NAME OF THE INSTITUTE: **SCHOOL OF EDUCATION**

YEAR OF REPORT: **2012-13**

PART A: INSTITUTE PROGRESSION REPORT

1. Curricular aspect	
	• Grade-Credit System is followed.
	• B.Ed. and M.Ed. among the most enriched programs in India.
	• The curriculum is updated from time to time. Last updated on **July 17 and 24, 2012** in Departmental meeting.
	• Curriculum development process is participatory involving various stake holders.
	• Curriculum update based on the current needs of the Schools and advances in knowledge.
	• Formal feedback is obtained from the students. Obtained feedback is utilized for updating the courses and improving teaching-learning. **Computerized students' feedback** was taken in December 2012 though a Software Application developed by School of Education under **UGC SAP DRS Phase III**.
	• Informal feedback from ex-students and field professionals is taken into consideration.
	• All courses of School of Education are job-oriented courses.
	• Innovative and unique Graduate program called **Activity based B.Ed**. Programme is conducted by School of Education.
	• ICT, Environmental Education, Special Education, and Guidance and Counseling are some of the value added

		courses which are part of B.Ed. and M.Ed. curriculum.
		• Students for B.Ed. courses are admitted through online centralized process at state level. M.Ed. students are admitted on merit in qualifying examination and interviews. Admission to M.Phil. and Ph.D. courses are now on the basis of Entrance Examination and Interview.
		• Applied Statistics and SPSS are unique components of Research Methodology Course at PG Level.
		• **NCTE norms are strictly adhered** to in the admission process.
		• **State government's norms are followed** in admission process for reserved categories and women.
		• **Remedial sessions** are organized for weaker students and **enrichment sessions** for the brighter ones.
2.	**Teaching– learning and Evaluation**	• **Seminar hall is equipped with multimedia projector**. Another mobile LCD projector is also available for use in other classes.
		• Lectures are supplemented by assignments, seminars and field visits.
		• Practice teaching, Microteaching, Psychological Testing and School Experience are practical components.
		• Departmental Seminar is held on every Tuesday. Important days like Teacher's Day, Independence Day, Republic Day, Vasant Panchami etc., Co-curricular activities and Annual function are observed/ celebrated.
		• **Exposure to Research and Innovation skills** through Students' Project is introduced at B.Ed. level. Projects undertaken by students from July- December 2012 as part of B.Ed./M.Ed. program in the areas of:
		• Management of Educational Institution

| | Educating Illiterates in neighborhood Study of Child Labor in the surrounding areas Problems of Slum area learners Problems of Education of girl child Problems of Special children. Teacher student ratio in B.Ed. is 1:12, in M.Ed. it is 1:3 and in M.Phil. it is 1:2. School of Education is having a team of qualified and competent faculty (02 Professors, 05 Reader/Associate Professor, 04 Lecturers/Assistant Professor and 02 Demonstrators). **Teachers are encouraged & given freedom for attending orientation Refresher courses**, Seminars, Workshops etc. Ph.D. qualified faculty as on date is over 82%. **04 -UGC JRF's** are available for assisting in teaching and **2 project fellows** for projects undergoing in the Department. Vacancies in regular faculty positions are being met by contractual appointments. **Five contract Lecturers/ Assistant Professors are in position**. Orientation and Refresher courses in Education are conducted. **Continuous and Comprehensive Evaluation** process is followed with three Sessional Tests, End Semester Examination in each course. **Evaluation is teacher based, transparent, and open with feedback**. Grade-credit, Teacher-based evaluation system is followed. Strict adherence to examination schedule, timely evaluation of answer sheets and declaration of results. Students are given prompt feedback on their performance |

