



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GEETA CO EDUCATION T T COLLEGE
Name of the head of the Institution	Dr. Satpal Swami
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01506251030
Mobile no.	9414760599
Registered Email	satpal.swami71@gmail.com
Alternate Email	sumitra.gbvn@gmail.com
Address	Ward No-16,, Kupli Road, Jaat Colony
City/Town	NEW MANDI Gharsana
State/UT	Rajasthan
Pincode	335711

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. VEENA
Phone no/Alternate Phone no.	01506251030
Mobile no.	7014374314
Registered Email	sumitra.gbvn@gmail.com
Alternate Email	satpal.swami71@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.geetacollege.in/gallery/documents/663ca8ef7927e.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.geetacollege.in/gallery/documents/662f33d018a14.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.13	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	01-Feb-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Extention Lecture on Teachers Day	05-Sep-2018 1	220
voting awareness day	25-Oct-2018	242

	1	
National Seminar on Impact of globalization on Indian education issues challenges	18-Mar-2019 2	412
Swachta Abhiyan	28-Jan-2019 1	221
Traffic safety day	08-Feb-2019 1	311
Survey on Old Age Home	10-Feb-2019 1	241
Yoga Week	23-Mar-2019 3	311
Lecture on Diabetes	08-Sep-2018 1	225
Gandhi jayanti Celebration	02-Oct-2018 1	274
Seminar on Cencer Disease	15-Oct-2018 1	345

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
EDUCATION	NIL	NIL	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?	
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1 Regarding Workshop And Conferences 2 Regarding Community Activities 3 Relevant and quality academic/ research Work. 4 Equitable access to and affordability of academic programmes for various sections of society. 5 The credibility of the Internal and External assessment and evaluation process	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Discussion on Welcome Orientation Induction Programme for New Students.	Welcome, induction and Orientation Programme conducted by faculty.
It was decided to celebrate Teacher's day in the College. Teachers will be felicitated by Management Committee	Teachers was felicitated by Management on 5th Sept. 2018
Faculty need more Books.	No. of New Book 205 purchased.
With the Help of local police department, the girls will be trained for self-defence.	5 days self defence seminar.
It was suggested that different Social activities are conducted in whole session like sawchchh Bharat abhiyan, voting awareness, Traffic Safety etc.	Social activities were organised shramdan, cleaning, on swachchha bharat abhiyan rally on voting, lecture on traffic awareness, rally on gender issues
It was decided that some Health awareness programme will organised.	Diabetes, thelisemia, Cancer Awareness Programme were Organised.
Discussion on National Level Seminar Topic and the name of main speakers.	Proposed National Seminar will be organised in Feb.-March
It was planned to organised social survey, literacy program, and health and hygiene awareness program for rural ladies.	College werel organised survey in 3 STR Village Near Gharsana for Awareness
The name of the speakers are finalised the keynote speaker will be	National level seminar was organised on globalization and Indian education issues and challenges the keynote speaker was Dr. Tara Singh Gill
College will organised Social Work and distribute fruit and stationary in Govt. Schools for needy children's.	On 23 April staff and students in under the guidance of management went in Govt. Sen. Sec. School, 6 DD and distributed fruits stationary etc.
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14. Whether AQAR was placed before statutory body ?	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	03-Jan-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college is affiliated with M.G.S.University, Bikaner, and follows all the rules and regulations related to the structured curriculum of the University. The curriculum is designed and developed by the Board of Studies of the University. To implement the designed syllabus, planning is done before starting the academic year. The planning and documentation are monitored by the Principal as per the planned strategy of IQAC. IQAC through the academic calendar plays an important role in the implementation of curricular, co-curricular, and extra-curricular activities of the college. The academic calendar is discussed and permitted in the meeting of IQAC. On the basis of this academic calendar, the college prepares its own annual planning which includes college budget, class test, curriculum and extracurricular activities, etc. Time-tables of B.Ed. and B.A.B.Ed. courses including individual and academic are prepared so that teaching and learning resources are utilised efficiently. professional development-related activities, research and academic contributions, awards/certificates owned by teachers, etc. For curricular and extracurricular activities, various working committees are formed and they perform their activities under the guidance of the Principal. For the implementation of the above curriculum staff members are constantly encouraged to attend refresher courses, faculty development programs, and short-term courses. They are also motivated to organise and attend workshops and seminars to update their knowledge. To ensure the library as a learning resource has facilities like a Book Bank system, internet facilities, etc. Timely feedback is obtained from the students, parents, teachers, and Alumni. Suggestions received from feedback are taken into consideration and necessary action is taken on it. Through these methods of planning and implementation curricula are smoothly delivered to students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NILL	NILL	Nil	0	0	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Digital Literacy	16/12/2018	25
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	B.Ed.First year (Education)	193
BEd	B.Ed.Second year (Education)	183
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The feedback is collected at various levels viz. Students, Parents, Teachers and Alumni. Then the feedback is analyzed and action is taken once the feedback is received. Feedback from all is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, a continuous review of the infrastructure and learning resource is carried out by College. , and the recommendations are integrated for upgrading, maintaining, and

