

Year of Report 2014-15

(July 1, 2014 to June 30, 2015)

**The Annual Quality Assurance Report (AQAR) of the IQAC of the B.Ed.
Department of the Institute of Professional Excellence & Management (IPEM),
Ghaziabad**

Part – A

AQAR for the year

2014-15

1. Details of the Institution

1.1 Name of the Institution

Institute of Professional Excellence and Management

1.2 Address Line 1

A-13/1,

Address Line 2

SSGT Road industrial Area, NH-24,

City/Town

Ghaziabad

State

UTTAR PRADESH

Pin Code

201010

Institution e-mail address

info@ipemgzb.ac.in

Contact Nos.

9910491471

Name of the Head of the Institution:

Dr.NISHI SHARMA

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|----------------------|----------------------|-----------------------|----------------------|
| 1 | 1 st Cycle | B | <input type="text"/> | 2011 | 2016 |
| 2 | 2 nd Cycle | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 3 | 3 rd Cycle | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 4 | 4 th Cycle | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

13/10/2008

1.8 AQAR for the year (for example 2010-11)

2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2012-13 submitted to NAAC on 24/09/2014
- ii. AQAR 2013-14 submitted to NAAC on 28/11/2016

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(Approved by NCTE)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

CHAUDHARY CHARAN SINGH
UNIVERSITY, MEERUT for B.Ed
and SCERT for BTC Course

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

00

2.6 No. of any other stakeholder and
community representatives

00

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

09

2.10 No. of IQAC meetings held **02**

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni (Faculty meeting with Executive Director)

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- The AQAR for the year 2013-14 was prepared and uploaded on IPEM website. It screened many applications and appointed faculty for newly introduced BTC course. Renovation of the Department was done to establish few labs.
- ANVESHAN 2014(An Exhibition) held on 13 & 14 May 2015.
- Organised Swasthata Abhiyan started in IPEM
- Organised ULLAS 'An Inter College Fest'
- IT Workshop on Basic Computing organised for DIOS office employees
- Nukkar Natak on Women Empowerment held on.....

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

| Plan of Action | Achievements |
|---|---|
| <ul style="list-style-type: none">• Academic calendar made for the year• Unit Plan made by Faculty before commencement of the session• 5 days Orientation held for new entrants of B.Ed session 2013-14.• The IQAC constituted a steering committee for preparing Self Study | <ul style="list-style-type: none">• All curricular as well as cocurricular activities organised as per Academic Calender.• Unit Plan properly followed• Students could understand about the working plan of the department(Annexure-1)• Regular files are being updated as per |

| | |
|---|----------------------------------|
| Report for the NAAC reaccréditation cycle- 2. | the suggestion of the committee. |
|---|----------------------------------|

* Attach the Academic Calendar of the year as Annexure.

(ANNEXURE1)

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR: 2013-14 was placed and approved in the 22th HOD meeting with the Executive Director held on 09/11/2016.
2. The AQAR was prepared and uploaded on IPEM website.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---------------------------|-------------------------------|--|-------------------------------------|--|
| UG(Bachelor in Education) | 02 | 01 | 02 | 03 (Yoga camp, Computer workshop, PDP) |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options **CORE**

(ii) Pattern of programmes:

Pattern Number of programmes

Semester 01

Trimester NIL

Annual (1)

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO, Syllabus prescribed by CCS is followed for B.Ed and Syllabus prescribed by SCERT is followed for BTC course.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, BTC course has been introduced in the department. It is a self financing course running at IPEM with annual intake of 50 seats. It is approved by SCERT and affiliated to DIET, Hapur.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Principal |
|-------|------------------|----------------------|------------|-----------|
| 16 | 15 | NIL | NIL | 01 |

2.2 No. of permanent faculty with Ph.D.

04

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|----|----------------------|-----|------------|-----|--------|-----|-------|----|
| R | V | R | V | R | V | R | V | R | V |
| 04 | 04 | N/A | N/A | N/A | N/A | N/A | N/A | 04 | 04 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

02

NIL

2.5 Faculty participation in Workshop/Conferences and Symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | | | - |
| Presented papers | 04 | 20 | -- |
| Resource Persons | -- | -- | -- |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Teaching through Power Point Presentations
- Online communication
- Blog Teaching
- Student Seminar and Group Discussion
- Adopting LTP Method(Lecture, Tutorial and Presentation)

