



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		Adarsha Comprehensive College of Education and Research Pune
• Name of the Head of the institution	Dr. Mohan Sakharam Kamble	
• Designation	Principal (Incharge)	
• Does the institution function from its own campus?	Yes	
• Alternate phone No.	02025433084	
• Mobile No:	9423522984	
• Registered e-mail ID (Principal)	drmohankamble@gmail.com	
• Alternate Email ID	adarshacollegepune@gmail.com	
• Address	47/17, Erandawane, Karve Road, Near Nal Stop, Opposite Maharishi Karve Telephone Exchange	
• City/Town	Pune	
• State/UT	Maharashtra	
• Pin Code	411030	
<b>2.Institutional status</b>		
• Teacher Education/ Special Education/Physical Education:	Teacher Education	
• Type of Institution	Co-education	

• Location	Urban				
• Financial Status	Grants-in aid				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Co-ordinator/Director	Dr. Prasad Narsinha Joshi				
• Phone No.	9860718428				
• Alternate phone No.(IQAC)	7276017117				
• Mobile (IQAC)	9860718428				
• IQAC e-mail address	1968jpn@gmail.com				
• Alternate e-mail address (IQAC)	pnj1968@hotmail.co.in				
<b>3.Website address</b>	<a href="https://accr.in/">https://accr.in/</a>				
• Web-link of the AQAR: (Previous Academic Year)	<a href="https://accr.in/660fc2cefff2d9d091f1231f_AQAR%20%202022-23.pdf">https://accr.in/660fc2cefff2d9d091f1231f_AQAR%20%202022-23.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://accr.in/669f762e7d83e931d63592cf_AcademicCalendar%202023-2024.pdf">https://accr.in/669f762e7d83e931d63592cf_AcademicCalendar%202023-2024.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	Nil	2003	08/01/2004	07/01/2009
Cycle 2	B	2.70	2013	05/01/2013	04/01/2018
Cycle 3	B	2.36	2024	25/04/2024	24/04/2029
<b>6.Date of Establishment of IQAC</b>			15/06/2004		
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMNTT etc.</b>					

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NIL	NIL	NIL	Nil	0
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>		<b>4</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>(Please upload, minutes of meetings and action taken report)</li> </ul>		<a href="#">View File</a>		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
Skill Development - Organization of workshop on Communication Skills, Reading Skills, Preparation of Teaching aids, Introduction of Value added Course to enhance employability skills				
Outreach Activities - Dyslexia Walk and Book Rally respectively in the month of October 2023 and December 2023				
Publication of Theme based college magazine - Published college magazine Reflections on the theme - Health				
Providing more choice to select course - Introduced Music as an Additional Pedagogy Course for Second Year Students.				
<b>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).</b>				

Plan of Action	Achievements/Outcomes
To organize activities for the skill development of the students	Organized a Workshop on Communication Skills, Reading Skills and Preparation of Teaching Aids
To enhance employability of the students	Organized a Value added Course New Educator Program in collaboration with Naandi Foundation
Organization of outreach activities	Organized Dyslexia Walk and Book Rally respectively in the month of October 2023& December 2023
Providing More choice to students to select a course	Introduction of Music as an Additional Pedagogy Course for S.Y.B.Ed. students
Publication of Theme based magazine	Published the college magazine Reflections on the theme - Health
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
<b>IQAC</b>	<b>16/07/2024</b>
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
<b>2023-24</b>	<b>03/01/2025</b>
<b>15.Multidisciplinary / interdisciplinary</b>	
<p>Adarsha Comprehensive College of Education and Research is a Teacher Education Institute affiliated to Savitribai Phule Pune University. And it is a Standalone Institute (College) and willing to transform into a Multidisciplinary Institute. According to the guidelines announced by Govt of Maharashtra, it will either collaborate or will be a part of the Academic Cluster which will be a part of</p>	

Multidisciplinary Higher Education Institute. Parallely Adarsha College will apply with NCTE for getting sanction to start Integrated Teacher Education Program (ITEP) and will attempt to get Multidisciplinary institute status. Institute follows the syllabus prescribed by affiliating university. Since the Academic Year 2015-16, affiliating university has prescribed Choice based Credit System program. So college follows this program. All courses in B.Ed. program are credit based courses. In the Academic Year 2023-24 college has implemented an activity of the Social Service which can be treated as Community Engagement. It was a part of the Course BED 111. Flexibility is in built system in the syllabus. Flexibility is available to the students for the specific courses like BED 106,107, 204, 205. Out of 24 courses of B.Ed. program spread over two years, four courses offer flexibility to students to select Method of teaching and an optional paper. Adarsha college follows learner centric pedagogies and attempts to impart Multidisciplinary and Holistic education through the delivery of the courses and by organizing various activities.

#### **16.Academic bank of credits (ABC):**

As Adarsha College is affiliated to Savitribai Phule Pune University (SPPU), it follows directives from SPPU regarding Academic Bank of Credit. College has Received Circular from Affiliating University (SPPU) for implementation of Academic Bank of Credit. Accordingly College Examination Officer and Examination Department in charge attended the online workshop. It is decided that college will add a field in the application form to be filled at college level regarding ABC id and will ask students to provide ABC id. It has already implemented for admissions of students for the batch 2022-23. We conduct following activities in our college regarding Academic Bank of Credit -Registration and creating an ABC ID is mandatory for all students, an orientation to freshers during Student Induction Program which covers the aspects like Multiple entry and exit, Academic Bank of Credit, Credit Bank, Credit Transfer.

