The Annual Quality Assurance Report (AQAR) of the IQAC
School of Education

Part – A

1. Details of the Institution

1.1 Name of the Institution

| School of Education |

1.2 Address Line 1

| School of Education (IASE) |

Address Line 2

| Bhanwarkua Square, A.B. Road |

City/Town

| Indore |

State

| M.P. |

Pin Code

| 452001 |

Institution e-mail address

| soe.iase@gmail.com |

Contact Nos.

| (0731) 2466685 |

Name of the Head of the Institution:

| Prof. S.K. Tyagi |

Tel. No. with STD Code:

| (0731)2466685 |

Mobile:

| 09179753037 |

Name of the IQAC Co-ordinator:

| Prof. Archana Dubey |

Mobile:

| 9826048986 |

IQAC e-mail address:

| dubeyarchana27@yahoo.in |

1.3 **NAAC Track ID** (For ex. MHCOGN 18879): **EC/66/RAR/146 dated 21-02-2014**

1.4 Website address:

www.dauniv.ac.in

Web-link of the AQAR:

http://www.edu.dauniv.ac.in/AQAR201314.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	Four Star		20/09/2000	"Five Years"
2	2nd Cycle	B grade	2.57 out of 4	16/09/2008	"Five Years"
3	3rd Cycle	A	3.09	21 .2. 2014	"Five Years"
4	4th Cycle	N.A	N.A	N.A	N.A

1.6 Date of Establishment of IQAC: DD/MM/YYYY   21/11/2008

1.7 AQAR for the year *(for example 2010-11)*   2015-16

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

This is the first report after NAAC Visit in Jan 2014.

i. AQAR _____Feb 2013 June 2013_____ (DD/MM/YYYY)4
ii. AQAR_____2013-14_____ (DD/MM/YYYY)
iii. AQAR_____2014-15 _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [y] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [ ]   No [N]

Constituent College   Yes [ ]   No [N]

Autonomous college of UGC   Yes [ ]   No [N]

Regulatory Agency approved Institution   Yes [Y]   No

(e g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [Y]   Men [ ]   Women [ ]

Urban [Y]   Rural [ ]   Tribal [ ]

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

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

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [Y] Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   [. Education]

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

1.12 Special status conferred by Central/ State Government-- [   ] C/CSIR/DST/DBT/ICMR etc

Institute of Advanced Studies in Education

[State University]

Autonomy by State/Central Govt. / University

University with Potential for Excellence [No]   UGC-CPE [Applied]

DST Star Scheme [No]   UGC-CE [No]

[Yes]   [No]

[No]   [UGC SAP DSA phase I]

UGC-Special Assistance Programme   DST-FIST

UGC-Innovative PG programmes   Any other *(Specify)*

UGC-COP Programmes [No]

2. IQAC Composition and Activities

2.1 No. of Teachers

> 04

2.2 No. of Administrative/Technical staff

> 1

2.3 No. of students

> 1

2.4 No. of Management representatives

> 1

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

> 1

    community representatives

2.7 No. of Employers/ Industrialists

> 2

2.8 No. of other External Experts

> 1

2.9 Total No. of members

> 13

2.10 No. of IQAC meetings held

> 15

2.11 No. of meetings with various stakeholders: No.   6   Faculty   yes

Non-Teaching Staff   yes   Students   yes   Alumni   -   Others   yes

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

    If yes, mention the amount   Not applicable

2.13 Seminars and Conferences (only quality related)

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

    Total No.   Zero   International   Zero   National   Zero

    State   03   Institution Level   03

    (ii) Themes   Capacity Building Programme

2.14 Significant Activities and contributions made by IQAC

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*Curriculum finalization of B.Ed. & M.Ed. two year course
* Placement Activities
* Research and Consultancy
*Environmental Awareness Activities
1. World Forest Day
2. Environmental Education Day (Interdepartmental Quiz organised)
*NSS Camp organized at Baigram, Khandwa
*Student Support and Progression
*National Days Celebration:
1. Teacher's Day Celebration at University Level and Institute Level
2. National Education Day
3. Campus Cleanliness Program
*Professional Development of DIETs' faculty

