



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		DAV College of Education For Women, Amritsar
• Name of the Head of the institution		Dr. Anita Menon
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Alternate phone No.		01832543031
• Mobile No:		8427922551
• Registered e-mail ID (Principal)		dav_educollege@yahoo.com
• Alternate Email ID		iqac.daveduasr@gmail.com
• Address		Outside Beri Gate, Amritsar
• City/Town		Amritsar
• State/UT		Punjab
• Pin Code		143001
2.Institutional status		
• Teacher Education/ Special Education/Physical Education:		Teacher Education
• Type of Institution		Women
• Location		Urban

• Financial Status	Grants-in aid																		
• Name of the Affiliating University	Guru Nanak Dev University, Amritsar																		
• Name of the IQAC Co-ordinator/Director	Dr. Anju Mehta																		
• Phone No.	9888614320																		
• Alternate phone No.(IQAC)																			
• Mobile (IQAC)																			
• IQAC e-mail address	iqac.daveduasr@gmail.com																		
• Alternate e-mail address (IQAC)																			
3.Website address	http://daveducation.org/#																		
• Web-link of the AQAR: (Previous Academic Year)																			
4.Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:																			
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B++</td> <td>85</td> <td>2007</td> <td>10/02/2007</td> <td>09/02/2012</td> </tr> <tr> <td>Cycle 2</td> <td>B++</td> <td>2.92</td> <td>2016</td> <td>05/11/2016</td> <td>04/11/2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B++	85	2007	10/02/2007	09/02/2012	Cycle 2	B++	2.92	2016	05/11/2016	04/11/2021
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Cycle 1	B++	85	2007	10/02/2007	09/02/2012														
Cycle 2	B++	2.92	2016	05/11/2016	04/11/2021														
6.Date of Establishment of IQAC	10/01/2017																		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.																			
<table border="1"> <thead> <tr> <th>Institution/ Department/Faculty</th> <th>Scheme</th> <th>Funding agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Nil</td> <td>Nil</td> <td>0</td> <td>Nil</td> <td>0</td> </tr> </tbody> </table>		Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	Nil	Nil	0	Nil	0								
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount															
Nil	Nil	0	Nil	0															
8.Whether composition of IQAC as per latest	Yes																		

NAAC guidelines	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • (Please upload, minutes of meetings and action taken report) 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Shift to Online mode of teaching keeping in view Covid-19 Pandemic.	
Organisation of International Webinar on "Online teaching strategies" on June 11-13, 2020	
Organisation of E-Workshop on Art and Craft on June 22-23, 2020	
Organisation of National E-Conference on "New Education Policy 2020: Challenges and Perspectives" on Aug 26, 2020	
International Webinar organised on Je aayi patjhar tan fer ki ae on July 08, 2020	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).	

Plan of Action	Achievements/Outcomes
Organisation of International Webinar	Organisation of International Webinar on Online Teaching Strategies on June 11-13, 2020
Organisation of E-Workshop	Organisation of E-Workshop on Art and Craft on June 22-23, 2020
Organisation of National E-Conference	Organisation of National E-Conference on Technology Based Education : Issues and Challenges on Aug 05, 2020
Organisation of National E-Conference	Organisation of National E-Conference on New education Policy 2020 on Aug 26, 2020
Organisation of International Webinar	International Webinar organised on Je aayi patjhar tan fer ki ae on July 08, 2020

13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name of the statutory body	Date of meeting(s)
DAV Local Managing Committee	20/11/2021

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	31/01/2022

Extended Profile

2. Student	
2.1	401
Number of students on roll during the year	

File Description	Documents
Data Template	View File
2.2	250
Number of seats sanctioned during the year	
File Description	Documents
Data Template	View File
2.3	62
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	View File
2.4	195
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	View File
2.5	186
Number of graduating students during the year	
File Description	Documents
Data Template	View File
2.6	206
Number of students enrolled during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	4093297
Total expenditure, excluding salary, during the year (INR in Lakhs):	

4.2	13
Total number of computers on campus for academic purposes	

5. Teacher

5.1	31
Number of full-time teachers during the year:	

File Description	Documents
Data Template	View File
Data Template	No File Uploaded

5.2	31
Number of sanctioned posts for the year:	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

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

The course curriculum is specified by the university but its completion is done in a planned manner by the college. The institution is focused on educational excellence and fosters in student teachers the habit of analytical and reflective thought and sensitivity to the environment and social issues. The institution has academic council to coordinate with other committees for executing various activities regarding curriculum planning. Semester wise plan is prepared and circulated through academic calendar published in college handbook and uploaded on website also. Teacher dairy is also prepared for planning various curricular activities before commencement of the new semester. For proper implementation of the curriculum, various committees ,houses and clubs are constituted and these committees work in collaboration with academic council. Communication is established through notices which are circulated from time to time. The academic council is always open to the feedback and suggestions from all stakeholders for betterment of the institution. Due to COVID 19 the institution switched to onlinemode of classroom teaching by making extensive use of Google Classroom for sending assignments, notes and video lectures to the

students. Online classes were regularly held on Zoom and Google Meet platforms.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	No File Uploaded

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

B. Any 5 of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all

A. All of the Above

**programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution
Prospectus Student induction programme
Orientation programme for teachers**

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	http://daveducation.org/goalsandobjectives/
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

14/6, 2/6, 1/5, 2/5

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	http://daveducation.org/wp-content/uploads/2022/01/academic-calendar-2020-2021.pdf
Any other relevant information	Nil

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

0

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

0

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

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

0

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

0

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

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

Three of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	No File Uploaded

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

04

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

04

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

The Institution has been working for the overall development of the

students. The curriculum is transacted to develop knowledge, qualities, competencies, skills and values to transform student teachers to academically and professionally competent teachers appropriate for the 21st century.