	and answer sheets are shown to them.
	• Result processing is institutional based and computerized.
	• Teaching Learning process incorporates ICT component.
	• **External academic audit in the form of Comprehensive viva** is a special feature of evaluation.
	• Innovative Evaluative practices like **Peer Evaluation, open book examination, MCQ based tests, Teacher Evaluation by Students are followed.**
	• Department conducts various Local, State and National level examinations like, Departmental B.Ed., M.Ed., M.Phil., and Ph.D. Course work examination, University B.Ed., M.Ed. Examination, CET, DET, UGC NET, etc.
3. Research, Consultancy and Extension	• **Department has been upgraded to IASE in Education from 2012.**
	• Department is running **UGC SAP DRS Phase III from 2009**.
	• **Four UGC-JRF** and about **47 Research Scholars** are on roll.
	• **35 research papers and 3 books were published in 2012-13.**
	• **17 students qualified UGC NET and 1 JRF in year 2012.**
	• **Two UGC project fellows** assist in Research Activities.
	• Dissertation work essential at M.Ed. and M.Phil. Levels.
	• Organization of UGC sponsored **two day seminar on "ICT for Quality Research in Education:** Concern, Issues & Role" from March 18-19, 2013.
	• Weeklong Lectures by UGC Visiting fellows as per schedule: March 17-23, 2013, Prof. D. R. Goel & Dr. Chhaya Goel; March 03-09, 2013, Dr. Ayushman Goswami,

Asstt. Professor, RIE, Ajmer; February 05-11, 2013, Mr. Rumesh Chander, Associate Professor, University of Delhi, Delhi.

- **National Workshop on "Statistical Analysis for Social Science Research Including Education**" was conducted in the Department from February 4-10, 2013.

- **Seminar on "Fostering Excellence in Research in Higher Education**" organized by DAVV on the occasion of **Inauguration of Ph.D Course Work on January 15,2013 was attended by the Faculty and Students.**

- Faculty and students participated in **Seminar on "Environmental Awareness**" was organized on 22 December, 2012, by School of Education.

- Jimmy McGillgan Memorial **Symposium on "Making DAVV an Ecofriendly Campus**" organized by School of Education on April 24, 2013.

- Eleven days **Quality Plus Program for M. Phil. & M.Ed.** Students was organized on 12-24 December, 2012 .

- Senior Professors of SOE participated **in National Seminar on 'Conclave on Reform in Higher Education'** Sponsored by DAVV, Department of Higher Education, M.P and World Bank was organized on 12 July 2012.

- Experts Lectures for strengthening the conceptual base of students were organized from July to September, 2012 on various topics of B.Ed. and M.Ed.

- Development of a software application by School of Education in December under UGC SAP DRS Phase III for computerized student feedback.

- Average Faculty Participation in Seminar/Workshop/ Conference etc is four per year.

		• Department is providing Consultancy in Research Methodology, SPSS and Guidance and Counseling etc.
		• Academic linkages forged with different apex bodies like NCTE, UGC, IGNOU, MPBOU, Kota Open University etc.
4.	**Infrastructure and Learning Resources**	• Optimal utilization of equipments and computer resources
		• Dissemination of e-contents has been planned.
		• Class rooms are ICT enabled
		• Department has enriched library with **26,000 plus books**.
		• A separate reference section with reading room available.
		• ICT networking through IT centre and LCD facility is available.
		• All laboratories are well equipped.
5.	**Student Support and Progression**	• Good placements, most of the students are absorbed in Government and Public Schools/ Colleges/ Institutions.
		• **17 students qualified UGC NET and 1 JRF in year 2012.**
		• Alumni association is formed in the department.
		• Students avail of Hostel, Internet and Health facilities of the University.
		• Grievances Redressal Mechanism exists and counseling is provided to students.
		• **Remedial classes are arranged for weak students**.
		• **Enrichment Classes** are arranged for the students aspiring for UGC NET–JRF examination.
		• **Reserved category students are specially motivated to join Higher Studies such as M.Ed./ M.Phil. and Ph.D. progress.**
		• **Induction/ Orientation classes are organized** in the beginning of each semester to familiarize students with the Course contents, Examination system, Physical and Instructional infrastructure etc.