#### **17.Skill development:**

Adarsha college is committed to Skill Development of the students. We attempt for skill development by two ways - Through Curriculum delivery and by organizing special activities / programs. Skill development is built in provision in the syllabus prescribed by affiliating university SPPU. Topics included in Core and optional courses provide theoretical background of skills viz. a topic Micro Teaching and 21st Century teaching skills from the course BED 103, computation of basic statistical measures in the course BED 104,

development of language skills through pedagogy courses, a unit communication skills from the course BED 202, Under the course BED 108 every student need to conduct lessons for Six Micro Teaching skills, which is followed by Integration and Simulation Lessons. Under the course BED 110 & 206 and 207 development of teaching skills is expected. Course BED 111A is designed to develop organizational and Managerial skills. Course BED 209 Understanding Self focused on development of Life skills. Under the course BED 212 which is a open course affiliating university has provided autonomy to colleges to implement one Skill based course. For this purpose university has prescribed a list of courses from which college can offer any one course. Apart from the curriculum delivery, college organizes various activities for skill development. In the Academic Year 2023-24 college has organized a workshop on communication skills, preparation of teaching aids, reading skills workshop, a value added course focusing on enhancing employability skills.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Adarsha college attempts appropriate integration of Indian Knowledge System through curricular and extra curricular activities.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Adarsha college focuses on Outcome based education since admission of the fresh batch of students. In the academic Year 2023-24, college has organized a special lecture in the Student Induction Program for fresh batch of students regarding Course Learning Outcomes (CLO) and Program Learning Outcomes (PLO). Students are required to write Learning Outcomes in the Integration Lesson Plan. All teaching faculty stated Course Learning Outcomes and a document containing PLO and CLO is uploaded on Institutional Website.

#### **20.Distance education/online education:**

### **Extended Profile**

#### **1.Student**

2.1

144

Number of students on roll during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	100
Number of seats sanctioned during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	50
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
2.4	88
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
2.5 Number of graduating students during the year	82
File Description	Documents
Data Template	<a href="#">View File</a>
2.6	62
Number of students enrolled during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Institution</b>	
4.1	17.59
Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	65
Total number of computers on campus for academic purposes	

<b>3. Teacher</b>	
5.1	8
Number of full-time teachers during the year:	
File Description	Documents
Data Template	<a href="#">View File</a>
Data Template	<a href="#">View File</a>
5.2	17
Number of sanctioned posts for the year:	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Planning</b>	
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	
<p>Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting to local context/situation at the beginning of the year, Monthly review or as and when required, Mid term review and at the end of the academic year. The institution is affiliated to the SPPU and follows the curriculum prescribed by SPPU. College has freedom mainly in selection of skills for micro teaching, types of innovative lessons, internship activities besides those given in the curriculum and activities, professional capacity building courses and themes for co-curricular activities. It is in these areas that the institution focuses and tries to adapt to the local context / situation. The duration of terms and the list of holidays declared by the SPPU and the State Govt respectively are also considered while planning for the academic year. At the commencement of the academic year the feedback given by the previous year is deliberated upon including Internship, Needs Analysis report. The reports given by the respective heads of the departments are discussed. On the basis of this feedback planning for the activities in the curriculum is decided. Any innovative programme, seminars/ webinars/ workshops, etc. to be organized is also discussed. While Planning and implementing the curriculum we try to adhere to Academic Calendar</p>	



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	<a href="#">View File</a>
Plan developed for the academic year	No File Uploaded
Plans for mid- course correction wherever needed for the academic year	No File Uploaded
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	<a href="#">View File</a>
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	<a href="#">View File</a>
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	No File Uploaded
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 programmes offered by the institution, which are stated and communicated to teachers and**

**B. Any 3 of the Above**

**students through Website of the Institution**  
**Prospectus Student induction programme**  
**Orientation programme for teachers**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	<a href="https://accr.in/6519108dc097e0bd21c382b4_PL_O-CLO-ACCER-SSR.pdf">https://accr.in/6519108dc097e0bd21c382b4_PL_O-CLO-ACCER-SSR.pdf</a>
Prospectus for the academic year	<a href="#">View File</a>
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	No File Uploaded
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

31

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<a href="#">View File</a>
Any other relevant information	Nil

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

1

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

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochure and Course content along with CLOs of value-added courses	<a href="#">View File</a>
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**

30

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

17

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	No File Uploaded
Course completion certificates	<a href="#">View File</a>
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**

Two of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	No File Uploaded
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
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

0

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates / evidences for completing the self-study course(s)	<a href="#">View File</a>
List of students enrolled and completed in self study course(s)	<a href="#">View File</a>
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 core courses and specialized courses help to give a fundamental

or coherent understanding regarding teacher education to the students. These courses help to develop a strong philosophical foundation towards the teaching profession and the subject they are going to teach. They help in providing the psychological insights for understanding the role, behaviour, attitudes, etc. of all those who are involved in the process of education. These courses are beneficial to understand the role of technology, nature of assessment and its various tools, the sociological foundations of education, the management of school system, etc. by the student. The practical work associated with each course helps the students to understand the practical implications of each of these courses. The courses in practicing for constructivist teaching learning help the students to apply the theory into practice. They realize how to use the various teaching skills, methods and techniques relevant to teaching of their subject, and along with these develop communication skills, negotiating skills, collaborative skills, etc. Thus these courses help the students to extrapolate what they have learnt and the competencies they have acquired in real life situations. The courses on enhancing professional capacities help to develop among students insights of the various roles they would have to play in school, develop in them an ability for critical thinking & research mind. understand themselves better and develop entrepreneurship skills in them too.

File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	<a href="#">View File</a>

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 tries to familiarize the students with diversities in school system in

Indian as well as international and comparative perspective through:

**Theoretical Inputs:**

- Lectures and Lecture Series related to theory courses : In the Academic Year 2023-34 Adarsha College has organized a Lecture Series on the theme Diversity in school system. Adarsha college alumni was invited as a Guest Speaker.
- Orientation regarding the structure of the school system.
- Aspects which are important while doing analysis of the textbooks of the State Board. - It is a part of course BED 107 for all methods.
- Information regarding the various modes of assessment.

**Practical Inputs:-**

- Study of a school plant - It is a Practical associated with the Core Course BED 201. In this practical students were asked to study School plant. These schools affiliated to different boards viz. SSC & HSC Board of Maharashtra, CBSE, IGCSE etc
- Lessons in different types of schools
- Planning and conducting lessons catering to different types of learning styles.
- Activities during internship.
- Designing and conducting an achievement test.