The institution provides learning experiences through group discussion, practicum, assignments, webinars, Demonstration classes, Micro-teaching and lessons based on models of teaching provide skills, Student teachers are oriented to conduct action research, case study, small projects and dissertation (M.Ed.) which helps to develop enquiry skills and problem solving abilities. Internship helped the student teachers to improve and apply competency and skills. The curriculum provides understanding on objective based evaluation, preparation of achievement test, diagnostic test, preparation of different tools of evaluation and school/community based projects to successfully for practical knowledge.

The college provides opportunities for social visits of different institutions and inter college competitions and social networking. The curriculum provides gender perspectives in education, socio-cultural perspectives of gender bias in India, legal provisions to empower women and girl children etc. Various activities organized by the institution to inculcate the social, emotional, intellectual thinking skills among students like yoga and sports cultural, environmental drives, celebrations of national and international days etc.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

The institution puts a conscious effort to build healthy and diverse

learning environments. Use of Mother tongue/ Regional Language is used for classroom instructions. Students from different background/special need are catered democratic way.

- Theoretical knowledge on development of different school system and functional differences among them and norms etc. are transacted through school management. (B.Ed. Sem-IV, Paper- IV)
- Theoretical and practical understanding of current practices in assessment and evaluation, CCE, and weightage distribution. (B.Ed. Sem-II, Paper- II)
- Practical knowledge on tools of Assessment, tests, Cumulative records etc. helps student teachers to gather data for internship and project. (B.Ed. Sem-II, Paper- II)
- under the School induction programme, they visit Govt. and Govt., Aided schools for one week to observe and interact with students and teachers to understand the details of the school functioning. (B.Ed. Sem-I, Paper- VIII and M.Ed. Sem-I, Paper- IV)
- Contemporary India and Education that helps them to develop their vision regarding variations about existing status in various aspects of education among Indian states. (B.Ed. Sem- I, Paper-II)
- Through survey of an organization of guidance programme prevailing in different types of schools under different boards, student teachers become efficient enough to broaden their perspectives. (B.Ed. Sem-IV, Paper- II)

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

The institution follows Intra and Interdisciplinary approach to enable students to understand interconnectedness of various learning engagements.

- The college follows student- centered approach to education which in turn contribute to the overall development of the student teachers.
- Training and participation in art and aesthetic activities help in development of aesthetic values.
- Concept of Micro Teaching is discussed in Educational Technology and ICT paper and then it is applied in all pedagogy papers.
- Theoretical aspects of any school are taught in perspective papers and their practical knowledge is given in field engagement activities.
- In the course of practice teaching, student- teachers assist the school teachers in conducting morning assembly, celebration of days etc. that ultimately improves their organizational skills.
- Reflective practices after internship help the student teachers to reflect on strengths, challenges and future possibilities in their teaching behavior.
- Newspaper clippings/recent updates on current issues.
- To sensitize students about the natural environment, saplings are planted through the plantation drive with the help of NSS volunteers.
- Student teachers are informed to participate in various online activities like skill in teaching competition/article writing competition etc. to help them not only in improving their teaching skills but also making their expressions better.

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

1.4 - Feedback System

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

All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

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

Feedback collected, analyzed and action taken

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

206

2.1.1.1 - Number of students enrolled during the year

206

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

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

73

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

73

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

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

17

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

17

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	View File
List of students enrolled from EWS and Divyangjan	View File
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

The college adopts every possible measure to assess the learning levels of its students. The students are counseled, guided, and oriented at the time of admission to make them aware of the course, and subjects available as per their interests, aptitude, and skills. Mode of internal assessment and external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college are also published in the college information handbook which is provided to the students at the beginning of the academic session.

The assessment of the learning needs of the students is done by the teachers in the classrooms through class tests, assignments, tutorials, etc; on the basis of which different types of learners are identified as slow and advanced learners. Specific teaching-learning methodologies oriented to the needs of such students are then discussed and implemented. Remedial and extraclasses; bilingual explanations and discussions; and question banks are arranged for advanced and slow learners. Also, the selection of student editors is done for the college magazine "The Richa". Students are given recognition for their achievements in terms of medals and appreciation certificates and are motivated to secure rank and distinction in the University examinations.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs

All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	No File Uploaded
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	No File Uploaded
Any other relevant information	No File Uploaded

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

Three of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	No File Uploaded
Reports with seal and signature of the Principal	View File
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

1:13

2.2.4.1 - Number of mentors in the Institution

30

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Student-centric learning through various methods such as brainstorming, online teaching, experiential learning, group discussions, quiz competitions, presentations, and project work in participative learning and problem-solving methodologies available in the institution. Regular participative activities viz. field visits, educational tours, seminars, and extension lectures are organized in and outside the college and the students actively participate in these activities. Students are given individual projects and class assignments for focusing on self-study and to encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, Reading Room, ICT based classrooms. Students are trained in Basic Life skills such as First Aid, Self Defense, Swach Bharat Abhiyaan, and Personal Hygiene and Sanitation. Beyond the classroom, college gives high importance to the all-around development of students through extra-curricular, co-curricular, and field-based activities. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. The college has framed many committees and clubs including the Cultural Committee, Sports Committee, NSS unit, Career, and placement cell, etc. so inter-house sports and other cultural competitions are organized, where students exhibit their talent, to foster a spirit of togetherness and leadership.

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

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

20

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://daveducation.org/wp-content/uploads/2022/03/ICT-usage-by-students-and-staff.pdf
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

206

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

Four of the above

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

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

The institute has a tutorial system in which teachers serve as academic mentors and provide counseling to students. The college has a well-defined career and counseling cell headed by two senior teachers that advise students regarding their vocational aptitude and aspirations, job choices etc.

Teachers are assigned to monitor and guide students throughout the year. Teachers identify slow learners and encourage advanced learners. Teachers interact with students on a regular basis and keep track of their academic progress and attendance.

The teacher personally collects information from her wards and takes care, not to touch-sensitive issues, and does not force any information out of her wards. The teacher maintains a complete record of each pupil and updates the information regularly.