2.7 Total No. of actual teaching days

239 Days

during this academic year

- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

| |
|--|
| Unit test, pre-University Exams, Assignments and Projects, Sessional work, Online Quiz |
|--|

- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| | | |
|-----|-----|-----|
| N/A | N/A | N/A |
|-----|-----|-----|

- 2.10 Average percentage of attendance of students

| |
|-----|
| 75% |
|-----|

- 2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|--------|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B.Ed | 156 | 0.19% | 74.35 | 36 | 2 | NIL |
| BTC | *33/37 | 87.8% | 12.12% | NIL | NIL | NIL |

* four students appeared in the examination later due to the delay in their admission through counselling by DIET Hapur.

- 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- By organising regular meetings of IQAC committee
- Monitoring Updating of NAAC Files(Half yearly)
- Regular mentoring is done by Faculty to the students
- Weekly meeting of Faculty with HOD to bring quality in TL process
- Monthly meeting of Department faculty with Executive Director of IPEM
- Use of Latest ICT tools is promoted
- UT/Assignment are taken up on regular basis
- Pre university Exams are conducted every year
- Question Bank of each course is provided to students
- Guest Lectures are conducted every year by Eminent Speakers.
- Regular classroom seminars/Workshop are conducted by faculty.

- 2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|---|-------------------------------------|
| Refresher courses | -- |
| UGC – Faculty Improvement Programme | -- |
| HRD programmes | -- |

| | |
|--|-----|
| Orientation programmes | -- |
| Faculty exchange programme | -- |
| Staff training conducted by the university | -- |
| Staff training conducted by other institutions | -- |
| Summer / Winter schools, Workshops, etc. | --- |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions during the Year | Number of positions filled temporarily | Number of positions filled |
|----------------------|-------------------------------|----------------------------|---|--|----------------------------|
| Administrative Staff | 6 | -- | -- | | 01 |
| Technical Staff | 4 | ---- | ---- | ---- | |

Criterion – III

3. Research, Consultancy and Extension

- 3.1
- | |
|---|
| <ul style="list-style-type: none"> • Three Faculty have enrolled themselves in Ph.D programme • For Seminars/Conferences/Workshops, Special Leave is provided to each faculty. • Bi-Annual Multi disciplinary Journal of IPEM is published and sent to approx. 150 Colleges . • The Registration amount for Participation is paid by the IPEM. • Faculty is encouraged to write papers for various Publications. |
|---|

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | 01 |
| Outlay in Rs. Lakhs | | | | 2.0 |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | 01 |
| Outlay in Rs. Lakhs | | | | 0.25 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | | 01 | 08 |
| Non-Peer Review Journals | 05 | | |
| e-Journals | | | |
| Conference proceedings | | | 01 |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

NIL

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|----------|
| Major projects | | | | |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects <i>(other than compulsory by the University)</i> | | | | |
| Any other(Specify) | | | | |
| Total | | | | |

NO

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from **N/A**

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

| Level | International | National | State | University | College |
|---|---------------|--------------------|-------|------------|--------------------|
| No. of conferences /Workshop organized by the Institution | NIL | 03 | NIL | NIL | 01 |
| Sponsoring agencies | ----- | College Management | ---- | | College Management |

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year 02

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year NIL

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialised | Applied | |
| | Granted | |

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| | | | | 01(Ph.D) | | 01 |

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) N/A

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

NIL

| | | | |
|------------------|----------------------|---------------------|----------------------|
| University level | <input type="text"/> | State level | <input type="text"/> |
| National level | <input type="text"/> | International level | <input type="text"/> |

3.24 No. of Awards won in NCC:

NIL

| | | | |
|------------------|----------------------|---------------------|----------------------|
| University level | <input type="text"/> | State level | <input type="text"/> |
| National level | <input type="text"/> | International level | <input type="text"/> |

3.25 No. of Extension activities organized

| | | | | |
|------------------|----------------------|---------------|----------------------|---|
| University forum | <input type="text"/> | College forum | <input type="text"/> | |
| NCC | <input type="text"/> | NSS | <input type="text"/> | Any other <input type="text" value="02"/> |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Campaign of Project SWACHTA ABHIYAN in slum areas near IPEM was conducted
- Community camp was organised by B.Ed students on 26th March 2015 on the various themes like Health & Hygiene, Pollution, Child Marriage, Female Foeticide, at Village chipiyana, Dist-G.B.Nagar
- Black boards, Chairs , TL materials and Desks donated by College to the nearby local schools
- Pratibha Protshahan organised for schools toppers(X and XII classes) of different schools as an award of Recognition/Appreciation

