

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Christ College

1.2 Address Line 1

P.B. No. 7, St. Paul School Campus

Address Line 2

**Anand Nagar, Bhopal - 462021
(M.P.) India.**

City/Town

Bhopal

State

Madhya Pradesh

Pin Code

462021

Institution e-mail address

christbhopal@gmail.com

Contact Nos.

**0755-2750480 (Off), 0755-2750538
(Res), 0755-2681090 (Fax)**

Name of the Head of the Institution:

Prof. Fr. Johnson S.V.

Tel. No. with SIDCode:

0755-2750480

Mobile:

+91-9425691997

Name of the IQAC Co-ordinator:

Dr. Diwakar Singh

Mobile:

+91- 9425024983

IQACE-mail address:

christbhopal@gmail.com

1.3 NAAC Track ID

MPCOTE16448

1.4 NAAC Executive Committee No. & Date:

EC/66/A&A/105 Dated 21/2/2014

1.5 Website address:

www.christbhopal.com

Web-link of the AQAR:

www.christbhopal.com/aqar2016-17

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.21	2014	5 Yrs
2	2 nd Cycle	---	---	---	---
3	3 rd Cycle	---	---	---	---
4	4 th Cycle	---	---	---	---

1.7 Date of Establishment of IQAC: DD/MM/YYYY

01/02/2014

1.8 AQAR for the year

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. AQAR _____ 15/01/2015 _____ (DD/MM/YYYY)
- ii. AQAR _____ 03/07/2015 _____ (DD/MM/YYYY)
- iii. AQAR _____ 30/6/2016 _____ (DD/MM/YYYY)
- iv. AQAR _____ -N.A.- _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central med Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Regulatory Agency-NCTE
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PE (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University

Barkatullah University, Bhopal

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

Autonomy by State/Central Govt. / University **N.A.**

University with Potential for Excellence **N.A.** UGC-CPE

N.A.

DST Star Scheme **N.A.** UGC-CE **N.A.**

UGC-Special Assistance Programme

N.A.

DST-FIST

N.A.

UGC-Innovative PG programmes

N.A. (specify)

Minority Institution status recognised by 'National Commission of Minority Educational Institutions', Government of India.

UGC-COP Programmes

N.A.

2. IQAC Composition and Activities

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and Community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

15

2.10 No. of IQAC meetings held:

01

2.11 No. of meetings with various stakeholders:

No. Faculty

Non-Teaching Staff

Students

Alumni

Others

Others-

Dishanjali (NGO)

Sarokar (NGO)

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

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

National Level Seminar- NAAC Sponsored Seminar on 21st Century Teaching Skills for an Effective Teacher on 27th and 28th August 2016

Institutional Level Workshop-

By the In house Faculty

- File Making, Clay Modelling, Use of Pastels, Puppet Making, Card Making, Paper Basket, and Workshop on Classroom Dynamics.

By Guest Speakers

- Soft Skills, Workshop on Promoting Child Rights

Institutional Level Orientation Programme-

By the In house Faculty

- Orientation on How to organize co-curricular activities at school,

By Guest Speakers

- Orientation Programme on Child Protection Act, Orientation on Physical Education

2.14 Significant Activities and contributions made by IQAC

- NAAC sponsored National Seminar on 21st Century Teaching Skills for an Effective Teacher conducted on August 27th - 28th 2016.
- Student and Teacher participation in various workshops such as Gender Equity, Soft Skills,
- Attended National Workshop on Library as e-Resource organised by Rajeev Gandhi College
- Group Term Insurance by LIC of all Students
- Collaboration with NGO's
- Organised a Blood Donation Camp
- Smart Class Training
- Book Bank installed

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> ➤ To organize a National Seminar ➤ Group Term Insurance of all Students ➤ Development of Library 	<ul style="list-style-type: none"> ➤ NAAC sponsored National Seminar on 21st Century Teaching Skills for an Effective Teacher was Organised on 27th and 28th August 2016 ➤ Provided Group Term Insurance for all students ➤ Book Bank installed