utilizing physical, academic, and support facilities. Feedback is also taken from faculty and experts regarding teacher education trends and feedback to identify new demands in teacher education. Structured feedback is taken from student, alumni, employers and experts from academia and research through course review feedback. Team of faculties take feedback of internal and external Subject experts including feedback of all course faculties of campuses to define the course objective, contents, learning outcomes, and assessment tool and put up the recommendations and corrective measures are taken accordingly to improve the teaching learning processes.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education (B.Ed.First Year)	200	197	197
BEd	Education(B.Ed.Second Year)	200	183	183
B.A.BEd	Education (B.A.BEd.First Year)	50	42	42
B.A.BEd	Education (B.A.BEd.Second Year)	50	20	20
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	442	0	35	0	35

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	30	5	2	3	5
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The student monitoring process is very important for both B.Ed and B.A./B.Sc.B.Ed. courses. Institutes have systematic student monitoring systems for guidance and proper guidance of pupil teachers. Another goal of

monitoring is to develop a better and more effective relationship between students and teachers. All faculty members work as mentors of students for developing confidence, teaching competency, and positive attitudes in the students. For the year 2018 – 2019, the college has a student base of 442 students and 35 teaching faculties. A group of approximately ten to eleven students is assigned to every faculty member at the commencement of different programs. The mentor for each student will be the same teacher till they complete the course. Mentor teachers of the institution share their knowledge, information, and experiences with the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
442	35	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	0	35	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	NA
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	B.Ed.(First Year)	YEAR	10/05/2019	31/07/2019
BEd	B.Ed (Second Year)	YEAR	10/05/2019	31/07/2019
B.A.BEd	B.A.B.Ed. (First Year)	YEAR	10/05/2019	31/07/2019
B.A.BEd	B.A.B.Ed. (Second Year)	YEAR	10/05/2019	31/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation is related to the Student's Knowledge, Behavioural, and Activity based achievements. The syllabus is set by the University pertaining to the above three aspects of achievements. On the basis of this Syllabus through various activities, Internal Evaluation is done. Internal evaluation is done on the theoretical and practical basis. Theoretical Evaluation is done through the written examination for subjects set by the University. Through the evaluation of the written examination, Remedial Classes are organised. Practical Evaluation is done on the basis of these: - Internship - Field Work - Research

Project (Action Research/Survey/Case Study) - ICT-based lesson - Assignment - Tool Development and Dissertation - Co-Curricular Activities

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Every Year college prepares a tentative schedule of Yearly academic and Non-Academic activities for the Session. This Yearly calendar is prepared accordingly on the basis of the University notifications so that all the activities can be organized smoothly and timely. For the smooth and synchronized running of the B.Ed. and B.A./B.Sc.B.Ed. Programmes and systemized completion of the Syllabus, a Yearly framework of all the Academic and Non-Academic activities is made. A detailed explanation of the following activities is there: A. ACADEMIC ACTIVITIES: For BED MED 1. Time Table of Subject Wise Med BED classes. 2. Schedule of Unit Test. 3. Internship Schedule as per the Guidelines of the University. 4. Time Table for Pre-Internship Program. 5. Schedule of Simulated Teaching of BED and B.A./B.Sc.Ed students. 6. Schedule Guest lectures, workshops, and Seminars. Non-Academic Activities: Co-Curricular Activities 1. Schedule of Open Air Session 2. Celebration of Special Days, Awareness programs related to Society, Environment, Health, Various Rallies, Sports Activities, etc. For the Internal Evaluation Activities, students are pre-informed. Students are stringently informed about the compulsory 75 Percentage Attendance for eligibility to sit in the Examination.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution \(to provide the weblink\) https://geetacollege.in/learning-outcome/](https://geetacollege.in/learning-outcome/)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.Ed. First Year	BEd	Education	193	193	100.00
B.Ed. Second Year	BEd	Education	183	172	94.00
B.A./B.Sc. B.Ed. First Year	B.A.BEd	Education	42	41	97.62
B.A./B.Sc. B.Ed. Second Year	B.A.BEd	Education	20	20	100.00

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://geetacollege.in/student-satisfaction-survey/#>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property rights in Research	GEETA CO-EDUCATION T. T. COLLEGE, NEW MANDI GHARSANA	05/01/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	Nil	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Nil	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	Nil	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	6	5	3
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Lecture on Diabetes	NGO	1	185
Lecture on Cancer	NGO	1	170
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	GEETA CO-EDUCATION T. T. COLLEGE, NEW MANDI GHARSANA	swachh Bharat Abhiyan rally	1	154
Gender Issue	GEETA CO-EDUCATION T. T. COLLEGE, NEW	Gender Issue	1	184