The student-teacher ratio is maintained to give personal attention to students. Tutorial/House meetings are held on a regular basis and during these meetings students meet their teachers to discuss academic and personal problems. The class teachers meet each student individually and provide assistance in every manner feasible to improve their academic achievement. The tutors continually keep an eye on students' attendance, marks in internal and external examinations to provide corrective training as well as her candidacy for campus placement.

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

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global

Five/Six of the above

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

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

The college has always been active in the promotion of original and creative thinking among the students and to ensure the same, various strategies are adopted for this. Project-based learning and training are imparted in various semesters to instill research acumen and creative /critical thinking among the students. The creative skill is installed through various inter-college and intra college activities. Different clubs and cells organize plenty of academic and extracurricular activities like drama, debates & declamation; fine art, creative writing, and poster making competitions. Students are encouraged to publish articles, poems, and short stories in the college magazine. To ensure interactive teaching, the faculty makes use of PowerPoint and multimedia presentations for better retention and understanding of the content. Career Counseling cells, Mentor-Mentee groups/and Tutorial groups have been formed to deal with

academic and stress-related issues. The students,WhatsApp groups are used to promote effective peer learning. The students use the same to upload and exchange their work, assignments, educational videos, and information with teachers and thus collaborative online thinking is promoted.

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

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)

All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning

Ten/All of the above

**activities according to student needs
Addressing inclusiveness Assessing student
learning Mobilizing relevant and varied
learning resources Evolving ICT based
learning situations Exposure to Braille /Indian
languages /Community engagement**

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback

All of the above

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests

All of the above

**essentially based on subject content
Observation modes for individual and group
activities Performance tests Oral assessment
Rating Scales**

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded
Any other relevant information	No File Uploaded

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

All of the above

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

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements

All of the above

Executing/conducting the event

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

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

All of the above

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

A 15 weeks internship program is carried out in three phases i.e. pre-practice, teaching practice, and post-practice and evaluation. Every Student fills their choices of ten schools on the "E Punjab Portal" provided by SCERT and they allot different schools to each student according to their subject combination. During this internship program, student teachers attend the school full time and participate in all curricular and co-curricular activities, and are monitored and guided by the subject teachers of their respective schools. Students learn to prepare attendance, admission, result, stock registers, etc.; organize co-curricular activities and

construction and administration of achievement and diagnostic tests, a case study of a child with deviant behavior and conduct action research related to classroom problems.

In school, the students deliver two lessons a day i.e. one lesson per teaching subject. During teaching practice, each pupil teacher delivers two discussion lessons in two teaching subjects in the college. The subject teacher and peers carefully observe the lessons and provide feedback to the students for their improvement.

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

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

181

File Description	Documents
Data as per Data Template	View File
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	No File Uploaded

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching
Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests
Organizing academic and cultural events
Maintaining documents Administrative responsibilities- experience/exposure
Preparation of progress reports**

Nine/All of the above

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

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

During teaching practice, school subject teachers monitor, and observe the teaching lessons and activities of the pupil teachers. The pupil teachers prepare their lesson plans after discussing the syllabus with the concerned subject teacher of the class and school teachers observe the lessons delivered by the pupil-teacher and give oral and written feedback for further improvement in their teaching. The pupil teachers organize various co-curricular activities as well under the guidance of mentor teachers and school staff.

Before sending the students for real teaching in school the demonstration lessons are delivered by teacher educators. The students are taught how to write instructional objectives, test the entry behavior, prepare the teaching aids, assign homework and deliver the lesson in the class. Micro-teaching sessions are also conducted in which pupil teachers practice micro-teaching skills within their respective subject groups.

After the first phase of practice teaching, each pupil teacher delivers one discussion lesson in each teaching subject in college in an actual setting. The teacher teaching that subject carefully observes the lesson and records the observations on the notebook of the students. The peers also observe and provide constructive suggestions to the pupil-teacher.

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

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)	All of the above
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File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	No File Uploaded
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness	Four of the above
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File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	View File
Five filled in formats for each of the aspects claimed	No File Uploaded
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

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

13

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

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

10

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	No File Uploaded

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

10

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

251

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

The faculty members keep pace with the recent developments in

teaching methodologies by participating in seminars, workshops, conferences, orientation, refresher courses, Moocs, short-term career development programs, webinars, etc. The faculty members publish research papers and articles in reputed national and international journals. Most faculty members are a doctorate in education.

The Principal and faculty members are life members of many associations like the All India Association for Education and Research (AIAER), the Indian School Psychology Association, and the Council for Teacher Education (CTE), and members of Guru Nanak Dev University Board of Studies and Faculty of Education.

The college has a rich library including reference books, encyclopedias, survey reports, and general books and teachers visit the library on regular basis.

The institute encourages faculty members to participate in short-term career development programs, seminars, workshops, and conferences by sanctioning duty leave for attending these courses. Teachers are given promotions to senior scale or selection grade (now Associate Professor) on completion of the required conditions. Teachers are honored on completion of Ph.D. on convocation day. Faculty members share information with colleagues both informal and formal meetings as per the need of the hour.

File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	No File Uploaded

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Internal and external examinations have a 30:70 ratio, according to GNDU norms. The teaching faculty orients the students at the start of each semester. Students are familiarized with the course, its objectives, and the format of the exam by the examination committee. The College teacher conducts seminars on their respective papers in which content knowledge, presenting skills, and communication skills are assessed. Moreover, Students prepare assignments mentioned in each paper in their respective semesters. These assignments are checked by the respective subject teacher and the necessary feedback

is given as per requirements. In each semester, the college conducts one unit and one house test. Students are given marks based on their performance and remedial teaching is organized for weak students. Special tests are conducted for those who do not score eligibility marks to appear in the final university exam. Due to the pandemic, this year both house tests and final exams are taken through online mode.

