



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	VEENA MEMORIAL COLLEGE OF EDUCATION
Name of the head of the Institution	Dr. Sunil Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	09928054009
Mobile no.	9928054004
Registered Email	vmcekarauli@gmail.com
Alternate Email	sunilagra66@gmail.com
Address	Vill- Padewa, Post- Rampur Dhawai, Kailadavi Road
City/Town	Karauli
State/UT	Rajasthan
Pincode	322241

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Mr. Chhail Bihari Sharma			
Phone no/Alternate Phone no.		09928054009			
Mobile no.		9428898575			
Registered Email		vmcekarauli@gmail.com			
Alternate Email		Sunilagra66@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://vmcekarauli.org/docs/SAR.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://vmcekarauli.org/docs/acal201617.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.46	2011	16-Sep-2011	15-Sep-2016
2	B++	2.80	2017	30-Oct-2017	29-Oct-2022
6. Date of Establishment of IQAC			05-Jul-2012		
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		

National Seminar	29-Aug-2016 2	490
Guidance & Counseling Session for New Students	04-Jan-2017 2	160
Faculty Welfare Program	06-Dec-2016 2	28
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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
NIL	NIL	NIL	2017 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 File](#)

10. Number of IQAC meetings held during the year :

4

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 File](#)

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

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

New additional ramp created for physically challenged. Wash room facility provided on each floor. Preparation and display of Code of conduct. Faculty Welfare Program Conduct National Seminar

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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	Achievements/Outcomes
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ICT Training	All Teaching & Non-Teaching staff benefited with this training.
Workshops Organized, Tutorial, Cultural Classes.	All Faculty members participated, B.Ed Students attended taken advantage of classes.
Micro Teaching Programme	All Students Teaching Skill Development
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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	2017
Date of Submission	02-Mar-2017
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

The college has a curriculum planning and implementation committee to oversee the academic affairs of the college. The committee periodically meet to discuss on the methods, techniques and strategies to transact the curriculum more effectively. The committee also prepares a panel of subject experts for invited lectures, workshops, seminars, colloquium, etc. The committee further look into the facilities required for improvement in instructional facilities for quality input of curriculum. At the beginning of the academic year students are given an orientation on the B.Ed curriculum meant for each academic year to enable the students to develop a better understanding about the theoretical and practical aspects apart from the modes of curriculum transaction and evaluation. Further, at the beginning of the academic year every teacher educator is asked to prepare academic planning of the academic year. As the college is affiliated to University of Kota and need to follow the curriculum prescribed by the University, there is no scope for introducing any innovative curriculum in B.Ed programme as well as periodical revision and modification of curriculum. But, periodical attempts are made to enhance the curriculum delivery mechanism in our college by providing periodical orientations and in-service programmes to the teachers to enhance their teaching skills and adopt variety of innovative methods of teaching. Further, utmost care had been taken to complete the University prescribed B.Ed curriculum on time. To strengthen

students' learning and cater the individual differences in learning suitable mechanisms are evolved. At the end of the academic year, students provide their objective evaluation on the modes of curriculum implementation with suggestions for further improvement in the mechanism of curriculum delivery.

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
NIL	NIL	Nil	0	NIL	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
NIL	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	B.Ed-I	188
BEd	B.Ed-II	190
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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. Student, Parents, Teachers and Alumni. Then the feedback is analyzed by college management and the action taken once the feedback is received. Feedback of all is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective faculty members and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities.

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	B.Ed-I	200	188	188
BEd	B.Ed-II	200	190	190

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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
2016	378	0	26	0	0

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
26	26	20	1	0	2

[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)

A faculty member is appointed in every Section as mentor to support monitor students activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
378	26	1:15

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
29	26	3	0	2

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	NIL	Nil	NIL
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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-II	Annual Exam	07/09/2017	06/12/2017
BEd	B.Ed-I	Annual Exam.	29/08/2017	06/12/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation system college have conduct one terminal Test in a year. Sessional works given by the teachers of all subject papers EPC practical is also conduct in whole year i.e. July 2016 to June 2017 according to the university norms one practice teaching, Criticism was conducted

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

We regularly prepared an Academic Calendar at month of July and According to it the college conducts all Academic Non academic and co-curricular activities and at the end of year we evaluate it .