[View File](#)**3.5 – Collaborations**

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
internship	internship B.Ed.I year	Shala Darpan, Govt.Of Rajasthan	04/02/2019	09/03/2019	193
internship	internship B.Ed.II year	Shala Darpan, Govt.Of Rajasthan	08/08/2018	19/01/2019	183
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8.01	8.01

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Seminar halls with ICT facilities	Existing
Others	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NILL	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	1311	Nill	Nill	Nill	1311	Nill
Journals	4	Nill	Nill	Nill	4	Nill
Text Books	9105	Nill	205	Nill	9310	Nill
Others(s pecify)	5	Nill	Nill	Nill	5	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	20	15	1	1	1	2	0	30	0
Added	0	0	0	0	0	0	0	0	0
Total	20	15	1	1	1	2	0	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8.01	8.01	8.01	8.01

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

As per rules of NCTE institute have all necessary Physical, academic facilities like, laboratory, library, sports complex, computers, classrooms, Fire Safety, Safety Security etc. of the college. As per the rules and policies of the institution, all the stakeholders have fair opportunity to access and use physical, academic and support facilities in the institute Library - Library is the most pivotal and prominent asset for a College as it is an indispensable tool for the Teaching Learning process for the students and the Faculty members. The institution has more than 10630 books in its well-established library. The separate reading room has capacity to accommodate more than 100 students at a time. Library is High Speed lan Connected. The requirement and cost of books is taken from the subject teachers and library in charge is involved in the process. The finalized list of required books is duly approved and signed by the principal. Each Under Graduate Student is issued Two Library Cards on which two books are issued. To ensure return of books, no dues from the library is mandatory for students before appearing to exam. • Book Bank : Full set of Books for the B.Ed. and B.A./B.Sc.B.Ed. curriculum are issued through the Book Bank or the students. For the whole Session the book set is issued to the students and Price for each book is charged from the students. When the Session is finished 30 amount is charged and rest is returned back to the students. • Photo Copy Machine: In the library photocopy machine facility is provided for the student which is useful for the Teaching Aid tools. Laboratory: Institution has well equipped Language Lab, Science lab and psychology Lab. Record of maintenance account is maintained by lab technicians and supervised by lab in charges of the concerned subject. Repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. Psychology laboratory is an essential tool of teacher training. all require equipment and instruments are available, which are used by the students from time to time Sports room is also available with the institution, in which students are given opportunities to develop themselves physically through games like volleyball, Football, shotput, badminton, chess. In every year, a one-week sports competition is organized in which women and men compete. Various types of sports competition are held and in which more and more students are motivated to participate. Class rooms and smart class room Separate Art Craft, Music, Language laboratories with all the aids Equipment to provide congenial atmosphere for the swift and practical learning. Two sweepers cleanliness of classrooms is maintained • To make students study in a modern way, the institution has 5 modern well-equipped Smart rooms and 1 ICT rooms with digital boards and projectors.

<https://www.geetacollege.in/#>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme Scholarship (SC, ST, OBC)	129	3467520
b) International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga Camp	23/03/2019	331	GEETA CO-EDUCATION T.T. COLLEGE, GHARSANA
Traffic Safety Week (Workshop)	08/02/2019	311	GEETA CO-EDUCATION T.T. COLLEGE, GHARSANA
Clean India Capmaign	28/01/2019	221	GEETA CO-EDUCATION T.T. COLLEGE, GHARSANA
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling on Life Skills	0	102	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

NIL	52	0	00	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	0	NIL	NIL	NIL	NIL
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
Any Other	190
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Activities (15 activities)	institution level Geeta Co- Education T.T. College, Gharsana	384
Sports Activities (10 activities)	institution level Geeta Co- Education T.T. College, Gharsana	237
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	Nil	Nil	Nil	00	00
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The first meeting was held on August 06, 2018, in which the activities to be organized in the month of August, September, and October was discussed. This month, the members of various councils like the Social Science Council, Science Council, Language Council, and Commerce Council were first elected. Hindi Week in Hindi Council, Letter Reading, Poetry Reading, Structural Writing, Group Discussion, Drama Stage Organized Teachers Day QuamiEktaDiwas by Social Science Council, Deepotsav Organized. Class representatives meeting was held on 25th November 2018 in which Thalassemia Day, AIDS Day, Human Rights Day, and Farmers Day was discussed by Social Science Council Same Science Club Maths Programs were organized, etc. The Second meeting of the committee was held on 25 November 2018, in which the program to be organized in the month of January and February was discussed, in which the organization of Comedy Day, Youth Day,

Basant Panchami, and rallies were discussed by various councils.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

14

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

This register is Alumni 14, the previous years register Alumni- 54, and the Total register is Alumni-68 Alumni Function 23/12/2018