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|----------------------|----------------------|----------------|----------------------|
| Campus area | <input type="text"/> | <input type="text"/> | | <input type="text"/> |
| Class rooms | 07 | 03 | Management | 10 |
| Laboratories | 07 | ---- | Management | 07 |
| Seminar Halls | 02 | -- | „ | 02 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 05 | | | 05 |

| | | | | |
|---|---------|--|--|---------|
| Value of the equipment purchased during the year (Rs. in Lakhs) | 2 LAKHS | | | 2 LAKHS |
| Others | | | | |

4.2 Computerization of administration and library

- Administration, Accounts and Library are fully Computerized
- IPEM has well established MIS system.
- Library is fully computerised. Issue/Refund of books is done through bar codes.
- IPEM has subscribed to Online Digital Library - DELNET also.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------|-------------|-------|-------|----------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 8120 | | 19 | | 8139 | 1,39,417 |
| Reference Books | 996 | | 14 | | 1010 | 1515 |
| e-Books | - | | | | | |
| Journals | 19 | 11,420 | 01 | 2000 | 19 | 13420 |
| e-Journals | | | | | | |
| Encyclopedia | 15 | | 04 | | 19 | |
| Digital Database | DELNET | 15000 | - | - | 01 | 15000 |
| CD & Video | 40 | 8000 | 10 | 2000 | 50 | 10,000 |
| Newspapers | 07 | 9924 | - | - | 07 | 9924 |
| Magazines | 10 | 6700 | - | - | 10 | 6700 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|---------------|------------------|------------------|---------------------|-------------|--------|
| Existing | 160 | 2 | WiFi 4MBPS | Yes 4MBPS | 01 | 03 + LAN Service | CTE | MCA |
| Added | 00 | - | - | - | -- | 00 | | |
| Total | 160 | 2 | | | | 03 | | |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- E-Governance in Administration, Admissions, Accounts and Academics is followed
- WiFi Campus, regular Updation of Database, Online portal of the IPEM, Facebook Page of IPEM, E-communication etc. Fully equipped Labs with 24x7 internet facility to Students and Teachers.
- Communication Lab to enhance Language Proficiency and PDP Classes are held for Students as well as for Faculty

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-----------------|
| i) ICT | 1 LAKH |
| ii) Campus Infrastructure and facilities | 20 LAKHS |
| iii) Equipments | 10 LAKHS |
| iv) Others | 4 LAKHS |
| Total : | 35 LAKHS |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC Contribution

- Organising regular meetings of IQAC committee
- Regular mentoring of students is done by Faculty
- Weekly meeting of Faculty with HOD to bring quality in TL process
- Monthly meeting of Department faculty with Executive Director of IPEM
- Use of Latest ICT tools is promoted
- UT/Assignment are taken up on regular basis
- Pre university Exams are conducted every year
- Question Bank of each course is provide to students
- Guest Lectures are conducted every year by Eminent Speakers.
- Regular classroom seminars/Workshop are conducted by faculty
- Placement of the Students

5.2 Efforts made by the institution for tracking the progression

- MIS system is maintained
- Group mails are created to send informations to send the information
- Online Teaching Material is provided to the students if get absent on certain dates
- Student mentoring is done on weekly basis.
- Monthly Attendance of all the students is regularly sent to CCS University to maintain 75%Criteria.

- Notice issued to students having short attendance.
- Attendance is mandatory on special activities like Micro Teaching, Simulated Teaching, Practice Teaching, Scout and Guide Camp, Community Camp, and Excursions.
- To stay connected with Alumni, Regular Alumni meet is conducted and a link has been made on college website for Alumni Registration.
- Tutorials and Presentations are mandatory for students.