2.15 Plan of Action by IQAC/Outcome

Seminar/ Workshop/Activity Planned for 2014-15	Seminar/Workshop/Activity Organized during 2014-15
1) Organizing Expert Lecture on Emerging Areas of Education.	Talk on management for success in job interview by Dr. Rajiv Kumar
2) Conducting Capacity Building Program on Use of Statistics and Research and SPSS for Research Scholars and Lecturer.	Capacity building program for UGC NET Capacity Building Program on Statistics in Educational Research Capacity Building Program for Teachers & JRFs
3) Capacity Building Program conducted under IASE for teacher educators of DIETs	Capacity Building Program on Teaching and Psychology Capacity Building Program on Psychological Perspective of learner and learning
4) Undertaking Green Calendar Activity	Inter Departmental Environmental Education Quiz organized by School of Education on 5th September 2015.
5) Organising /Competing in Co-Curricular Activities	Important Days celebrated Participation in interdepartmental sports activities Participation in Inter college competition
Other Miscellaneous activities planned/Executed: 2013-2014	

• Development of B.Ed. and M.Ed. curricula in view of revised NCTE regulation-2015	• Discussion of Course structure of B.Ed. two year course with principals of Teacher education colleges of Indore. Construction of M.Ed. Course of private colleges of MP. Course of B.Ed. & M.Ed. Designed & developed for two year program.
• Organisation of the activities and programs to enhance the professional competency of teacher trainees	• Private B.Ed college teachers helped through programs organised by ASC, DAVV, Indore • Teacher educator of school of education delivered expert lectures in various private colleges.
• Up gradation of Computer, ET, Science and Psychology Laboratories	• Assembling of LCD projector in classrooms
• Curriculum Up gradation for upcoming year	• Syllabus upgraded according to NCFTE 2015
• Reconstruction of Institute Building	• In progress
• Library Upgradation	• Library Digitalisation process completed • Library revised with RF Antenna and RF Tags
• Appointment of regular Qualified and Research Oriented Faculty	• Appointed on contractual basis
• Training teachers of Educational establishments in the surrounding areas	• Capacity Building programs organised for student and teachers

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [YES]   No [ ]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

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 Course work	01	00	00	00
PG	02	00	00	00
UG	01	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
Total	04	00	00	00
Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

Pattern	Number of programmes
Semester	04
Trimester	00
Annual	00

1.3 Feedback from stakeholders* Alumni Yes   Parents Yes   Employers No   Students No
(On all aspects)

Mode of feedback   :   Online No   Manual Y   Co-operating schools (for PEI) Yes

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.

Revision of Syllabi is done on the basis of policies of national and state bodies,(according to NCTE regulation 2014) . Feedback from stakeholders and need of the Learners were also taken into consideration.

1.5 Any new Department/Centre introduced during the year. If yes, give details.   NO

Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	4	2	4	2 (Craft Teachers)

2.2 No. of permanent faculty with Ph.D. | 09 |

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

Asst. Professors		Associate Prof.		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
4+5 (cont)	0	2	1	3*	2	2	1	16	4

   * CAS

2.4 No. of Guest and Visiting faculty and Temporary faculty

| 00 | | 00 | | 05 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	04	10	04
Presented papers	10	16	04
Resource Persons	01	7	5