	• **Students participate in University Cultural and Sports activities**. Participation in Inter Departmental Sports activities were held at University ground from 28 Feb 2013 to 02 March 2013, M.Ed. and M.Phil. Students and faculty of School of Education participated in the following sports: Badminton, Chess, Table Tennis • **Stress management/ Yoga sessions are conducted**.
6. **Governance & Leadership**	• Full academic autonomy under provision of Ordinance 31. • **Sieable faculty representation on various committees of Apex bodies like NCTE, UGC, IGNOU, MPBOU and Universities**. • Faculty involved in Selection, Examination and Professional Development activities of the Universities • Consultancy and Support to Schools in conducting Selections, Management and Professional Development activities • School of Education holds key position in managing affairs of Devi Ahilya University related to Education. Two of its faculty members are heading two different Departments of the university. • **Academic Calendar is strictly followed**. Teaching schedule is adhered to and syllabus is covered on time. • **Admission process is transparent and Results are declared without delay.** • Assessment of students is undertaken through regular and continuous evaluation and end semester examination. • **Student Feedback System is followed** for continuous improvement of teaching skills of the faculty. • University's various examinations are organized and conducted in the department.

7.	Innovative practices	**Zero Lecture Program**, a novel idea is implemented at B.Ed. level. **Project at** B.Ed. Level and Dissertation at M.Ed. level is compulsory programs. **ICT based teaching** is followed. **School experience program** is one of the important and unique components of B.Ed. curriculum. **Students' feedback system** in vogue. - Students are provided with **Internet facility.** **Research based decisions are made**. **Open book examination system**, Teachers and peer evaluation, **MCQ based testing** is a regular feature at SOE.. - Use of Problem solving approach, Case study method, Field trips, Direct observation of exceptional children, Self learning Material, dramas/ Skits etc. **Advance methods/models of teaching are adopted** for teaching learning process. **Computerized Data Analysis Techniques employed in Research and Training.**

INNOVATIVE PRACTICES:

PART B:

1.	Activities reflecting the goals and objectives of the institution	- Teaching- learning - Curricular Development - Research - Training of Faculty of Teacher Education Institution - Seminars/ Workshops - Social Awareness Programs - Innovations - Extension

		• Consultancy
		• Contribution to management of DAVV
2.	**New academic programme initiated (UG &PG)**	• Inputs from Qualitative Research into existing Research Methodology course at PG level • Planning a new elective course in Qualitative research at PG level • Planning to have "Sports management" course for Teacher Trainees • Planning to Implement Choice – Based System Credit in various programs • Planning to implement a dual degree M.Ed. program • Planning to implement develop a Resource Centre for Teacher Education Institute
3.	**Innovations in curricular design and transaction**	• **Semester System with Grade credits** is followed. • **Reasoning and Thinking Exercises** to the students are given for one hour per week • **Unique and updated Curriculum** • Active Participation of whole Faculty in Curriculum revision every year • **Qualitative Research Methodology added to the syllabus of** M.Ed. students • **Technology Enabled Teaching**, Research, Assessment and Extension activities • Remedial classes, Personal assistance and Tutorial classes are being organized. • ICT as a subject is offered to all students at B.Ed. level. • Staff Members, Research and Project Fellows, Students, Office and Library staff are provided with Computer & Internet Facility. • The advanced learners are given exercises, assignments