* Academic Calendar of the year is attached as an Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management N.A. Any other body

Provide the details of the action taken

- The management approved the plan of action as conceived by IQAC and gave consent to implement them.
- Provisional format of AQAR was placed before the Staff Council for Review and Suggestions

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1			
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2 B.Ed.- 4 Semester M.Ed.- 4 Semester
Trimester	-
Annual	-

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

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

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

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

Syllabus was Revised in both B.Ed. and M.Ed. by the Barkatullah University.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professor	Others
	13	9	1	3	-

2.2 No. of permanent faculty with Ph.D. 4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	-	1	-	-	-	-	-	1

2.4 No. of Guest and Visiting faculty and Temporary faculty - - -

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	1	Seminar-13 Workshop-02	-
Presented papers	-	2	-
Resource Persons	-	-	-

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

- Integration and Inclusion of Drama and Arts in teaching and learning
- Preparation of Lesson Plans based on Constructivism
- Training for making Best out of Waste and Hands –on for preparation of Teaching Aids

2.7 Total No. of actual teaching days during this academic year 217

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop - - 1

Dr. Diwakar Singh- Member of Board of Studies, Department of Chemistry, Sadhu Vaswani College Bhopal (Participated in Restructuring of syllabus)

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I%	II%	III %	AIKT	Pass %
B.Ed. Sem I Session 2016-18	20	30	55	10	5		100
B.Ed. Sem III Session 2017-17	41	68.29	12.19	17.07		1	97.56
M.Ed. Semester II	3	33.33	-	-	-	66.67	33.33

Distinction-70% and above

AIKT- Allowed To Keep Terms

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

- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation

1.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	6

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily

Administrative Staff	4	-	-	-
Technical Staff	4	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC provides opportunities to the B.Ed. and M.Ed. students to participate in seminars, conferences and workshops organised by various external agencies to present their research papers.
- IQAC conducts Workshops, Awareness Programmes, Special Lectures
- IQAC conducted a NAAC sponsored National Seminar on 21st Century Teaching Skills for an Effective Teacher.
- Publication of Christ Journal of Education(Bi Annual)

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	-	-
Non-Peer Review Journals	-	2	-
e-Journals	1	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-

Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	NAAC	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. Of linkages created during this year -NIL

3.15 Total budget for research for current year in lakhs : 1 Lakh

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Of the institute in the year

Total	International	National	Stat	University	Dist	College
-	-	1	-	-	-	-

Mrs. Pratima Prasad- Qualified NET in Yoga Education

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

2

5

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

-

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

JRF - SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events: N.A.

University level - State level -
National level - International level -

3.22 No. of students participated in NCC events: N.A.

University level - State level -
National level - International level -

3.23 No. of Awards won in NSS: N.A.

University level - State level -
National level - International level -

3.24 No. of Awards won in NCC: N.A.

University level - State level -
National level - International level -

3.25 No. of Extension activities organized

University forum - College forum 3
NCC - NSS - Any other -

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

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8100 Sq m	Nil		8100 sq m
Class rooms	3	Nil		3
Laboratories	5	Nil		5
Seminar Halls	1	Nil		1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others	College Library has the seating capacity of 25 students. Reading room with the capacity of 50 is at Ground Floor (shared by college with school , as per scheduled)			

4.2 Computerization of administration and library

The entire campus is Wi-Fi enabled. All the administrative work is done by using computers and internet. Library is partially automated, books transaction through bar coding system.

4.3 Library services:

	Existing (as on 1.7.16)		Newly added (During 1.7.16 to 30.6.17)		Total (As on 30.6.17)	
	No.	Value	No.	Value	No.	Value
Text Books	6315	826528	180	21763	6495	848291
Reference Books	1029	192027	16	2700	1045	194727
e-Books						
Journals	23	14350	nil	nil	23	14350
e-Journals						
Digital Database						
CD & Video	60	*	61	#	121	*#
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Librar y	Other s
Existing	49	34	49	nil	nil	3	1	11	
Added	1*	nil	nil			Nil	1*	Nil	

Total	50	34	49			3	2	11	
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*1 Computer was donated by CMI house for the department.