**Extension activities:-**

- Through placement cell we invite different school personnel for conducting interviews of the students. They give orientation regarding their schools and the special features of their schools.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

For being a professional it is essential that the students develop a required standard of competency, knowledge, skills as well as adhere to codes of conduct essential for becoming a teacher. Being a professional requires a person to give good results as well become a motivation for others and at the same time being satisfied with oneself. For this the student needs to have Knowledge, Competence, Meticulousness, Honesty, Respect, Emotional Intelligence, Correctness, and Confidence. A professional teacher is expected to look ahead, he/she must have a vision, should remain open to ideas, keep oneself updated, accept the diversities and make the learning process engaging and enjoyable. The programme structure offers a comprehensive coverage of themes and rigorous field engagement with the child, school and community. It comprises of three broad inter related curricular areas:-

- Perspectives in education
- Curriculum and Pedagogic studies
- Engagement with the field.

The focus is to integrate the knowledge gained through the theoretical inputs and relating them with the practical experiences. Students are given opportunity to develop understanding and their own judgement through the following ways: -

- Through core courses
- Through specialized courses
- Through practicing for constructivist teaching.
- Through enhancing professional capacities.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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	Two of the above
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File Description	Documents
Sample filled-in feedback forms of the stake holders	No File Uploaded
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, action taken and available on website**

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	<a href="#">View File</a>
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

62

##### 2.1.1.1 - Number of students enrolled during the year

62

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	<a href="#">View File</a>
Approved admission list year-wise/ program-wise	<a href="#">View File</a>
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



50

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

35

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
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**

4

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

4

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificate of EWS and Divyangjan	<a href="#">View File</a>
List of students enrolled from EWS and Divyangjan	<a href="#">View File</a>
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.

Academic Year of the fresh batch of students starts with Student Induction Program. Among all activities of the Induction Program, one of the activity is Students Introduction. In this activity students introduces themselves in front of audience. College teaching staff assesses the students personality traits viz. Communication skills, their educational background, etc. In this way college follows entry level assessment of the students to identify their learning needs and their level of readiness to undergo professional education program.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Documents showing the performance of students at the entry level	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

Six/Five of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the activities to address the student diversities	No File Uploaded
Reports with seal and signature of Principal	No File Uploaded
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**

Three of the above

**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**

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	No File Uploaded
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**

**1:17**

##### **2.2.4.1 - Number of mentors in the Institution**

**8**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
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.

**Teaching faculty in the college follows Student centric methods like Experiential learning, Collaborative and Cooperative learning. These methods are used to enhance learning experiences and collaboration**

among students. Lectures, Seminars are used in the class room to explain difficult concepts for better understanding and in depth knowledge. Participatory and collaborative methods practiced where in faculty encourage diverse perspectives from student during discussions, Seminars. Co teaching, Flipped Classroom, Demonstrations and Role play techniques used by teachers. Students are given the chance to participate in workshops to get the hands on practical knowledge of their subjects. Assignments are designed to assess students understanding & ability of application. Faculty members integrate ICT in their teaching which includes audio-visual resources to support and enhance learning in the class room. Methods are used in classrooms to connect student with the real world, where learning happen in a practical way. Students are encouraged to participate in Projects, Field Visits to gain practical knowledge and gear up for the outside world.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

7

File Description	Documents
Data as per Data Template	No File Uploaded
Link to LMS	Nil
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

30

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Programme wise list of students using ICT support	No File Uploaded
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**

File Description	Documents
Data as per Data Template	No File Uploaded
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	No File Uploaded
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

**Student Introduction: - Every year before the commencement of actual teaching, the institution arranges the session for 'Student Introduction'. It is an initiative to develop rapport among all the teachers and Students of the institution. Student Introduction helps to assess Language, Presentation skills & Hobbies/ Interests of the students. It helps the teacher educators understand the diverse**

student's needs and help in mentoring if need arises. It helps them to realize the strengths and weaknesses of the students to help in assigning them work and encouraging them to participate in co-curricular activities.

**Provision in timetable:** Though there were limitations due to online mode, this year breakout rooms were made available by the college as and when required by the staff members and the students to help them communicate and discuss their issues and get them resolved.eg. Academic counselling is given in groups by the staff members to help the students balance home and work stress, also caters to student diversity, facilitates in working in groups.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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**

Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of the selected response/s	No File Uploaded
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**

**B.Ed. programme syllabus designed in a way that it will nurture Creativity, Life skills, empathy among students. In the academic**

year 2023-24, Adarsha college has organized orientation and activity sessions under the course BED 109, 208, 209 and also beyond curriculum.

#### Case I Core Courses and Courses under Category Developing Professional Capacities:

Course BED 208 – Reading and Reflecting on text: In this course students were asked to prepare Graphic Organizers / Mind / Concept Maps which are helpful to develop creativity.

BED 209 Understanding Self: In this course orientation session on the themes Life skills, Critical and Creative thinking, Empathy was organized. It was a theoretical part of the concepts. As a part of application of these skills activity sessions organized. The theme for activity sessions were – SWOT analysis, Facing an Interview. In this way it was attempted to develop thinking skills. With the activity of SWOT analysis college has attempted to develop the life skill of Self Awareness and Critical Thinking Skills.

BED 202- Knowledge and Curriculum and Language across curriculum – Unit No 4 of the said course focuses on development of Communication skills. To support the curriculum, college has organized a Workshop on Communication Skills.

Case II : Courses BED 111 (B) and BED 211: In these courses students have presented Group Activities. While preparing scripts for the said programmes students thinking and Intellectual skill and also creativity develops. Students applied their innovative ideas on the selected themes.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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**

Seven/Eight of the above

**Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	No File Uploaded
Reports of activities with video graphic support wherever possibl	<a href="#">View File</a>
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 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**

Six/Seven of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports and photographs / videos of the activities	<a href="#">View File</a>
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



<b>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</b>	<b>Three of the above</b>
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	No File Uploaded
Any other relevant information	No File Uploaded

<b>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 essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales</b>	
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File Description	Documents
Data as per Data Template	No File Uploaded
Samples prepared by students for each indicated assessment tool	No File Uploaded
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded
Any other relevant information	No File Uploaded

<b>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</b>	
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**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**

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of each response selected	No File Uploaded
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 Executing/conducting the event**

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence showing the activities carried out for each of the selected response	No File Uploaded
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**

File Description	Documents
Data as per Data Template	No File Uploaded
Samples of assessed assignments for theory courses of different programmes	No File Uploaded
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