		and extra reading references for enrichment.
		• Mentoring System is followed during Micro-teaching, Models of Teaching and ICT.
		• **Activity Based Teaching Strategy is used** exclusively in B.Ed. group.
		• Teaching through Power Point Presentations and developed e-content
		• **Programmed Learning Material** on Educational Psychology, Modules on Guidance & counseling, CAI, ET, etc are used for some topics.
		• **Field based exercises** are given in subjects like, Educational Psychology, Guidance and Counseling, Special Education etc.
4.	**Inter-disciplinary programs started**	NIL
5.	**Examination Reforms implemented**	• **Open Book Examination is a regular practice** in the Department
		• **Computer Based Examination** is conducted in some subjects
		• **Assessment through Multiple Discriminant Type Items** in some papers
		• **Peer & Self Evaluation** as a good practice is followed
		• **Evaluation is continuous and comprehensive**, transparent and open with feedback
		• The **Software developed by SOE is used for processing Examination results**.
		• **MCQ based tests** are a regular feature at M.Ed. level
6.	**Candidates Qualified NET/SLET/GATE**	• **17 UGC NET and 1 JRF qualified during last one year**.

7.	**Initiative towards Faculty development program**	• Staff Members are provided with **Computer & Internet Facility.** • Staff members are **encouraged to participate in different National and International Seminars and Conferences** • School of Education **offers forum for Educational discourse** by organizing National and State Level Seminars/Workshops/Conferences • **One faculty member has obtained Ph.D. whereas two others are pursuing.**
8.	**Total number of seminars / workshops conducted**	• Organization of UGC Sponsored **two day Seminar on "ICT for Quality Research in Education:** Concern Issues & Role" from March 18-19, 2013. • **National Workshop on "Statistical Analysis for Social Science Research Including Education"** was conducted in the Department from February 4-10, 2013. • **Seminar on "Fostering Excellence in Research in Higher Education"** organized by DAVV on the occasion of **Inauguration of Ph.D course work on January 15, 2013.** • Faculty and students participated in **Seminar on "Environmental Awareness"** organized on 22 December, 2012. • Jimmy McGilligan Memorial **Symposium on "Making DAVV an Ecofriendly Campus"** on April 24, 2013. • Eleven days **Quality Plus Program for M. Phil. & M.Ed.** Students was organized on 12-24 December, 2012.

		• Senior Professors of SOE participated **in National Seminar on 'Conclave on Reform in Higher Education'** Sponsored by DAVV, Department of Higher Education, M.P and World Bank organized on12 July 2012.
		• Experts' Lectures for strengthening the conceptual base of students were organized from July to September, 2012 on various topics of B.Ed. and M.Ed.
		• Weeklong Lectures by UGC Visiting fellows as per schedule: March 17-23, 2013, Prof. D. R. Goel & Dr. Chhaya Goel; March 03-09, 2013, Dr. Ayushman Goswami, Asstt. Professor, RIE, Ajmer; February 05-11, 2013, Mr. Rumesh Chander, Associate Professor, University of Delhi, Delhi.
9.	**Research projects a)Newly implemented b)Completed**	• **SAP DRS Phase III in progress** • **IASE in Education granted in 2012.** • **Completed SAP DRS Phase II.**
10.	**Patents generated if any**	NIL
11.	**New collaborative research program**	NIL
12.	**Research grants received from various agencies**	UGC SAP grant of 45.5 lakhs for 5 years (from 2009-2014) has been sanctioned IASE grant of Rs 248 lakhs for 5 years (from 2012-2017) has been sanctioned. UGC grant for Junior and Senior research fellowship Project Fellowship from UGC Junior Research Fellowship through MANUU from

		UGC	
13.	**Details of Research Scholars**	UGC JRF's –4, Research Scholars-47	
14.	**Citation index of faculty members and impact factor**	Researches are cited	
15.	**Honors /awards to the faculty**	NIL	
16.	**Internal resources generated**	**Rs 25,000 from SPSS workshop** (out of Registration fees).	
17.	**Details of departments getting SAP, FIST, etc assistance / recognition**	SAP DRS Phase III from 1st April 2009 to 31st March 2014	
18.	**Community services**	- Slum/ Rural Children brought to SOE and are given Computer Training - Students go to Rural Schools for School Experience/Practice teaching. - Programs are organized on regular basis for increasing the awareness of students related to topics like: Guidance and Counseling, Health and Hygiene, Cancer, AIDS and Environmental awareness etc. - Community based surveys are undertaken. - Save tree – Save Environment Rally Organized.	
19.	**Teacher and officers newly recruited**	5 Contract faculty have been recruited.	
20.	**Teaching -non**	1.6 to 1	

