YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Sai Shyam College of Education
• Name of the Head of the institution	Dr. Usha Tickoo
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	2644319
• Mobile No:	9419197037
• Registered e-mail ID (Principal)	saishyamcollege1097@gmail.com
• Alternate Email ID	usha.tickoo@yahoo.co.in
• Address	Ghou-Manhasan, Jammu
• City/Town	Jammu
• State/UT	Jammu and Kashmir
• Pin Code	181206
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**Self-financing**
• Name of the Affiliating University	**University of Jammu**
• Name of the IQAC Co-ordinator/Director	**Ms. Rajni koul**
• Phone No.	
• Alternate phone No.(IQAC)	
• Mobile (IQAC)	**8715841555**
• IQAC e-mail address	**rajnikoul67@gmail.com**
• Alternate e-mail address (IQAC)	**sukeshkoul1094@gmail.com**
3.Website address	http://www.saishyameducationalsociety.com
• Web-link of the AQAR: (Previous Academic Year)	http://saishyameducationalsociety.com/saishyam/AQAR%202019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://saishyameducationalsociety.com/saishyam/annual%20reports.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.18**	**2008**	**01/03/2008**	**01/04/2013**
Cycle 2	**B+**	**2.82**	**2015**	**01/03/2015**	**01/04/2020**

6.Date of Establishment of IQAC	**31/01/2007**

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
0	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest	**Yes**

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	3	
• 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)	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. The students and Staff of the college celebrated 75th year of Independence, by organizing rallies to commemorate "Har Ghar Tiranga Campaign" 2. To celebrate Hindi Divas IQAC organized Poem recitation competition at Sai Shyam Public Hr. Sec. School. 3. Faculty of the College participated in On-line lecturers organized by UGC and Directorate of IQAC University of Jammu. 4. Programmes under "Azadi ka Amrit Mahotsav" including "Vigyan Sarvatra Pujtay" a weeklong orientation programme conducted for faculty in ICT, was organized by Ministry of Education Govt. Of India, which was attended by faculty of the college.

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
In the beginning of the session the college prepared the calendar of its activities keeping in view the calendar furnished by the University of Jammu. All the components of Teaching – Learning process along with co-curricular activities were clearly defined and time and date for their implementation mentioned. IQAC in its various meetings emphasised on enabling staff and students to participate in various activities to be conducted by college and also by Directorate of IQAC Jammu University, UGC, NAAC etc. It was also mentioned that this year along with celebrating all National Days, we must collaborate with agencies / NGOs in organizing a programme related to animal world & their importance in the eco system.	The programmes chalked out for the session were carried on as per the schedule which included organizing rallies, celebrating various important National and Socially relevant days like women's Day, International Yoga Day, Har Ghar Trianga Campaign, Unity Day, etc. An Exhibition was also organized on the life of Saradar Vallabh bhai Patel. The faculty members attended at least six webinars organized by HRD centre University of Jammu, sponsored by UGC on NEP 2020. Co-ordinator IQAC attended a seminar on "Research in Colleges, Scope and Challenges" organized by Directorate of IQAC University of Jammu. IQAC in collaboration with Global Helping Hand" organized an Online webinar on "The War against animal cruelty" Students and faculty members along with the Principal of the college participated in the webinar. It was observed at the end of the year that pupil teachers along with teacher educators had gained sufficient knowledge regarding various socio-educational issues and their individual role and responsibility to further transmit it to younger generation.
13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC	16/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	14/02/2022

15.Multidisciplinary / interdisciplinary

Being a teachers training college, the main emphasis during training is laid on teaching all aspects of subject 'Education' and the methodology of teaching all school subject like Science, Social Studies, mathematics, languages, art and craft and music, etc. So it gives a diverse perspective of all branches of education like Educational Psychology, Educational Technology, Philosophy of Education, Research in Education, Evaluation in Education, Physical Education and so on.

Although B.Ed. Course is directly concerned with one discipline i.e. Education but all the important aspects of this subject are taught in unison, in order to help the students to understand the psychology of child, aims and objectives of teaching various subjects at school level and also how to integrate the knowledge of different subjects for child's wholesome development of personality.

The course taught at B.Ed. level also include the subject like Yoga, art and craft and physical education which enables the Teacher Educators to develop skills in such course which are very essential for them, when they are recruited as teachers in high schools.

So in short the diverse perspectives of education are taught to illustrate a theme or a concept essential to be learnt by would be teachers

16.Academic bank of credits (ABC):

The college has started the process of asking its students to store their academic and other achievement virtually. They are helped to open their accounts in the Portal. Till it gets completed, me have a system of storing the information of students academic records at the time of their admission in the course, which is utilized for the official work and other information needed by AISHE or Affiliating University.

17.Skill development:

Teaching in itself is a skill which needs to be developed. The college lays greater stress on developing the skill of teaching by instructing students both in theory and methodology. The college through its multifarious activities ensures to remove the disconnect between theory and practice of teaching so that skilled teachers are produced who know all the integrities of teaching techniques at school level. The theoretical knowledge about importance of vocational and technical education is a part of curriculum, which also enables the pupil teacher to understand the importance of developing this skill

Building of new skills in teaching and innovative thinking is also ensured so that would be teachers are capable of creating jobs for themselves in keeping with the concept of "Start up" and fulfil the idea of "Skilled India".

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

The Integration of Indian knowledge system is taught to trainees through various subjects included in the syllabus, that is prepared by the Affiliating University. The subjects like Indian Constitution and Education in Indian Perspective, History of Education and Education in Emerging society, give students a peek into Indian Philosophy e.g. contribution of Indian thinkers like Swami Vivekananada, Sri Aurbindo, Rabindernath Tagore, Mahatma Gandhi, etc. It gives students the knowledge of about different schools of knowledge like Indigenous and Vedic knowledge and also helps would be teachers in developing the Panchmukhi and holistic personality.

The knowledge is also provided regarding concept of Gurukul, Madrasses, Maktabs and Missionary Schools etc so that students are able to have a comparative study of educational institutions, functioning in our country and thus understand the present system of education in India.

Through the subjects like Teaching of Languages (English, Hindi, Urdu and Punjabi) the curriculum enables the pupil teachers to understand the importance of such languages in promoting our culture, understanding its importance in National and International understanding.

The system of conducting on-line classes also got boost due to pandemic conditions and the college also made use of it, to communicate with students through on-line made which has born good

results. It has opened a very strong means of communication with our pupil teachers and benefited them in many ways.

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

The curriculum in B.Ed. Course is framed by the affiliating University and the goals to be achieved are already set for each paper both in theory and practice of teaching. Therefore all system or activities resolve around goals (outcomes), which is evaluated at the end of the educational experiences achieved.

In the college the pupil teachers are given all the opportunities in classroom, through indoor and outdoor activities to achieve the specified outcomes. The outcome is also evaluated through internal assessments, active participation of students in activities like Debates, Cultural programmes, celebration of various National days of importance during Practice of Teaching and through the records that they prepare for Internship and Project Work etc. The students are given opportunity to improve over their performance, if required.

The Teacher Educators play an important role during instructions and act as facilitators to reach the targeted outcome.

20.Distance education/online education:

Our college of education is supposed to provide instructions through regular classroom activities, which are carried on as required, but the college also has a system of providing on-line instructions to students in both theory and practice of teaching if need arises.

During Pandemic period, the college gave on-line instructions to students, by conducting on-line classes. Teaching practice was also conducted on-line and visits to various educational institutions was also done by providing the pupil teachers appropriate web link of such Institutions. Exams both Internal and External were also conducted on-line.