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The main vision and mission of the institution are to provide quality education and to provide quality teaching training to all students. For this, a decentralized and supportive management administration and faculty have perfect coordination. The overall control of the organization is of the administration, which works with the help of the management. All the work is divided into various committee, these committees do their work and give their feedback to the administrative department. Internal Examination Committee, Internship Committee, Attendance Committee, Cultural Committee, Sports committee, and various types of redressal women empowerment cells conduct their work smoothly. Principals are fully responsible for doing all these tasks and with their cooperation, the faculty does its work. At the beginning of the year, the date and time of various activities are broadcast among the students through the calendar. through time table. Even the class system. is also arranged. Management, Administration, and Faculty coordinate with each other and run the activities of the college smoothly

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The curriculum was developed by NCTE and the syllabus was prepared by the MGSU, Bikaner board of studies(Ordinance B.Ed. and B.A.B.Ed.). The college follows the syllabus prescribed by the university for B.Ed and B.A.B.Ed courses. To complete this course, the college prepares an academic calendar and on the basis of this academic calendar, the course is completed. The

college has conducted all activities related to the given aspect of the curriculum.

Teaching and Learning

A lot of work and activities related to teaching and learning are done in the college. The orientation program is organized for the students after admission, in which all the activities are organized in the college, including all papers, all co-curricular activities, and all internal activities. Marking scheme, methods of taking library facility, and preparation are introduced. To the students B. Ed. Orientation activity of the course is also organized to make them familiar with the course. In which the entire syllabus is explained minutely to the students so that the students do not feel difficulty reading this new course. To explain the lesson plan, the first microteaching is done, in which each teacher explains the skill by giving a demo about each teaching skill. He explains how to build this skill. Along with this, simulator teaching is also organized in which a group of 20 to 25 students is formed and the students presentation is done in it, which is taught to him during the micro-teaching skill that day. There is a fully furnished computer lab in the college, in which computer practice is done by taking students from time to time, and training is given in new techniques of teaching. So that students can make ICT diaries and use those techniques even during practice teaching. Library facility with all facilities is available in the college. Computer and Xerox machines, printers, etc. are available in the library with the facility of Delnet, from where students can find study material online and can also do Xerox, printing, etc. There are many books available from different famous writers which are used in teaching the learning of students. Guest lectures, seminars, workshops, etc. are organized from time to time in the college, through which untouch aspects of the education sector are presented to the students. So that students can get knowledge of every subject outside the field from this institution. Faculty and personality development programs are organized for

teachers and students. Computer, research, personality development, yoga camp, etc. are the main ones. Through these, students and teachers are individually trained, so that their personalities can be developed well. Even during practice teaching, the students continue to get the guidance of the teacher. So that students can be able to perform better in the field of education. Criticism lesson is also organized in the college keeping this objective in mind that students can learn the nuances of teaching and by going to school, students can get an experience in all kinds of academic and educational work. In the last, the final lesson for the students is taken. It is taken because after these 2 years of training, how perfect the student has become in the teaching work.

Examination and Evaluation

Admission of students in the college is done through the Pre Teacher of Education Test. After clearing the PTET and PMET, the college is allotted according to the students choice. The internal and external exam pattern has been decided by the university for assessment in the college. The basis of the internal exam is completely the studies and activities of the college. An internal exam is conducted once a year, which is planned at the end of the session. Almost the entire course comes in this exam. This exam is of 10 marks. Students scoring less than 4 marks are sent for remedial teaching. After teaching, efforts are made to improve their score by taking their exam again. In all the compulsory written examinations in B.Ed first year, marks of test 10 marks 5 marks assignment 5 marks activity are added. And in pedagogy, 10 marks test 5 marks assignment 5 marks criticism lessons are taken. And in all the practical exams, school observation was 10 numbers, internship 40 numbers, criticism 10 numbers, co-curricular activity 10 numbers, open-air session 10 numbers, multi-dimensional appraisal 15 numbers, and 5 numbers are of action research. EPC 1st and 2nd consist of 5-5 number tests and 2.5-2.5 number activities and assignments. Except for EPC, 80 marks examination is conducted by the university in all the subjects.

An EPC has 40 marks paper. These examinations are conducted by the M.G.S.University, Bikaner at the end of the session. Similarly, in the second year, there are 5 compulsory papers in the internal assessment of 20 marks respectively, in which 10 marks are for tests 5 assignments 5 activities. The remaining five papers in which 2 methods, 2 EPC, and 1 environment have internal marking out of 10 numbers.