A variety of field engagement activities are held from time to time in college e.g. Visits to orphanages, Museums, Pingalwara, etc are planned. Teachers assess their projects in order to foster critical thinking, analytical skills, and teamwork.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually	Four of the above
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File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	View File
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	No File Uploaded

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

Most of the grievances related to the examination are received after the declaration of results by the Guru Nanak Dev University. The errors in their results like marks of the internal assessment, attendance sheets, errors in the bio-data, etc. are immediately addressed, corrected, and quickly disposed of for onward submission to the university by the convener examination committee. Each and every superintendent and the staff member concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to the Coordinator Examination for speedy Redressal of the issue. Close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations, and doubts if any. As per internal practical tests are concerned, if any student pinpoints any academic discrepancy viz a viz conduct of tests, the concerned teachers wholeheartedly show their concern, and attention is given to the student's grievances.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The academic calendar is prepared by the senior faculty prior to the start of each new session, following the norms of the GNDU and UGC. The Institute places a high value on transparency in its operations. Initially, during the conduct of the orientation program ,whole plan of action is discussed with the students.An academic calendar is also provided in the handbook of information/ prospectus which is mandatory for every student to have. The academic calendar lists the start and conclusion dates of each semester as well as other information such as the micro-teaching, the internal examination, and the tentative external examination schedule, as well as the days of festivals/activities to be performed. The calendar also includes a number of other activities carried out by the institution are as follows: Picnics/field trips to various locations or institutes, alumnae meetings, organization of National and International

cultural events, and organization of extension lectures/ seminars. Visits to orphanages, blind institutes, religious sites, Pingalwara, different campaigns to raise awareness about environmental conservation and protection of our natural resources, and NSS activities. A course schedule for all semesters of each class is included in the handbook of the college.

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes the following; Hard Copy of syllabi and course/program Outcomes are available in the respective departments and college library for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

At the beginning of the session as well as each unit of the syllabus, the faculty articulates the learning objectives and program-specific outcomes to the students. Program-specific outcomes of all the departments are highlighted through counseling sessions which provide information on career options open to students after the completion of the program. In perspectives and pedagogy papers concerned teachers try to fulfill the course learning outcomes through adopting different methodologies like lecture cum demonstration method, Assignment, Seminars, Projects, Brainstorming sessions. Apart from curricular activities various co-curricular activities like quiz competitions, literary and cultural competitions, and fine art competitions are organized from time to time in college to achieve PLO and CLO.

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

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	No File Uploaded
Certified report from the Head of the Institution indicating pass percentage of students program-wise	No File Uploaded
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The college has a systematic process of collecting and evaluating data on program and course outcomes, for which the assessment includes the following; Assessment for the course level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes, and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written Examination /practical examination) depending upon course type is also used for the process.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

128

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The learning needs of the students are identified before the beginning of the course. PLoS and CloS are defined before the start of the course & these are achieved through the teaching-learning process in due course of time. To assess the cognitive aspect of the students Class tests/ Unit tests/ House test & then final examinations are taken regularly. Then their performance is evaluated, feedback is given and remedial classes are organized for weak students. Staff meetings are regularly held to review the progress of the students & to ensure the completion of the syllabus. Continuous & comprehensive evaluation and monitoring of the learning outcomes of various courses are done. Other aspects like conative & affective, various seminars/workshops/lab work/projects/competitions are regularly organized & it is ensured that every student participates in it & their performance is also monitored & feedback is given time to improve their performance. The college takes pride in its meritorious students who have been achieving top positions in the university. The college has the distinction of producing illustrious alumni who have been serving in the field of teaching as teachers, principals, teacher educators, and principals in education colleges.

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

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

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

0

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

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	Two of the above
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File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	No File Uploaded
Sanction letters of award of incentives	View File
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	View File
Any other relevant information	No File Uploaded

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports

Three of the above

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

3.2 - Research Publications

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

3

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	View File
Any other relevant information	No File Uploaded

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

2

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	View File
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

4

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

263

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

35

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

35

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The college regularly conducts outreach activities in the society, which helps to connect our institution with the community. It helps to develop leadership qualities in the students and sensitize them towards social issues. In this context due to pandemic, NSS unit conducted many virtual activities.

Our students participated in virtual "Mission Fateh" which was launched by Punjab Government that aimed towards creating awareness regarding symptoms and protocols related to COVID 19. Students learnt the use of COVA app for understanding the precautions to follow for safety of their health.

Tree plantation campaign was held by NSS unit under 'Swachh Bharat Abhiyan'. This drive was done in collaboration with 'Phulkari - Women of Amritsar' organization under "Breath free campaign". Fifty trees were planted by students.

'Vigilance Awareness Day' and 'Fit India Movement' were held under the NSS unit of the college through which awareness was created regarding women education and fight against corruption and immoral activities.

File Description	Documents
Relevant documentary evidence for the claim	No File Uploaded
Report of each outreach activity signed by the Principal	View File
Any other relevant information	No File Uploaded

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

16

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	No File Uploaded

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

2

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

2

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

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

2

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

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice

All of the above

teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

Adequate number of classrooms are available to ensure smooth running of teaching-learning. Institution has resource rooms such as Computer Science, Science, Educational Psychology, Technology etc. There is a well equipped fitness center at Physical Education room Institution meets the specified requirements of NCTEand SCERT for concernedcourses as given below:

1. 8 classroom for 400 students (1:50)
2. Multi-purpose hall (Audio-Visual Hall) with seating capacity of 200 and a dias
3. Well maintained Library cum reading room
4. ICT resource Centre
5. Educational Technology Laboratory - 01
6. Art & Craft Resource Centre - 01
7. Health & Physical Education Resource Centre - 01
8. Principal's Office - 01
9. Staff Room - 01
10. Administrative Office - 01
11. Visitor's Room - 01
12. Common Room for Female Students - 01
13. Seminar Room - 02

14. Canteen - 01
15. Separate Toilet Facility for Male & Female Students, for Staff & PWD - 01
16. Parking Space - 01
17. Store Rooms (two)
18. Lawns - 03
19. Open Space for Additional Accommodation
20. Indoor games.
21. Fire Extinguishers in various exit points of the building to safeguard against fire hazard.
22. The institution campus, building, furniture etc. is barrier free considering students with special needs.
23. Hostel for female students
24. Residential quarters for non-teaching staff members. .