Extended Profile

1.Student

2.1	56
Number of students on roll during the year	

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats sanctioned during the year	150

File Description	Documents
Data Template	View File

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	23

File Description	Documents
Data Template	View File

2.4 Number of outgoing / final year students during the year:	88

File Description	Documents
Data Template	View File

2.5Number of graduating students during the year	88

File Description	Documents
Data Template	View File

2.6 Number of students enrolled during the year	56

File Description	Documents
Data Template	View File

2.Institution

4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	1930580
4.2 Total number of computers on campus for academic purposes	20

3.Teacher	
5.1 Number of full-time teachers during the year:	**13**

File Description	Documents
Data Template	[View File](#)
Data Template	[View File](#)

| 5.2

Number of sanctioned posts for the year: | **17** |

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

Our Institution implements the B.Ed. Curriculum of its affiliating University, i.e. University of Jammu. The IQAC of the College discussed and made a framework (Academic Calendar) to implement the curriculum designed by the affiliating body. At the commencement of the programme the Institution distributes the syllabus to each student and conducts orientation Programme for the new comers. The staff under the leadership discuss of the Principal discusses the entire curriculum and prepares the time table for daily classes and activities. One of the senior faculty functions as the college co-ordinators to supervise all practical activities.

The Principal communicates the information regarding various events to teachers, students and administrative staff through official meetings, notice, e-mail and whatsapp groups the institution gives full support to the college Union in planning and implementing different activities for student well fare and is very particular in observing important days and participating in socially useful activities like visiting slums and providing them awareness, being a Swatch Bharat Abhiyan, Visiting special schools and innovative centres in order to develop sensitivity to the needs of society among the students, etc.

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	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	View File

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni	**C. Any 3 of the above**

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	View File

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and	**A. All of the Above**

students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

File Description	Documents
Data as per Data Template	[View File](#)
URL to the page on website where the PLOs and CLOs are listed	http://saishyameducationalsociety.com/saishyam/plo.pdf
Prospectus for the academic year	[View File](#)
Report and photographs with caption and date of student induction programmes	[View File](#)
Report and photographs with caption and date of teacher orientation programmes	[View File](#)
Any other relevant information	[View File](#)

1.2 - Academic Flexibility

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

21

File Description	Documents
Data as per Data Template	[View File](#)
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	[View File](#)
Academic calendar showing time allotted for optional / electives / pedagogy courses	[View File](#)
Any other relevant information	[nil](#)

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

0

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

0

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

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

0

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

0

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	**No File Uploaded**
Course completion certificates	**No File Uploaded**
Any other relevant information	<u>View File</u>

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	**All of the above**

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	View File

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

16

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

16

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	View File

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.

The curriculum of B.Ed. Course for two years provides an opportunity

to pupil teachers to understand all aspects of education that is required for a teacher to become an effective and professionally trained teacher.

In all the four semesters through the theory papers Internship and Practice of Teaching the students are helped to acquire knowledge of teaching skills. For this purpose students are required to study four theory papers in semester first, which give them knowledge about the system of education in Indian Perspective, develop in them language competence and communication skills, give an insight into educational planning at school level and also help to develop in them the values that are essential and to appreciate the concept of Inclusive Education.

Through Philosophical chapters the students learn about the value systems which were dear to our great Philosophers. Importance of use of Education Technology is also emphasised along with education in yoga, art and craft and music.

Through internship activities throughout the course the pupil teachers are acquainted with different department and institution of learning other than regular schools, which gives them an insight into their importance in the system.

Through Practice of Teaching the pupil teachers are trained in various methods of teaching which helps the pupil to gain knowledge through activities and discourage rote memorization.

File Description	Documents
List of activities conducted in support of each of the above	[View File](#)
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)
Photographs indicating the participation of students, if any	[View File](#)

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

The curriculum of B.Ed. Course is so designed as to introduce pupil teachers to get an understanding of all types of school systems functioning in India not only today but since the inception of system of Education in India.

All theory papers are having a number of activities to be performed by students through field work/ sessional work as designated in each paper. This includes knowledge to the people especially in villages of their Rights of Human beings as well as of the Global citizenship. Trip to Gurukuls and residential schools. They are given the understanding regarding difference between the day Boarding and the Residential School. Visits are conducted to indigenous educational institution like Madrasas Ashrams and the Mobile Schools.

Students are made to participate in community development programmes like Swach Bharat, Pulse polio programme, distribution of Relief material etc. Visit to slum areas give pupils the insight into the problems faced by such people and they are asked to suggest measures as per their understanding of the problem.

In the paper "Comparative Education" the students learn about the system of education in other parts of the world and thus develop a critical view about education system in India. The comparative view of development of Education system in various states of India is also highlighted and its effect on their overall development emphasised.

Through the internship programme students get an opportunity to visit State Board of School Education, SCERT, CBSE etc.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

The college while transaction of the curriculum makes sure that students cover most of the field work / sessional work of each paper. It helps them to put into practice the knowledge learnt in theory papers. All subject teachers while teaching make it sure to connect the knowledge of content in different subjects by highlighting the interdependence of various course contents.

The understanding of interconnectedness is mainly ensured while teaching pupil teachers methodology of Teaching Subjects like T.O. Science, Language, Mathematics, Social Studies, Economic, Computers tec. It is mostly communicated to pupil teachers when they are oriented for practice of Teaching. The college organizes orientation programme along with Demonstration lessons to enable the pupil teachers to put in practice the methods learnt in theory. Each student is asked to deliver introductory lessons in his / her Teaching Subject and ensure adequate interconnectivities.

Exposure to various school activities is given to students during Practice of Teaching by asking them to conduct morning assembles, preparation of time-table conduct games , know about attendance register, fee register, examination records, evaluation patters, setting of Question Papers etc. All such activities enable the pupil teacher to get the knowledge about school system in a practical way and thus helps them to connect what they have learnt in theory.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	Three of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	[View File](#)
Any other relevant information	[View File](#)

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

56

2.1.1.1 - Number of students enrolled during the year

56

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	No File Uploaded
Approved admission list year-wise/ program-wise	View File
Any other relevant information	View File

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

34

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

34

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

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

0

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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Certificate of EWS and Divyangjan	**No File Uploaded**
List of students enrolled from EWS and Divyangjan	**No File Uploaded**
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.

As Sai Shyam College is committed to upgrade the knowledge and skill to ameliorate overall personality of youth, the college have mechanism is place to honour student diversities in terms of learning needs such as remedial learning, mentoring academic counselling and orientation programs. Activities are being done by

the teachers such as interaction with the students, mid-terms tests, and co-curricular activities to find out gradual learners and radical / leading students in the class.

Accordingly the teachers make schedule for the gradual / slow and leading learners. Activities done by the teachers for gradual students are as fallow.

1. Separate classes for them according to their need.
2. Remedial class, focusing on their individual problem.
3. Providing them extra materials for study.
4. Providing them library support.
5. Motivate and encourage them to participate in curriculum and co-curricular activities.

Activities for leading / advanced learners by the teacher are as fallow:

During the orientation programs the teachers easily find out which students are very active on the basis of their activities, confidence, leadership and skill of handling things. So the faculty makes strategies like:

1. Fostering High order thinking skills participation in debates, seminars and workshops.
2. Mentorship.
3. Providing opportunities to organize activities in college.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	View File

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	Four/Three of the above

Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs

File Description	Documents
Data as per Data Template	[View File](#)
Relevant documents highlighting the activities to address the student diversities	[View File](#)
Reports with seal and signature of Principal	[View File](#)
Photographs with caption and date, if any	[View File](#)
Any other relevant information	[View File](#)

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

`Three of the above`

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	[View File](#)
Reports with seal and signature of the Principal	[View File](#)
Photographs with caption and date	[View File](#)
Any other relevant information	[View File](#)

2.2.4 - Student-Mentor ratio for the academic year

`1:10`

2.2.4.1 - Number of mentors in the Institution

`6`

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	View File

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.