In addition to the records(4.4)based on availability of computers college has

- The entire campus is Wi-Fi enabled.
- Fully functioned 3 LCD projectors
- Smart classes (Tata Edge) installed in Classrooms, Labs and Research Cell

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

1. College organized Training session for B.Ed. and M.Ed. students on use of MS Office and internet as teaching-learning resource on 22nd February 2017.
2. Research cell organized a session (2 hours) for M.Ed. students on “Use of MS Excel in Statistical Analysis” on 17th April 2017.
3. Research cell organized a session (2 hours) for M.Ed. students on use of E-resources for research (Shodhganga, shodhgangotri, etc.) 18th April 2017
4. Smart Class training program for B.Ed. students 6th October 2016.
5. NAAC sponsored National Seminar on “21st Century Teaching Skills For An Effective Teacher”, on 27th – 28th August, 2016.
6. Library Staff participated in national workshop on “Access, Use and Management of E-Resources and Its Role in Research” on 23rd April 2017.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Website Updating & Computer maintenance including Office -0.28554
ii) Campus Infrastructure and facilities	Electricity & Water-0.98955 Vehicle maintenance-0.76107
iii) Equipments	0.05016
iv) Others	<ul style="list-style-type: none"> ➤ Office Maintenance-0.2815 ➤ Repair & Maintenance-0.08678 ➤ Stationary & Printing-0.33685 ➤ Advertisement-0.0465 ➤ Audit Fee-0.05 ➤ Miscellaneous (Staff welfare, Ex Serviceman and consultancy, Phone and postage, Seminar and Research, Student/Social welfare)- 0.17106+0.111+0.30062+0.1614+0.22258 =0.96666 ➤ Journal Publication-0.4158
Total :	4.27041 lacs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Journals both print and electronics are made available.
- Orientation Programmes, seminars and workshops were conducted for B.Ed. and M.Ed. (as per the Norms of the University)
- Placements were provided to B.Ed and M.Ed students.
- The institution publishes its updated *bilingual prospectus* annually. The information content is disseminated to students at the beginning of every academic year.
-

5.2 Efforts made by the institution for tracking the progression

- Internal examinations serve as effective tools for evaluating the students progression during the course.
- Model examinations and semester examination results are monitored and discussed for improvement.
- The financial commitments for organizing the Inaugural function, seminar, workshops, guest lectures, citizenship Training camp and other programmes were provided from the Management for overall development of students.
- Personal guidance, on both academic and non-academic matters, is made available to the students through counselling and mentoring, which is offered in the College at multiple levels.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
81	7	-	-

(b) No. of students outside the state

7

(c) No. of international students

NIL

Men	Course	No	%	Women	Course	No	%
	B.Ed.	13	92.8		B.Ed.	68	91.8
	M.Ed.	01	7.15		M.Ed.	06	8.11
	Total	14	100		Total	74	100

Course	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed.	18	12	6	12	-	48	41	15	08	23	-	87
M.Ed.	02	01	-	01	-	04	06	01	-	01	-	08

Demand Ratio- Not applicable as admission is through state level counselling.

Drop Out- 8

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

- Orientation Session on NET was organised on 22nd February 2017 for B.Ed. and M.Ed.
- The faculty members provide relevant information regarding NET, CIET examinations, their syllabus and placement through facebook group CESA .
- Question papers of previous examinations and reference books are made available in the library for practice.