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

> - The institution engages its students in active learning with the help of URL, Different Modules, PLM, Digitalized Material developed by the Teachers.
> - Totality of Learning Experiences provided to B.Ed. Student by our Special programme named as "SCHOOL EXPERIENCE".
> - The instructional approaches and learning experiences adopted as per the programme objectives & Tutorials, Reasoning Classes, CTET , NET for preparing competitive Exams etc are arranged for enrichment of students.
> - The practice teaching plans are developed & supervised co-operatively involving the school staff and mentor teachers.
> - The student teachers are promoted to take projects to get acquainted with diverse learning needs of students in schools.
> - The institution incorporates new technologies into its programmes and encourages students and faculty to use and adopt technology in teaching-learning.
> - Internship program for B.Ed and M.Ed. students to get acquainted with the infield experiences.
> - Community & environment based projects/Activities

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

220

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

- CCE, Open with feedback
- Open Book Examination
- Peer Evaluation
- Self Evaluation
- Diversified modes of assessment like Quiz/ Seminars
- Computer Based Testing
- Assignment based Evaluation

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

	Curriculum Restructuring	Revision	Syllabus Development
Faculty	06	06	06
Board of Study	06	06	06
Curriculum Development workshop	---	---	----

2.10 Average percentage of attendance of students:

82%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	F	Pass %
B.Ed.	113	69	30	3	0	11	91.56
M.Ed.	08	02	05	01	0	0	100
M.Phil.							
Ph.D.	27	09	17	00	00	00	100

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

- IQAC is platform for
  - Planning academic calendar for the year.
  - Reviewing activities.
  - Devising implementation strategies.
- Apart from this Teaching- Learning process gets monitored through feed-back. It is obtained from Students and on this basis detail feedback is provided to each teacher
- Feed back is taken from Alumni and Stakeholders
- Expert Opinion is taken from External examiners at the time of viva.
- Each program is discussed at the forum of staff council.
- Committees are formed for review of program.

2.13Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programs	00
Orientation programs for JRF/Contractual Faculty	10
Faculty exchange program	00
Staff training conducted by the university	02
Staff training conducted by other institutions	00
Summer/ Winter schools, Workshops, etc.	14
Others	00

2.14 Details of Administrative and Technical staff

Category	No. of Permanent Employees	No. of Vacant Positions	No. of permanent positions filled during the Year	No. of positions filled temporarily
Administrative Staff	08	Nil	0	03
Technical Staff	03	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

> ➢ 08 Expert Lectures on research and other topics.
> ➢ 03 Capacity Building Program under IASE by School of Education, DAVV
> ➢ 15 days NET Enrichment classes for both NET Examination sessions. (Total 06= 1 JRF & 5 NET)
> ➢ M.Ed. M.Phil. & Research Students were exposed to various research activities held during training sessions of capacity building programmes and Ph.D course work Lecture

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	---	2	--	----
Outlay in Rs. Lakhs	---	2.48 lakh(IASE) 1.32 crore (DSA Phase I)	---	----

3.3 Details regarding minor projects: Not Applicable

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	---	09	---
Non-Peer Review Journals	--	--	--
e-Journals	--	--	-
Conference proceedings	--	--	--

3.5 Details on Impact factor of publications: **NA**

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 (I)IASE (II)SAP DSA Phase I	2009- 2014 2014-19	UGC UGC	45.5 lacs 1.32 crore	---- -----
Minor Projects	NA	NA	NA	NA
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	NA	NA	NA	NA
Projects sponsored by the University/ College	NA	NA	NA	NA

Students research projects *(other than compulsory by the University)*	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total	02			

3.7 No. of books published   i) With ISBN No. `00`   Chapters in Edited Books `00`

  ii) Without ISBN No. `00`

3.8 No. of University Departments receiving funds from

  UGC-SAP `1`   CAS `   `   DST-FIST `   `   DPE `   `   DBT Scheme/funds `   `

3.9 For colleges   NA   Autonomy `   `   CPE `   `   DBT Star Scheme `   `

  Inspire `   `   CE `   `   Any Other (specify) `   `

3.10 Revenue generated through consultancy   `0`

 3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	03	00	00
Sponsoring agencies	---	--	IASE	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   `09`