The college faculty uses multiple modes and approaches to teaching learning at UG level (B.Ed. programme) which includes:

1. Lecture cum discussion
2. Online teaching
3. Group discussion
4. Experiential learning
5. Participative learning
6. Blended learning
7. Flipped classroom teaching
8. Collaborative teaching

The college train its faculty and teacher trainee about the teaching skills at Macro level with the help of experiential learning, where the students undergo the process of learning through reflection on doing so that they can connect theories and knowledge learned in the classroom to real world situation.

The students also visit different type of schools like Nursery, Primary, middle, high, inclusive and innovative school for firsthand experience. The students also visit DIET (District Institute of Education and Training) SCERT (State Council of Educational Research and Training). The students are supposed to maintain records of these activities in the Internship File and Project File.

Every faculty member organize teaching plans and methodology for the courses they have to teach like project work, internship work Sessional Work, etc. The teaching plans thus formulated, includes, lecture for each unit's methodologies evaluation procedure and list of book and reference books to be consulted for each topic. The same

is shred with the students so that they may become aware of the topic and books they have to use for study. Thus helps the teachers to prepare different methodologies for the topics by using different technologies used in education.

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

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

5

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://www.inflibnet.ac.in/
Any other relevant information	View File

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

83

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	View File
Any other relevant information	View File

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice	**Four of the above**

teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

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

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 College in addition to conduct of normal class room activities pays greater attention in providing mentorship to its students wherever it is needed while organising programmes like extension lecturers, seminars or conduct of sports activities, attention is paid towards giving responsibilities to students individually as well as in groups to ensure team spirit among them.

During orientation programme at the beginning of the session; students are identified on the basis of their interests in various fields so as to cater to their diverse interests and arrange for both curricular and co-curricular activities accordingly. Counselling is also provided to students if they need it especially to those students who have to manage both home and their studies.

Discussion sessions are arranged to discuss current issues regarding the state, country and world as a whole. Students are asked to give their opinion about the present scenario, which helps to develop reflective thinking among them.

Students are also encouraged to help other students who need it i.e. in preparing notes or in organizing various co-curricular activities in the college. Principal and faculty members of the college are

always ready to meet the students, whenever they want to discuss their individual or collective issues.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	**No File Uploaded**
Any other relevant information	View File

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

As B.Ed. Course is mainly concerned with the training of would be teachers in teaching skills. For this purpose college organises orientation programme and Demonstration lessons before the start of teaching Practice. Organizes Workshop in Teaching aids is a regular exercise in the college, whereby students learn how to make various types of teaching aids. It is the time when students exhibit their creativity and innovativeness by preparing different types of teaching aids in various teaching subjects. They prepare low cost teaching aids where their creativity is exhibited.

Another way in which students intellectual and thinking skills are sharpened is when the college enables them to participate in poster

making, slogan writing and Rangoli competitions organized by the college and by University of Jammu or other colleges affiliated to it. They also participated in debating, symposium and seminars competitions which ensure their proper understanding of various topics by consulting Google and library facilities.

Students of the college also organise women related programmes in the villages adopted by the college where in they come across with the needs and requirements of people who are underprivileged.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for 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)	**All of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Documentary evidence in support of the selected response/s	[View File](#)
Reports of activities with video graphic support wherever possibl	**No File Uploaded**
Any other relevant information	[View File](#)

2.4.2 - Students go through a set of activities 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	**Ten/All of the above**

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	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	View File

2.4.3 - Competency of effective communication is developed in students 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	All of the above

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	View File

2.4.4 - Students are enabled to evolve the	All of the above

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

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	View File

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social 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

All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	**No File Uploaded**
Any other relevant information	View File

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports

All of the above

events in school Planning and execution ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event

File Description	Documents
Data as per Data Template	[View File](#)
Documentary evidence showing the activities carried out for each of the selected response	[View File](#)
Report of the events organized	[View File](#)
Photographs with caption and date, wherever possible	**No File Uploaded**
Any other relevant information	[View File](#)

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	**All of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Samples of assessed assignments for theory courses of different programmes	[View File](#)
Any other relevant information	[View File](#)

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

Students are adequately prepared for carrying on their Internship cum Teaching Practice programme by organising lecturers on various aspects of Teaching and Internship during orientation programme.

Lecturers are delivered by faculty members on different approaches of teaching used during TP. In 3rd semester lecturer are delivered

on Herbartion & RCEM approach and in IVth semester students are adequately with construction visit approach of teaching.

In both the semesters school Internship forms an integral part during teaching – learning process in practising schools. The pupil teachers are informed about the activities they have to conduct during school internship viz different functions of school system, system of Managing the class rooms, Managing External and Internal evaluation, system of maintaining school records and register and system of managing curricular activities.

Prior to internship cum teaching practice the Principals of Practicing schools are informed by giving them details of the TP Phase and the Group Incharge teacher to conducts special meeting with them for smooth conduct of the phase. The pupil teachers also visit the school and contact the class teachers, in whose classes they have to deliver their lessons.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)

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

88

File Description	Documents
Data as per Data Template	[View File](#)
Plan of teacher engagement in school internship	[View File](#)
Any other relevant information	[View File](#)

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	Nine/All of the above

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

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.

School Internship is an integral part of Pupil Teachers during their teaching practice programme. The Pupil teachers are required to undergo internship programme in all the four semester.

Semester-I – In this semester students are supposed to undergo visit cum observation to:

1. **Anganwari**
2. **Nursery Schools**
3. **DIET (District Institute of Education and Teaching)**
4. **Innovative Centre**
5. **Primary School**
6. **Middle School**

Students are sent in groups with their group incharge faculty member. This activity continues for 2 weeks.

Semester- II – In this semester students are required to undergo visit cum observations to:

1. **High School for 4 days**
2. **Higher Secondary School 4 days**
3. **SCERT (State Council of Education, Research & Training) for 2 Days**
4. **Innovative Centre for 2 Days**

Semester-III – In this semester pupil teachers are required to undergo Internship –cum-teaching practice activities for 8 weeks

Semester-IV – The activity to be done by student is Internship cum Teaching Practice for 8 weeks. Throughout the Internship programme, students are escorted by group teachers. The letters are sent to concern Institution informing them about the visit to their Institutions by the head of the Institution. All activities are strictly monitored as per the required instruction. For this purpose the Institution has prepared files in the detailed instructions to be followed by the pupil teachers.

File Description	Documents
Documentary evidence in support of the response	[View File](#)
Any other relevant information	[View File](#)

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* 'Schools' to be read as "TEIs" for PG programmes)	**All of the above**

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	[View File](#)
Two filled in sample observation formats for each of the claimed assessors	[View File](#)
Any other relevant information	[View File](#)

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness	**Five of the above**

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	View File

2.5 - Teacher Profile and Quality

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

6

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

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

1

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	View File

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

15

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

15

File Description	Documents
Copy of the appointment letters of the fulltime teachers	[View File](#)
Any other relevant information	[View File](#)

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 Affiliated University forms all the rules and regulations for the smooth functioning of the college which includes which includes the formulation of syllabus, appointment of faculty members etc. 95% of the faculty which is appointed is selected through select committee comprising of members nominated by vice-chancellor of the affiliated university and also members nominated by the chairman of the college Principal of the college being one of the members. Faculty teachers as per their proficiency and qualifications on the onset of session faculty members are being oriented by the Principal and other senior faculty members. The teachers used to teach their respective subjects with the help of prescribed books which they use to borrow from the college library. The teachers are being updated with the help of their internet facility as well as college computer laboratory which is connected with wifi mode. Teachers are given opportunity to discuss among themselves on various educational issues and thus refresh themselves before attending their regular classes.