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)

<http://vmcekarauli.org/academic.html>

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
NIL	BEd	B.Ed-II	190	184	96.84
NIL	BEd	B.Ed-I	188	186	98.93
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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)

<http://vmcekarauli.org/igac.html>

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
Nill	0	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
NIL	NIL	

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
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

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
Education	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)
Nill	NIL	0	0.0
No file uploaded.			

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
Education	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	Nil	0	NIL	0

No file uploaded.

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	Nil	0	0	NIL

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	26	0	2

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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
Voters Awareness Program	District Collector	3	187

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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
NIL	NIL	NIL	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
Pink Belt Defense of Woman	Rajasthan Rajya Mahila Ayog	Self Defense	4	35
swachh bharat	VMCE and GP	Rally	15	120

abhiyan

Rampur Dhawai

[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
NIL	NIL	NIL	0
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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 B.ED-I	School Internship	Govt. Schools	05/01/2017	10/02/2017	188
Internship B..Ed-II	School Internship	Govt. Schools	07/11/2016	28/02/2017	190
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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
NIL	Nil	NIL	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
40	36.18

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Laboratories	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 partially)	Version	Year of automation
Libra	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	8350	726463	1920	126007	10270
Reference Books	958	221832	0	0	958	221832
Journals	7	1520	0	0	7	1520
CD & Video	25	4000	0	0	25	4000
e-Books	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0

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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	Nil

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	15	1	1	0	0	1	0	2	0
Added	30	0	0	0	0	0	0	0	0
Total	45	1	1	0	0	1	0	2	0

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

2 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
2.5	2.41	7	6.88

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)

The college management has created a separate infrastructure for the college of education with all necessary provisions and facilities. The college premise is used only for the academic and other activities meant for B.Ed. curriculum. Generally the management of the college has a policy of non-interference in the functioning and utilization of infrastructure and instructional facilities. The facilities of canteen, play ground, and vehicle parking area available with all amenities. Further, the educational and human resources available in the other sister institutions are made use for the benefit of the college of education.

<http://vmcekarauli.org/iqac.html>

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
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	Post metric Scholarship	152	27000
b) International	NA	0	0
View File			

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 implementation	Number of students enrolled	Agencies involved
Yoga Camp	21/06/2017	187	Self
Remedial Coaching	12/01/2017	113	Self
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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	Number of	Number of	Number of	Number of
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	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
2017	CAREER GUIDANCE	190	50	30	18
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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
0	0	0

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
NA	0	0	NA	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	0	0	0	0	00
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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
Any Other	3
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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
1500 MTR Running	Institutional	10
Long Jump Competiton	Institutional	8
Boly ball Competiton	Institutional	12
Kabaddi Pratiyogita	Institutional	14
solo Dance	Institutional	4
Group Dance	Institutional	8
rangoli Competion	Institutional	24
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NIL
No file uploaded.						

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

(a) Debates, discussions, lectures, study circle, essay competition (b) Cultural performance and contests (c) Indoor and outdoor games (d) Social Service and Social Relief activities (e) organizing free coaching for poor students

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

58

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1 Meeting per Year

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)

Our college create admission committee consist of 5 Lecturers and 1 Computer Faculty headed by Principal. They arrange admission as per PTET (Nodel Agency) with Norms stated by NCTE. College Management Committee manage all academic activities including Library etc.

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

Yes

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
Teaching and Learning	In curriculum transaction, teachers were encouraged to adopt innovative teaching methods to break down the monotonous in teaching and learning process by traditional methods of teaching. As soon as teaching each unit

