



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		SHAH SATNAM JI COLLEGE OF EDUCATION, SIRSA
• Name of the Head of the institution		DR. RAJNI BALA
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Alternate phone No.		01666246755
• Mobile No:		7015918018
• Registered e-mail ID (Principal)		ssjcoeprincipal@gmail.com
• Alternate Email ID		educationssjce@gmail.com
• Address		NEAR SHAH MASTANA JI DHAM BEGU ROAD,DERA SACHA SAUDA SIRSA
• City/Town		SIRSA
• State/UT		HARYANA
• Pin Code		125055
2.Institutional status		
• Teacher Education/ Special Education/Physical Education:		Teacher Education
• Type of Institution		Co-education

• Location	Urban				
• Financial Status	Self-financing				
• Name of the Affiliating University	CHAUDHARY DEVI LAL UNIVERSITY SIRSA				
• Name of the IQAC Co-ordinator/Director	DR CHARANPREET KAUR				
• Phone No.	9416433172				
• Alternate phone No.(IQAC)	01666246755				
• Mobile (IQAC)	9468492727				
• IQAC e-mail address	iqacssjcoe@gmail.com				
• Alternate e-mail address (IQAC)	ssjcoeprincipal@gmail.com				
3.Website address	https://www.shahsatnamjieducation.com				
• Web-link of the AQAR: (Previous Academic Year)	https://www.shahsatnamjieducation.com/aqar-2022_23				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.shahsatnamjieducation.com/academic-calendar-2023-24-2				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.14	2014	10/07/2014	09/07/2019
6.Date of Establishment of IQAC			06/12/2012		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
NIL	NIL	NIL	Nil	NIL	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • (Please upload, minutes of meetings and action taken report) 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>IQAC of the institute • Organized "Swachhta Pakhwada" as per the directions of Ministry of Education from 30-09-2023 to 14-10-2023. The major objective of this campaign was to create awareness about cleanliness and hygiene among staff, students and community members. During this campaign the college organized a series of activities regarding the cleaning of college campus, library, lawns, flower beds , statue renovation, multipurpose hall, labs and common rooms. Apart from Swachhta Pakhwada' this cleanliness campaign was continued up to 30/10/2023, in which various parts of the college campus were cleaned and beautified. • Organized a one-day Professional Development Programme (Blended Mode). The theme of the Professional Development Programme was " Empowering Teachers in Educating the Digital Generation: with Special Reference to NEP 2020". The major objective of this PDP was to disseminate information, facilitate discussion and foster a comprehensive understanding and potential impact on the education system. Participants from various educational institutes participated in PDP. Dr. Kiran Lata Dangwal from Department of Education, University of Luchow and Dr. Kavita Batra, Assistant Professor of this PDP . • Applied for the recognition of college under section 2F from of</p>		

University Grants Commission (UGC) and obtained recognition and included in the list of colleges recognized under section 2F of UGC via letter no. 8-658/2024 (CPP-1/C) dated 11.09.2024. The institute is now planning to file application for new programs to make the education college a multidisciplinary or interdisciplinary institute so that the students can take advantages of multidisciplinary education as per NEP-2020 directions. • Organized Women Fest 2024 on 20-03-2024 with Women cell to celebrate International Women Day. This Programme aimed at honoring the resilience and strength of Women An event named " The Confident Woman" was organized in which 28-woman students were participant to grab this title. Many more activities like dancing, singing, poetry self-defense and martial art, cooking, beauty enchantment, showcasing of ancient heritage, handicraft, painting and creative art activities were organized during this event. • Organized a Two-Day National Workshop in collaboration with M.M. College of Education, Fatehabad from 19-04-2024 to 20-04-2024. The theme of this workshop was 'Teaching 2.0 with Blended Learning Practice'. The major objective of this workshop was to offer professional development opportunities for teachers to develop skills in designing, delivering and addressing learning experiences effectively. Professor Vandana Punia, Dean & Head of Department of Education, HRDC.,Guru Jambheshwar University of science & Technology, Hisar and Dr. Kavita Rani, Assistant Prof., M.M.College of Education, Sirsa were the resource persons of this workshop.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
<p>To enhance the infrastructure</p>	<p>The Institute has planned to improve and enhance its infrastructure facilities from last year, in the continuation of construction and renovation work, the institute has constructed ramp from ground flour to 1st and 2nd floor, extension of reception area, construction of parking shed and road from main gate to college building. The Institute is planning to spend an amount of approximate by 15 lakhs upon the construction and renovation work.</p>
<p>To Conduct professional Development Programme PDP</p>	<p>The Institute, always emphasizes upon the importance of professional development of all the staff members. To attain this the institute organized Professional development Programme (PDP) in blended mode on 27-12-2023 in which approximately hundred (100) teachers and research scholars participated. The Theme of this PDP has "Empowering teachers in educating the digital generation: with special reference to NEP 2020." Resource persons of this programme highlighted the role of digital tools in guiding educational activities and facilitating learning.</p>
<p>Women Empowerment Programme</p>	<p>The Institute every year organise activities in the month of march, especially on the occasion of International Women's Day to promote equality, equity and the empower the women. This year, institute</p>