Teachers of the college attend various seminars, workshops, debates, symposiums and webinars in the University premises and in other professional colleges of Jammu. Webinars on NEP 2020 are being attended by every faculty member in order to keep themselves abreast with the latest mode of education and its policies and regulations which are being promulgated in the college as per the norms set up by the UGC as well as affiliated University.

File Description	Documents
Documentary evidence to support the claim	[View File](#)
Any other relevant information	[View File](#)

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

Continuous Internal Evaluation (CIE) of students learning is in place in our college under the following heads, as, Internship, sessionals, Project work and Term1 and term 2 class tests along with teaching practice Programme.

The students of 1st and 2nd semesters are being evolved keeping in view their involvement in Internship (visit different educational Institutions like DIET, Anganwari, Nursery school, Primary school and T1 and T2 tests when the students visit the above mentioned educational institutions mentioned above are being asked to prepare a full report along with students photographs including the staff involved in interacting with our students. In semester III and IV Teaching Practice programme is being scheduled and variety of lessons are being prepared by the students and they deliver the lessons in the actual class rooms which makes the pupil teacher fully aware with Teaching - learning process.

Moreover students face T1 and T2 class tests, question papers are being framed by the subject teachers and pupil teachers go through these test whose makes are being added in their internal assessment award rolls continuous internal evaluation sheet is being prepared by the teacher in charge examination where every parameter like attendance, involvement in sports and games, participation in debates / symposium workshops is being evaluated and Internal Assessment record of every pupil teacher is being prepared and it is being wetted by the University authorities viz education Department.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	[View File](#)
Any other relevant information	[View File](#)

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 opportunities Access to tutorial/remedial

Five of the above

support Provision of answering bilingually

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

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

Sai Shyam College of Education has established a grievance Cell comprising of a student group who work under a senior most faculty members of the college. A complaint box has been installed on the wall just in front of staff room. Every student is being asked to put their complaint cum grievance if any in written form in the box or the students can submit their complaint or grievance to the incharge grievance cell of the college as well. The complaint box is being opened once in a month and all the relevant grievances / complaints are being thoroughly discussed with the students incharge of the grievance cell them the matter is being discussed with the esteemed Principal Madam and solutions sought students get satisfied as their complaints / grievances are being solved with in the stipulated time.

Moreover, the students who perform poorly in the their T1 and T2 examinations also apply for improving in their T1 and T2 examinations already held in the college. Students are being given individual attention in order to make over their deficiency or get their doubts cleared.

Verbal attention is also being given to the students by the concerned faculty members whenever they require. Thus grievance cell is actively solving the genuine problems of the students for which college prepares prospectus for the year.

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

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.

Our college being a private institution is affiliated to the University of Jammu for which college prepares prospectus for the session.

University of Jammu frames the complete syllabus for the B.Ed. class and that very syllabus is being attached to in our college time-table is also being framed keeping in view calendar of the year which comprises of two semesters. In the meantime date-sheet for conducting T1,T2 and class tests is being framed. Question papers are being framed by the concerned subject teachers and students are examined as per time table already framed. All curricular as well as co-curricular activities including sessional work as well as project work is being accomplished in the ensuring session. Thus college adheres and completes the whole academic calendar which enables the college authorities to complete the internal evaluation process of the students which is being submitted to the university authorities for their information which is being shown in their final works cards. The division of marks is being allotted as per instructing from the affiliated university authorities. Every aspect of student's activity like their attendance, their role in the college, their part in Debates, symposiums, workshops etc. the students participation in sports and games for is being kept in view and they are being awarded. Students participation in teaching practice programmes is also being adhered and award is being awarded.

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

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.

The teaching-learning process of the Institution is aligned with the stated PLOs and CLOs (Programme Learning Outcomes and Course Learning Outcomes). Being Pandemic situation, our college decided to start teaching learning process on on-line mode.

After framing an adequate teaching timetable of the teachers, every teacher used to teach the class through on-line mode by providing a Google link to the students. This process started on regular basis.

Students used to present themselves on on-line mode and they tried to link themselves with their teacher through the link being provided to them. In this way, teaching learning process for all subjects was performed through on-line mode. All teachers taught their students keeping their unit syllabus in view and the teachers tried their best to deliver the goods keeping in view, the teaching learning process requirements.

In this way, during pandemic period, whole of the teaching learning process went smoothly through on- line mode. In this way, our institution ensured alignment of stated PLOs and CLOs with teaching learning process of all the semesters of B.Ed.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	View File

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 performance of students is monitored through their participation in various theoretical and practical activities. The affiliating University has defined the objectives of each course which are achieved through the sessional work that the students has to perform in each subject.

The teachers who give instructions in theory papers make it sure to help students to perform and record at least two or three activities notified sessionals. Visits are conducted to identified places to give in-hand experience to the students.

Similarly the other learning tasks to be performed by the students is internship in first two semesters, which give the students an opportunity to visit DIET's, SCERT, Residential Schools, innovative centres, anganwari's, different types of schools, viz nursery, primary, middle, high and higher secondary. These tasks enable students to gain knowledge about various institution of educational importance.

In order to monitor the performance of the students, record for all tasks along with photographs are maintained. The students have also to complete their Project work.

The performance in teaching skill is monitored during Practice of teaching in 3rd and 4th semester in general and delivery of criticism lesson in particular. The Internship is an integral part during TP wherein students undergo all other activities that are performed in school other than teaching. All the above activities are clearly defined in the syllabus of B.Ed. course which is finally evaluated at the time of final exams both in theory and practice.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	[View File](#)
Any other relevant information	[View File](#)

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

88

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	View File

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.

Initial learning needs of the students to become skilled teachers enter the B.Ed. Course were identified as under:-

- **Critical thinking**
- **Patience.**
- **Communication skills**
- **Organisational skills**
- **Creative thinking**

The B.Ed. courses' syllabus is being framed by University of Jammu which include theory papers, practice and teaching, Project work, and sessional work, etc try to develop all the above needs through the multifarious activities that the college provides throughout its 4 semesters of the B.Ed. programme.

By acquiring the knowledge of subjects like Maths, science and geography, etc it has been seen that the pupil teachers develop critical thinking. It is also developed through critically evaluating the functioning of various educational institutions that they visit.

The pupil teachers also get the knowledge and experience of developing tolerance / patience among themselves by studying psychology of child development and during their interaction with the students of the schools in their teaching, Practice phase.

Through studying languages viz Hindi, English, Urdu etc. The pupil teachers develop in themselves the communication skills which is also enhanced by instructions through language laboratory available

in the institution.

Through internship programmes in the practising schools the college helps the pupil teachers to develop the organizing skills by enabling them to conduct various cultural activities which afterwards help them when they become actual teachers.

Activities like debates, seminars and symposiums conducted in the college give students an opportunity to compile the material for the above activities which help them to develop their creating thinking.

