

NAME OF THE INSTITUTE: SCHOOL OF EDUCATION

CRITERION WISE ANALYSIS

INSTITUTE PROGRESSION REPORT

PART A

<p>1. Curricular Aspect</p>	<ul style="list-style-type: none">• Curriculum update based on the current needs of the Schools• Continuous updating• Last updated in 2010• Feedback is taken for updates• Job oriented courses in most departments• All the courses are job oriented• Process of regular updating of course contents• With the help of faculty members and according to the requirements, the curriculum is updated from time to time• Social sciences and Humanities are minimally represented• Education comes under Humanities• Students' representation is given on Board of Studies• Formal feedback is obtained from the students, peers and head of Schools• Obtained feedback is utilized for updating the courses• Informal feedback from Ex-students is taken into consideration• All courses are professional of School of Education• Activity based B.Ed. programme is conducted by School of Education
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	<ul style="list-style-type: none"> • Special classes of reasoning and thinking are arranged in regular time table • ICT is one of the compulsory subject • Students for B.Ed. courses are admitted through centralized process at state level. M.Ed and M.Phil. students are admitted on merit in qualifying examination and interviews • NCTE norms are strictly followed for the admission process • State governments norms are followed in admission process for reserved categories and women • Remedial sessions are organized informally whenever needed
<p>2. Teaching – learning and Evaluation</p>	<ul style="list-style-type: none"> • One seminar hall is equipped with multimedia projector • Lectures are supplemented by assignments, seminars and field visits • Practice teaching, microteaching , psychological testing and school experience are practical components • To provide students with the benefits of early exposure to research and innovative skills, project is introduced at B.Ed. level and it is compulsory at M.Ed. level • Teacher student ratio is 1:14 • Team of qualified faculties (03 Professors, 05 Readers, 04 lecturers and 02 demonstrators) • Teachers are motivated for attending refresher courses, seminars, workshops etc. • Ph.D. qualified faculty as on date 90% • 07 -UGC JRF's are assisting in teaching • Vacancies in regular faculty positions are being met by contractual appointments and visiting faculty • Refresher courses in Education are conducted • Continuous and comprehensive evaluation process is followed

	<p>with two internal written examination , main theory exam, sessional exam</p> <ul style="list-style-type: none"> • Transparency is reflected in evaluation • Grading system is followed • Strict adherence to examination schedule, timely evaluation of answer sheets and declaration of results. • Students’ grievances regarding evaluation are addressed and answer sheets are shown to them • Result processing is computerized • Teaching learning process incorporates ICT component • Comprehensive viva is part of evaluation • Evaluation is done by various activities like peer evaluation, open book examination system, etc. • Environmental education, Special Education, and Guidance and Counseling are some of the value aided courses which are part of B.Ed. and M.Ed. curriculum
<p>3. Research, consultancy and Extension</p>	<ul style="list-style-type: none"> • Department is running UGC SAP DRS phase III • National Seminar on “ICT in Teacher Education –vision 2020” was organized on 18th and 19th of March 2010 • Approximately 135 research papers in reputed journals, 17 books and 10 psychological tests are published • Self instructional material in electronic and digital form is developed • Workshops on Research Methodology and Models of Teaching and SPSS were organized • Department is providing consultancy in Research Methodology, SPSS and Guidance and Counseling etc • Computer awareness programmes for slum and rural areas are conducted

	<ul style="list-style-type: none"> • Health and career guidance given to rural area children • Academic linkage with different apex bodies like IGNOU, MPBOU, Kota Open University etc
4. Infrastructure and Learning Resources	<ul style="list-style-type: none"> • Optimal utilization of equipments and computer resources • Some rooms are ICT enabled • Department has enriched library with about 20,000 books • ICT networking through IT centre and LCD facility is available • ET lab is well equipped
5. Student Support and Progression	<ul style="list-style-type: none"> • 100% placement, most of the students are absorbed in government and public schools • About 10 students qualify UGC NET per year • Alumni association is formed in the department • Grievances redressal mechanism exists and counseling is provided to students • Remedial classes are arranged for weak students • Special Guidance is given to students aspiring for UGC NET – JRF examination • Students participated in University Cultural and Sports activities • Yoga classes are conducted
6. Governance & leadership	<ul style="list-style-type: none"> • Full academic autonomy • Academic Calendar is strictly followed. Teaching schedule and syllabus is covered on time • Strong emphasis on classroom teaching • Result on time • Assessment of students was undertaken through regular and