**Internship program was systematically planned with following necessary steps**

- Staff meeting in the institution is planned to focus following points -
- Identification and selection of schools,
- Meeting of school principals and teachers in the institution is held to orient them about-No. of students allotted in each school, duration of internship (no. of days and months), activities to be conducted during internship, Collection school timetable and units for lesson planning, role of school teachers during internship.
- Orientation for F.Y.BED and S.Y.BED by in charge at institution level
- Orientation for F.Y.BED and S.Y.BED students by the principal - On the first day before starting the internship program student teachers were oriented by the heads of the schools' Following points are mainly focused in the orientation at school level - Rules and regulations of schools, Familiarisation of student teachers in school premises and ethics , Availability of learning resources (technical facilities, school library, laboratory), Mannerism and dress code of student teachers ? Confidence level of student teachers, School environment ? Level of the school students, General methodology used by school teachers while teaching., Guidance from school teachers

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

**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****83**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Plan of teacher engagement in school internship	No File Uploaded
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**

File Description	Documents
Data as per Data Template	No File Uploaded
Sample copies for each of selected activities claimed	No File Uploaded
School-wise internship reports showing student engagement in activities claimed	No File Uploaded
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.

**Nil**

File Description	Documents
Documentary evidence in support of the response	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**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)**

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	<b>No File Uploaded</b>
Five filled in formats for each of the aspects claimed	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**2.5 - Teacher Profile and Quality****2.5.1 - Number of fulltime teachers against sanctioned posts during the year****9**

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

**2.5.2 - Number of fulltime teachers with Ph. D. degree during the year****9**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.5.3 - Number of teaching experience of full time teachers for the during the year****9****2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year**

File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
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

Nil

File Description	Documents
Documentary evidence to support the claim	No File Uploaded
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

Institute follows the syllabus prescribed by affiliating university SPPU. According to syllabus ,university has prescribed specific scheme for Internal Evaluation. -

For the First Year B.Ed. course 440 out of 1000 marks and for Second Year B.Ed. 600 out of 1000 marks are marked for Internal evaluation.

BED 101 to BED 107: , three activities should be organized during the year for the Courses BED 101 to BED 105.Out of the three activities one activity is Practical work given under each course, another compulsory activity is written examination and as a third activity college decides the activity from the list given by university.

BED 108 to BED 112: The prescribed activities for courses BED 108 to BED 112 are compulsory as per syllabus.

BED 201 to BED 205: , three activities should be organized during the year for the Courses BED 201 to BED 205.Out of the three activities one activity is Practical work given under each course, another compulsory activity is written examination and as a third activity,college decides the activity from the list given by university.

BED 206 to BED 212: The prescribed activities for courses BED 206 to BED 212 are compulsory as per syllabus.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	No File Uploaded
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**

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	No File Uploaded
Details of provisions for improvement and bi-lingual answering	No File Uploaded
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**

Adarsha Comprehensive College of Education and Research has a Grievance Committee where DrSunanda Roy is the secretary. In the year 2023-2024, student representatives submit representations regarding schedule of examination and tutorial. Considering limitations for practical implementation of the requests made by student, college try the best whatever they can do. In this manner the problems of the students were solved by the Grievance Committee.



File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
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.

**Nil**

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 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.

**Nil**

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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	<a href="#">View File</a>
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 staff as well as the pre service teachers got the training about the PLOs and CLOs and started implementing in regular practice. The professors framed their CLOs and also mapped them in the Internal Examination Question Papers. The PLOs are also framed and there is direct link between them. In theory courses pre service teachers' cognitive attainment as the learning outcomes are linked with the Internal Examination Question Papers. The pre service teachers also completed the practical of the same course which is linked in the PLOs.

Eg. In the course BED 101, Unit III the topic "Learning Styles" is taught and a broad question included for the examination.

CLO2: - Describes the concept of the individual differences among the learners and caters to the need of diverse learners in the classroom with respect to different abilities, learning styles and In the PLOs the learning outcome is given:

PL05: Map out tasks for the classroom and use managerial and organizational skills for effective classroom management

Thus the link between the PLOs and CLOs can be observed directly. In rest of the courses also the link can be found directly which shows that through the CLOs and PLOs

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

48

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<a href="#">View File</a>
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	No File Uploaded
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.

Nil

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

## 2.8 - Student Satisfaction Survey

### 2.8.1 - Online student satisfaction survey regarding teaching learning process

[https://docs.google.com/forms/d/e/1FAIpQLSd\\_zZR2QcBi64\\_aSF3\\_uqSEgVZm\\_vxFG\\_7zyNdT7B-dZBsHo8w/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSd_zZR2QcBi64_aSF3_uqSEgVZm_vxFG_7zyNdT7B-dZBsHo8w/viewform?usp=sf_link)

## 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	<a href="#">View File</a>
Sanction letter from the funding agency	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Income Expenditure statements highlighting the research grants received certified by the auditor	<a href="#">View File</a>
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

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document detailing scheme of incentives	<a href="#">View File</a>
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	No File Uploaded
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**

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	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 3.2 - Research Publications

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

6

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
First page of the article/journals with seal and signature of the Principal	<a href="#">View File</a>
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
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

0

File Description	Documents
Data as per Data Template	No File Uploaded
• First page of the published book/chapter with seal and signature of the Principal	No File Uploaded
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	No File Uploaded
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

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	No File Uploaded
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

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

Nil

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

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the claim along with photographs with caption and date	No File Uploaded
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.

**Nil**

File Description	Documents
Relevant documentary evidence for the claim	No File Uploaded
Report of each outreach activity signed by the Principal	No File Uploaded
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**

**0**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Appropriate certificates from the awarding agency	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### **3.4 - Collaboration and Linkages**

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

**Nil**

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



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

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

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copies of the MoU's with institution / industry/ corporate houses	<a href="#">View File</a>
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 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**

One/Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Report of each activities with seal and signature of the Principal	No File Uploaded
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

Adarsha college is recognized Teacher Education Institute by NCTE. According to NCTE Regulations 2014, institution possess minimum required physical facilities mentioned in Para 6.1 (ii) of Appendix IV contained in the said regulation. For an intake of 100 students, institution has Four Classrooms, a Multipurpose Hall, Library cum Reading Room, ICT Resource Center, Curriculum Laboratory, Art and Craft Resource Center, Principals Office, Staff Room, Administrative Office, Separate common room for male and female students, Seminar Room, Canteen, Separate Toilet facility for male and female students, for staff, Parking Space, Store Rooms, Multipurpose Playfield (It is a shared facility between and college and practising school), Fire fighting equipment. The institution campus is barrier free. There is a provision of Elevator for PWD. CCTV were installed. There is a provision of Generator.

