • Swachhata Abhiyan • Feeding the Birds • Less Use of Paper

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Year : 2018-19 Best Practices : 1 Title: Making - "hast likhit ank" (releasing hand written magazine-: Shikshak : Samaj nu javabdar ang (??????:??????? ??????? ???) Objective: Hast likhit ank develop skill of writing, to bring the students together to work together, to enhance ideas and grow knowledge on certain subject and connectivity with society. Context: Students handwriting needs to be improved, students knowledge needs to be developed Practice: Students collected ideas and prepare a body of information on the given subject Evidence of Success: Bind volume of " Hast likhit ank : (?????? : ??????? ??????? ???) " Problem: - time bound activity, student-teachers hectic schedule Best Practices : 2 Title : "Gandhi chindhya marge " Objectives : To knowing and implementing Gandhiji's thought , To bring awareness in the society, To develop Gandhinan values Context : The social values are going down and down, the students are less familiar with ethos of Gandhian values. Practice : To celebrate Gandhi Saptah, Cleaning campaign at villege Addiction free Programme, Poster making Competition, Utkarsh Volume on Gandhiji Evidence of Success: The Report on Gandhi saptah and Utkarsh volume , Posters Problem : Bringing social awareness among the people is a difficult task. It is difficult to put theses values in practice.

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

https://www.coekharod.org/media/files/Best-Practices-2018-19.pdf

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness To GROW MORE means doing the things DIFFERENTLY at the College of Education, Kharod • Our institution is contributing to the the interior rural area • The atmosphere of the college is learner friendly • Lush green environment-friendly campus • The college is famous for- quality work and discipline. • Well experienced and qualified matured teaching faculty • Skill Oriented trainee for best classroom teaching • 100 passed out ratio • Care taking TRUST and teaching and non-teaching staff • Best preparation for Government Examination • The organization is committed to planning and Implementing the ideal teaching strategy • The organization follows democracy and dress code • Co-curricular activities during the year are the heart of this Organization

Provide the weblink of the institution
https://www.coekharod.org/media/files/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

-To organize Social Activity - To purchase electronic gadgets for ICT purpose - To motivate faculty for Research work, Research Publication - Inspire faculty to attend more number of seminars, workshops -To encourage students for participating in inter college and university level activities -To develop new Toilet Blocks for girl students - To improve quality at all level plan for GSIRF (Gujarat State Institute Ranking Framework)