	teaching staff ratio	
21.	**Improvements in the library services**	Computerization of Database of the books in the Library is in process.
22.	**New books /journals subscribed and their value**	New books worth Rs 1.5 lacs were purchased
23.	**Courses in which student assessment of teachers is introduced and the action taken on student feedback**	B.Ed., M.Ed. , M.Phil. and Ph.D. Course work. Feedback is analyzed and communicated to respective teachers for improvement
24.	**Unit cost of education** **Unit cost = total annual expenditure budget (actual) divided by the number of students enrolled.**	Salary teaching+ non teaching= 11300000/- Other expenses 100000/- Total = 11400000/- Total students-155(B.Ed.) + 35 (M.Ed.) + 16 M.Phil. + 80 (Ph.D) = 280 Unit cost = 11400000/ 280 = **40714**
25.	**Computerization of administration and the process of admissions and examination, result issue of certificates**	Admissions, Appointments, Workshops/ Seminars, Teaching Learning, Examination, Result processing and Issuing of Certificates all are computerized.
26.	**Increase in the infra structural facilities**	New furniture added in Computer laboratory and Head's room

27.	**Technology upgradation**	New Computers were purchased for computer laboratory
28.	**Computer and Internet access and training to teachers and students**	Two Faculty members attended Ten days e-content development program organized by SCSIT, DAVV
29.	**Financial aid to students**	Scholarships to the SC /ST students as per rules of M.P. Govt.
30.	**Activities and support from the Alumni Association**	Database being prepared.
31.	**Activities and support from the Parents Teacher Association**	NIL
32.	**Health services**	Common University Health Services for students available
33.	**Performance in sports activities**	Active participation of students in Cricket, Volley ball, Badminton, Chess , Table tennis etc
34.	**Incentives to outstanding sportspersons**	Winner Certification and prizes
35.	**Student achievements and awards**	University gives Gold medals to students topping M.Ed./B.Ed. exams
36.	**Activities of the Guidance and**	The School is providing counseling services to needy students

		Counseling unit	
37.	**Placement services provided to students**		Provided and Campus interviews are also conducted.
38.	**Development programs for non-teaching staff**		Computer training organized by ASC, DAVV and other Schools of Studies are availed.
39.	**Healthy practices of the institution**		• Semester with Grade credit system is followed. • Reasoning and Thinking Exercises to the students are given for one hour per week. • Unique and updated Curriculum • Active Participation of entire Faculty in Curriculum revision every year • Extensive use of technology in Teaching, Assessment and Research • Remedial classes, personal assistance and tutorial classes are being organized. • ICT as a subject is offered to the students at B.Ed. level • The advanced learners are given additional exercises, assignments and extra reading references through **Enrichment Classes**. • Mentoring System is followed during Micro-teaching, Models of Teaching and ICT • Activity Based Strategy is used. • Lecture Method is mostly integrated with Discussion, Question and Answer method, etc. Role Playing, Seminar, Quiz, etc. are also used as per the need of the topic. • Teaching Aids and Power Point Presentations are made • Programmed Learning material, Modules, CAI, Digital Lectures etc. are developed.