5.3 (a) Total Number of students

| Course | UG | PG | Ph. D. | Others |
|--------|---------|----|--------|--------|
| B.ED | 160/200 | -- | --- | --- |
| BTC | 48/50 | | | |

(b) No. of students outside the state

07

(c) No. of international students

NIL

| Men | Last Year | | | | Women | This Year | | | |
|-----|-----------|----|-------|--|-------|-----------|-----|--------|--|
| | course | No | % | | | course | No | % | |
| | B.Ed | 29 | 81.8% | | | B.Ed | 131 | 81.8% | |
| | BTC | 18 | 41.8% | | | BTC | 25 | 58.13% | |

| course | General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
|--------|---------|-----|-----|------|-----------------------|-------|---------|----|-----|-----|-----------------------|-------|
| B.Ed | 55 | 11 | 01 | 30 | -- | 197 | 40 | 77 | nil | 42 | 01 | 160 |
| BTC | ---- | --- | --- | ---- | -- | ---- | 22 | 09 | 02 | 15 | --- | 48 |

Demand ratio 208:250

Dropout .03%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Question bank for CTET/UPTET are provided.

Remedial and Tutorial Classes are organised weekly

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC CTET/UPTET

5.6 Details of student counselling and career guidance

- Department has well established Guidance and Redressal Cell to direct the students to utilize their potentialities in a proper manner. The Cell provides Academic, Vocational, Personal and Emotional Guidance.
- Mentor Mentee System is followed.

No. of students benefitted

5.7 Details of campus placement

On campus

Number of Organizations Visited

08 schools

Number of Students Participated

58

Off Campus

Number of Students Placed

12

Number of Students Placed

35

5.8 Details of gender sensitization programmes

- Women cell is actively functioning in IPEM and organizes poster display and lectures on gender sensitive issues.
- Nukkar Nattaks were organised in the campus as well as in the nearby villages on the issues of Gender Biasness highlighting Eveteasing, Sex Determination, women education etc.
- Legal awareness camps were organised by Law department of IPEM
- A legal Aid clinic has been setup in the campus in IPEM law faculty.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

NIL

| | Number of students | Amount |
|--|----------------------|----------------------|
| Financial support from institution | | <input type="text"/> |
| Financial support from government | <input type="text"/> | <input type="text"/> |
| Financial support from other sources | <input type="text"/> | <input type="text"/> |
| Number of students who received International/ National recognitions | <input type="text"/> | <input type="text"/> |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Non-Availability of M.Ed Course for pursuing Higher Education in the field of Teacher Education

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: Our Vision is to produce Professionals who would pioneer the future Revolution

MISSION: Providing value based Managers, Professionals and Technocrats

6.2 Does the Institution has a management Information System

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

N/A

6.3.2 Teaching and Learning

Innovative processes adopted by the institution in Teaching and Learning:

Adopted latest TL Aids and equipments such as-

- Teaching through Power Point Presentations
- Online communication, Blog Teaching, Student Seminar and Group Discussion
- Adopting LTP Method(Lecture, Tutorial and Presentation)
- *All the class rooms have ICT facilities of LCD projections*

6.3.3 Examination and Evaluation

- Two UT/Assignment are taken up on regular basis
- Pre university/Pre semester Exams are conducted in each year/ Semester, respectively.
- Question Bank of each course is provide to students
- B.Ed Course has Annual Examination System conducted by CCS University, Meerut
- BTC course has Semester System of Examination conducted by SCERT, Lucknow.

6.3.4 Research and Development

- IPEMpromotes inter-disciplinary research between the academic expertises available in the departments/schools.
- Every year Seminar/Workshops are organised to update the faculty with the latest innovations and govt.policies like CCE pattern etc.
- Seminar/Workshop Leaves with pay are provided to the faculty to attend the same
- Registration Money of Any Research/Seminar/Conference is provided by the institute
- Faculty who are Research Scholars are provided special leaves for thesis submission and Final Viva.

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY

1. Yearly updating of Digital Library
2. Yearly Purchase of updated books as per change in the curriculum
3. Purchase of latest policy documents, Government Gazette
4. Computerization of Library

6.3.6 Human Resource Management

- We follow well defined HR Policy for the Recruitment, Sustainment and Development of Staff.
- The Staff is provided the Appreciation Certificate every year.
- There is an annual increase in Salary.
- Consolidated Salary is Provided to the staff

6.3.7 Faculty and Staff recruitment

Advertisement is given in the newspaper. All the staff members are recruited as per NCTE/CCS/ University Norms and standards applicable from time to time

6.3.8 Industry Interaction / Collaboration

One to one interaction with the Schools takes place to collaborate with them for raising Practice Teaching and Placement Opportunities to the students

6.3.9 Admission of Students

The students are admitted to B.Ed programme through state level B.Ed Entrance Examination and Counselling conducted by respective University. BTC students are also admitted through MERIT & Counselling conducted by SCERT, Lucknow.