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

2

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	Nil
Any other relevant information	No File Uploaded

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

2890

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

There is well maintained library in the institution. Library has a pool of books from diverse sections such as curriculum related books, reference books, research related books, encyclopedias, journals, thesaurus etc. There is open access to the resources available in the library for all the faculty members as well as students. There is an adequate provision of seating in the library. There is a xerox machine available permanently in the library for photocopying the material. The institution has adopted partially automated software for library management that is ALICE-6. The software enables quick cataloguing and searching of books by Author's name, Title, Barcode Number etc. In addition the software maintains accession registers. Information such as enquiry regarding borrowers, no of books issued, journals etc. can be easily managed. Further it updates and informs about issue and return of any book/document by users quickly. Books are issued on weekly basis and book bank facility is also available for needy students under which a set of books is provided free of cost to the students for an entire academic term and is returned at the end of their term. Additionally there is a computer system available in the library for students use and search academic resources.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	https://docs.google.com/document/d/1syZ3w2wNi69-f5ixSovQdYuydv-hVxVJFuMZIKUgALc/edit
Any other relevant information	View File

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

Remote Access to the study material is provided to students through college website. Links to important resources such as database link for research related work and Ebooks links are available on the college website for usage by students anytime and anywhere. Institute provides an access to M.Ed dissertations/research work submitted by previous researchers through a link available on college website. College students can access the dissertations since 2015 onwards by signing up on the link provided on the website which is for the available for research purpose. Additionally, Database links such as Educational Resources Information Centre, e-books for B.Ed and M.Ed classes have been made available on the website. In addition to it college runs distance learning centre of Indira Gandhi National Open University (IGNOU) and therefore there is a provision of e-gyankosh and IGNOU study material links also available on college website. All these resources are free of cost and can be accessed anytime.

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	No File Uploaded
Any other relevant information	No File Uploaded

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

Two of the above

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

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

45765

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

40

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	View File

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

Three of the above

File Description	Documents
Data as per Data Template	View File
Any other relevant information	View File

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

ICT is an integral part of curriculum. The institution has well established Computer Resource Room equipped with wifi facilities having computers and printer in it. Apart from that there are computers in office and different Resource Rooms which are utilized by respective heads of departments. The wifi and internet connections are available in all the systems. Local Area Networking has been established for providing internet to different systems.

ICT facilities are available in Technology Resource Room, Various gadgets such as computers, lasers, overhead projectors, Epidiascope are available in the Technology Resource Room. Softwares like C, DBMS, MS Office, Oracle etc. are available according to the curriculum need of the students.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

30:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	View File

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

D. 50 MBPS - 250MBPS

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

One of the above

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

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

1442826

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

Annual Maintenance Contract is followed for repair, maintenance and upgrading of the various departments time to time as and when the need arises. Various Committees are constituted to ensure smooth running of different departments.

PROCEDURE FOR MAINTENANCE :

The college ensures regular maintenance and upkeep of all infrastructural facilities. The maintenance work is carried out by trained in-house experts as well as outsourced for smooth functioning of various departments. The cleanliness, hygiene,

sanitation, water supply, electricity, security and stationery conditions are taken care of and updated to the Head of the Institution. AMC of computer lab is given for regular support services.

PROCEDURE FOR UTILISATION :

Institution adopts the policy of optimum utilization of resources. Existing resources are utilized and maintained under AMC. Apart from this the decisions with respect to the proposals for new and upgrading existing systems are taken in the staff meetings. Suggestions are made by various committees for the most efficient use of the time frame, keeping in mind the need to balance academics, co-curricular activities.

FACILITIES PROVIDED BY THE INSTITUTION:

The Institution meets the requirements of academic as well as physical and support facilities by providing classrooms, labs, library, fitness center etc.

File Description	Documents
Appropriate link(s) on the institutional website	http://daveducation.org/infrastructure/
Any other relevant information	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

Five fo the above

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	View File
Any other relevant information	View File

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable

Nine or more of the above

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	No File Uploaded

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)

Three of the above

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
30	198

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	No File Uploaded
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

198

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

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

76

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

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The institution has a Student Council which plays a pro-active role in the institutional functioning and contributes towards students welfare. The Council comprises of two representatives from each section of B.Ed and M.Ed. These representatives generally bring forward and discuss the common issues faced by the students. The council often helps in organising various activities including social events. Different committees have been formed in the college in which students are members. There are different committees like Anti-Ragging and Anti- Sexual Harrasement , Cleaniness and Beautification of campus committee, Legal Literacy and Women Empowerment club, Moral Education club ,NSS Unit etc. in which students play active role in various capacities.

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

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

7

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

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Alumni Association plays a very significant part in the overall development of our institution. There are regular interactions held with the Alumni association from time to time which allowus to seamlessly integrate their abilities into the practical working of our institution. This also givesus the opportunity to remain updated as far as the professional growth and development of the alumni is concerned. Inclusive education is the most talked about trend of the current times in the education system. It is by the virtue of AlumniAssociation that our college students have got the chance to be mentored. In our college curriculum, we have introduced special periods in the time table wherein the college students areable to participate in the resource room teaching so that they may be equipped to deal with special children.Members of Alumni Association are frequently invited to provide counseling to the college students to help them makefair and correct choice of teaching subjects.