	of a specific subject, certain tasks and assignments are assigned to students not only to develop better understanding but also to develop creativity in students. Teachers especially used ppt, OHP, field experience, group discussions, etc. to make learning more interesting and effective.
Admission of Students	student admissions are allowed as per on-line admission conducted by nodal agency of government (PTET)
Examination and Evaluation	all year all round evaluation through class test tutorials students presentation maintain the students in touch with the subject, Annual Exam conducted by university of kota college internal examination result display on notice board. PTM are conducted for low achievers and low attendance student.
Curriculum Development	Though the institution being a non-autonomous college strictly follows the curriculum prescribed by the affiliating university, many attempts have been by the curriculum evaluation committee to discuss and review the curriculum for quality improvement. The committee also evolved value-added curriculum to the B.Ed students in addition to the minimum curriculum prescribed by the parent university.
Library, ICT and Physical Infrastructure / Instrumentation	One class room were developed in to smart classroom for B.Ed course . New computer purchased with new (update).
Human Resource Management	personality development seminar was conducted for staff members, students for motivation

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

E-governance area	Details
Student Admission and Support	With regard to admission of B.Ed students, the college management had evolved a policy of admission in the line of Rajasthan government B.Ed admission guidelines for the academic year 2016 - 17. Accordingly the college admission had been done with proper constitution of students admission committee and selection committee with a view to giving preference for the applicants who had fulfilled the minimum requirements to get admission into B.Ed programmes and conducting an oral interview to test their interest in teaching and aptitude towards teaching profession. Thus the admission policy of

	the college helps for the quality improvement of education
Examination	when a student is admitted in College through Online Process, the database of such student is prepared. For the enrollment of the students to the university, such database is used. At the time of filling up forms for examination, all required information is supplied to the university as per their requisition. All examination related documents such as admit cards, registration certificate , etc
Finance and Accounts	Planning Board (for financial planning and implementation) involves the participation of College Management committee. Allocation of budgets for each department at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments
Planning and Development	The college administration has been brought under the purview of total e-governance. The annual plan and development of the academic year 2016 - 17 had been discussed and digitalised for the implementation with a scope for modifications according to the demands. The policies and programmes with regard to academic and administrative aspects are made available in public domain. Further the planning and development proposal had been monitored periodically for the total implementation
Administration	The website displays notices before admission, and reports of recent events written by students. Most of the Accounts documentation is digitally maintained, student information likewise. All activities relating to student admission are being done totally through online. • The important information is served among the students through SMS which is possible by maintaining the student database. • Instructions, notices to the departments and teachers are circulated through Mult media. • For execution of any project, necessary information is supplied for tenders and quotation through Website. •.

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
Nil	NIL	NIL	NIL	0
No file uploaded.				

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)
2016	ICT Training	Office Management	01/09/2017	08/09/2017	25	5
No file uploaded.						

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
FACULTY DEVELOPMENT	21	05/12/2016	06/12/2016	2
Staff Orientation Programme (Teaching Objectives)	20	17/10/2016	20/10/2016	4
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
25	26	1	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPFO, T.A/D.A./ Regular Medical Checkup Facility	EPFO, Staff Accident Insurance, T.A/D.A./ Regular Medical Checkup Facility	Group Insurance, Awards / Rewards for Merit Holders, Uniform for Needy Students

6.4 – Financial Management and Resource Mobilization

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

YES, Institutions Conducts internal audit on Yearly wise and get External Audit after year end by Independent Chartered Accountant

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	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

2200000

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	No	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

<p>1.PTM hold to assess the academic progress of students 2. Regarding low attendance 3. Providing constructive feedback for the improvement of the college 4. Any problem of students</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>1.Periodical interactions by the management 2. Orientation for effective office administration 3.Retreat for personal development</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. Frequent invited lectures and programmes were conducted to B.Ed students 2. Addition of learning resource materials in library 3. Installation of Bio Matric</p>
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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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Internation Woman Day	08/03/2017	08/03/2017	40	20
Beti Bachao Beti Padhao	24/01/2017	24/01/2017	120	60

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 Environmental Education, human rights, ICT etc. are added by the university into the curriculum. The institute provides various means to educate or aware the students on climate change and environmental education. Institute has dedicated environmental society which is basically an ECO 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 in the campus having a special budget / sponsorship for the event. 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 institute has installed solar panels for supplementing the need of power supply to the hostel. 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
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Physical facilities	Yes	1
Provision for lift	No	0
Braille Software/facilities	No	0
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	1
Any other similar facility	No	0