	<p>continuous evaluation and end semester examination</p> <ul style="list-style-type: none"> • Student feedback system is followed for continuous improvement • Various University examinations are organized and conducted in the department • Monitoring of private colleges is done from time to time
7. Innovative practices	<ul style="list-style-type: none"> • Zero lecture programme at B.Ed. level • Reasoning part and parcel of B.Ed. programme • School experience programme is one of the important component of B.Ed. curriculum • Advance method of teaching • Students feedback system • Students are provided with internet facility • Open book examination system • Peer evaluation along with teacher evaluation in few papers

INNOVATIVE PRACTICES:

PART B:

1	Activities reflecting the goals and objectives of the institution	<ul style="list-style-type: none"> • To provide pre-service and in-service teacher training at different levels of education by incorporating components like Microteaching , School Experience, and Project based learning. • To prepare specialized personnel in the field of Education by offering M.Ed., M.Phil. (Education) and Ph.D. (Education) Programmes. • To develop innovative practices in Education through experimentation. • To provide extension services by conducting Seminars, Workshops, Field Studies, Publication and Implementing Innovations in different institutions and networking.
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		<ul style="list-style-type: none"> To guide, collaborate and conduct Researches in most needed areas of education such as Web Based Instruction, New techniques of Evaluation, Non-Formal Education, Special Education, Stress Coping Strategies, and Online Learning etc.
2	New academic programme initiated(UG &PG)	<ul style="list-style-type: none"> Planning to introduce new course in Qualitative research at PG level
3	Innovations in curricular design and transaction	<ul style="list-style-type: none"> Semester System and Choice based credit system is followed. Reasoning and Thinking Exercises to the students are given for one hour per week. Unique and updated Curriculum Exercises in Reasoning & Thinking Active Participation of whole Faculty in Curriculum revision every year Technology Communication, Micro-teaching & Models of Teaching Educational Measurement and Evaluation Curriculum Development Unique features incorporated at the B.Ed. level School Experience Project Psychology Practical On the basis of performance of students after each evaluation, remedial classes, personal assistance and tutorial classes are being organized. ICT as a subject is offered to the students at B.Ed. level Staff Members are provided with Computer & Internet Facility. The advanced learners are given additional exercises, assignments and extra reading references. 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. Wherever possible Teaching Aids and Power Point Presentation are made. 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,

		<p>Educational psychology, Guidance and Counseling, Special Education etc.</p> <ul style="list-style-type: none"> ▪ Open Book Examination is a regular practice in the department ▪ Computer Based Examination is conducted in some subjects ▪ Assessment through Multiple Discriminated Type Items in some papers ▪ Peer & Self Evaluation as a good practice is followed ▪ Test/Assignments are given regularly ▪ The Software developed by SOE is used for processing Examination results
4	Inter-disciplinary programmes started	NIL
5	Examination Reforms implemented	<ul style="list-style-type: none"> ▪ Open Book Examination is a regular practice in the department ▪ Computer Based Examination is conducted in some subjects ▪ Assessment through Multiple Discriminated Type Items in some papers ▪ Peer & Self Evaluation as a good practice is followed ▪ Test/Assignments are given regularly ▪ The Software developed by SOE is used for processing Examination results
6	Candidates Qualified NET/SLET/GATE	1
7	Initiative towards Faculty development programme	<ul style="list-style-type: none"> ▪ Staff Members are provided with Computer & Internet Facility. ▪ Staff members are allowed to participate in different national and international seminars and conferences
8	Total number of seminars / workshops conducted	Workshop on SPSS by Prof. S.K. Tyagi . Workshop on Models of teaching and Communication Skills by Dr Kamakshi Agnihotri and Dr. Madhulika Varma .
9	Research projects a) Newly implemented b) Completed	SAP DRS phase III in progress -
10	Patents generated if any	NIL
11	New collaborative research programme	NIL
12	Research grants received from various	Junior and senior research fellowship from UGC

	agencies	
13	Details of Research Scholars	UGC JRF's – 6 Other research Scholars- 45
14	Citation index of faculty members and impact factor	Researches are cited
15	Honors /awards to the faculty	NIL
16	Internal resources generated	Books worth 2 lacs and computers worth Rs 5 lacs purchased.
17	Details of departments getting SAP, FIST, etc assistance / recognition	SAP DRS phase III from 1 st April 2009 to 31 st March 2014
18	Community services	<ul style="list-style-type: none"> ▪ Slum/ Rural Children are given Computer Training ▪ Students go to Rural Schools for School Experience/ practice teaching. ▪ Programmes are organized on regular Basis for increasing the awareness of students related to topics like: Guidance and Counseling, Health and Hygiene Awareness, Breast Cancer Awareness, AIDS Awareness etc. ▪ Community based surveys are undertaken.
19	Teacher and officers newly recruited	NIL
20	Teaching - non teaching staff ratio	1:2
21	Improvements in the library services	Database of the books is computerized.
22	New books /journals subscribed and their value	New books were purchased worth Rs 2 lacs.
23	Courses in which student assessment of teachers is introduced and the action taken on student feedback	B.Ed. and M.Ed. both. It is discussed in the staff meeting.
24	Unit cost of education Unit cost = total annual expenditure budget (actual) divided by the number of students enrolled.	
25	Computerization and administration and the process of admissions and examination,	Examination, result processing and issuing of certificates is computerized