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

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

Five/Six of the above

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

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

1

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Meeting of our college students with members of alumni association are organized from time to time to motivate the freshly enrolled students. "Well Begun is Half Done" goes the famous quote. This holds true in this case as well as the newly enrolled students are ready to give in their best to the society after being motivated. Their services are also utilized in the organization of various activities as outreach programs with institutions of less privileged students, holding Nukkar Nataks, awareness of proper disposal of E-waste, all of which are important for the overall well-being of the society. Many a time, members of alumni association take up the task of mentoring the students frequently. Such efforts go a long way in removing many misconception from the minds of students and put them on the right path of self development and self-discovery.

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

Our Vision is to make D.A.V. College of Education for Women, Amritsar, a model teacher education institution and give the nation the best teachers who would provide leadership in all spheres of life through innovative and value based ideas. The focus throughout remains on holistic development of students, so that they become responsible citizens of society. Our Mission is to undertake a journey towards excellence in pre-service teacher education through research and innovative practices with deeper emphasis on pedagogical skills and optimum use of available resources. For the betterment and justice towards the institution's vision and mission, the head of the institution leads all the important decisions along with members of management committee, senior faculty members, alumni and students. The college follows decentralized approach by distributing duties among the manpower of the institution.. For smooth and efficient running of the institution. The college has various committees/clubs (like Admission Committee, Building Committee, Time Table Committee, Health Club, Language club, Women Empowerment Club etc) for the various academic and non-academic functions of the institution.

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

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

Decentralisation and participative management are the highlights the smooth functioning of college. Members of Local Committee (LC), Principal and two senior staff members act as advisory of the college. To achieve effective output ,Various committees/clubs are formed. In each of them, there are 2-3 faculty members. Decentralisation and participative management is made possible through students' committees and clubs. Every committee/ club is assigned responsibilities to organize all the events in the college. Local Committee members also participate actively in events like Rishi Bodh Utsav, Convocation, Prize Distribution, Alumnae Meet etc. Admission Committee, Examination and Internal Assessment Committee, IQAC/AQAR, Academic Council , all together bring Institution practiced decentralized and participated management.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The institution maintains transparency in all of the above areas.The institution facilitates and monitors finances to ensure transparent and accountable governance. All work related to finance is done

through electronic transactions. Parents, students and other respected members of society are involved in the academic, administrative and other functions. For transparency in academic, administration and financial operations, true and fair records are maintained. Audits of these records are periodically done by the auditors of DAV College Management Committee, New Delhi. External and internal auditors verify various vouchers and bills. The institution has been using competent software to maintain and manage the inflow and outflow of the finances regularly.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

When covid-19 pandemic struck, all regular and offline activities came to halt. So the institution decided to move to online platform. So for this it was decided that various workshops/webinars/conferences would be organised through online mode. The overall strategy was planned by the principal in consultation with IQAC members. For smooth functioning of these activities, different committees were formed. Inception of idea was of the principal and IQAC members. The corresponding committee would design the brochure, put it on the portal and communicate the same to all the teachers/students /delegates etc, then after completion of the activity mailed the certificates to all the participants. Planning committee would choose the theme, resource person and all the further detail. The organising committee would see the actual implementation of all ideas and give a practical shape to the concept.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://daveducation.org/wp-content/uploads/2022/03/strategy-development-and-deployment.pdf
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

Right from policy making to administrative setup, to appointment, the institutional bodies do play an effective and efficient role. Policies regarding admissions, for appointment of staff are planned at the very beginning of the session with due consent of DAVCMC (New Delhi). All policies concerning students are communicated to them through the college handbook. Administrative setup of the college is shown in the organogram. Appointment and service rules are all strictly as per the norms laid by UGC/NCTE/DPI colleges. Nominees from the university and DAV management are invited during the final selection process. All other administrative procedures are well laid down to achieve the respective goals.

File Description	Documents
Link to organogram on the institutional website	https://daveducation.org/wp-content/uploads/2022/03/organogram.pdf
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	View File

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

Five/Six of the above

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

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

Various Bodies ,cells and committees perform efficiently for the effective and smooth functioning of the institution. Decisions are taken by the members of the concerned bodies. In the line, Resolutions are passed and actions are taken in near future. After every meeting held, Proceedings for plan of action is prepared .On the basis of minutes various actions are taken and implemented. In our college we have Academic council, Grievances and redressal cell, IQAC etc .All the events or functions, various workshops, seminars or any functioning decision is firstly approved in meeting and after that, various events are organised under the guidance of inhouse incharges.

In the IQAC meeting, We have decided to organize an international webinar on "Je Ayi Patjhar Tan Fer Ki Ae" for upliftment of emotional development and positivity among students and staff in this pandemic. We planned to invite Surjit Pattar ji , Chairman Punjab, Art Council as a Chief guest. and below said members as a speaker :

Dr. Nirmal Jaura, Director Youth Welfare department, Punjab University, Chandigarh.

Sh. Sukhi Baatth, Punjab Bhawan, Canada

Ms. Navjot Tusheen, Health Services , Canada.

In resultant, International Webinar was organised on 8 July 2020 under the guidance of Principal.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

The institution always takes up the responsibility of welfare of teaching and non teaching staff. Along with all the government facilities, Various provisions are given to the staff members. The details of the welfare schemes available for the teaching and non teaching staff are given below:

1. Provision of Loans from DAVCMC
2. Free Medical Check-up by the College Health Unit
3. ESI scheme for Employees
4. Residential Facility for class IV employees.
5. Hostel Facility for stay in the campus.
6. Fee Concession for teaching and non teaching staff members.
7. Study Leave for teaching as well as for non- teaching.
8. Disability Allowance for persons with disabilities.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend seminars / conferences / workshops and towards membership fees of professional bodies during the year

0

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

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

13

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	No File Uploaded
List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

31

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	No File Uploaded
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The institution has an effective Performance Appraisal System for teaching and non-teaching staff. Every year the outgoing batch of students are provided with Teacher Feedback Forms but this year due to COVID-19 Pandemic and Lockdowns, the Feedback of all the teachers was conducted online. In addition, Students Satisfaction Survey based on the NAAC Questionnaire was also conducted and published on the institutional website:

https://docs.google.com/forms/d/e/1FAIpQLSebs2bCZYVaIo5AyxgFGHZHmkpiEDEZ6nnorP92Y1QgPSFT0g/viewform?usp=sf_link