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	View File

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

http://saishyameducationalsociety.com/saishyam/sss%2021-22.pdf

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

0

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

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

0

File Description	Documents
Sanction letter from the funding agency	**No File Uploaded**
Income Expenditure statements highlighting the research grants received certified by the auditor	**No File Uploaded**
Any other relevant information	View File

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	**One of the above**

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	**No File Uploaded**
Sanction letters of award of incentives	**No File Uploaded**
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	**No File Uploaded**
Documentary evidence for each of the claims	**No File Uploaded**
Any other relevant information	View File

3.1.4 - Institution has created an eco-system for innovation and other initiatives for 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 try-outs Material and procedural supports	**Three of the above**

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

3.2 - Research Publications

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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
First page of the article/journals with seal and signature of the Principal	**No File Uploaded**
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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
• First page of the published book/chapter with seal and signature of the Principal	**No File Uploaded**
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	**No File Uploaded**
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

60

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	View File

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

60

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	View File

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

60

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

60

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	View File

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.

In order to influence and sensitize the students towards some social issues such as reducing the use of plastics, so as to make environment clean and healthy, the N.S.S Unit of college organized a rally under the title "say no to plastics". Students of the college took part in this rally enthusiastically and were also asked to make some placards and slogans regarding the theme of the rally. The rally was carried out from the college to the Gho- Manhasan Chowk, it spread awareness about the hazards of using plastics. Students described the value of 3R's i.e. Reduce, Reuse and Recycle to the villages and told them to follow all the 3R'S in their day to day life."Beti padao Beti Bacho" is also one such activity which was

conducted by the N.S.S unit of college in this regards in which villagers from the vicinity of the college were invited to the institution and various cultural activities and a skit showing the importance of girl education was performed in front of them by the students in order to spread awareness amongst the students and villagers.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Appropriate certificates from the awarding agency	**No File Uploaded**
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

0

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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
List of teachers/students benefited by linkage – exchange and research	**No File Uploaded**
Report of each linkage along with videos/photographs	**No File Uploaded**
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

0

File Description	Documents
Data as per Data Template	**No File Uploaded**
Copies of the MoU's with institution / industry/ corporate houses	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges	**Five/Six of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Report of each activities with seal and signature of the Principal	[View File](#)
Any other relevant information	[View File](#)

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 Institute has adequate facilities for teaching-learning VIZ, classrooms, laboratories, sports field, fitness center, etc. for various programme offered, in the B.Ed. course. There are well equipped labs with latest tools and technology in our institute and we have smart class rooms where the students are being taught to operate smart board during their T.P. We also have language laboratory for the development of speaking and listening skills in languages. For yoga sessions in the college we have a fitness center room where students perform various yogic activities and meditation which helps them to stay fit mentally as well as physically. The college has a sports complex where various sports activities and sports competitions are being performed. Moreover, the college has well equipped library, having newspapers, magazines and Journals, in addition to thousand of books. The college also provides the students with well equipped language lab and psychological lab for learning different aspect s of language and human psychology. The institute also has a common multipurpose hall Auditorium where different events and cultural activities are being conducted from time to time.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	View File

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

11

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	http://saishyameducationalsociety.com/saishyam/facilities.html
Any other relevant information	View File

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

12.81

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	View File

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.

The automation of library is done from time to time in our college. An automated library manages following functions such as acquisitions, serial control, cataloguing, circulation and the open public access catalogue. Automated library system centres on library management software. In our college, library is fully automated with facilities of internet connections, cataloguing and e-resources. It is linked to the National Digital Library. It is connected with a software which carries all information regarding issuing as well as returning of books. All books are linked to the software and we have access to this software. All the relevant information of the booksellers, their billing records, publishers, their e-mail address are available to us through this software. Various newspapers, magazines, encyclopaedia are fully linked with this automation system.

It reduces the workload and manpower in the institute and also provides an error free service to its users. Students are able to access various books and journals, encyclopaedia without any hassle. It also eliminate routine tasks or perform them more efficiently and it takes lesser time than usual which is to be spent on material acquisition, serial's management, budget administration and record keeping.

File Description	Documents
Bill for augmentation of library signed by the Principal	[View File](#)
Web-link to library facilities, if available	[0](#)
Any other relevant information	[View File](#)

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

Under the criteria of gateway for remote access to library resources our college has remote access to national digital library system NDLS which students and teachers use frequently. The NDLS acts as e-resource which facilitates as well as provides a host of services containing textbooks, articles, videos, audio-books, lectures, simulators and other kinds of learning media for learners/students as well as faculty members. It is a project under ministry of education through its national mission (NM). The objective is to collect and provide full text index from several national and international libraries as well as faculty other relevant sources. It provides free of cost access to many books and is designed to hold content of any language developed, operated and maintained from time to time by Indian institute of technology.

Our teacher and students are using this system to get themselves refresh regarding the new educational development of the world. The students are made to make use of these resources by giving them assignments where in they need to access the e-resources.the faculty makes it sure that all students develop a habit of using e-resources. The faculty makes it sure, that all students develop a habit of using e-resources while preparing their class notes and especially during delivery of their lesson plans.

File Description	Documents
Landing page of the remote access webpage	View File
Details of users and details of visits/downloads	View File
Any other relevant information	View File

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

One of the above

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

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

0.20

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	View File

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

30

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	[View File](#)
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	[0](#)
Any other relevant information	[View File](#)

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College	**Two of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Any other relevant information	[View File](#)

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

The college is well equipped with all kinds of ICT facilities in it which aid to the effective teaching learning process. All kinds of ICT facilities includes telephone computer, laptops, projector, WIFI, facility for good quality of internet, Microphones, radio, television, LCDs and smart classes etc. Through students are able to understand the concept of their subject topics easily. It also easy the process of teaching practice as students are being trained to

use and demonstrate their lesson plan through smart classes and projectors. The smart classes are also provided with the internet facility from where the good content material for teaching could be availed by the B.Ed. students as well as teachers. Our college library is also well equipped with computers with internet facility. Library automation is being done from time to time in the college.

The computer labs of the college also connected to WIFI where students/teachers can access the latest knowledge and content regarding their concerned subjects. The ICT section of the college has proved a great boon towards the teaching-learning process even during the tough times of COVID. The ICT facilities have been functioning in our college since its establishment i.e. 2002. Thus ICT has enabled the institution to work digitally, it also encouraged many innovative methods of teaching and learning through active collaboration of our teachers and students.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	View File

4.3.2 - Student – Computer ratio during the academic year

4:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	No File Uploaded
Any other relevant information	View File

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	D. 50 MBPS - 250MBPS

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during theacademic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	View File

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	Two of the above

File Description	Documents
Data as per Data Template	View File
Link to videos of the e-content development facilities	0
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	0
Any other relevant information	View File

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)

0.41

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	View File

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

The college provides all physical, academic and support facilities to its students by providing a well equipped library with more than five thousand books including Magazines, Journals, Newspapers, Photostat Machine, Catalogue Cabinet, Computers etc. There is a separate room for reading facility attached to library.

The college has a well furnished multipurpose hall which can accommodate more than 200 students, all cultural activities along with seminars, debates & extension lecturers are organized in hall. The college has language lab, A.V. Aids lab, Math lab, Social Science lab and Science lab with all requisite material.

The college also has a big play ground where the students are given the opportunity to conduct sports activities on regular bases, all requisite sports material is available in the college. There is a well equipped computer lab with internet facility. The classrooms are airy and well ventilated with facility of projector in few of them. The college has also smart class facility wherein students learn to deliver their lessons using latest technology. The college also has a well furnished conference hall.