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
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**

**4**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Geo-tagged photographs	No File Uploaded
Link to relevant page on the Institutional website	<a href="https://accr.in/facilities#ict">https://accr.in/facilities#ict</a>
Any other relevant information	No File Uploaded

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	No File Uploaded
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.

Institution has adopted a Library Management System -Libworld developed by SVK Techno. The system was developed as per the requirements of Library. It's a customized Library Management System. All the required menus are included in LMS. Besides these, a unique feature is the inclusion accession of News Paper clippings in digital Forms. Required reports i.e. issue/return, bills, books pending etc. could be generated through this LMS. All the books and reference books in the library are entered in the LMS and barcoded. The system itself generate barcode. Accessioning and processing of the books are carried out by using LMS. The LMS is a web based, however it is available in a campus through LAN. Library user can use the OPAC of the Library in a campus.

File Description	Documents
Bill for augmentation of library signed by the Principal	<a href="#">View File</a>
Web-link to library facilities, if available	<a href="https://sites.google.com/view/accerlibrary/home">https://sites.google.com/view/accerlibrary/home</a>
Any other relevant information	No File Uploaded

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

College has also developed a library portal by using Google Sites. The portal is developed by Librarian himself exclusively for B.Ed. Students. B.Ed. Syllabus, previous question papers e books of Indira Gandhi National Open University, Yashwantrao Chavan Maharashtra Open University, encyclopaedia, literature books from Project Guttenberg and other open databases were made available through authorized links. Also audio visual resources like lectures of experts or our teachers, demo lessons by students, lectures on research are also made available on this portal through You Tube Links. The Unique feature of this portal and of course of our institution is the availability of online resources. The resources on each unit and subunit according the SPPU syllabus for both the years i.e. First Year B.Ed. and second Year B.Ed. were searched, evaluated and the links of the same were made available to students and teachers in a well-organized manner. These resources are 1. Articles/book chapters; 2. Presentations and 3. Videos. The resources in each of these three forms for each unit and subunits are made available. The portal is also accessible through college website accer.in or independently. The link of the portal is shared with students and teaches. The record of visits to the portal is also maintained by using an online application Stat counter.

File Description	Documents
Landing page of the remote access webpage	<a href="#">View File</a>
Details of users and details of visits/downloads	<a href="#">View File</a>
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**

One of the above

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	<a href="#">View File</a>
E-copy of the letter of subscription /member ship in the name of institution	No File Uploaded
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)****1.01**

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

**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****151**

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	<a href="#">View File</a>
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	No File Uploaded

**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

File Description	Documents
Data as per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

### 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

Institute has 12 internet Desktop computers and 3 Laptops for academic administration and communication purpose. All the Desktop computers are interconnected through LAN and having Prepaid Broad Band Internet connection of 50 mbps. The router also facilitates Wi-Fi facility which is available on first floor of institute. For students Institution has ICT Laboratory in shared basis which is run by our Sister Institute Adarsha Institute of Information Technology (AIIT). AIIT is in the same building and is having 65 computers interconnected through LAN and facilitated with Broadband Internet Connectivity. Students use this laboratory as per Time Table and also in their free time during office hours.

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

### 4.3.2 - Student – Computer ratio during the academic year

2.26

File Description	Documents
Data as per data template	No File Uploaded
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 4.3.3 - Available bandwidth of internet

E. < 50 MBPS

**connection in the Institution (Leased line) Opt any one:**

File Description	Documents
Receipt for connection indicating bandwidth	<a href="#">View File</a>
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	<a href="#">View File</a>
Any other relevant Information	No File Uploaded

**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**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
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	<a href="https://www.youtube.com/watch?v=qk7mB7rG6tU">https://www.youtube.com/watch?v=qk7mB7rG6tU</a>
Any other relevant information	No File Uploaded

**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)****0.95**

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

As a policy budgetary provision is made in the annual budget for purchase and maintenance of the various facilities like computers, books, sports equipment, lab equipment, etc. But a decentralized procedure is followed to facilitate better working and convenience of the students and the staff who are going to use it.

**Laboratory:** -Along with the in-charge staff member one peon is assigned the duty of for issuing of the material specific during the stipulated time every day. One representative of student is also selected who assists the in-charge staff member in the work.

**Library:** -There is a full time qualified and dedicated librarian in the college. He is in-charge of looking after the day to day working of the library. There is a library committee. There is provision of one Library Attendant / Peon.

**Sports equipment** -One staff member is the in-charge for the sports department.

**Computers:** - The maintenance of the computer lab is done by the Computer Division of the Adarsha Shikshan Mandali, centrally. There is also a staff member of the college who is the in-charge and a nonteaching staff member who assists him

File Description	Documents
Appropriate link(s) on the institutional website	<a href="https://accr.in/678dcc49ecca737d90bfaec2_MaintainencePolicy.pdf">https://accr.in/678dcc49ecca737d90bfaec2_MaintainencePolicy.pdf</a>
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**

Three of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	<a href="#">View File</a>
Sample feedback sheets from the students participating in each of the initiative	<a href="#">View File</a>
Photographs with date and caption for each initiative	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

Five/Six of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.3 - The Institution has a transparent mechanism for timely redressal of student**

B. Any 3 of the above

**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**

File Description	Documents
Data as per Data Template for the applicable options	No File Uploaded
Institutional guidelines for students' grievance redressal	<a href="#">View File</a>
Composition of the student grievance redressal committee including sexual harassment and ragging	<a href="#">View File</a>
Samples of grievance submitted offline	No File Uploaded
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	<a href="#">View File</a>
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<a href="#">View File</a>
Report of the Placement Cell	<a href="#">View File</a>
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
<b>25</b>	<b>80</b>

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of Placement Cell for during the year	<a href="#">View File</a>
Appointment letters of 10 percent graduates for each year	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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).****11**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of graduating students and their progression to higher education with seal and signature of the principal	<b>No File Uploaded</b>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)****0**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of certificates for qualifying in the state/national examination	<a href="#">View File</a>
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 role of student council in the institution is very different. College focuses on training and educating students in planning, organizing and implementing activities in a systematic way so that they are able to perform effectively and work efficiently when they join the teaching profession. It is simply helping them to 'Learning by doing'. It helps them to realize their own strengths and foster creativity in doing different tasks. 'The essence of education is to discover one's uniqueness, and teach how to use it.' College follows the practice of Students Council formation through Nomination of a student from each Micro Group.