Which is done by 5 tests 2.5 assignments 2.5 activities. Activities are activities carried out throughout the session, in which elocution, paper reading, creative writing, group discussion, debate, etc. are major activities. In the first year, there is an internship of 4 weeks, in which 10-10 lessons are held in both subjects. And the students have to give compulsory attendance of at least 28 days. In the second year, there is an internship of 16 weeks, in which it is necessary to make 20-20 lessons in both subjects. And at least 96 days attendance is necessary. 5-5 ICT lesson plans are made by the students, in which all the lessons have to be made using various new educational techniques. PPT, OHP Transparency, etc. are the main ones. Apart from this, 10 marks are for organizing co-curricular activities in the school, which the students have to organize in the school during the internship. An individual appraisal is also made to be filled by the students, in which the student while giving his complete information, tells about his shortcomings and the changes brought about by the internship. It is 20 marks. Various literary and cultural activities are also organized in the college throughout the session, in which activities like Rangoli, Mehndi, Antakshari, Quiz, solo song, group song, solo dance, group dance, play, mono acting, etc. are prominent. The marking of these activities is done out of 10 on the basis of students participation and their mutual participation. In the last, the final lesson is organized by the university. Whose date and names of external examiners are sent by the university. In this, two external examiners come from outside, and out of 100 students

are marked. The final exams for both 1st year and 2nd year are conducted by the university. In this, the time for compulsory paper is 3 hours, and the time for optional paper is two hours. The exam center is located at Other College in Gharsana Similarly B.A.B.Ed. Admission is also done through the PTET.

Research and Development

Various research and development works are done for faculty development in the college. The faculty in the college get financial support for research work for their development. Paid leave is given. And they are supported to get research papers published. Seminar workshops are organized. And in another college, they are sent to attend. The college also encourages faculty to higher education. Research- related seminars are also organized from time to time.

Library, ICT and Physical Infrastructure / Instrumentation

As per the rules of NCTE institute have all the necessary Physical, and academic facilities like a laboratory, library, sports complex, computers, classrooms, etc. of the college. Fire Safety. Language Lab 4. psychology Lab 5. Sports complex 6. Common room 7. Safety Security 8. Library Facility Laboratory Library -The institution has more than 10500 books in its well-established library. The separate reading room has the capacity to accommodate more than 50 students at a time. The requirement and cost of books are taken from the subject teachers and the library in charge is involved in the process. The finalized list of required books is duly approved and signed by the principal. Each Under Graduate Student is issued Two Library Cards on which two books are issued. To ensure the return of books, no dues from the library are mandatory for students before appearing for the exam. For the whole Session, the book set is issued to the students and the Price for each book is charged by the students. When the Session is finished 30 amount is charged and the rest is returned back to the students. Photo Copy Machine: In the library, a photocopy machine facility is provided for the student which is useful for the Teaching Aid tools. There are technicians, masons, plumbers, and

carpenters deputed by management who ensure the maintenance of classrooms and regulated infrastructure. Classrooms and smart classrooms 24 Separate arts crafts, Music, and Language laboratories with all the aids and Equipment to provide a congenial atmosphere for swift and practical learning. With the help of the two full- time sweepers cleanliness of classrooms is maintained . To make students study in a modern way, the institution has 1 modern well-equipped ICT room with digital boards and projectors. Psychology laboratory is an essential tool for teacher training. The institution has a psychological laboratory, in which about 20 different types of psychological tools and instruments are available, which are used by the students from time to time. . A sports room is also available at the institution, in which students are given opportunities to develop themselves physically through games like volleyball, Football, shotput, badminton, and chess. Every year, a one- week sports competition is organized in which women and men compete. Various types of sports competitions are held in which more and more students are motivated to participate. Others Facilities for the students are Girls Common Room with all facilities. Boys Common Room with all facilities. Open Auditorium for Seminars, Symposiums, Workshops lectures. Outdoor Sports Playground Badminton Volleyball Courts. Ramp Facility for the Physically Challenged

Human Resource Management

Management, faculty, and students fulfill the place of human resources. All faculty members are qualified according to /as per NCTE norms, University and state Govt. guidelines, for the B.Ed and B.A.B.Ed. college. Every time education will be changed, there are changes in our syllabus or need for education so faculty need improvement and orientation. even regular upgradation for non-teaching staff workshop seminar faculty improvement orientation programs is organised for the growth/ development of staff and faculty.

Admission of Students

The students with 50 percentage general and 45 percentage for others In

bachelor degree and in masters degree in science/ commerce/ arts are eligible to apply for admission in the B.Ed. course. In the B.A.B.Ed Programme Eligibility and Admission Procedure, rules for the B.A.B.Ed Programme shall be the same as decided by the NCTE/Government of Rajasthan from Time to Time. B.Ed. and B.A.B.Ed. admission shall be made on merit on the basis of marks obtained in the PTET. The fees for both courses are determined by the state government.

Industry Interaction / Collaboration

The college conducts various social works in association with NGOs. Awareness programs and surveys for various sections of the society, sakshrta, safai janchetna ke works are conducted. Skill development work is done by sending students for internship in various government schools. Society. With the mutual cooperation of the institution and the school, all round development is done in the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The present modern time is of ICT, without the use of ICT, no work can be conducted easily. A smooth communication is established between the management, administration and staff using ICT by the college. The circulars, policies and guidelines sent by Higher Education, NCTE and University are circulated through e medium in the college. Information is uploaded on the website. Academic calendar is prepared at the beginning of the session and made available to the staff and students.
Administration	The entire work of the college is governed by the work of electronic -governance, the information received from the NCTE State Government or the University is conveyed to all the faculty members and students by email, WhatsApp, and messages and phone. High-speed data on WiFi is available in the college. All the administrator- level information is also uploaded to the website of the college. The academic calendar, timetable, and the works of all the committees are made available in the form of print copies. From time to time, meetings are conducted through which all the work is analyzed. And

they are improved.