No. of students beneficiaries

50

5.5 No. of students qualified in these examinations

NET - ET/SLET GATE - T - -

IAS/IPS etc - State PSC - C - rs (CIET) 1

5.6 Details of student counselling and career guidance

- Orientation Programme on B.Ed. and M.Ed. entrance exam was conducted on 5th June 2017.
- Orientation Session on NET was organised on 22nd February 2017 for B.Ed. and M.Ed.
- Academic problems of the students were identified by mentors and solved.
- Through Notice Boards, Facebook group and Whatsapp group students are informed about the dates and procedure for appearing in major exams like CIET, NET, etc.
- Guidance is provided for job opportunities, application procedures and interview preparations to the teacher trainees. The counselling service is useful for those student teachers who need inputs for psychological adjustments and improvement in self image.

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
St. Paul Sr. Sec. School		1	-

* Due to Two Year B.Ed. Course the students are still undergoing the course.

5.8 Details of gender sensitization programmes

- Special session on awareness on Sex Education was organised at DevMata Hospital on 26th April 2017
- International Women's Day was celebrated on march 8th 2017
- Documentary shown on famous women of India and their achievements on March 9th 2017
- Workshop on Promoting Child Rights was organised at Christ College by Sarokar an NGO on December 10th 2016
- Teacher Educators and Student teachers participated in the Workshop on Gender Equity on October 16th 2016

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	18	278490
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

* Institutional Level Art and Craft Exhibition was organised on 23rd February 2017

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Notes to be provided in Hindi

Action taken- Teaching done in bilingual (Hindi and English)

- Time table to be changed during summer (especially in May)

Action taken- Morning hours time table arranged.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision

Christ College aims at maintaining a delicate balance between excellence and empowerment through holistic approach toward excellence in every facet of this institution's life without compromising the commitment to society, especially to the weaker sections, empowering them to emerge as leaders who can discover their capacity to transcend everything that prevents them and others from becoming mature and better human beings in order to fulfil the specific mission God has given to each one.

The Mission

Leadership is for the realization of Jesus vision for a just and human society where dignity of the human person is upheld, where unjust social structures where the poor and the marginalized are specially taken care of and where every human being without any distinction or discrimination as own brothers and sisters making one human family VasudaivaKutumbakam. Through Christ College, we envisage to form the future educators, teachers, leaders and citizens who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable, who will champion the cause of justice, fraternity, liberty, equality, love, truth, peace and communal harmony and who are even open to further growth. The well groomed teachers who are leaving the portal of this temple of learning are moulded to decipher the unique potential of a child and possess the passion to impart imaginative, innovative and hands-on education creating a child-friendly environment in their future institutions to carve out a promising future to the children under their care fashioning them value based citizens useful to our country and to the world at large.

6.2 Does the Institution has a management Information System

- Disseminating information through personal interactions, college prospectus, emails, SMS, phone calls, notice board, Whatsapp Group etc.
- Constantly updating College Website.
- Institution has an Alumni Group Christ Ex Students' Association on Facebook and important events, information, placement, guidance is communicated through this channel.

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

6.3.1 Curriculum Development

The institution follows the prescribed curriculum of Barkatullah University, Bhopal for M.Ed. and B.Ed. Courses.

Within the given framework of the new syllabus the college included innovative activities on the latest practices and trends in Education.

6.3.2 Teaching and Learning

Individual & Group Activities

- Exposure to School Library
- Smart Class Training
- Special Session on Awareness and Strategies to remove examination stress among school students, corporal punishment, conflicts was conducted on October 7th 2016
- Psychology Practicals conducted on October 19th 2016
- Orientation Programme on Child Protection Act was organised on October 28th 2016
- Orientation talk on Challenges of Modern Education System on November 11th 2016
- Activity on Article Writing on November 23rd 2016
- Orientation on How to Organise Co curricular activities in Schools on November 24th 2016

Presentation and Discussion-

- B.Ed. -Individual Presentations on Topic –“Education in India before Independence”
- M.Ed. -Presentation on Philosophical Ideas of Eminent Scholars