Functioning of the Student Council - The in-charge staff member and the nominated student representative work together while planning and conducting the different activities of the college. It is useful to communicate with the students through these representatives and establish a bond with them.

Member of IQAC: - One student is also the member of the IQAC of the college. This is beneficial for getting ground level feedback and accordingly developing the plan of action of the college.

File Description	Documents
Copy of constitution of student council signed by the Principal	<a href="#">View File</a>
List of students represented on different bodies of the Institution signed by the Principal	<a href="#">View File</a>
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

10

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

Adarsha college has a non registered but active and functional Alumni Association which plays a vital and active role in institutional development. One of the alumni acts as a Secretary of the Association. Every year Alumni Association meets minimum once in an Academic Year and plans for Alumni involvement in college activities. The institution tries to use their expertise and involves them in various curricular as well as co curricular activities of the college, which acts as a motivation for the students from the current batch. Significant Contribution of Alumni Association in the functional aspects:-

**Contribution in Curriculum Delivery - Conducting lectures and evaluating students (Internal evaluation) related to Optional Courses and open courses. (Dr. Surendra Herkal for Additional Pedagogy Course BED 205 Hindi Method & Ms. Divya Nair conducted the course BED 209 Understanding Self.)**

**Participation in Developing Teaching Competency of First year students -Alumni association and college jointly identify the past students who have shown bright performance and having an ability to conduct lessons in off line mode and involved them in presenting Demonstration of Integration Lessons.**

**Contribution in other areas : In the academic Year 2023-24 they act as judges for some of the competitions.**

File Description	Documents
Details of office bearers and members of alumni association	<a href="#">View File</a>
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**

Three/Four 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	No File Uploaded
Any other relevant information.	No File Uploaded

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

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<a href="#">View File</a>
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

It is important for a teacher to remain a learner throughout life. At the institution we believe that we can learn a lot from our students. Alumni are great role models for current students and are often well placed to offer practical support to students. The institution tries to use the expertise of their alumni to help in nurturing special talents. It is also very useful in developing a bond between the alumni, institution and the current batch of students. We try to involve our alumni in different co-curricular activities and extracurricular activities for this purpose. The alumni become an effective support system in the following manner:-

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

## 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.

The Vision of the college is 'To be counted among the best teacher

education colleges in India.' The Mission of the college is 'Teaching, Research and Extension for innovation and experimentation for achieving excellence and commitment in teacher education.' The institution has adopted the Consultative leadership wherein the process of consultation between the teachers, non-teaching staff and students is done before the decisions are finalized. The teaching staff, nonteaching staff and students are nominated / appointed on the various committees involved in the preparation of the perspective plan of the institution every year. Representation is also given to the non-teaching staff to get inputs regarding the procedural and financial technicalities to be considered while making the final decisions. The Students Council is also formed in our institution in a democratic manner and in such a way that representation is given to a student from each of the micro-groups. They work in cooperation and consultation with the respective staff member during the year. This process facilitates effective participation, equal representation, and a uniform opportunity to participate in the decision making during organization of the various activities during the year

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	No File Uploaded
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

To move towards achieving successful and effective implementation of its academic and administrative functions the institution adopts a decentralized process of governance. Hence we have teachers, students and non-teaching staff on various decision making bodies of the institution. We take into consideration the various academic and administrative activities which we have to perform during the year. To prepare it we follow a needs based planning. We nominate staff members as heads to look after the functioning of the various departments of the institution. The report given by these respective staff members for the previous year and the feedback of the students



is considered very important while planning for the next year. During the various meetings of the decision making bodies the relevant aspects are discussed and a plan is developed for the coming year. In this way participation is sought of all the concerned stake holders in the planning of the activities of the institution. For eg. The heads and supervisors of the schools are involved while planning for internship, the staff members and the representatives of the students on the Students Council, together plan for the various activities. IQAC looks after the total feedback of the various activities.

File Description	Documents
Relevant documents to indicate decentralization and participative management	<a href="#">View File</a>
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.

All the mandatory financial, academic and administrative requirements as prescribed by the Govt., SPPU, NAAC, NCTE, UGC and other institutions are completed, submitted and displayed by the college on the college website. For eg. PAR, NAAC, NCTE, List of admitted students, Notices for students, etc. A few examples are given below for illustration.

**Financial:** The equipment and material to be bought during the year are finalized in the staff meetings based on the reports of the respective departments. The respective committees in its meeting finalizes the purchase. This is then sent to the parent body for final approval before making the final purchase. Similarly, the library committee also on the recommendations made by the teaching staff discusses and finalizes the purchase of the books.

**Academic:** Before submitting the list of internal marks to the university the college displays the list at least thrice to the students so that they can verify, check and confirm if they have been entered appropriately.

**Administrative:** The college publishes its prospectus every year in which the rules and regulations are made clear to the students.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	No File Uploaded
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

**Strategic Plan:-** Keeping in line with our vision: -Teaching, Research and Extension through innovation and experimentation for achieving excellence and commitment in Teacher Education we decided to plan different activities under all these areas. Following were the activities organized during the year to make the strategic plan a success: -

**Teaching:** -The demonstration lessons for the first year students were conducted collaborating with the Alumni Association of the college.

A value added programme was organized in collaboration with the NAANDI foundation for the girl students of the college.

**Extension :** College has organized outreach programs viz. Dyslexia Walk, Book Rally and implemented Awareness program on Health Education.