3.13 No. of collaborations: International `   ` National `07` Any other `   `

3.14 No. of linkages created during this year   `00`

3.15 Total budget for research for current year in lakhs :

  From Funding agency `   ` From Management of University/College `1,00,000` Total `   `

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

`7`

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them | 20 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 08 |

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

JRF | 07 | SRF | 0 | Project Fellows | 0 | Any other | 01 |

3.21 No. of students Participated in NSS events:

University level | 62 | State level | 00 | National level | 00 | International level | 00 |

3.22 No. of students participated in NCC events:

University level | 00 | State level | 00 | National level | 00 | International level | 00 |

3.23 No. of Awards won in NSS:

University level | 00 | State level | 00 | National level | 00 | International level | 00 |

3.24 No. of Awards won in NCC:

University level | 00 | State level | 00 | National level | 00 | International level | 00 |

3.25 No. of Extension activities organized

University forum | 2 | College forum | 03 | NCC | NA | NSS | 02 | Any other | NA |

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

1. Poster March for Environmental Awareness
2. Tree Plantation
3. Campus Cleanliness Drive.
4. Environmental Quiz
5. NSS Camp
6. Science Exhibition by National Children Science

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	8000 Sq. Mt			
Class rooms	8 (class room)			
Laboratories	6			
Seminar Halls	1			
No. of important equipments purchased (≥ 1-10 lakh) during the current year.	5			
Value of the equipment purchased during the year (Rs. in Lakhs)	4.5 Lacs			
Others	NIL			

4.2 Computerization of administration and library

> It is being computerized by using the common software TLSS for library database online accessing of e-journals (online 5586 + 8000 e-journals)

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19,154	-	335	53,299	19,489	
Reference Books	3,616	-	-	-	-	
e-Books	-	-	-	-	-	
Journals	-	-	-	-	-	
e-Journals (online) Education	195	-	-	-	-	
Digital Database	28	-	-	-	-	
CD & Video	44	-	-	-	-	
Others (specify) (Thesis)	845	-	09		854	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	41	02	25	01	01	02	01	-
Added	-	-	-	-	-	-	-	-
Total	41	02	25	01	01	02	01	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up gradation (Networking, e-Governance etc.)

> ➢ B.Ed. Library Science students & research scholars were acquainted with digitalized library with TLSS software for library management
> ➢ 6 Faculty members contributed as resource person in refresher course in research methodology & Psychology in education organized by ASC, DAVV, Indore.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 31270

ii) Campus Infrastructure and facilities | 147578

iii) Equipments | 376363

iv) Others | 133716

Total: | 688927

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ➤ Orientation program for UG & PG students at departmental level at the beginning of sessions.
> ➤ Educational films / e- lectures shown to students shown during induction programs.
> ➤ Enrichment programs for B.Ed./M.Ed. students organised
> ➤ Placement cell activities organised

5.2 Efforts made by the institution for tracking the progression

> ➤ Maintain the record of admitted students of M.Ed. and Ph.D. level on the bases of their previous institution of study for tracking their progression
> ➤ Results analyses were made at the end of sessions & feedback from students were utilized for further action.
> ➤ All admitted students in various programs of department are registered under Alumni Association cell & regular interaction are made with students through internet for any updation. They can also be tracked through what's up B.Ed. SOE (IOE) group.
> ➤ Through Alumni Meetings
> ➤ Through social sites and personal visits of students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil.)
135	11	27	05

(b) No. of students outside the state   25%

(c) No. of international students   00

Men | No | % | Women | No | % |

Last Year						This Year (2015- 16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
104	24	30	64	02	224	36	30	35	50	01	151

Demand ratio: Dropout %:
    M. Phil. 0   Total 6 % for all programs
    M. Ed.   Centralised at State Level
    Ph. D.   1: 4

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

> • Reasoning classes
> • CTET classes for B.Ed. students
> • NET enrichment classes for M.Ed. & M. Phil. students