Finance and Accounts

Finance and account institute uses two types of internal and external finance system accountant prepare all accounts and financial records and maintain cash book registers bill book bill files etc. all expenditure and purchasing are controlled and planted by committees and the principal is supervised and permitted by management especially the president and secretary Central Academy Education Society after internal accounting the Chartered Accountant who is appointed by society prepare audit data and balance sheet. Balance Sheet Sealed and sing principal, President, and CA. salary of faculty and others and transfer directly to the bank in their accounts college conducted regular audit books and accounts. All records are prepared and served on the computer.

Student Admission and Support

The students with 50 percentage general and 45 percentage for others In bachelor degree and in masters degree in science/ commerce/ arts are eligible to apply for admission in the B.Ed. course. In the B.A.B.Ed Programme Eligibility and Admission Procedure, rules for the B.A.B.Ed Programme shall be the same as decided by the NCTE/Government of Rajasthan from Time to Time. B.Ed. and B.A.B.Ed. admission shall be made on merit on the basis of marks obtained in the PTET.The fees for both courses are determined by the state government.

Examination

The process of evaluation in the B.Ed. and B.A.B.Ed. course is conducted according to the B.Ed. and B.A.B.Ed. syllabus published by MGSU. B.Ed and B.A.B.Ed. first- year and second-year evaluations are done in two ways, in which students are evaluated through internal and term-end examinations yearly mode. The internal examination is conducted by the college, whose information is given to the students, and the internal examination date is declared in the college calendar in advance. The dates of the term-end examination or annual examination are declared by MGSu, Bikaner, whose time table is downloaded from the university website, and information is provided to the students through the college notice board.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NIL	NIL	NIL	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	yoga camp	yoga camp	24/09/2018	26/09/2018	20	5
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	00
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
35	35	3	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The College has been practicing various welfare measures for the academic and overall growth of the faculty members. • Benefit of Academic / Medical /Privileged / Casual /On Duty Leave • • Incentives for participating in Conferences, Seminars, Workshops, Webinars Paper Presentations /Publications/Ph.D. and	The following welfare provisions are availed to the non-teaching staff • ESI facility • Interest-free loans • Privileged/ Casual/Medical Leave • Regular Health check-ups. • Recreational Activities, get-togethers, and Developmental Talks and Programmes •	Following welfare initiatives are adopted for the students • Freeships for Academics as well as Co-curricular Activities • Active and vigilant Anti-Ragging Cell • Active Student Welfare Committee • Sexual Harassment Cell • Career Guidance Cell to prepare students for future jobs • Placement Assistance Cell for

other research activities. • Provision for Seed Money to initiate Institutional Research Projects. • Separate staffrooms /space /cubicles for every staff member. • Departmental Computers, Printers/Scanners, Software, Lab equipment, Coolers, Water Campers, etc.

inviting the prospective employers • Grievance Redressal Cell to address students' issues • Counselling Cell provides personal guidance and emotional help by a trained Counsellor. • The Alumni Association to interact with established and successful alumni • Skill and Value-added courses for the students.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

the institute has made the necessary provisions in the books of accounts for the efficient use of available funds for each academic year. the college has a well-formulated and structured financial policy. which is divided into internal and external audits, to ensure effective and optimal utilization of finances for academic, administrative, and development purposes. every year the budget is prepared centrally well is advanced after taking into consideration the requirement of the Institution. the budget is reviewed by society members and r approved after necessary corrections and changes .financial audit is maintained by an office accountant and conducted by a certified chartered accountant. the book of account balance, sheet, income, and expenditure has been audited by Mr. Manmohan Modi chartered accountant up to the year ending.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Management Committee	Yes	Principal
Administrative	Yes	Management Committee	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Principal is accessible to the Parents for any discussion and feedback. • The parents of the new entrants are invited to interact with the Principal and the Administration. • On occasions like College Annual Day and Admissions, the College organizes an Open House for interaction between Parents and Faculty.

6.5.3 – Development programmes for support staff (at least three)

1. Periodical interactions by the management. 2. The Support Staff is provided financial assistance in case of any emergency. 3 Training on Health and Safety

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Organizing more and more seminars. Organize programs for the development of teachers and students. Conducting lectures on research to motivate research work. Organizing awareness programs and increasing social activities. To motivate staff for preparation. Enhancing the use of ICT in teaching-learning.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Extention Lecture on Teachers Day	05/09/2018	05/09/2018	05/09/2018	220
2018	Gandhi jayanti Celebration	02/10/2018	02/10/2018	02/10/2018	274
2018	voting awareness day	25/10/2018	25/10/2018	25/10/2018	242
2019	Swachta Abhiyan	28/01/2019	28/01/2019	28/01/2019	221
2019	Yoga Week	23/03/2019	25/03/2019	25/03/2019	311
2019	ANNUAL FUNCTION	28/04/2019	28/04/2019	28/04/2019	486
2019	National Seminar on Impact of globlization on Indian education issues challenges	18/03/2019	19/03/2019	19/03/2019	412
2019	Cultural Activities (15 activities)	06/02/2019	08/02/2019	08/02/2019	384
2019	Sports Activities (10 activities)	04/02/2019	05/02/2019	05/02/2019	237