This process contains Teacher Evaluation and Campus Evaluation surveys. The duly filled in forms are analyzed by the Principal and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. The performance of the non-teaching staff is appraised. They are assessed on the parameters of efficiency, cordiality and overall helpfulness. They are assessed by the Principal who counsels those non-teaching staff members whose

performance has invited criticism or needs improvement. An improvement in the subsequent performance of the said staff members has usually been noticed.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

Internal Financial Audits:

Internal financial Audit is a regular activity in the college. The accountant is responsible to maintain records and provide all the details of day-to-day financial earnings and expenditure . Proper Balance sheet and Income and Expenditure statements are prepared for all the transactions. After the proper verification by the accountant, the Principal and in budget meeting of LMC also examinesthe same and then the Financial Audit for the respective financial year is sent for the External Audit to be done by a certified CA.

External Financial Audits:

External Financial Audits a regular annual feature and is done by the CA appointed by DAV CMC(New Delhi) and Reports are Prepared according and sent to DAVCMC,New Delhi.

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

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

0

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

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

Institute recieved grants or funds from various agencies like DPI and NSS Unit. These funds are optimally utilise according to the requirements. Major share of the aids utilized for dispersing salaries and scholarships in the institution. Also, Funds are utilized to fulfill therequirements of library(fully euipped with study material, Internet and proper infrastructure) and various resourse centre like psychology Resource Centre, Physical EducationResource Centre, LanguageResource Centre, ICTResource Centre, Educational TechnologyResource Centre etc. All faculty members amd students utilized all facilities with time table provision. All students of minority groups also avail scholarships through various scholarships scheme like National Scholarship Scheme, Dr. Ambedkar Scheme .

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

The Internal Quality Assurance Cell (IQAC) has constantly contributed significantly for institutionalizing the quality strategies and processes in the college. During the Academic Year 2020-21, IQAC encouraged different units and departments in order to create conducive atmosphere in the institution. IQAC initiated -- different activities.

Year

Name of the Activity

Date/s

Number of students participated

2020

Mission Fateh

June 15, 2020

250

2020

Internatinal Drug Abuse Day

June 26, 2020

20

2020

Tree Plantation Campaign

Aug 4, 2020

15

2020

Yuwaah Pride of punjab

Aug 5, 2020

75

2020

Vigilance Awareness Day

October 29, 2020

80

2020

International Webinar on Online Teaching Strategies

June 11-13,2020

100

2020

E-workshop on Art and Craft

June 22-23,2020

100

2020

International webinar on Je Aayi Patjhar ta Pher ki hai

July 8,2020

100

2020

Seminar on mindfulness through Yoga and meditation

July 14,2020

100

2020

Webinar on socio-Psychological Environment

July 20,2020

100

2020

E-Conference on Technology Based Education:Issues &challanges

August5,2020

100

2020

National E-Conference on Technology Based Education:Issues &Challanges

August 26,2020

100

2021

Webinar on Yug Purush Dayanand Saraswati

March5,2021

100

2021

Worksop on Women Fitness

March10,2021

100

2020

International Webinar on 400thPrakash Utsav of Guruteg Bahadur Ji

September 14,2020

100

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

Being the central body of the college, IQAC cell monitors and reviews the curricular and co-curricular activities of the institution regularly. Based on feedback of students, alumni and parents, various innovative activities and reforms are constantly introduced.

The Internal Quality Assurance Cell periodically reviews the teaching-learning process , methodologies and learning outcomes. On the basis of suggestions given by students,teachers are suggested to incorporate the changes in their respective subject and methodology.

Based on the University Academic Calendar, the Institute prepares its schedule for the academic year well in advance at the beginning of the year.The academic calendar prepared is circulated among staff members and students . According to academic calendar,timetable committee prepares the timetable.

The institution has a feedback system to evaluate the teachers and students. The regular evaluation of the teachers by the students on teaching methodologies, course delivery, attitude, strengths and weaknesses.The Feedback thus collected is analysed by the Principal and IQAC cell and appropriate corrective actions are taken.

The institute monitors the performance of the students regularly, through Class interaction and class assignments, Assessment is done through unit and house test. After evaluation of performance remedial teaching is provided to week students.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

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

24

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	No File Uploaded

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

Four of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://daveducation.org/wp-content/uploads/2022/03/meetings-minutes.pdf
Link to Annual Quality Assurance Reports (AQAR) of IQAC	http://daveducation.org/wp-content/uploads/2022/01/aqar-2020-2021.pdf
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

At the beginning of the session, IQAC members hold the meeting with principal madam and chalked out the plan of the session, Curricular and Co- Curricular activities during the session, tentative dates are decided and duties are assigned to concerned committees/clubs.

Suggestions given by NAAC

Incremental Improvements

Encouraging teachers to go for good research publications may strengthen the research acumen of teachers.

Our faculty members have done good work on research and there is a long list of their research publications in reputed national and International Publication journals.

The faculty needs to take up authentic action research study that may help further improve educational functioning and classroom

practices and in the process support professional development of the faculty.

Action Research is the part of curriculum of B.Ed. and M.Ed. students. Also, Faculty members are doing a good job in this context.

Suggestions given by NAAC

Incremental Improvements

Vacant positions of teaching and non-teaching staff to be filled immediately

7 teaching staff members are appointed on regular basis.

Collaboration with reputed educational institutions, Research and other quality universities through formal MOU's be made

MOU is signed with Hindu College, Amritsar, Global Institute of Engineering and Technology, Amritsar.