**Skill Development-** College has organized Teaching Aids Workshop, Communication skills workshop.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	Nil
Documentary evidence in support of the claim	No File Uploaded
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.

The functioning of the institution follows a decentralized procedure. There is a formal structure which helps in managing the working of the institution in a smooth manner. Each of the institutional bodies have their responsibilities and role to play so that the running of the institution is done systematically. This helps in an effective two-way communication which helps to build the feeling of trust among the staff members. For effective and efficient functioning there are various departments in the institution and a staff member is the head. They are responsible for drafting the details of the various activities to be carried out by the department during the year. These are discussed in the meetings concerning the respective departments. Policies, programmes, activities, are finalized by the committee members. These are presented in the staff meetings and then put before the IQAC. In case of any policy decisions the matter is put before the College Development Committee & Executive Committee which gives its sanction. Similarly if some decision regarding any program to be implemented by the institution is taken in the Executive Committee it is communicated through the College Development Committee to the staff.

File Description	Documents
Link to organogram on the institutional website	<a href="https://accr.in/650b1d29f8cb06609d23889e_InstiOrganogram-ACCER.pdf">https://accr.in/650b1d29f8cb06609d23889e_InstiOrganogram-ACCER.pdf</a>
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Screen shots of user interfaces of each module	<a href="#">View File</a>
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.

For the effective functioning of the institution there are different committees which are working so as to work towards the vision and mission of the institution. There is the college development committee, the IQAC, the Student Council, the Library committee, the research committee, the examination committee, the alumni association, etc. Basically since the college follows a decentralized process of working there is a democratic way in which the college functions. Each committee has its own designed objectives, directives and guidelines, based on which the committee members together make specific plans for implementation of the various activities during the year by aligning the academic and administrative aspects which helps to improve the overall quality of the functioning of the institution. The IQAC is one such committee which is basically involved in maintaining and enhancing the quality and standards of the various activities that are planned and organized in the college. During the academic year 2023-24 Four IQAC meetings were held. During these meetings various quality initiatives that need to be planned were discussed and finalized. In this year focus was on Skill Development and Outreach programs. Workshop on communication skills, teaching aids was organized.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	No File Uploaded
Action taken report with seal and signature of the Principal	No File Uploaded
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

Welfare in an institution can be seen from the availability of resources and presence of conditions required for reasonable, comfortable, healthy and secured environment for teachers which include good working conditions, motivation in academic initiatives, regular promotion, in-services training and regular payment of salary. All these aspects are catered to in our institution. The institution provides for the following:-  
Leave: This is a welfare measure which caters to both the personal and professional needs of the staff.  
Financial: The institution facilitates the process related to availing of the loan by the staff from PF or banks or other institutions by providing the salary certificates. The institution forwards all the applications related to reimbursement of their expenses to the competent authority.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
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	<a href="#">View File</a>
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.**

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
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**

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
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 college uses the following for a comprehensive appraisal of its staff:-**

**PBAS:** The college follows the performance appraisal methodology as prescribed by the UGC and the State govt. and which is a mandatory requirement for CAS for promotion. This annual performance appraisal report is put before the IQAC and is kept ready after assessment of all the documents presented before the committee by the respective staff member. This helps in appraisal of the teacher w.r.t. their assigned duties both academic and co-curricular as well as their participation in research and extension activities.

**Confidential Reports:** The Principal maintains the CR of the teaching and the non-teaching staff of the college. The CR of the Principal is maintained by the Hon. Secretary, Adarsha Shikshan Mandali.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	No File Uploaded
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

**The annual audit of the college is conducted by the auditors**

appointed by the parent body of the institution. There is no specific objection raised by the auditors during the last five years. The audit of the college is also carried out by the Hon. Joint Director (HE) and Senior auditor from the office of the Director. The institution submits its annual audited statement of accounts to the Hon. Joint Director (HE) and Senior auditor from the office of the Director every year and requests them to carry out the audit of the institution by them.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	No File Uploaded
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	<a href="#">View File</a>
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.

The annual salary budget is submitted to the Govt. The institution prepares an annual budget in which provision is made for the various academic and co-curricular activities to be conducted during the year. The budget also includes provision for purchase of equipment, books, or other infrastructural requirements of the institution. Provision is also made for appointment of visiting faculty and for



administrative services which may be required by the college. This is based on the needs identified by the staff and the feedback received from the students.

For optimal utilization of resources the institution there is sharing of resources.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	No File Uploaded
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

Mission of the institution focuses on Excellence which is possible only through Quality Assurance. So college believes in continuous quality enhancement. IQAC of the college is nodal committee which reviews the Quality Initiatives done in the previous academic year and plans for the Quality Initiatives to implement in next academic year. Normally college plans Quality Initiatives involving major stakeholders in the process. IQAC is a platform where the stakeholders express their suggestions and expectations. Employers, experts from the local society, industry, practicing school principals Students, Alumni, Teaching and non teaching staff representatives involved in the process of Quality enhancement. In this academic year IQAC has met four times and planned the quality initiatives. In the Academic Year 2023-24 college has successfully organized Communication skills workshop, Teaching Aids Workshop, Lecture series on Diversity in school system, implmented awareness program on Health Education.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<a href="#">View File</a>
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.

In Adarsha Comprehensive College of Education and Research, review of Teaching Learning Process is a Regular activity. Normally this process reviewed in a staff meeting and it is discussed in IQAC meetings. In the academic year 2022-23, IQAC cell has organized four IQAC meetings, The IQAC meeting dates are 20th July 2022, 8th November 2022, 21st February 2023 & 29th May 2023.

In the staff meeting advance planning of course related activities is discussed in the presence of all staff members. After suggestions of the staff members, monthly planning finalizes. Again in the next staff meeting, we review the progress of curriculum delivery and if necessary we modify our plans suitable with local needs.