File Description	Documents
Appropriate link(s) on the institutional website	http://saishyameducationalsociety.com/saishyam/index.html
Any other relevant information	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are 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	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	**No File Uploaded**
Photographs with date and caption for each initiative	View File
Any other relevant information	View File

5.1.2 - Available student support facilities in 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

Nine or more of the above

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	View File

5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide

A. All of the above

awareness and undertakings on policies with zero tolerance Mechanisms for 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	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	View File

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student 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) | **One of the above**

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	View File

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
0	56

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	View File

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).

2

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	[View File](#)
Copy of certificates for qualifying in the state/national examination	**No File Uploaded**
Any other relevant information	[View File](#)

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

Student council for the year Following members have been elected in the student council under the following heads. Ms Toiba Yusra------------president. Mr. Depindra kumar-------General Secretary. Ms. Poonam Manhas------Academic Secretary. Ms. Paramjeet kour-------Cultural secretary. Mr. Hari om Meena-------Sport secretary. Ms. Zeenat ul-Ain Mr. Dependra kumar General Secretary is a part of the various cells established in the college. The academic secretary is in charge of all the academic activities being conducted within and outside the college. She plays Pre-active role in organising Debates, Seminars, workshops, discussions, interactive programmes in the college. She is also responsible for selecting students to attend other colleges during the programmes being organised by them. She also helps the students to prepare tier papers, power point presentations. In charge cultural secretary helps the students of the college to organize as well as celebrate various cultural programmes in and around the college, as organizing various cultural programmes in the college a parted parcel of our college prospectus. Sports secretary organizes various sports activities games in the college. As games are part and parcel of college time table table involves every student of the college to play the games like cricket, volley ball, Hockey and badminton. Matches are being organised between different teens of the college and winner are being awarded by the college authorities

File Description	Documents
Copy of constitution of student council signed by the Principal	**No File Uploaded**
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	View File
Any other relevant information	View File

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

8

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

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 a well established non registered alumni association. Alumni meet is organized by college every year. The Association works with college authorities especially colleges principal and celebration of alumni day is being finalized. Students and faculty members are being informed through a notice about finalized day, date and venue. Invitation cards are prepared and send to Alumni Associates of college. The college bears the expenditure of ALUMNI associates who are being invited on the particular day college offers them boarding as well as lodging.This organization i.e. Alumni Associates of the college celebrates this day in the college's multipurpose hall. Alumni invited share their

experience with the students and inform the newly admitted students that how can they be absorbed in may distinguished schools as well as colleges of high repute in the country. More ever these Alumni Associates helps the college during the days of admission. They help in the admission process of the college. While sharing their views the students of the college are inspired and they put up their hardest labour to bring laurels to the college by getting good marks in their exams . The Alumni of the college give us feed back regarding the functioning of the college and also help us to ring improvement in the required areas.

File Description	Documents
Details of office bearers and members of alumni association	**No File Uploaded**
Certificate of registration of Alumni Association, if registered	**No File Uploaded**
Any other relevant information	[View File](#)

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support	**None of the above**

File Description	Documents
Documentary evidence for the selected claim	**No File Uploaded**
Income Expenditure statement highlighting the alumni contribution	**No File Uploaded**
Report of alumni participation in institutional functioning for the academic year	**No File Uploaded**
Any other relevant information.	[View File](#)

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

1

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	View File

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

Mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in the institution.

Alumni Association meet is very important meet for the running of the Institution in a very positive manner. This meet acts as an effective support system to the Institution in motivating as well as nurturing special talent.

Alumni Association meet being a vibrant association helps the Institution in particular and students community in large. The Alumni Association members do speak to the students in the multipurpose Hall of the college. By way of their interaction the Alumni Association members invited share their personal experience with the students there Alumni Associate members are also working in the prestigious educational institutions of the country have their direct impact on audience. Students are being highly mesmerised and are being inspired to touch the skies. In this way Alumni Association members motivate our students to do their best in order to get themselves adjusted in the prestigious and very famous educational institutions of the country. Hence these members do a yoman's job in nurturing special talent of our students as a whole. The association also provides a sound feedback viz-a-viz the teaching learning process in the college and also about the infrastructural needs of the college which enables the institution to gain qualitative growth.

File Description	Documents
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	View File

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.

The Vision and Mission of the Institution is well defined. The Institution prepares the future teachers keeping in view the past, present conditions and future prospects.

The College educates the mind and soul of the students in order to enable them to grow in wisdom.

The college tries to make the students well disciplined to inculcate moral, ethical and spiritual values and tries to develop the spirit of Universal brotherhood and internationalism among the students.

All the faculty members work under the leadership of Principal Madam. They teach the students regularly through their regular class work for which a time table is being framed and all the trained teachers are assigned the task of teaching their respective class in their respective subjects.

The activities of the college include, attending the webinar, seminars, workshop, competitions, debates and other symposium being organized in and around the college. The students trips are being finalized and chalked out by the faculty members with the guidelines of their Principal Mam. Students visits are fixed whereby the students arrange their visits under their internship program and complete their Project work and Sessional work in time.

The students under their teaching practice program prepare their lessons, deliver them along with the group incharge teacher.

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

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

The function of the Institution and its academic administrative units are in accordance with the principles of participation, accountability and transparency. The administration of the college is totally decentralized. Reporting is done in hierarchy following a top to bottom approach of communication and flow of information. Job profiles specifying roles and responsibilities have been chalked out and issued for every job position which leads to transparency and accountability. Decentralization has been effected in such a manner that responsibilities are shared by all and the members contribute towards efficient functioning of the college.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	View File

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.

The accountant of the college maintains all Financial records like expenditure on salary of teaching and non teaching Employees. He also maintains the record regarding expenditure on purchase of library books, laboratory items, maintenance of college building and infrastructures relevant vouchers are being passed as fee CSR ruling of JKOT Government is concerned vouchers are also being passed. Transparency is being maintained in its Expenditure as well as income statements. As for as payments are concerned, all payment are

being made through cheques salary of the employees is being directly credited in their respective accounts through on live mode. The chartered accountant audits the colleges income and expenditure records every year and issues the balance sheets duty attested. An assistant accountant helps the accountant is maintaining all the income and expenditure records of the college. At the end of the financial year, the team of accountants from chartered accountants office visit the college and audit all the ledgers, cash books, day books, vouchers etc. only then a balance sheet is being provided by C.A to the college. The librarian with the help of assistant librarian maintains the accession register and other records of the library purchase of library books, journals, newspapers, items of computers lab, language lab and other items related to college is being recommended yearly after the approval from purchasing committee.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	[View File](#)
Any other relevant information	[View File](#)

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

Yoga exercises are beneficial for human as it improves strength, balance and flexibility. Yoga helps us to manage stress yoga can mean more energy, even it relieves back pain, our institution organizes yoga week every year in the college for the students of the college and experimental school. The N.S.S unit of our college organised 8th international day of yoga on 21st of June 2022.The theme of this day was "yoga for humanity ".A yoga expert was called who showed some basic exercises to our students. Yoga exercises start showing results, if performed on regular basis. The college organizes such programmes in and around the college. The college has adopted some villages namely Dei chak, Tikri and Lohri chak. The college organised a programme under the slogan a "Beti padao Beti bachao" in the premises of primary school Tikri. The girl child and their mother's were invited on the occasion. The principal of the college spoke about the importance of girl child's Education. The girl's present in the event with their mother's were very deeply impressed which resulted in the major enhancement in the admission of girls in the schools. Our hon'ble prime minister has stressed on

girl child education and their upbringing under the slogan "Beti-padao-Beti Bachao.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	http://saishyameducationalsociety.com/saishyam/academic_calendar.html
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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.