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Energy conservation is the process of identifying energy wastage and taking steps to reduce this wastage. These could mean simple practices such as turning off the lights when you leave a room, unplugging appliances when they're not in use and using energy-saving appliances and fixtures. Through education one can learn the techniques of conservation. Our college is very conscious in saving electricity. The following steps have been taken for energy conservation:

- CFL lights are installed in classroom, labs, library, staff rooms, rest rooms etc.
- Turning off all lights, appliances and electronics when not in use is the mandatory practice.
- Timely repairing of electrical gadgets.
- Unplugging battery charger.
- Making Maximum use of natural light
- Unplugging overhead projectors, computers, and smart boards when not in use.
- Keeping classroom doors closed to maintain the temperature of room.
- Involving the whole institution in task of energy conservation.
- Recognizing energy saving efforts of staff and teachers to encourage other to join the initiative.
- Encouraging students to recycle.
- Using of energy efficient appliances.
- Students are made aware about energy conservation through lectures, seminars etc time to time.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The institution is very conscious of generating less waste and recycling it by passing it through a system in such a way that enables even the waste to be reused. The college segregates waste into following ways:

1. **Solid waste:** The waste generated by all sorts of routine activities carried out in the college and includes paper, plastic, glass, metals, foods etc. The administrative supervisor ensures that the waste from all areas is collected at designated place. The worker in-charge of cleaning collect, clean, segregate and compile the waste collected from the dustbins (Green and blue). The dustbins are emptied in movable containers and then taken by Municipal Corporation to the dumping yard.
2. **E- Waste Management:** Memory chips, mother board, compact disks, cartridges etc used in computers, TV, phones, printers,

fax and Photocopy machines etc are recycled properly. The E-waste generated from hardware which cannot be reused or recycle is being disposed off centrally through government authorized vendors. Following steps are followed for E-waste management:

1. Looking at environmental friendly equipments.
2. Teaching students and teachers about E-Waste.
3. Reduce, recycle and reuse is the motto of our institution.
4. Less use of paper.
5. Awareness spread about E-waste management through lectures, seminars etc.

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

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

Two of the above

File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage

One of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Geo-tagged photographs	No File Uploaded
Any other relevant information	View File

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

The importance of cleanliness in institution is to provide a healthy and safe environment for students. There are many issues related to hygiene that students employees have to face everyday. Students and teachers spend most of their time at institution. So maintaining cleanliness in institution is vital for many reasons.

The provision of institutional hygiene and sanitation ensures the rights of students to acceptable hygiene practice, safe water supply, toilets and a healthy institution environment in general. To develop cleanliness and sanitation activities institution follows various steps:

- Adequate class rooms space to avoid crowding.
- Physical suitability of seats and desks, and adequate light and ventilation.
- Adequate daylight and ventilation in class rooms.
- Provision of safe water for drinking.
- Cleanliness of toilets is a regular routine.
- Institution is conscious in saving energy.
- Encouraging students/faculties to use public transport or car pooling.
- Students, teachers and other persons in the institution are encouraged to use paper or cloth bags.
- Avoiding using disposable items in the campus.
- The institution also promote plastic free campus.
- Online bill payments to discourage use of paper .
- Tree Plantation is also one of the best practices of the institution.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	No File Uploaded

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

Three of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

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

26339

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not

more than 100 - 200 words

. D.A.V. College of Education is always sensitive and emphatic towards social and environmental problem from time to time, the college has organized seminars, webinars and programs touching the issues of environment and community.

India is a country of multi ethnic culture where people belonging to different religious, racial, cultural and lingual identities live together harmoniously. To maintain an inclusive environment and to create environmental awareness and knowledge about resources, and community practicality is very necessary to the students. In major extension activities participation of faculty members and students. Teaching and non-teaching staff are commendable in such activities. The flex board of environmental awareness, use of different resources, social harmony, unity and moral values are displayed on the college campus. The college regularly organizes different activities for inculcating the values of tolerance and harmony towards cultural diversities. All these have a very positive impact on society's cultural and communal thought process directly.

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

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

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

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)
Describe any two best practices successfully implemented by the institution as per NAAC format

Title Of The Practice: Awareness of career opportunities

The Practice :Our college has a Career and Counselling cell. Two senior teachers are members of this cell. They guide and counsel students about various career options available from time to time. Webinars are organized to fulfil this need.

Impact of the Practice: The practice has always had a positive impact. In the session 2020-21, 75 students benefitted from this programme. Students get latest updates of various career opportunities.

Resources Required: Both material and learning resources were required which were managed by the institution itself.

2. Title of the Practice: Strengthening Ties with Community

The Practice: The institution has an active NSS department being managed by a senior Faculty member. Various national and international days are celebrated by the college like Mission Fateh, Drug Abuse day, Vigilance Awareness Day, Fit India Movement Campaign, Tree plantation drive etc.

Impact of the Practice: The practice has had the following impact:

1. Promoting fitness among students.
2. Sensitizing students towards social causes and making them aware how each one can make a difference towards issues like removing illiteracy, promoting awareness towards gender equality etc.
3. Healthy relationship between institution and community.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

D.A.V. College of Education, Amritsar assures to give quality education to students to boost up their intellectual ability and nourish their talent. The college prepares the learners to be self-confident citizens with qualities of perseverance, patriotism and humanity. The main aim of college is to empower our future generation academically and this is well proven by their success. Many of our students are academically well endeavoured ready to be employed in many reputed institutions, organizations. Some of our students have qualified NET, CTET and at present are working in different schools and colleges and some students are pursuing higher education. The vision of the college as set in its statement is to incessantly make great efforts to prepare its students not just for theoretical examinations but for the journey of life. The learners are endowed with ideas of social justice and self-reliance rooted in a sense of morality as well as freedom. Along with excellence in education, students are thoroughly equipped with knowledge of social perseverance and environmental sustainability. Special effort is laid on learner's understanding of the current environmental crisis and issues like energy conservation, waste management, and plantation drives etc. which urge them to become eco-friendly citizens.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	No File Uploaded

NAAC