Workshops-

- Workshop on Soft Skills
- Workshop on File Making
- Workshop on Greeting Cards making, Paper Basket and Paper Making was conducted on December 2nd 2016
- Workshop on Promoting Child Rights was organised in collaboration with Sarokar Group on December 10th 2016
- Workshop on Clay Modelling, Puppetry and paper mache was conducted on 21st June 2017 for B.Ed. Sem II
- Workshop on Classroom Dynamics was conducted on 21st June 2017 for B.Ed. Sem IV

Educational Visits

- Educational Tour to Narsingharh Fort on 14th November 2017
- Visit to Bharat Bhavan on 23rd June 2017

Academic Calendar attached as an annexure

6.3.3 Examination and Evaluation

- We strictly adhere to the rules prescribed by the university in conducting exams.
- Examinations were conducted by Barkatullah University in two aspects namely Practical and Theoretical Examination.
- Semester system with Continuous Internal Assessment is followed.
- The Principal and the faculties monitor the performance of the students by making an analysis after every internal test and external examination in meetings.
- Innovative practice like Open Book Examination was conducted.

6.3.4 Research and Development

- NAAC sponsored National Seminar on “21st Century Teaching Skills for an Effective Teacher” was organised on 27th and 28th August 2017.
- Increase in the number of approved guides- This year one faculty member Dr. Diwakar Singh has received his approval as a Ph.D. Guide and the number of approved guide has increased from one to two.
- Christ Journal of Education bi Annual with ISSN no. 2394-8892 published.
- Faculties were encouraged to participate in National seminars, workshops and short term courses.(Refer 2.5, 2.13 and 3.4)
- Minor research project at institutional level was taken up by the faculty.

6.3.5 Library, ICT and Physical infrastructure/instrumentation

a) Library-

Text Books- 180

Reference Books-16

b) ICT-

CD's and Videos-61

Computer- 1

- Website Updating and Computer maintenance.
- The entire campus is wi-fi enabled.
- Fully functioned 3 LCD projectors
- Smart classes (Tata Edge) installed in Classrooms, Labs and Research Cell
- College organized Training session for B.Ed. and M.Ed. students on use of internet as learning resource.

c) Infrastructure / Instrumentation

- Electricity & Water-0.98955
- Vehicle maintenance-0.76107
- Equipments- 0.05016
- Office Maintenance-0.2815
- Repair & Maintenance-0.08678
- Stationary & Printing-0.33685
- Advertisement-0.0465
- Audit Fee-0.05
- Miscellaneous (Staff welfare, Ex Serviceman and consultancy, Phone and postage, Seminar and Research, Student/Social welfare)-
0.17106+0.111+0.30062+0.1614+0.22258 =0.96666
- Journal Publication-0.4158

Total-4.27041 lacs

6.3.6 Human Resource Management

- Encouraging faculty members to participate in the orientation and refresher courses.
- Orienting faculty members for their further promotions in their career and providing them leave and class adjustments for attending classes and programmes to enhance their career.
- Encouraging the teaching and non teaching staff to pursue their further education.

6.3.7 Faculty and Staff recruitment

No new recruitment this year

6.3.8 Industry Interaction / Collaboration

- St. Paul Sr. Sec. School
- CMI Board of Education
- Dishanjali (NGO)

6.3.9 Admission of Students

- M.Ed. and B.Ed. admissions are done through state level counselling conducted by Department of Higher Education, Government of Madhya Pradesh.
- Orientation on Pre B.Ed. and Pre M.Ed. Entrance Test was organised on 22nd May 2017 to provide the guidance on the exam pattern, syllabus, etc.

6.4 Welfare schemes for

Teaching	EPF, Loan facility, Study Leave, Medical Leave and Casual Leave.
Non Teaching	EPF, ESI, Study Leave, Medical Leave, Loan Facility and casual Leave
Students	Government Scholarship, Basic Medical Facility and Fee Concession

6.5 Total corpus fund generated

All overhead expenses, developmental expenses and casual expenses are covered under purview of CMI SewaSangh, Bhopal, the Managing Society of the college.