No. of students beneficiaries | 185

5.5 No. of students qualified in these examinations

NET | 10 | SET/SLET | NA | GATE | NA | CAT | NA | IAS/IPS etc | Not known

State PSC | 05 cleared preliminary exam, 02 Student Cleared Main exam | UPSC | Not known | Others | CTET - 12

5.6 Details of student counselling and career guidance

- ➢ Orentation program by PDI NGO of Indore
- ➢ Lectures on Pedagogy of teaching
- ➢ Sessions for preparation of Resume
- ➢ Sessions for preparation for interview

No. of students benefitted | 168

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes | Lecture Organised, Women Cell Activities

5.9 Students Activities

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

State/ University level | 0 | National level | 0 | International level | 0

No. of students participated in cultural events

State/ University level | 0 | National level | 0 | International level | 0

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

Sports: State/ University level | 0 | National level | 0 | International level | 0

Cultural: State/ University level | 0 | National level | 0 | International level | 0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	Scholarship received by reserved category students (B.Ed., M.Ed., M.Phil.)	12, 68, 115
Financial support from other sources	8 JRF National Scholarships	22,92,000
Number of students who received International/ National recognitions	NIL	NIL

5.11   Student organised / initiatives

Fairs   : State/ University level 0   National level 00   International level 00

Exhibition: State/ University level 0   National level 00   International level 00

5.12 No. of social initiatives undertaken by the students   6

5.13 Major grievances of students (if any) redressed: ____Nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision Statement

➢   To become a premier institution nationally and internationally for the creation of new knowledge, providing Professional Educators, Educational planners and other functionaries possessing competence, human values, ethical, social and environmental consciousness.

Mission Statements

➢   To organize professional capacity building programs viz. Seminars/ Workshops/ Symposia/ Conferences/ Talks for various functionaries of education and allied disciplines.
➢   To promote inclusive education by adopting proactive strategies to encourage marginalized sections like Differently-able, Tribal, Women, Slow and Swift learners.
➢   To undertake research in emerging fields of education and allied disciplines leading to innovations & knowledge based society

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6.2 Does the Institution has a management Information System – **Yes**

In the Institution also the expenditure records are partially managed through computers. The employee's accounts are electronically maintained. Salaries are electronically transferred to the employees account. The scholarship forms of the students are admitted online only. Sanctions are also intimated through notification on website. The amount of scholarships goes directly into the beneficiaries' accounts. Computerised self developed Student database system, Students result management system & Students feedback system are utilized by the department. Computerised Library system adopted for issuing and returning of books.

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

6.3.1   Curriculum Development

School of Education has autonomy with respect to the Curriculum designing, transaction and evaluation. The Curriculum of School of Education is periodically revised & updated. Curriculum revision and development are preceded by Need Assessment Analysis.

The curriculum has been modified keeping in view the recommendations of NCF, 2005 and NCFTE, 2009 and NCTE Regulation 2014. Inputs of eminent experts have also been taken into consideration in drafting two year B.Ed. and M.Ed. syllabus.

Students' feedback is obtained at the end of each semester on the curriculum- the syllabus, the teaching learning process, and the assessment process so as to continuously monitor each of these curricular components. Curricula of reputed Universities are also consulted before up-gradation

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6.3.2 Teaching and Learning

> The curriculum has varied components including theory, practical, projects, on-field experiences and various co-scholastic activities. Electives are offered in courses like Specialization, and Work Experience at B.Ed. level. M.Ed. and M. Phil. Students have choice to opt for any two Specializations out of a list of electives.
>
> School of Education follows Innovative Instructional Strategies, for example, CAI, PLM and use of Multi-Media approach, Case Study method, Field Trips, Visit to special children institution, Self Learning Material and Dramas/ Skits, Group Discussion, Seminars, Presentations for teaching learning process. Web sources, e-lectures, e-content and reference books are also used to

6.3.3 Examination and Evaluation

> The continuous assessment done by way of conducting tests, giving assignments etc. also helps in identifying and communicating the learning difficulties of the students. Each teacher develops own strategy to help students to overcome the learning difficulties. Strategies include remedial program, monitorial system, ability pairing (Adopting- Adopted pair) and tutorial/ mentoring classes. Various innovative practices for evaluation like peer evaluation, Open Book examination, assignments, seminar presentations, quiz are used.

