Yearly Status Report - 2017-2018

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, Kailadevi 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/AQAR201617.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://vmcekarauli.org/docs/acal201718.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity 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

Open air session (B.Ed-IInd year)	27-Mar-2018 3	188
Faculty Development Program	13-Nov-2017 5	18
Guest Lectures & Workshops	25-Oct-2017 1	142
Remedial Classes	15-Mar-2018 1	23
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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	0	NIL	2018 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)

1. Guest Lectures organized for students to enhance teaching aptitude. 2. Faculty Development Program 3. Orientation Program for students 4. Guidance Counseling toward Job Professionalism 5. Remedial Classes

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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
Planning Committee for New Session	Smoothness in Admission Process, Action Plan has been implemented in its full context.
Web Site Updation	The Institutes website has been updated as per Governments guidelines.
Orientation Program for Ist year students	Confidence level enhance, Mentaly prepared with curriculam
Community Activities	Oldage Home Visit, Traffic Rules Awareness, Tree Plantation activities develop towards the society
Guest Lecturers	Teaching & Learning Aptitude improve.
Faculty Development Program.	Improved Teaching Skills
Remedial Classes	Improve Learning Level in students
[View File]()	

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 ?	Yes
Date of Visit	26-Sep-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	26-Feb-2018
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 committees to observe the academic affairs of the college. The committees periodically meet to discuss on the methods, techniques and strategies to transact the curriculum more effectively. The committees also prepare a panel of subject experts for invited lectures, workshops, seminars, colloquium, etc. The committees 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. program 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 programs 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 student's 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
Nill	NIL	Nill
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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
Nill	NIL	Nill

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
NIlL	Nill	0
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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-I	176
BEd	B.Ed-II	188

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	176	176
BEd	B.Ed-II	200	188	188
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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
2017	364	0	27	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	Numberof smart classrooms	E-resources and techniques used
27	27	20	1	1	3
		View File of ICT Tools and resources			

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

At the beginning of the academic year the B.Ed first year and second year students are divided into groups and one mentor teacher was assigned the responsibility of mentoring one group at the ratio of 1:15. There will be one mentoring class in each week as per the regular time table. The mentor teachers spend quality time with the mentees by having informal interactions with regard to their personal and academic problems both individually and collectively. The mentees were given proper guidance and counseling by the mentors. If a mentor teacher feels professional's guidance and counseling, then they were referred to such professionals. Further if the mentors have the freedom to invite the parents of the mentees and have discussions for the well-being of the mentees. The mentoring mechanism and the measures taken for promoting the welfare of the mentees had been recorded in the mentoring books maintained by the mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
364	27	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
28	27	1	1	3

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
Nill	NIL	Nill	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-I	Annual Exam.	06/09/2018	30/10/2018
BEd	B.ED-II	Annual Exam	01/09/2018	08/09/2018
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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. Aug 2017 to December 2018 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/docs/ProCourseOutcome.pdf

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
NILL	BEd	B.Ed-II	188	183	97.34
NILL	BEd	B.Ed-I	176	174	98.86
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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/docs/sss1718.pdf

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	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
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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)
National	Education	1	2.7
National	Education	1	2.5
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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
Education	1
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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	Nill	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	Nill	0	0	NIL
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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	1	0	0
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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

Voter Awareness Program	District Collector	5	187
Tree Plantation	Self	7	45
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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
No file uploaded.			

 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 activites	Number of students participated in such activites
Swachh Bharat Mission	Veena Memorial College Of Education	Swachh Bharat Mission	25	180
Traffic Awareness	Veena Memorial SSEEWA Society	Traffic Awarenessss	25	150
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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	0	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	03/01/2018	31/03/2018	176
Internship B.ED-II	School Internship	Govt. Schools	25/09/2017	24/03/2018	188
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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	Nill	NIL	0
No file uploaded.			

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
45	40.45

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Value of the equipment purchased during the year (rs. in lakhs)	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
Libra	Fully	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10270	0	0	0	10270	0
Reference Books	958	0	0	0	958	0
Journals	9	0	0	0	9	0
CD & Video	25	0	0	0	25	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	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/ GBPS)	
Existing	43	1	1	1	0	2	0	2	0
Added	0	0	0	0	0	0	0	0	0
Total	43	1	1	1	0	2	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	[0](0)

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 incurredon maintenance of physical facilites
5	4.5	4	3.2

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 own institutions are made use for the benefit of the college of education.

http://vmcekarauli.org/docs/procandpol.pdf

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	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme	176	27000
b)International	0	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 implemetation	Number of students enrolled	Agencies involved
Meditation Camp	21/06/2018	110	Self
Personal Counselling	12/01/2018	153	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 scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	career guidance	80	40	20	13
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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		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	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
Nill	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
Any Other	5
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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
Table Tenis Competiton	Institutional Level	4
Mehdi Pratiyogita	Institutional Level	10
Boly ball Competiton	Institutional Level	12
Group Dance Competiton	Institutional Level	10
200 MTR Running	Institutional Level	10
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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
Nill	NIL	Nill	Nill	Nill	Nill	NIL