Sai Shyam Educational Society registered under J & K Registration Act, under which comes Sai Shyam College of Education and experimental School namely Sai Shyam Public Hr. Sec. School. The Chairman is the main governing body of both these Institutes, who has an elected Managing Committee, comprising of educationists, planners & good administrators. The main decision making body of these institutions is the Managing Committee constituted by Affiliating University which is headed by Director Colleges Development Council. It also has Chairman of the College, two educationists and Staff Representative. The meeting is held twice a year to discuss the agenda and the minutes implemented. The Head of the Institution (Principal) in Sai Shyam College of Education has always tried to handle the three main pillars i.e. teachers administrative staff & Management of the Institution in a strategic manner in which he/she has always assured the participative approach by ensuring freedom of thought & action in the process of teaching & evaluation of the students. The Principal on the basis of feedback accept the suggestion.

During Orientation Programme, in the beginning of the Session, the students are acquainted with the whole syllabus of the semesters and the time table pertaining to their classes is discussed.

File Description	Documents
Link to organogram on the institutional website	http://saishyameducationalsociety.com/saishyam/orgchart.pdf
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	View File

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students	**Five/Six of the above**

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

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.

In our college we have different bodies/cells/committees for the conduct of various curricular and co-curricular activities such as sports committee, N.N.S unit, guidance and counseling cell, yoga cell, etc. Different faculty members have been given the in charge of various cells/ bodies and some students are also involved in these units as the members. The heads of the various bodies in collaboration with the management conducts a number of meetins in order to implement of the resolutions taken by these committees/bodies/cells. Principal of the college is the head of all these bodies and committees and also keeps a check on the various activities conducted by these units and send circular and notices time to time for the practice of such events.

One such meeting was organized by the sports committee of college on 6-8-22 regarding celebration of sports week in the college. This meeting was headed by the principal of the college, Ms. Kanchan Sharma was also present in this meeting (in charge sports committee) along with the other faculty members and two students i.e Deependra kumar and Hari om meena who are the active members of this committee were also present in this meeting.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	View File

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

Under this heading the college has adopted the following welfare measures for its teaching and non-teaching staff members:

Leave facility – under this category, there is the provision to sanction fifteen days leave in favour of its faculty members with full pay facility.

All gazette and restricted holidays are granted in favour of its teaching as well as non-teaching members.

Maternity leave- as per Government norms is being granted in favour of such female teaching as well as non-teaching members. No pay is deducted to those staff members (females) who fall under this category only on the time of joining such staff members are supposed to submit their medical certificates for the period the employee is on leave.

Loan facility: loan facility has been implemented in the institution. Under this facility soft target loans are being provided to such teaching / non-teaching members who want to improve their qualification.

Provident Fund i.e. P.F. has been implemented in favour of some of the teaching as well as Non-teaching members. The record of P.F. is

properly maintained in the college as well as P.F. Office Jammu. Some of Institution employees as Mr. C. L. Bhat Institutions Accountant Mr. Surinder Hashia Institution's Officer Superintendant have withdrawn their P.F. amount.

One month full pay leave along with the stipulated fifteen days leave is being granted in favour of Non-teaching staff members as per government C.S.R.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	View File

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

3

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

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

16

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	View File

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

11

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	View File

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.

The process of performance appraisal system for non-teaching staff of the college is being conducted by the members of managing committee/CA along with Principal of the college keeping their participation and role undertaken by them in making the administration work with transparency and smoothness. The Committee Members, along with esteemed Principal carries on supervision /thorough checks of their work from time to time. In this way, non-teaching staff's participation of the smooth running of administrative functions is being supervised.

The Institution has a performance appraisal system for teaching staff. The teachers are supposed to fill up the appraisal form every year, wherein they fill their performance under above given categories. The forms are thereby evaluated on the basis of already set criterion. The academic and professional growth becomes evident after the evaluation of the forms.

The teachers who fall below the normal performance criteria are asked to improve over and those whose appraisal form show definite improvement are encouraged further.

The appraisal form also indicates the need of programmes that college should organise so as to help teachers to grow academically and professionally.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	View File

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 a Non-Government institution. It neither gets any grant from Government or from any other source. It also doest not get any donations from any quarter. The college is totally depended on the fee from the students which is fixed by the University of Jammu. The office of the college through its accounts officer keeps record of all expenditure for the year. Record for the fee collected by the college in the shape of college fee is also adequate account for.

The expenditures incurred under various heads are mentioned in the budget and expenses done is shown under the proper heads. The accounts of the college are regularly audited and wetted by Managing Committe of the college which also ahs representatives from the University of Jammu.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	[View File](#)
List of audit objections and their compliance with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	[View File](#)

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

0

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

Sai shyam college is a private college and meets out its whole affairs from the amount being collected from the students who are admitted .Admission process is carried out by university of Jammu and students fee is being deposited in college principal account college distributes rather carries its all functions viz curricular as well as co-curricular from this very amount. Expenses are being metted out like staff salary, maintenance of college's whole infrastructure; furniture's and all other expenditures spend for college activities. Building improvement fund is being involved in building maintenance like, white washing of classrooms, panting of doors, windows. Upgradition of college library computer lab, language lab and college laboratory. Moreover, college has a vital transport system having some busses, vans etc for plying of students and faculty members on daily basis. Ware and tear of these vehicles,

their maintenance, salary of driver's conductors is also being carried out from college fund. All income expenditure is being wetted by a chartered Accountant which issues these statements on the closure of each session. More, ever college has well maintained office which maintains every records viz admission, Examination, Administrator correspondence, result statements are being maintained by a well established office which is being run by non teaching staff as office superintendent, Accountant, Assistant Accountant and an office peon, Computer lab has some computers are being maintained by a very computer Assistant where from every online correspondence is being maintained.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	[View File](#)
Any other relevant information	[View File](#)

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

The college showed incremental improvements in its various ways. More and more students were prepared to go for ICT classes. Students were helped to prepare their lesson through power point presentation. Students were asked to go for online classes. College library was up graded and more and more books authored by foreign authors were purchased. The college adopted two villages living in the vicinity. The lohri chak, Tikri and Ghou Manhasan were adopted and our college organized various programmes in tere villages through which some of the social problems like girl education, women empowerment, environmental problems and other social problems were discussed and programmes like rallies interaction programmes, Nukkad nataks were organised in these villages in which villagers especially their women folk participated whole hearted. Online (Google) classes were started through the computer section of the college. So for as institutions quality initiatives some of the incremental improvement achieved after the previous accreditation were as follows the college started extensive co-curricular activities in and around our campus. Students were asked to visit the adopted villages and organize a good number of programmes keeping their most commonly felt challenges programmmes to enable women participation in panchayat, municipality and legislative

assembly elections. Online classes zoom meetings were started. Faculty members were prepared to start online classes with their students because of prevailing pandemic situation. College organized online programmes with surrounding government cum private school faculty members regarding their faculty development programmes.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	View File

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.

The IQAC reviews the teaching learning process periodically; this review involves examining the curricular methods of teaching-learning process of our college. The areas are which need improve identified.

The incremental improvement in various teaching learning process and various activities are observed to ensure the progress overtime and it is also ensured that the quality continuously improves in above mentioned areas.

A variety of instructional methods are introduced to engage students in detailed teachings. In various theory and practical work face to face instructions along with on-like learning activities were asked by IQAC to make the teaching-learning process flexible.