6.3.4 Research and Development

> Expert lectures, Seminars & Workshops on innovative emerging research areas are organised by the department. Capacity building programmes were organised under IASE & Expert lectures under aegis of UGC- SAP phase III. The Department has been sanctioned DSA phase-I by the UGC in 2014.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> - Digitalisation of library has been done.
> - RF Antenna & RF Tags.
> - CCTV camera has been installed for monitoring of library activities.
> - Accessibility of e- journal in departmental library is ensured for students.

6.3.6 Human Resource Management

> - Faculties are motivated to utilize funding of UGC- SAP for research for their professional development
> - Teachers actively participate in National/International Conferences, Seminars organised within & outside institution
> - Apart from this, various responsibilities are also delegated to the faculty members for their professional development
> - Each staff member is provided personal computer with Internet connection
> - They are provided Special Casual Leaves, Study Leaves, Travel Grants and other incentive as per the University rules.
> - The Faculty members are playing significant role in managing the activities carried out under projects like SAP DRS Phase III, and IASE sanctioned to School of Education
> - Senior faculty members are providing leadership and consultancy to educational institutions by being on the governing bodies of Colleges of Education of DAVV and government & private schools of Indore

6.3.7   Faculty and Staff recruitment

> Vacant faculty positions are advertised by University. Advertisement is brought out in National newspapers. The contractual faculty is appointed on the recommendation of the selection committee constituted as per the directives of the University. Only qualified staff is appointed as contract lecturer. At present 05 contracts faculty are in position.

6.3.8   Industry Interaction / Collaboration

> School of Education has linkages with Apex bodies like, NAAC NCERT, NCTE CASE, SCERT, UGC and MHRD. With their support department faculty is actively engaged in research, training and dissemination activities.

6.3.9   Admission of Students

> Admissions are made on the basis of pre decided criteria (as per the regulatory bodies by NCTE, UGC, M.P. State government and that of the institution). For the admission at institutional level, admission committees are constituted. The admission lists, once finalized are uploaded on the Institutional website/Notice Board for dissemination and scrutiny by all the stakeholders & regulatory bodies. The institute adopts reservation policy of the State government.

6.4 Welfare schemes for the welfare measures for the staff and faculty are as per rules of the Devi Ahilya Vishwavidyalaya, Indore. The welfare measures include:

> 6.0 Lac (Through Capacity building program)

Teaching	• Study Leave, Casual Leave, Special casual Leave, Travel grants, Medical leave, Sabbatical leave as per University Ordinance • Centralized facilities like Health Centre, Library, Sports grounds, Shishu Vihar (Day Care Centre), University Quarters etc. • Tuesday Seminars for sharing the knowledge & ideas
Non teaching	• Casual Leave, Medical leave, • Centralized facilities like Health Centre, Library, Sports grounds, Shishu Vihar (Day Care Centre), University Quarters etc.
Students	• Provision of scholarship for the students of SC/ST/OBC as per M.P. state govt. rules • Facility of Scholarships for minorities • Minority students are given grants as per University rule. • Women students can avail of babysitting services at Day Care Centre run by the University. • The inclusive education cell has been constituted at institutional level to chalk out and Monitor policies of inclusion of students.