organised a grand event named as Women Fest-2024 in which many activities like dancing, singing, poetry self-defence and martial art, cooking, beauty enchantment, showcasing of ancient heritage, handicraft, painting and creative art activities were organized during this event.

National Workshop/ Conference

IQAC of the institute organised a two-day National Workshop in collaboration with M.M. College of Education, Fatehabad on 19-04-2024 and 20-04-2024 upon the theme Teaching 2.0 with Blended learning Practice." The major objective of this workshop was to offer professional development opportunities for teachers to develop skills in designing, delivering and addressing learning experiences effectively. Prof. Vandana Punia, Dean & Head of department of Education, HRDC, Guru Jambheshwer University of Science and Technology, Hisar and Dr. Kavita Batra, Assistant Professor, M.M. College of Education, Fatehabad were the resource person of this workshop. Participants took a lot of interest in this workshop and acquiror the knowledge about open educational, resources, chatbots, GPT and the especially how to develop MOOCs. Along with this various teaching learning model's hybrid learning and the use of online learning platform was also demonstrated. Approximately 55 participants from different colleges attended this workshop in offline and

online mode.

Outreach Programmes for
community service

NSS unit of the institute organized a one-day camp on "Water Conservation" at Government Senior Secondary School village Arniawali on 09-02-2024. Under this camp on arverness programs along with a rally on "?? ???? "Conserve water" was organized. The students of the college discussed various water saving techniques such as rainwater harvesting drip irrigation and efficient water usage at home with school students. Mrs. Gurjot Kaur , faculty of the institute , outlined the importance of water conservation and its impact on the environment and commination before the students and staff of the school. After that to raise awareness, about water conservation among the people of the village a rally was organized where N.S.S. volunteers, school students, school staff and the institute staff members participated and spoke the slogans related water conservation and its importance in the life. • N.S.S. unit of the institute orgained a one-day blood donation camp on 10-02-2024 in which 08 members of the college donate blood and another blood donation camp at shiv shakti blood bank, Sirsa was organized in which 05 students donated their blood to save the lives of people / patients and improve their health outcome. • N.S.S. unit of the institute agained

cleanliness program and literacy programme during seven-day special camp in sawanpura Dhani, near the college, plantation programme, and road safety rules with the help of standard signs and symbols were told by the college students to school students of sawanpura Dhani. Stationary items were also donated to the school students by N.S.S. volunteers. Yoga and Health awareness activities were also organized in the college in which students of Govt. primary school, sawanpura Dhani and other community members participated. • A rally was also organized on the occasion of "No Smoking Day" in sawanpura Dhani. • Say No To Plastics, Segregation of water, Importance of Trees, Energy saving techniques were also told to the school students by NSS Volunteers. • A Free health checkup camp was also organized in college in which 04 doctors from Shah Satnam Ji Specialty Hospital were invited. A number of school students and community people of Sawanpura Dhani along with institute's own students and members of the staff took advantages from the camp. • Skill development programme in which making of artificial flowers, painting, Clay modelling were taught/demonstrated by the institute staff member to the school students and community people in college. • Mr. Gagan Verma, a community member belongs Sahuwala village of Sirsa was invited to explain the methods to make vermi compost. Community