6.4 Welfare schemes for

| | |
|--------------------|--------------------------|
| Teaching | Consolidated salary only |
| Non teaching Staff | Medical and PF |
| Students | |

6.5 Total corpus fund generated

5 Lakhs

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done? **YES**

| Audit Type | External | | Internal | |
|----------------|----------|--------------------|----------|------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | Rishi Kapoor & Co. | Yes | Mr. Kamlesh Soni |
| Administrative | Yes | Rishi Kapoor & Co. | Yes | Mr. Kamlesh Soni |

6.8 Does the University/ Autonomous College declares results within 30 days?

N/A

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N/A

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

1. Entrance Exams is conducted
2. Admissions are allotted
3. Examinations are Conducted
4. External Experts are provided for Practicals and VIVA-VOCE
5. Regular Notification for smooth running of the course
6. Award Degrees and Mark sheet
7. Faculty Approvals by Subject Experts nominated by University

6.11 Activities and support from the Alumni Association

Alumini Association conduct different activities and lectures to Upgrade the trainees with the latest requirement of the teaching profession

6.12 Activities and support from the Parent – Teacher Association

Parent teacher association provide valuable suggestion for the welfare of the students and Updation of the department. PTA also helps in resolving various Social issues.

6.13 Development programmes for support staff

NIL

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The eco-sanitized development is visible in the campus in the form of sustainable maintenance of Flora and Fauna in and around the IPEM campus. It helps in preserving the Bio-diversity in the region.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Teaching in Near by area/Schools by Alumini
Mentor-Mentee Relationships

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Newsletter is published halfyearly
- All NAAC Files are maintained as per Plan Of Action
- The actions were taken on all the plans of action decided at the beginning of the year to arrive at logical end.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Please. see the Annexure (iii) attached

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Plantation by BTC Students.
- Celebrating the Days like Ozone Day, Environment Day, Earth Day
- Rally March was organised to develop Environmental Awareness.

7.5 Whether environmental audit was conducted? Yes No


7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Half yearly Publication of News Letter
- Students Club are working under Activity Committe of IPEM.

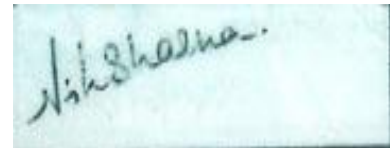
8. **Plans of institution for next year**

- To Start Masters in Education Course(M.Ed)
- To Publish separate Journal of Education Department

Name : Dr.Sangeeta Solanki



Name : Dr.Nishi Sharma



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Activity Calender B.Ed. & BTC (Session 2014-15)

| <u>Academic activities</u> | | | |
|----------------------------|--------------------------------------|---|---------------------|
| S.No. | Events | Date | Faculty name |
| 1. | Orientation Programme | 07 th -09 th Aug 2014 | SS, AP |
| 2 | Sports Competition (Indoor Games) | 23 rd & 24 th Aug 2014 | SS, AP |
| 3. | Talent Search | 29 th & 30 th Aug 2014 | SG, UJ |
| 4. | Teacher's Day Celebration | 04 th Sep 2014 | RS,R.SH |
| 5. | Hindi Diwas | 14 th Sep. 2013 | AS, BS, GC |
| 6 | Yoga Workshop | 19 th -20 th Sep. 2014 | BK, RA |
| 7 | Gandhi Jayanti | 01 st Oct. 2014 | UJ,VR,PN |
| 8 | Mehandi Competition | 10 th Oct. 2014 | SG,BS |
| 9 | Board decoration (Section A) | 17 th Oct. 2014 | SS, PN |
| 10 | Rangoli Competition | 20 th Oct. 2013 | BS,RS.BT |
| 11 | National Unity Day | 31 st Oct. 2014 | IPEM |
| 12 | Guest Lecture-I | 31 st Oct. 2014 | VR,BT |
| 13 | Unit Test-I | 10 th – 13 th Nov. 2014 | AP |
| 14 | National Education Day | 11 th Nov. 2014 | N.SH |
| 15 | Micro teaching skills | 17 th – 27 th Nov. 2014 | ALL FACULTY |
| 16 | Simulated Teaching | 29 th – 6 th Dec. 2014 | ALL FACULTY |
| 17 | Teaching Practice | 8 th Dec. 2014- 10 th Jan. 2015 | ALL FACULTY |
| 18 | Republic Day | 24 th Jan. 2014 | R.SH, UJ |
| 19 | Educational Tour | 11 th Feb. 2015 | AP, UJ, A.SH |
| 20 | Scout & Guide Camp | 23 rd & 28 th Feb. 2015 | ALL FACULTY (AS) |
| 21 | Board decoration (Section B) | 10 th March 2015 | VR,AS |
| 22 | Guest Lecture-II | 23 rd March 2015 | GC,VR |