6.5 Total corpus fund generated | 10,00,000 (6,00,000 IASE + 4,00,000 UGC XII plan)

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	NAAC, NCTE, etc	Yes	University IQAC
Administrative	External Audit		Resident Auditor	

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

For UG Programmes   Yes [√]   No [ ]

For PG Programmes   Yes [√]   No [ ]

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

- Alternative assessment forms relying on multiple data source like peers and self are used. Diverse assessment practices including open book examination, crib sheet tests, multiple discriminant type test are adopted.
- In Microteaching practice, video recorded feedback is provided to the students and students also are encouraged to get self feedback through it.
- Examination result management system (ERMS) is also used for processing the result of School of Education, DAVV, Indore.

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

- School of Education has autonomy with respect to the curriculum designing, transaction and evaluation. The Curriculum of School of Education is distinctive and periodically revised & updated. Curriculum revision and development are preceded by Need Assessment Analysis.
- For Institutional action plans, Institution has autonomy to allocate the resources both human and financial according to the requirement of the tasks. Allocation is done on the basis of discussion and planning in the staff meetings.
- Institution also has academic autonomy. It has freedom to plan and execute its curriculum as deemed fit in accordance with Ordinance 31. Teachers also enjoy autonomy in respect of teaching and evaluation.

6.11 Activities and support from the Alumni Association

- Alumni are source of motivation/ inspiration for the students; whenever they visit the Institution, interaction sessions with current batches are also arranged.
- The feedback obtained from alumni, helps in sustaining and enhancing quality.
- Assessment by alumni is utilized in obtaining feedback for improving the effectiveness of the programs.

6.12 Activities and support from the Parent – Teacher Association

> Feedback on program

6.13 Development programmes for support staff

> School of Education has SAP DSA (Phase–I) program of the UGC, New Delhi. The University has unassigned grant from the UGC, New Delhi for the staff development. Teachers do use it for attending National/International Conferences. The staff members do make use of different UGC, New Delhi schemes. Apart from this, various responsibilities are also delegated to the faculty members for their professional development.

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

> School of Education makes all efforts to have eco-campus. While adding to existing infrastructure every care is taken to procure environmental friendly items. In fact, University has drafted a Green calendar for itself. Specified Environmental activities have been assigned to each School of Study under University's Green policy. Environmental studies are a part of the curriculum of School of Education. Two courses viz; Horticulture Aesthetics and Environmental Education have been prescribed in the syllabus and offered to students. There are three fields in the department. The students along with the teachers and gardener maintain the gardens. The support staffs helps in maintaining the building and laboratories. "Tree Plantation" for making the campus green is also organized frequently. Cleanliness drives are also undertaken by School of Education from time to time. Annual energy audits of the School Complex are also carried out. The School of Education has taken a number of environmental initiatives in last five years.

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.

- Introduced tutorial for all students
- Introduced CTET / UGC NET classes for all students

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

- School of Education has organised Interdepartmental Environmental quiz-2015 on World Environmental Education Day
- Enrichment Lectures by outside eminent experts are arranged
- Quality enhancement program for NET aspirants
- Computer Skill Development Program for the students of rural areas
- Capacity Building Program have been organised for DIET's teachers

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

1) Research and consultancy in SPSS and Extension activities.
2) Professional development of DIET faculty.
3) Research in emerging areas of Education like Inclusive Education and ICT in Education.
   (See Annexure- iii)

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

7.4 Contribution to environmental awareness / protection

- Poster March on World Forestry day 22/03/16
- Tree plantation and cleanliness drive
- Environmental Education Quiz
- National Social Service Program at village

7.5 Whether environmental audit was conducted?   Yes √   No ☐

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

School of Education was accredited with 'A' grade by NAAC (second cycle) in 2014

VIII. Plans of institution for next year

Institution plans to enhance its academic performance further in 2016. It has evolved annual calendar for implementing capacity building activities under IASE scheme. Plans to extend and strengthen the computer laboratory are on cards and shall be taken up once funds under UGC DSA are released.

The institute aspires to be a guiding and learning resource center for sister institutions in the neighborhood.

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*