	members of sawanpura Dhani along with students of village school and institute students and staff members participated and attained the knowledge about vermi compost manufacturing even at homes and school/ colleges.				
Recognition of College Under 2F section of UGC.	<ul style="list-style-type: none"> The Institute, at present running 03(Three) programmes D.El.Ed., B.Ed. and M.Ed. and all these programmes are under the "Education" discipline but the institute had applied for the recognition of college under section 2F from of university grants commission (UGC) and obtained recognition and included in the list of under section 2F of UGC via letter no. 8-658/2024 (CPP-1/C) dated 11.09.2024. The institute is now planning to file application for now programmed programmes to make the education college a multidisciplinary or interdisciplinary institute so that the students can take advantages of multidisciplinary education as per NEP-2020 directions. 				
13.Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>30/12/2024</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	IQAC	30/12/2024
Name of the statutory body	Date of meeting(s)				
IQAC	30/12/2024				
14.Whether institutional data submitted to AISHE					

Year	Date of Submission
YES	31/12/2024

15. Multidisciplinary / interdisciplinary

The Institute, at present running 03(Three) programmes D.El.Ed., B.Ed. and M.Ed. and all these programmes are under the "Education" discipline but the institute had applied for the recognition of college under section 2F of University Grants Commission (UGC) and obtained recognition and included in the list of colleges recognised under section 2F of UGC via letter no. 8-658/2024 (CPP-1/C) dated 11.09.2024. The institute is now planning to file application for new programmes to make the education college a multidisciplinary or interdisciplinary institute so that the students can take advantages of multidisciplinary education as per NEP-2020 directions.

16. Academic bank of credits (ABC):

Academic bank of credits As per the directions received from affiliated university, Chaudhary Devi Lal University, Sirsa ABC ids of the students from the previous sessions 2021-22, 2022-23 and 2023-24 were generated in the month of October 2024. Now the students of precious sessions as well as current sessions can take advantages from it and can save and get their result and D.M.C's digitally.

17. Skill development:

Skill Development Skill Development is the demand of modern age, keeping this in view the institute emphasizes upon the development of various skills among students. Teaching skills are the base of teaching along with fine arts skill, communication skills, life living art and many more skills are inculcating among pupil teachers by organizing Micro Teaching sessions. Drama and Art Education Activities, Performing Arts like Singing and Dancing, Painting, Rangoli Making, Clay Modelling, Collage Making, Photography, Videography etc. by organizing competition at college level as well as by participating inter college competition during youth festival organized by the affiliated university.

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

In order to imbibe Indian Culture among the students and faculty member the institute organized various events round the whole session. Swachahta Pakhwara 30.09.2023 to 14.10.2023 Article Writing competition on linguistic diversity and constitutional Provision

17.10.2023 Deepotsav 10.11.2023 Lohri Festival Celebration
13.01.2024 National Voters Day 25-01-2024 Yoga Activity 12.03.2024
Above said events were organized to instill a sense of responsibility towards cleanliness, Linguistic Diversity and Constitutional Provisions, victory of light over darkness and a sense of victory, and togetherness, gratitude, encourage eligible voters to participate in electoral process, integrated the body, mind and thoughts so as to work for good ends. Along with this, a no. of courses from the curriculum of B.Ed. and M.Ed. programme helps to integrate the Indian knowledge system. Content of the courses is being taught in Hindi language. Pupil Teachers were also made aware about different platforms like Coursera, Teachable and Skills Share to join the online courses of their choice and need. Diverse language option for pedagogical subjects like Hindi, Punjabi, Sanskrit are given to students so that they can cater a wide interest in different culture. Cultural activities on festivals like Holi, Diwali and Lohri were organized and stories behind the celebration of these festival are told to the students. Interactive Quiz, discussions, audio or video clips were also shown to expose learners to natural usage. Structured lessons were also taught to pupil teachers for different learning levels.

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

The institute tries to empower its students through outcome-based education. Course learning outcome (CLOs) were described to the students to the entry level of a program and it is expected from them that they should be able to demonstrate it at the end of a course or program. To evaluate the skills among students Bloom's Taxonomy is used along with a variety of assessment method including tests open book tests, assignment and classroom presentation. The Institute focus on outcome-based education to make the learning of its students more relevant and useful.