6.6 Whether annual financial audit has been done Yes No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Education Division of CMI SewaSangh	Yes	Principal
Administrative	Yes	Education Division of CMI SewaSangh	Yes	Principal

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

For UG Programmes Yes o

For PG Programmes Yes o

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

N.A.

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

The college is affiliated to Barkatullah University Bhopal. The University provides freedom to the colleges to follow their own schedule for Practice Teaching and the practice teaching schools.

6.11 Activities and support from the Alumni Association

- Providing ample and supportive hand to college activities
- 18/06/2016: Annual General Body Meeting of Alumni Association was held. Annual report of the previous activities was presented.
- 3/09/2016: Interaction session with B.Ed. Batch was organized.
- Demonstration lessons were presented by the alumnis to the current B.Ed. batch students on 16th September 2016.
- 27/08/2016: CESA actively participated in NAAC sponsored National Seminar on 21st century Teaching Skills for an Effective Teacher. CESA member Mrs. Suma Jose compeered one session of Seminar on the second day.

6.12 Activities and support from the Parent – Teacher Association

- Parents are encouraged to attend activities organised by the college. In the beginning of the academic year it is mandatory that parents of students attend an Orientation on all academic programmes on campus.

6.13 Development programmes for support staff

Providing academic support to the support staff to pursue their further studies.

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

- Use of plastic materials is prohibited in the college.
- Plantation done in the college campus.
- Paper waste and Plastic waste are separated. Later it is sent for recycling.

Criterion – VII

7. Innovations and Best Practices

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

- Preparation of lesson plans based on constructivism (5 E Model)
- Integration and inclusion of Drama and Arts in Teaching and Learning
- Training of preparing Low Cost Teaching Aids and Best Out of Waste

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

- NAAC sponsored National Seminar on 21st Century Teaching Skills for an Effective Teacher conducted on August 27th - 28th 2016.
- Student and Teacher participation in various workshops such as Gender Equity, Soft Skills,
- Attended National Workshop on Library as e-Resource organised by Rajeev Gandhi College
- Group Term Insurance of all Students
- Collaboration with NGO's
- Organised a Blood Donation Camp
- Smart Class Training
- Orientation on Physical Education and Sports Activity
- Book Bank installed

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

- Integration and inclusion of Drama and Arts in Teaching and Learning
- Training of preparing Low Cost Teaching Aids and Best Out of Waste

**Detail is provided in annexure (annexure is numbered as i)*

7.4 Contribution to environmental awareness / protection

Group Activity on Importance of Food Web and Food Chain in the Environment on 1th June 2017 on account of Environment Day

7.5 Whether environmental audit was conducted? Yes No

By College management

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

<p>Strength</p> <ul style="list-style-type: none">• College is registered under UGC Section 2(f) and 12(b) is in process• Eco friendly campus• Activity based learning• ICT and Smart Class training• Easy accessibility to college• Demonstration school in the same campus• Adequate campus placements• Active participation of students in college activities• Motivating and guiding students for competitive exams <p>Weakness</p> <ul style="list-style-type: none">• Due to extended B.Ed. and M.Ed. programmes no. of admission in each course reduced.(M.Ed. only three students)• No hostel facility in the same campus <p>Opportunities</p> <ul style="list-style-type: none">• Placement of students with the help of sister institutions of CMI• Alumni Association to utilize resources• Research Centre to be established. <p>Threats</p> <ul style="list-style-type: none">• 2 years extended B.Ed. and M.Ed. course created a sense of insecurity.
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8.Plans of institution for next year

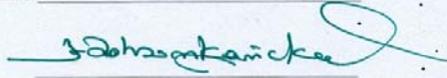
<ul style="list-style-type: none">• Organising Seminars on Language skills and Enhancing professional capacities• Displaying of contents of new books both in hard and soft copy• Promoting Action Research among M.Ed. as well as B.Ed. students through short term course

Name Dr. DIWAKAR SINGH

Name _____



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

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