		• Field based exercises are given in subjects like, Educational Psychology, Guidance and Counseling, Special Education etc.
		• Open Book Examination is a regular practice in the department
		• Computer Based Testing and diagnosis is conducted in some subjects
		• Assessment through MCQ and Multiple Discriminant Type Items in some papers
		• Peer & Self Evaluation as a good practice is followed
		• Test/Assignments are given and checked regularly
		• The Software developed by SOE is used for processing Examination results
		• Examinations and results are conducted and declared in time.
		• Capacity building for NET enhanced through special support classes.
		• Expert Lectures for professional development of faculty and students are organized from time to time.
40.	**Linkages developed with National/ International, Academic/ Research bodies**	• With NUEPA, NIMH, RIE, NCERT, NCTE, NAAC, and other Indian Universities
		• Collaboration with RIE, MPBOU, IGNOU Bhopal; etc.
41.	**Any other relevant information the institution wishes to add**	• The department has always tried to meet the charter of goals and objectives contained in its Vision through excellence in Teaching Learning, Research and Consultancy and Community Service activities.
		• Efforts are made towards the goal of attainment

		of inclusive, fair and transparent Quality Higher Education.

PART C: DETAILED PLANS OF THE INSTITUTION FOR 2012-13:

- e-Learning centre for Research and Development
- Development of Computer and Mobile based Testing Centre For Research, Guidance, Assessment and Diagnosis
- Psychological Testing of School, University and College students of Rural/Slum areas
- e-assessment centre for Psychological Testing and Research
- Introducing Dual Degree M.Ed. Program
- Centre for Curriculum Development
- Rural Education Upliftment Research Centre
- Development of Digitalized Instructional Material of Superior Quality keeping in pace with the current times
- Training Programs in different innovative areas of Education like ICT, Open Book Examination, Multiple Discriminant Type Item, Psychology Practical etc.
- Development of Web Based Research Model
- Organization of Summer Programs for Teacher Educators
- **Organization of Seminars, Conferences, Workshops and Activities planned for 2013-2014**

S.No.	Activity	Tentative Duration	Convenor
1.	Alumni Meet	August, 2013	Dr. R. Mishra
2.	Environmental Quiz	September 5, 2013	Dr. K. Agnihotri/ Archana Kumari
3.	NAAC Sponsored Seminar	October, 2013	Dr. A. Dubey/Dr. Avtar Singh
4.	SAP Seminar	February, 2014	Dr. M. Buddhisagar/Dr. R.K. Hurmade
5.	Data Analysis Workshop	August End 2013	Dr. Tyagi/Dr.Avtar/Dr. A. Kumari
6.	Workshop on MOT	November, 2013	Dr. M. Buddhisagar/Dr. M. Varma
7.	e-Content Development Workshop	December, 2013	Dr. Avtar Singh/Dr. M. Varma/Dr. Mamta Mahobia/ Dr. Archana Kumari
8.	Computer Skill Development Program	July, 2013	Ms. V. Paithankar/Ms. C. Shukla/ Ms. Aarti
9.	IQAC College Principals	September, 2013	Dr. S.K. Tyagi/ Dr. K. Agnohotri

	Meet		
10.	Quality Enhancement Program for NET aspirants	December, 2013 & May, 2014	Dr. H.R. Pal/ Dr. M. Varma/ Dr. S.K. Tyagi
11.	Annual Day	February, 2014	Dr. R. Mishra/Ms. V. Paithankar
12.	Enrichment Lectures	As per availability of Experts	Dr. S.K. Tyagi
13.	IQAC	October, 2013	Dr. S.K. Tyagi/Dr. A. Dubey

- **Other Miscellaneous activities planned for 2013-2014**:
  - ➢ Choice based credit system to be inducted in B.Ed., M.Ed., and M.Phil. level.
  - ➢ Restoring Activity based Teacher Education Program for 2013-14 session.
  - ➢ Inter Departmental Research Colloquium for Ph.D. Scholars and Faculty members.
  - ➢ Procurement of Classics-Indian and Indian and Western library out of UGC-SAP grants.
  - ➢ Designing new and Dynamic Departmental website with useful links.
  - ➢ Introduction of "Sports Management" as a work Experience Course at B.Ed. level.
- Teacher empowerment program for school and college teachers of tribal areas
- Up gradation of Computer, ET, Science and Psychology Laboratories
- Up gradation of Library
- Renovation of Institute Building
- Construction of Auditorium and Canteen, Girls common room
- **Purchase of items planned for 2013-2014 :-**
  - ➢ Interactive White Boards for each classroom and seminar room
  - ➢ Language lab equipments consisting of a control unit, lingua phones and cassettes.
  - ➢ Purchase of split AC for extended IT lab/ Seminar room/ Office/ Heads room.
  - ➢ Computers along with the accessories
  - ➢ PSCF laser Printer
  - ➢ Video camera with projector
  - ➢ DTH with recording facility
  - ➢ DVD of encyclopedias and other reference material
  - ➢ TV large screen
  - ➢ Licensed Anti-virus software's
- Appointment of regular Qualified and Research Oriented Faculty