20.Distance education/online education:

The Institute motivates its students to join MOOC and accepts online credits from swayam or NPTEL to help M.Ed. students a certificate for their MOOC as per the curriculum provided by the affiliated University. The Institute is also planning to have an MOU with LinkedIn and Coursera so that students can take online courses and professional certificate from reputed organization. YouTube lecturers by faculties are there in addition together physical classes to encourage learning in blended mode.

Extended Profile

1.Student	
2.1	231
Number of students on roll during the year	
File Description	Documents
Data Template	View File
2.2	300
Number of seats sanctioned during the year	
File Description	Documents
Data Template	View File
2.3	0
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	View File
2.4	115
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	View File
2.5	99
Number of graduating students during the year	
File Description	Documents
Data Template	View File
2.6	231
Number of students enrolled during the year	
File Description	Documents
Data Template	View File

2.Institution	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	17,56,069
4.2 Total number of computers on campus for academic purposes	30
3.Teacher	
5.1 Number of full-time teachers during the year:	14
File Description	Documents
Data Template	View File
Data Template	No File Uploaded
5.2 Number of sanctioned posts for the year:	26
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Planning	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
<p>The College strictly follows the curriculum framed by SCERT for D.El.Ed. Programme and Chaudhary Devi Lal University, Sirsa, Haryana for B.Ed. and M.Ed. Programme. Curriculum delivery mechanism is well planned by the IQAC before the start of the new academic session in consultation with all the subject-incharges and Principal. The college currently has the following mechanisms for effective curriculum delivery:</p> <ul style="list-style-type: none"> ◦ Student Induction Programme ◦ Workload allocated as per the norms of University ◦ Teaching and learning methods used for curriculum delivery included: ICT-enabled methods 	

- Workshops and hands-on-trainings were organized at classroom level
- Moral and value education
- The Principal conduct meetings with the teaching staff to develop strategies for effective implementation of the curriculum. This includes: Drafting of the Activity Calender, Academic Calendar and timetable. Setting up all the technical support for effective class delivery . In House Curriculum Planning
- The IQAC has collected feedback from the stakeholders, and reviewed and analyzed the same. In the meeting of IQAC, the suggestions received were discussed and implemented.
- Remedial Classes
- Experiential Learning
- Action Plan chalked out by IQAC Curricular and Co curricular Activities
- Internal Assessment through House Exams
- Value Added courses are offered to the students

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	No File Uploaded
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni

A. All of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

B. Any 3 of the Above

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://www.shahsatnamjieducation.com/wp-content/uploads/2023/05/B.Ed.-PLO.pdf
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	No File Uploaded
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives

including pedagogy courses for which teachers are available**1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year**

21

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

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

2

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

2

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	No File Uploaded

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

80

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

80

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	View File

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance

All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	View File

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

17

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

17

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

Following procedures are adopted to impart a fundamental understanding of the field of teacher education through the curriculum:

- The student teachers are exposed to the latest teaching and research methodologies by guest lectures and workshops.
- Various curricular activities are organized such as Group Discussions, orientation regarding complete syllabus, teaching methods, PLO's and CLO's, Student Induction Programme for school internship, Classroom teaching, Discussion, Debate, competitions etc.
- Demonstrations and practice of teaching skills
- Laboratory and Library Work
- Education Policies Documents available in library
- Theory and Practical papers

In the B.Ed. training program, trainees develop procedural knowledge through practical components such as:

- Microteaching skills and simulation
- Real Teaching Practice
- SIP for B.Ed. 2nd year

Capability to extrapolate from what one has learnt and apply

acquired competencies:

The skill development of the students is done through exposing the students to theoretical as well as practical aspect of teaching skills via micro and macro teaching practice. Acquired knowledge and competency is practiced by the students during school internship and field engagement activities. Students are given opportunities to apply learnt knowledge to real life situations through participation in team-work activities and various competitions organized at different levels.

Activities to strengthen competencies:

- Swachchata Pakhwada
- Deepotsav
- Quiz Competition on Constitution Day
- Group Discussion on Gender Issues
- institutional seminar
- Essay Writing Competition on Voters Day
- Guest Lecture
- Water Conservation camp
- Women Fest
- National Workshop
- classroom discussions,debate, students' presentations etc. The practical paper EPC 1 specifically focuses on linguistic skills.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Outreach activities to familiarize students with school diversities i.e. Awareness Programme and rally 'Conserve Water', Cleanliness Programme and Literacy Programme, Road Safety rules taught to school students, distribution stationary items, Yoga and Health Activities, Rally on 'No Smoking Day', Free Health check up camp, Skill Development Programme etc.