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

The student council provides support for smooth functioning of the college by taking active participation in consultations and discussions along with the head of the institution for qualitative improvement of academic and administrative services to the B.Ed students. Besides, the students council shares the responsibility of conducting various curricular and co-curricular activities such as celebration of festivals, functions, college day, sports day, teachers day.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

59

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)

1. The college management decentralises all academic and administrative matters by constituting various committees consisting teachers and student representatives with specific objectives to achieve the vision of the college. 2. In decision-making process every member of the committees are given complete freedom to express their views/opinions and those views/opinion are well taken

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.
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 involved value-added curriculum to the B.Ed students in addition to the minimum curriculum prescribed by the parent university. Further, the committee also conducted various academic programmes such as seminars, conferences, workshops to deliberate on strengthening and enriching curriculum to ensure quality in curriculum.
Admission of Students	Student admissions are allowed as per on-line admission conducted by nodal agency of government (PTET)
Human Resource Management	personality development seminar was conducted for staff members, students for motivation
Library, ICT and Physical Infrastructure / Instrumentation	One class room is developed in to smart classroom for B.Ed course . New computer purchased with latest version. one water cooler purchased for students.
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.

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

E-governace area	Details
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
Planning and Development	The college administration has been brought under the preview of total e-governance. The annual plan and development of the academic year 2017–18 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 students 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 Multimedia.• For execution of any project, necessary information is supplied for tenders and quotations through Website. • The library is Wifi enabled and computers are connected via LAN.
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 2017 – 18. 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
Finance and Accounts	Planning Board (for financial planning and implementation) involves the participation of College Management committee. 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

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
Nill	NIL	NIL	NIL	0
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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)
2017	ICT Training	MIS	11/09/2017	15/09/2017	21	4
			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
Orientation Programme	20	06/09/2017	08/09/2017	3

Faculty Development	23	28/08/2017	30/08/2017	3

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
19	29	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 Periodically internal audit and get External Audit after year end by Independent Charted 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
NIL	0	0
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6.4.3 – Total corpus fund generated

4127933

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	Yes	Management body of VMSSEEWA Soceity

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

1. PTA 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

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

1.Periodical interactions by the management 2. Orientation for effective office administration 3. Retreat for personal development

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

1. Frequent invited lectures and programmes were conducted to B.Ed students 2. Addition of learning resource materials in library 3. Installation of CC TV .

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
Nill	NIL	Nill	Nill	Nill	0

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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
Lecture on Indian Constitutions and Human Rights Child Act	11/12/2017	11/12/2017	70	90
Beti Bachao Beti Padhao	24/01/2018	24/01/2018	120	90
Dowry System	06/03/2018	06/03/2018	126	36

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
Percentage of power requirement of the College met by the renewable energy sources Environmental Consciousness and sustainability/Alternate Energy Initiatives such as: Percentage of power requirement of the college met by the renewable energy sources.Environmental Education, human rights, ICT etc., 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 among 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. 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	2
Rest Rooms	Yes	1
Physical facilities	Yes	1
Special skill development for differently abled students	Yes	1
Braille Software/facilities	No	0
Scribes for examination	Yes	2
Any other similar facility	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
2017	1	1	23/09/2017	1	1. Water Pollution 2. Environment Protection	2	20
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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	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Socio-Cultural Analysis	30/08/2017	31/08/2017	90
Awareness Programme on Addiction	02/09/2017	02/09/2017	50
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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 "Swachchh 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 railies with banners and make awareness as by loud speaker "Save water" all and every where. Second raily in next month related with "Beti Bachaoo and Beti Padhaoo" 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/bp201718.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/dist1718.pdf

8.Future Plans of Actions for Next Academic Year

Committee of Veena Memorial college of Education decided some new steps in forth coming session of 2017-18 in qualitative improvement in education. Now in age of computer science each student will be motivated to learn computer science or computer learning in computer lab. Readers activities will be motivated at Library learning process at their periods at lunch and after leave of students. Book bank will be more emphasized for students. Faculty members will utilize library more and more with reference books. Some reference books will be purchased at library according to the demands of readers at the session 2017-18. Pupil teacher will be called for good presentation on prayer spot or stage as to speak slogan of moral teaching and national anthem. College discipline will be more stricted for vehicles at college campus under the guidance of CCTV cameras. In our whole campus CCTV cameras are used. Faculties and all the members of college will be called to punctuality of time at arriving and also at departure. All the faculties will be more attentive and active for their different types lab at college campus. Principal will supervise all the improving system of education at college campus session 2017-18