| | | | |
|----|-----------------------|---|---------------|
| 23 | Community Camp | 26 th March 2015 | AP,AS,A.SH,UJ |
| 24 | Unit Test-II | 6 th -11 th April 2015 | AP |
| 25 | Workshop | 1 st & 2 nd May 2015 | AS,SS,AP |
| 26 | Exhibition | 13 th & 14 th 2015 | AP,A.SH |
| 27 | Pre- University Exams | 15 th – 22 nd June 2015 | AP, SS |

NON ACADAMIC ACTIVITIES

| S.No. | <u>Activity</u> | Scheduled Date | Days | Cordinators |
|-------|--|----------------|-------------|-------------|
| 1 | Computer Workshop | 20-23 Aug. 14 | Wed.- Sat | AP , UJ |
| 2 | Yoga Workshop | 19 -20 Sep.14 | Thur.- Fri. | BK , RA |
| 3 | Mehandi Competition | 10th Oct. 2014 | Friday | SG , BS |
| 4 | Rangoli Competition/ Dewali Celebration | 20 Oct. 2014 | Tues. | ASH ,AS |
| 5 | Cooking Without Fire | 31 Dec. 14 | Wednesday | BK, AS |
| 6 | G.K. Quiz | 30March. 2015 | Monday | SS ASH |
| 7 | Inter College Dance & Songing Competition | 14 May 2015 | Thursday | RSh ,SS |
| 8 | Hasya Kavi-Sammelan | 20 May 2015 | Wednesday | UJ, BS |

Annexure 2

Report on “An Analysis of the feedback”

The IQAC Cell of the College took Feedback from The Students, Alumni and Parents. The Specially Designed Performa Approved by Executive Director, Dr.B.S.Goel sir, was filled by the students at the end of the course every year. The responses of the students are deeply analysed and necessary changes at all aspects of the Institute are made as per the suggestions and feedback provided by every student. The feedback is taken up by the students on **5 Point Rating Scale** (Viz; Excellent, Good, Average, Satisfactory, Poor). The analysis of the feedback by Alumni, Students and Parents is presented in the form of a table

| <u>Sl. No</u> | <u>CRITERIAS OF FEEDBACK</u> | <u>Feedback by Alumni</u> | <u>Feedback by students</u> | <u>Feedback by the Parents</u> |
|----------------------|--|----------------------------------|------------------------------------|---------------------------------------|
| <u>1</u> | <p><u>Academic Aspects</u></p> <ul style="list-style-type: none"> • <i>Regularity of Teachers and Staff</i> • <i>Qualification of Faculty as per NCTE/CCS University Norms</i> • <i>Teaching Learning Process</i> • <i>Internal evaluation stratigies</i> • <i>Availibility of books in the Library</i> • <i>Placement of the students</i> | Excellent | Good | Good |
| <u>2</u> | <p><u>Infrastructural Aspects</u></p> <ul style="list-style-type: none"> • <i>Well Equipped and Ventilated Classrooms</i> • <i>Resourceful Library</i> • <i>Availability and Functioning of Laboratories</i> • <i>Basic Facilities like Cafeteria, Washrooms, Medical, Common rooms for boys and Girls etc</i> • <i>Play ground</i> • <i>Seminar Hall and Auditorium for organiseing Various activities</i> • <i>Accomodation/Hostel</i> | <u>Good</u> | <u>Excellent</u> | <u>Average</u> |