	result issue of certificates	
26.	Increase in the infrastructural facilities	NIL
27.	Technology up gradation	New computerized lab 17 new computer were purchased
28.	Computer and internet access and training to teachers and students	Internet facility to teachers & students
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	NIL
31.	Activities and support from the Parent Teacher Association	NIL
32.	Health services	Common health services for university students
33.	Performance in sports activities	Active participation of students in Cricket, Volley ball, Badminton, chess etc.
34.	Incentives to outstanding sportspersons	Winner Certification
35.	Student achievements and awards	NIL
36.	Activities of the Guidance and Counselling unit	Providing counseling services to needy students.
37.	Placement services provided to students	NIL
38.	Development programmes for non-	Computer training

	teaching staff	
39.	Healthy practices of the institution	<ul style="list-style-type: none"> ▪ Semester System and Choice based 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 whole Faculty in Curriculum revision every year ▪ Technology ▪ On the basis of performance of students after each evaluation, 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. ▪ 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. ▪ Wherever possible Teaching Aids and Power Point Presentation are made. ▪ 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. ▪ Open Book Examination is a regular practice in the department ▪ Computer Based Examination is conducted in some subjects ▪ Assessment through Multiple Discriminated Type Items in some papers ▪ Peer & Self Evaluation as a good practice is followed ▪ Test/Assignments are given regularly ▪ The Software developed by SOE is used for

		<p>processing Examination results</p> <ul style="list-style-type: none"> ▪ Examinations and results are conducted and declared timely.
40.	Linkages developed with National/International, Academic/Research bodies	<ul style="list-style-type: none"> ▪ With NUEPA, NIMH, RIE, NCERT, NCTE, NAAC, and other Indian Universities etc. ▪ Collaboration with RIE, Bhopal; etc.
41.	Any other relevant information the institution wishes to add	<p>The department has always tried to meet the goals and objectives specified in the beginning.</p> <p>Community oriented research work.</p> <p>Efforts are being made by conducting different activities with an objective of removing the discrimination on the basis of sex, caste and religion.</p>

Part C: Detail the plans of the institution for the next year:

- **e-Learning centre for Research and Development**
- **Centre for Curriculum Development**
- **Rural Education upliftment research centre**
- **Certificate Course in Applied Statistics**
- **Certificate Course in Research Methodology**
- **Certificate Course in Instructional Designing**
- **Certificate Course in Guidance and Counseling**
- **Development of Digitalized Instructional Material of Superior Quality keeping in pace with the current time**
- **Training Programs in different innovative areas of education like ICT, Open Book Examination, Multiple Discriminant Type Item, Pyschology practical etc.**
- **Development of Web Based Research Model**
- **Organization of Summer Programmes for Teacher Educators**
- **Organization of Seminars, Conferences and Workshops at State and National levels**
- **Purchase of latest version of SPSS Software, Allas.ti**
- **Teacher empowerment programme for school and college teachers of tribal areas**
- **Establishment of Placement, Guidance and Counseling and Extension service cell**
- **Up gradation of Computer, E.T, Science and Psychology Laboratories**
- **Up gradation of Library**

- **Renovation of Institute Building**
- **Construction of Auditorium and Canteen, Girls common room**
- **Purchase of Furniture and Equipments like LCD projector , television,CD players etc.**
- **Qualified and Research Oriented Faculty**
- **Autonomy in Framing Curriculum**
- **Students from multi-Socio-cultural background**
- **Training teachers of Large number of Educational establishments in the surrounding areas**
- **Collaborating with NGOs**
- **Grab the opportunity from the university to inspect/ supervise for the quality teacher education for self finance B.Ed./ M.Ed. Colleges**
- **To Be a centre of:**
 - **Government institutions**
 - **University policies**
 - **Quality teacher education**
 - **National level institution**
 - **other teacher education institution**
 - **School education**

Name & Signature of Coordinator IQAC

Name & Signature of Head, UTD