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Group discussion on Women empowerment	09/02/2019	09/02/2019	182	141

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institute provides various means to educate or aware students of climate change and environmental education. Institute has a dedicated environmental society which is basically a Various club of students that organizes many events and aims at promoting and increasing environmental consciousness, awareness, and responsibility amongst the institute youth and the populace. Every year a plantation drive is done on the campus. Dustbins are installed at various positions and cleanliness is maintained. Conscious efforts are made to switch off lights and fans when not in use, to save energy. The cleanliness drive is organized to create awareness and motivation among students to keep the environment clean.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	4
Rest Rooms	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	00	NIL	NIL	Nil
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus and Academic Calendar	12/03/2019	Code of Conduct for Principal The Manager and the Board of Management monitor and ensure through feedback that the Principal upholds the prescribed code of

conduct and values which states that the principal should be a dynamic, committed, impartial, cordial, and ethical leader who convenes meetings of statutory and non – statutory bodies, monitors curricular and extracurricular activities, supervises the maintenance of the campus infrastructure, ensures rapport between the management and the Campus Community, addresses the grievances and insists on discipline, punctuality, and accountability. Code of Conduct for Teachers The Manager and the Principal monitor and ensure through feedback and performance appraisals that the teachers uphold the prescribed code of conduct and values. Code of Conduct for Staff and the Principal monitor and ensure through faculty, and student feedback, and through that the staff uphold the prescribed Code of Conduct and values which states that they respect the rules and regulations, are disciplined, punctual, sincere, and confidential, comply with the instructions issued by higher authorities, make substitute work arrangement if going on leave, treat students impartially and visitors politely, and follow safety rules and procedures whenever required. Code of Conduct for Students The Manager and the Principal oversee the implementation of the prescribed Code of Conduct and values for the students with the

help and monitoring of the faculty, and the cooperation of the student union and student leaders. It is ensured that the students follow the rules and regulations specified in the Handbook, wear ID Cards, and are punctual, respectful, compassionate, participative, disciplined, environment conscious, and socially committed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2018	15/08/2018	311
Teachers Day	05/09/2018	05/09/2018	204
Gandhi Jayanthi	02/10/2018	02/10/2018	221
Republic Day	26/01/2019	26/01/2019	342

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

College works on physical ,mental ,social, moral, academy and cultural development of students. parents are involved in every problem of student regarding college. Though there is no formally framed parent teachers association because they are mature and graduate students so that they dont need any PTM but for new suggestions, ideas and discussion on general need and problems of the student. principal meeting holds on requirement of the students. in case poor attendance or incomplete work or any other personal problem ,then parents are informed about it by the faculty members through telephonic, letters and mail parents and guardian provide proper response and facility

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-01 Creating awareness about Swachh Bharat Abhiyan among the students
Objectives- 1. To create awareness about cleanliness among the students. 2. Keeping the environment clean. 3. To make aware of the side effects of uncleanliness. 4. To inform about the efforts being made under the Swachh Bharat Abhiyan being run by the government. context Clean India campaign is being run by the government. The purpose of which is that the person keeps the environment around him clean and stays away from its side effects. But the drawback of our society is that we talk a lot but do not follow them. Or we can say that things are spoken in a big way but when it comes to act on them then people do not come forward. To remove this distinction, it has been decided by the college to celebrate the year 2018-19 as the year of cleanliness awareness. Activity Many programs were organized throughout the year by the college to generate awareness related to cleanliness among the students. In which lecture of Dr. Sumitra Mam was conducted mainly on 27 November 2019. Whose theme was Swachh Bharat Abhiyan. Sir explained the purpose of Swachh Bharat Abhiyan and the basic fact behind it. It was also told how cleanliness is beneficial for

us. Poster making competition was organized in December. Its theme was also the Swachh Bharat Abhiyan. Students showed facts related to cleanliness through posters and gave the message of cleanliness. Along with this, a rally was taken out on prohibition of polythene and nearby shopkeepers and housewives were told about the harm of plastic and the damage it causes to the environment. Along with this, everyone was informed about the proper disposal of domestic waste.