| | | | | |
|-----------------|---|----------------------------|----------------------------|-----------------------|
| | <p><i>Facilities</i></p> <ul style="list-style-type: none"> • <i>Other Educational Resources</i> | | | |
| <u>3</u> | <p><u>Evaluation Strategies Adopted by the Institutes</u></p> <ul style="list-style-type: none"> • <i>Unit Test</i> • <i>Pre University Examinations</i> • <i>Sessional Work</i> • <i>Internal Assessment</i> • | <u>Satisfactory</u> | Good | Good |
| <u>4</u> | <u>University Result of Students</u> | Good | Good | <u>Average</u> |
| <u>5</u> | <ul style="list-style-type: none"> • <u>Organisation of Various Academic and Non-Academic Activities</u> • <i>Organisation and Performance in Inter-Departmental Activities</i> • <i>Organisation and Performance in Intra Departmental Activities</i> • <i>Organisation and Performance in Inter College Activities</i> • <i>Student Club Activities</i> | Good | <u>Excellent</u> | <u>Average</u> |
| <u>6</u> | <u>Student Support Provided by the Institution</u> | <u>Satisfactory</u> | <u>Satisfactory</u> | <u>Average</u> |
| <u>7</u> | <p><u>Award and Recognitions to the students</u></p> <ul style="list-style-type: none"> • <i>Certification of the Activities</i> • <i>Special Award and Recognition to Teachers and Students</i> | <u>Average</u> | Good | <u>Good</u> |

Annexure 3

BEST PRACTICES ADOPTED BY THE INSTITUTE

BEST PRACTICE I:

Community camp by B.Ed students at near by village

OBJECTIVES:

- *To aware the villagers about the malpractices prevailing in the society and their ill effects.*
- *To root out such malpractices from the society by educating the villagers.*
- *To change the conservative outlook of the people around us.*

DESCRIPTION:

With the objective to aware the people about social evils like Dowry System, Child Marriage, Female Foeticide and Universalisation of Education etc, the Centre for Teacher Education (CTE) a unit of IPEM organized a community camp at Janta Inter College Rozayakubpur, Distt. Gautam Bodh Nagar on 26 March 2015. This Camp was inaugurated by Dr. Rakesh Kumar Rathi (Principal, Janta Inter College). Many Members of Village Panchayat were present in this Camp. Our students performed Nukkar Natak on Social issues, Prepared Slogans and go door to door to aware the Villagers.

PROBLEMS FACED:

- *Changing conservative thinking of villagers was a tough task*
- *Location of the School was a big problem*
- *Old Aged people showed least interest in our camp.*

Beside above problems the students and the faculty showed a sense of satisfaction.

BEST PRACTICE II:

Two Days Exhibition: Anveshan 2015...A Voyage to Discovery

OBJECTIVES:

- *To Provide a platform to the students to Exhibit their Intellect, talents and Creativity*
- *To show their intellects by the Teaching Learning Projects and Model prepared by them.*

DESCRIPTION:

IPEM, GZB took the initiative to organise an Art, Craft & Science Exhibition ‘Anveshan 2015....A voyage to Discovery’ on 13th and 14th March 2015. The students prepared variety of items and Projects of Science, Social Science and Maths Concepts. Approximately 500 students of different schools visited the Exhibition. Many school teachers appreciated the style of demonstration of the concept by their projects. Dr. Shashi Malik VMLG was the judge of the Exhibition. All the students work tirelessly for many days. “Anveshan” displayed exuberant expression of the talented young artists. It showcased spectacular exhibits which included paintings, variety of pots, soft toys, paper hand bags, greeting cards, items made out of waste and many more interesting artifacts along with Science models.

PROBLEMS FACED:

- *The pupil teachers found difficulty in explaining the concept repeatedly sometimes in English and sometimes in Hindi.*
- *Many People attracted with the Art and Craft items so they wanted to purchase them but purchasing the item was not allowed.*
- *Difficulty was felt in handling a big crowd of visitors.*

Beside above problems the Exhibition marked a great success.

BEST PRACTICE III:

Blog Teaching: An Innovative Method of Teaching

OBJECTIVES:

- *To brief the pupil teachers about Blog Based teaching and Learning.*
- *To make the students understand about the use of ICT for getting knowledge through reading blogs and creating blogs*

DESCRIPTION:

Ms. Upasana Joshi started an innovative teaching method i.e. Blog Writing for Environment Subject. She prepared some blogs on different topics like Biodiversity, Conservation of resources, Food Chain, Pollution etc. The students were keen to know about learning through blogs. Online quiz was also prepared by the concerned faculty. The students gave a positive response.