The faculty members are advised from time to time visit different website for E-centent. Use of library is also ensured by faculty members. There is a periodic check administered by the head of the institution, where in students are asked about the advancement Madre their theory and TP aspects.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	View File

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

9

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	View File

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF	**Four of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Link to the minutes of the meeting of IQAC	http://saishyameducationalsociety.com/saishyam/annual%20reports.html
Link to Annual Quality Assurance Reports (AQAR) of IQAC	http://saishyameducationalsociety.com/saishyam/index.html
Consolidated report of Academic Administrative Audit (AAA)	[View File](#)
e-Copies of the accreditations and certifications	[View File](#)
• Supporting document of participation in NIRF	**No File Uploaded**
Feedback analysis report	**No File Uploaded**
Any other relevant information	[View File](#)

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 college showed incremental improvements in its various ways. More and more students were prepared to go for ICT classes. Students were helped to prepare their lesson through power point presentation. Students were asked to go for online classes. College library was up graded and more and more books authored by foreign authors were purchased. Online (Google) classes were started through the computer section of the college. So for as institutions quality initiatives some of the incremental improvement achieved after the previous accreditation were as follows the college started extensive co-curricular activities in and around our campus. Students were asked to visit the adopted villages and organize a good number of programmes keeping their most commonly felt challenges programmmes to enable women participation in panchayat, municipality and legislative assembly elections. Online classes zoom meetings were started. Faculty members were prepared to start online classes with their students because of prevailing pandemic situation. College organized online programmes with surrounding government cum private school faculty members regarding their faculty development

programmes.

Moreover, the incremental improvement is reflected in the Grades achieved intwo cycles.

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

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.

Sai Shyam college is a private college affiliated to University of Jammu. College boars its all expenses by way of students fee which enables the college for its smooth running. In addition to regular class work the college organizes seminars, workshops and different rallies in and around the college premises. Our college has adopted some of villages viz Tikri, Lohri Chak, Ghou-Manhasan. College works for the benefit of society and we organized some programmes in theses village where the people are being awarded about the burning issues of our society in particular and country in general. One of the main issue facing our country as well as world is conservation of energy. Regarding this issue college organized a programme and a rally through which surrounding population as well as our students were informed about the use of electric solar and wind energy sources for running of vehicles thus petrol, diesel will be conserved rather saved.

PowerPoint presentation is being prepared and presented during the seminars before the students and people as well. Such presentations when over exhibited which had an over all positive impact on the audience. Cycle rallies are arranged in which students participate and people and students are asked that they should use more and more cycle for shorter distances and cars, scooters and buses should be used for longer distances alone.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

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 procedure in not more than 100 - 200 words.

The Institution through various meetings with staff, class four employees, people responsible for cleanliness of the institution always instructed them to follow proper disposal of waste products. Suggestions are also welcomed from the stake holders in this regard. Our institution functioning in rural area also involves the students to take care in this matter in their vicinities as well as schools in general and classroom in particular. Our college has an capacious garden cum playing fields in front if its building. At the remotest corner of our school- a compost- pit has been dug in which all the dust and all thrown out materials is being collected and is been dumped in the pit and fresh clay put in the pit in order to cover all the dust and thrown out material. In this way that all dust and waste material is converted into the manure, which is used as organic manure. In this way hygienic and cleanliness habits are being developed amongst students who aware their parents in this endeavour.

College tries it best to do whatever is possible to aware its students as well as people about energy conservation, environmental pollution and organic farming.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant	One of the above

File Description	Documents
Documentary evidence in support of each selected response	[View File](#)
Geo-tagged photographs	[View File](#)
Income Expenditure statement highlighting the specific components	[View File](#)
Any other relevant information	[View File](#)

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	One of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	[View File](#)
Documentary evidence in support of the claim	[View File](#)
Geo-tagged photographs	[View File](#)
Any other relevant information	[View File](#)

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

Efforts are being made by the colleges chairman Sir, Principal Mam and its managing body members to maintain the college's cleanliness sanitation, green cover. In this endeavour a good number of green plants have been planted in and around the institutions premises which has given a lush green look to the institution. Garden has been maintained which has different kinds of flower plants, rose shrubs and other varieties of decoration plants and shrubs. A Gardener has been employed who keeps the garden neat and clean and works with full endeavour resulting in a lush green beds having very good quality green grass. The plants of different quality are grown around the institution which adds greenery to our institutions location. More and more plants are being planted every year during rainy season (Van Mahotsav) by the students as well as teachers

fraternity. Planting of more and more trees (decoration as well as all season green plants like palm trees, small good quality shrubs are planted which gives a very good and green look to this institution.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	View File

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

Three of the above

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

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

0.54

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	View File

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

Our college plays a positive role in uplifting the thinking attitude of students in particular and common public in general regarding environmental knowledge, women education their empowerment and environmental health and hygiene.

Our institution organises plantation drive through which students of the college along with students of our experimental school along with Staff members that involve in this drive and plant many plants in and around our institution. We used to plant various shady cum fruit trees in the compound of Govt. Higher Secondary School Ghou-Manhasan, as well. Our institution organises Swachchita Abhiyan in our institution as well as on the road side in some streets of Ghou-Manhasan, Jammu.

Programmes regarding Girl Child, women empowerment are being organized in our college and in the villages adopted by our college. More over our college and school gives ample chances of employment chances to its local populace.

Moreover more girl students are being lured to get admission in our school in general and college in particular.

In this endeavour more and more involvement of girls child, women teachers are being involved in our institutions.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)

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	C. Any 2 of the above

Conduct are organized

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

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

Our college continues with best practices as per NAAC guidelines. The best practices are adopted in our college were conduction of yoga classes some programmes high-lighting the moral, ethical and spiritual Values amongst students of our school.

In morning assembly senior faculty members of our college as well as school staff members spoke before students about the values already discussed in our religions scriptures .

Teachers speak about these values in front of students. Discussions are being organized in the school and colleges which really effects the normal behavior of our students ,moreover, our college works in tandon with vichar KRANTI MANCH International an NGO which works for the welfare of our student Community in particular and society in general. This organization conducts interaction and activity based programmes like yoga ,inculcation of moral, ethical and spiritual values in our, youths in our college. Their yoga experts exhibit various yogic exercises in front of our college as well as school students and trains our students as well as faculty members in performing various yogic exercises. Our college works collaboratively with another sanastha namely "Shiksha Sanskriti

Uthan Nyas Jammu, Kashmir and Ladakh. Recently an interaction programme was organized by this Sanastha in our institution on 4th of Dec-2023.

University of Jammu also organizes programmes on cultural and religions events like ,cultural festival though which our ancient culture and civilization is being exhibited which effects the lives of students community as a whole.

File Description	Documents
Photos related to two best practices of the Institution	[View File](#)
Any other relevant information	[View File](#)

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

Our college organises programmes and workshops in which teachers working in different government as well as private institutions are being refreshed and their way of teaching is oriented. In this way our college being a teachers training college new ways of teaching are discussed with the teachers. The teachers get on spot knowledge about new methods and ways of teaching. It is our priority as well that in addition to teaching learning process in our college we work for the upliftment of our vicinity as well. We do some programmes like organizing interaction programmes with women living in and around our institution. To commemorate such programmes women living in Tikri village, Ghou manahasan and lohri chak are being involved in interaction programmes and their burning issues like women education, women empowerment, Swhchchta Abhiyan, importance of water especially its conservation are thoroughly discussed. Our college visits the schools of Ghou Manhasan where it is being viewed thet how the students are being taught whether the group discussions or remedial classes are being conducted in the schools or not

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	[View File](#)
Any other relevant information	[View File](#)

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