To maintain cleanliness around their houses. In this sequence, a slogan competition on cleanliness was also organized. The main objective of all these programs was only that the students should be aware of cleanliness and they should contribute in keeping the environment around them clean. Evidence- Due to the activities carried out under the cleanliness campaign throughout the year, a positive impact was seen on the students of the college and positive results also came out. Apart from being aware of the cleanliness of the college campus, the students themselves also made efforts. There was no littering of any kind by the students in the campus. But from time to time, he also did the work of shramdaan in the college garden and surrounding areas. Students made slogans related to cleanliness and put them in the college and the surrounding areas of their homes and also made people aware about it. The students also told about the diseases spread by filth. In the schools where the students went for internship, the students did shramdaan and explained the importance of cleanliness to the school children Problem Encounter and Resource Required-

After making the students aware about the cleanliness awareness, when the students went to the rural environment and their surrounding areas and did the task of awakening them, many problems came in front of them. First of all, the people of the rural environment are not ready to listen and obey anyone. The students explained by giving examples and giving information about the campaign being run by the government. When people were told about the difference that comes as a result of keeping cleanliness, then people got ready to listen or understand. Extra time was provided by the college to all the students. Best Practice-02 Title- Teaching Learning Practice Objectives- 1. To make students

aware of the subtle nuances of teaching, 2. To make students proficient in teaching, 3. To make students aware of teaching skills Context- Today students are taking admission in B.Ed course for the purpose of getting teacher training. So here it becomes necessary to provide quality training to them. If their foundation remains weak today, then in future these students will not be able to educate their students in the way they will need at that time. It is better that we improve the future of these students only then these students will improve the future of the coming students. Activity- Students take admission in B.Ed course so that students can get efficiency in the field of

teaching. The college organizes various teaching skills and activities throughout the session to generate teaching efficiency among the students. Micro teaching is organized with the commencement of the session. In which students were introduced to what is teaching, what is teaching formula, what are teaching skills etc. Micro teaching was organized from 14th November to 24th November 2018. In micro teaching, the students were informed about the nuances of micro teaching, presentation skills, lecture skills, stimulus change skills, questioning skills, blackboard skills, demonstration skills. Along with this, simulated teaching was organized. In which groups of 25-25 children of all the students were formed and various skills were demonstrated to the children. In this sequence, team teaching was organized in December. In which all the teachers were taught to prepare teaching objectives and lesson plans in groups of two or three. In the class of the subject, the subject teacher was also taught to present the lesson plan by giving a demo. After preparing the lesson plan, a criticism lesson was organized from 22 April to 24 April 2019. In which the students took the teaching test. Remedial teaching was organized at the end of the session from 30th April to 13th May. In which re-teaching was provided to the students on those topics which the students could not understand. Thus throughout the year the students were trained for good

teaching. Evidence- The result of conducting all the teaching training activities throughout the year was that the teaching skills of the students were developed. During the internship, the students did teaching work effectively. Students did the teaching work using different teaching methods. Apart from this, the performance of the students during the criticism lesson was very good. The students also performed very well in the final lesson. The response to the performance of the students was also very good from various schools. Problem Encounter and Resource Required- After training, when the students went to the school for practice teaching, many problems appeared in front of them in using the training in practice. As the school forces the students to teach according to their own. Emphasis is placed on the students to complete the course. Apart from this, most of the schools did not have adequate facilities for teaching. So if the student wants to teach with the help of Teaching Aid or using PPT etc. then the school does not have suitable facilities. Due to which the student is not able to do quality teaching work. In this area, teaching aids were available to the students by the college and teach about preparing low cost teaching material.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://geetacollege.in/best-practice-teaching/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

In the present time, there has been an explosion of knowledge and in the digital age, knowledge has become simple, accessible and everywhere. The reason is that the world is making Vasudev Kutumbakam a character. With any new concept, issues and problems related to it start coming to the fore, this is being reflected with globalization. How globalization is affecting Indian education, it is a matter of consideration, how to deal with these challenges, for the scholars of education and the new generation, discuss such issues. Trying to find solutions for these is an effort of the college. With this objective, a two-day national seminar was organized by the institution on the topic -Impact of Globalization on Indian Education Issues and Challenges, its main objective was to promote education in the world with whatever efforts It has been providing a platform and discussion on it. Discussions were held in the seminar on globalization and various areas of teacher education. In which topics like globalization of Indian education, health, lifestyle, youth, subject matter, education and use of technology in education were included and many research articles and research papers were received under it. Tried to save it and got it published in the form of a book. It is always the endeavour of the organization that whatever topics are discussed, debates, seminars etc. are organized, they are saved in the form of a book and made available to all.

Provide the weblink of the institution

<https://www.geetacollege.in>

8.Future Plans of Actions for Next Academic Year

More seminars and workshops will be organized.. Faculty development programs will be conducted in more quantity. Talks and seminars workshops will be organized on current topics.. Students will be motivated for inter college competition..Faculty will be sent for participation in various seminar workshops for faculty improvement. Efforts will be made in this direction to ensure placement of maximum number of students. Efforts will be made to increase the use of ICT in teaching learning. Online teaching learning material will be prepared. Work will be done at college level for women empowerment. More books will be

purchased in the library and efforts will also be made for journals and encyclopedias.