- Collaborating with NGOs

- Extend all help for Quality Teacher Education to private B.Ed. / M.Ed. Colleges affiliated to the University.

- **<u>Aim for 2013-2014 is to be a:</u>**
  - ➢ Center for University policies
  - ➢ Center for Quality Teacher Education
  - ➢ Role model for other Teacher Education Institutions
  - ➢ Facilitator of School Education

Name & Signature of Coordinator IQAC   Name & Signature of Head

School of Education (IASE)   School of Education (IASE)

,

SCHOOL OF EDUCATION

1. MAIN BUILDING

2. Head's room

3. LIBRARY

4. Library reference room

5. Computer unit

6. Information technology lab

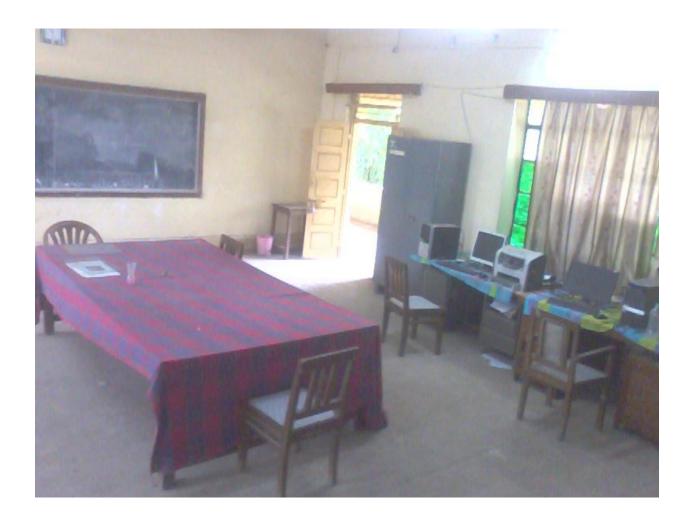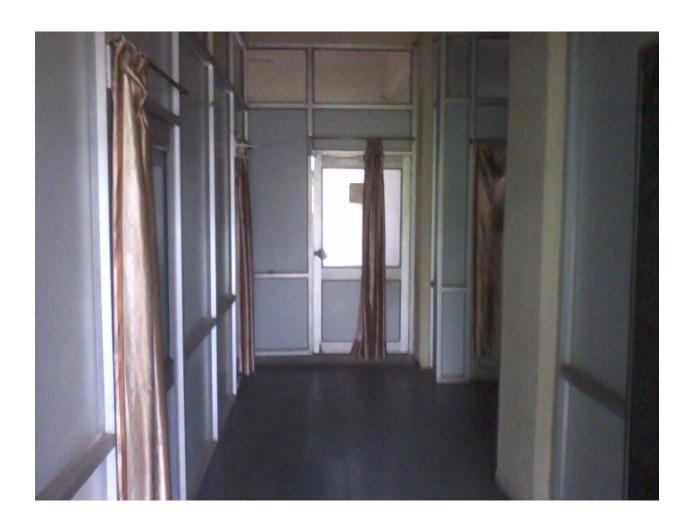## 7. Education tEchnology room

8. ReseaRch cell

9. Office

10.   Seminar room

11. Teachers cabins

12.	Garden