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
2016	2	Nil	03/10/2016	1	Dowry System (Dahej Pratha)	1	115

[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)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mental Health Programme	03/01/2017	04/01/2017	170
Awareness Programme on Addiction	31/05/2017	31/05/2017	160
View File			

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

1. Pollution free campus (not allowing vehicles within campus)
2. Tobacco / smoking free campus
3. Litter free campus
4. Sapling plantation
5. Campus cleaning once a week

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. Best Practice of Institute in the reference of Veena Memorial College of Education, two fundamental motives are created by institution in dynamic age of society. Main motive of our institute is to create qualitative development in our educational system. Trainees target should not be achieved as not only profession but also government service. The training mission must be service to our whole society. Veena Memorial College of Education emphasis not only personality development but also gives more pressure on execution in positive attitude at learning skill. Games and sports activities are being held in each session and winners get the prize at annual function. In the era of emerging changes in education each aspect of the education should be touched by the students. If students avoid as new innovations, new skills, and knowledge of computer science he will become in backward not as to forward. Therefore we have good try at our college campus computer lab teaching the computer knowledge to students. We are also expecting new vision or good future of our society Best Practice is given to them by computer teacher in modern time. Communication skill development is also continue at our Institution. English teacher also teach to students as to use extra classes in college campus. Some motivational steps which are taken to the students as to blood donation camp, learning yogas, lecture on moral aspects etc. Lecturer aim is teach the students with good preparation of their subject and after teaching get the feedback of the students related with that remarkable topic. Best practice of the staff is re-consider the feedback deficiencies of the students at the teaching learning process. The best practice of our institute not to imitate the others but make new something else. II. In every year we organize "Swachh Bharat Mission" camp not only in our institute but also to make neat clean environment of rural sector. We have some slogans as "save water" and organize as rallies with banners and make awareness as by loud speaker "Save water" all and every where. Second rally in next month related with "Beti Bachhao and Beti Padhao" this is implied by the central govt. to welfare for our whole society. These are two pillars of our best practice in our institute.

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

<http://vmcekarauli.org/docs/bestpractices.pdf>

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

Our institution's vision is only to get success trainees in all sectors of life in their personality. Priority is given to get job or profession at govt. sector and private sector etc. There are more emphasized in particular skill development and qualitative development in physical and mental development with all participating activities. Feature of institution is in rural sector establishment but has vast vision in performance. Achieve the goal of profession, job most of the students of our institution got job in past in different types services in government sectors as Police, Railways, Forest, Revenue, Education etc. Trainees be inspire from former students who got success in past. So examples of student are motivating steps to all performance. Vision of institution is gifted with characteristics is further or rural sector areas can be converted in higher education. If all the members of society are dedicated to make awareness in educational system in rural area therefore whole society will be educated. It is forthcoming steps with modernity of education which is used with participating and motivator to all. We see that parents also become curious to know the situation and educational development in rural sector. "Veena Memorial College of Education is also unique educational institute which has all the parameters related with recruitment of teachers or profession given process with visible system. There is no cheating with students but, full support is given to them as for vehicle facilities and regular classes etc. Extra teaching and remedial classes for weak students who are comparatively low in learning or mental ability at their classes. So at last we come to conclusion that features of the institute are very remarkable in rural sector which has vast vision of educational field.

Provide the weblink of the institution

<http://vmcekarauli.org/docs/bestpractices.pdf>

8.Future Plans of Actions for Next Academic Year

Our institute's committee decided a good plan for qualitative improvement in our education system at the session which is forth coming in future 2016-17. Extra classes will be managed for skill development that may be versatile in nature (i.e.- culture, musical, sports activities etc.). Two hours per week will be arranged for health sports activities to all students. Debate will be held on current issues on the last day of month. In future student's prayer activities will be improved. Students will speak moral slogans on prayer spot. Physical teacher will take round at college campus. H.O.D. will manage the lectures of the classroom teaching system. Principal will supervise all the work with their team or teaching staff. Faculties will be motivated to give qualitative teaching to students. In future we have good governance action plan with good teaching at session 2016-17. We will improve all factors which are expected in our institution.