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

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of the work done by IQAC or other quality mechanisms	<a href="#">View File</a>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<a href="#">View File</a>
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**

Three of the above

**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**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to the minutes of the meeting of IQAC	<a href="https://accr.in/66e1834dfc5b26abda707094_IQAC-MeetingMinutes-2023-24.pdf">https://accr.in/66e1834dfc5b26abda707094_IQAC-MeetingMinutes-2023-24.pdf</a>
Link to Annual Quality Assurance Reports (AQAR) of IQAC	<a href="https://accr.in/660fc2cefff2d9d091f1231f_AQAR%20%202022-23.pdf">https://accr.in/660fc2cefff2d9d091f1231f_AQAR%20%202022-23.pdf</a>
Consolidated report of Academic Administrative Audit (AAA)	<b>No File Uploaded</b>
e-Copies of the accreditations and certifications	<a href="#">View File</a>
• Supporting document of participation in NIRF	<b>No File Uploaded</b>
Feedback analysis report	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Nil**

File Description	Documents
Relevant documentary evidence in support of the claim	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

## **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.

**Adarsha Comprehensive College of Education and Research has a stated Energy Policy.**

**Preamble:** Energy plays an important role in any Institutional development. Energy requirement is a continuous and never-ending process. For educational institutes, energy is required for general and academic purposes. Energy management needs to focus on Effective use of Energy with minimum cost and without compromising with daily requirement.

**Objectives of the Policy:**

- To improve Energy Efficiency in order to control consumption and cost.
- To control and minimize energy consumption by implementation of good Housekeeping Practices.
- To develop an awareness among staff and students about need for efficient use of energy resources.

**Policy Implementation:**

- Installation of LED lights.
- Institution functions in the daytime and hence makes use of maximum daylight which reduces the use of electricity.
- We have not installed AC as we believe in fresh air and ventilation.
- The appliances are switched off when not in use.
- The building is painted white from outside to facilitate better lighting and helps in maintaining cool atmosphere.
- Organization of Programmes to create awareness regarding efficient use of energy.

File Description	Documents
Institution's energy policy document	<a href="#">View File</a>
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.

Our college understands the importance of waste management and its effect on the environment. We are committed to minimizing waste. The Institution's waste management policy is as follows:

- All individuals (teaching, nonteaching and students) of the institution should practice minimum waste creation.
- All individuals (teaching, nonteaching and students) of the institution are entitled to reduce the production of any forms of waste inside the campus.
- Necessary actions have to be taken by the head of the institution to reduce the production, disposal and segregation of waste inside the campus.
- Use of separate containers to collect wastes of different nature i.e., dry waste and wet waste shall be promoted in the institution.
- Use of plastic materials of any kind shall be reduced/ avoided in the classrooms, staffrooms and office rooms.
- For rough printouts, the blank side of previously printed paper (not of use) shall be utilized to avoid unnecessary wastage of printing paper.

The college has made arrangement of dustbins separate for wet waste and dry waste. Regular Coordination with the concerned dept of the Pune Municipal Corporation. Hence waste is disposed regularly in a proper manner. The college has also deployed of a worker on daily wages for waste management.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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**

One of the above

File Description	Documents
Documentary evidence in support of each selected response	No File Uploaded
Geo-tagged photographs	<a href="#">View File</a>
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**

Two 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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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 college believes in promoting and maintaining cleanliness. There are peons who are allotted floors to maintain cleanliness. The classrooms are cleaned regularly by the respective peons. A separate person is appointed to clean both Ladie's and Gent's toilets in the college. The college campus has plants and trees that are planted in front of the college, at the entrance near the gate. Potted plants have also been placed at various places inside the college building to provide a healthy environment. There is also a college circular stating the following: All Teaching non-teaching staff and Students of both First and Second Year are hereby advised to follow green practices -

- The teaching, non-teaching staff and students who are

medically fit and whose residence within 3to 5 kms of the college, such staff members and students should consider to use Bicycles once a week or more according to their own abilities. It will help in reducing the parking problem in the campus. This in the long run will be a service for the nation.

- Do not use single use Plastic bags on campus. College has adopted a policy of environmental protection in line with the Government directives.

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
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**

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	No File Uploaded
Circulars and relevant policy papers for the claims made	No File Uploaded
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)**

0.08

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

In the Academic Year 2023-24, college focused on community practices. Two events were organized. viz. Dyslexia Walk and Book Rally.

Dyslexia walk was organized considering need of Inclusive Education.

Book Rally was organized to spread an awareness among common people regarding importance of Reading Culture.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
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	<a href="#">View File</a>
Web-Link to the Code of Conduct displayed on the institution's website	<a href="#">View File</a>
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	<a href="#">View File</a>
Details of the Monitoring Committee, Professional ethics programmes, if any	<a href="#">View File</a>
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

### Best Practice No 1

**Title of the Practice: Awareness Program on Health Education**

**Context that required the initiation of the practice:**

The National Education Policy of 2020 emphasizes that In-service training should have inputs on safety and health. It focuses on student becoming aware about issues regarding mental and physical health. This is because if the students are healthy then only the all-round development of the individual will take place. Furthermore, due to COVID the students were exposed to a lot of screen time and that has resulted in the development of problems related to eyesight. The attention span of the students has also been hampered. Taking all these health issues into consideration the college planned and organized various activities/programmes in the schools during the Internship Programme.

**Objectives of the practice:**

- To make the school students aware regarding different issues related to health through various activities.

- To make the school students aware of the ancient and indigenous practices like Yoga, nature cure eye exercises, brain train exercises in order to expose to them about the Indian Knowledge System.
- To demonstrate and practice some exercises related to mental and physical health.

#### The Practice:

All the Second Year B.Ed. pre-service teachers were engaged in this activity. During the period of Internship between 1/12/2023 to 30/01/2024 the pre-service teachers conducted the following activities in their respective micro-teaching groups under the guidance of their respective mentors:

File Description	Documents
Photos related to two best practices of the Institution	No File Uploaded
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

#### Area of Distinctiveness - Focusing on development of the 3 Domains

##### List of Activities:

##### Head/ Cognitive Domain:

- Statistics Workshop
- Seminar on Basics of Research
- Lifelong learning
- Diversity in school system

##### Heart/ Affective Domain:

- Walk4Dyslexia
- Field Visit for Bird watching and Natural Vegetation study
- Visit to Pataleshwar Cave Temple

- Mutha River banks Field Study

Hand/Psychomotor Domain:

- Communication skill workshop
- Millennium collaboration
- Preparing Teaching Aids workshop
- Reading skills workshop

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