Teaching Practice and School Internship Programme: . In the field, students interact with the stakeholders, their problems and needs. They understand assessment system, time table, curriculum, teaching methods, text books, state wise variation, norms of school, educational objectives etc.

Theoretical Subjects as vast theoretical knowledge of school system is transacted. The subjects of B.Ed. 1st year like 'Childhood and Growing up', 'Contemporary India and Education', 'Assessment for Learning' etc. convey the knowledge regarding individual differences, diversities in Indian society on the basis of individual, region, caste and language, CCE etc. The subjects of B.Ed. 2nd year i.e. 'Creating an Inclusive School', 'Gender, School and Society' provides knowledge regarding students of different background and their SEN. The courses of M.Ed. 3rd semester 'Specialization Course-I' and 'Specialization Course-II' are directly concerned with the functioning of the school system. The 'Comparative Education' of M.Ed. 4th semester tells about the education system of various countries.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	No File Uploaded
Documentary evidence in support of the claim	View File
Any other relevant information	View File

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Students derive professionally relevant understandings through various theoretical well as practical subjects consolidate the same into their professional acumen from the wide range of curricular

experiences. Following are some curricular experiences:

- Students participate in various curricular activities i.e. Micro Teaching, Simulated lessons, Discussion Lessons, Real Teaching Practice, Internship etc. These activities help to make them ready for professional field.
- Curricular activities such as extension lecture, group discussion, paragraph writing, student induction programme etc. are the initiatives taken by the institution to improve teaching skills and expression among students.
- Moral and value education is an integral part of our curriculum. In morning assembly, special emphasis is given on the moral development through concerned articles, thoughts meditation etc.
- Student Centered Approach is used to bring their inner capabilities out and develop as well.
- To make the students understand the interconnectedness of the various learning engagements, they are taught through interdisciplinary approach as well as traditional approach.
- Students participate in intramural and extramural Art and craft activities. These activities help them in becoming self-reliant.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	All of the above
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File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback	Feedback collected, analyzed, action taken and available on
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process adopted by the institution comprises the following

website

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

116

2.1.1.1 - Number of students enrolled during the year

116

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	No File Uploaded

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

38

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

38

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	No File Uploaded
Final admission list published by the HEI	No File Uploaded
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	View File

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

0

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

0

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

- Institute conducted on entry level test for B.Ed. students on 30.09.2023 which consisted question related to general knowledge, general science, reasoning and language ability.

- An entry level test for M.Ed. students was also conducted on 25-11-2023 which consisted teaching aptitude, research ability, reasoning, data analysis, acts/ policies etc.
- Institute organised student induction programme on 31.10.2023 for B.Ed. students.
- All the students of the B.Ed. were allotted mentors for academic and personal counselling.
- Students of M.Ed. were allotted guides for research work and mentorship.
- 40 students of B.Ed. and M.Ed. programme were enrolled in value added course and completed it successfully. 17 students of M.Ed. successfully completed MOOCs.
- Paragraph wining on 17.10.23, Quiz competition on 25-11-23 group discuss of gender Issue 20-12-23 were held to assess the learning needs of the students.
- Micro Teaching Programme for 10 days 15-01-2024 to 27-01-2024 Were organised to teach assess the skills and to the level of readiness to undergo professional education programme i.e. B.Ed.
- Fresher's party was also organised the institute to assess the different talents and level of confidence by organized events like dance, singing, mimicry and catwalk for new entrants on 31.10.23

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs

Six/Five of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	View File
Any other relevant information	No File Uploaded

<p>2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity</p>	<p>All of the above</p>
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File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	View File

2.2.4 - Student-Mentor ratio for the academic year

22 : 1

2.2.4.1 - Number of mentors in the Institution

9

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Faculty members incorporated a variety of teaching and delivery formats within a single course and tries to maximize the student engagement and understanding.

- For experience Learning -Micro Teaching and Real teaching Practice sessions were organised from 15-01-2024 to 27-01-2024 and 03-02-2024 to 05-03-2024. Problem solving methodologies are used for faculty members and guest for lexeme lecture on 4-5-2024 organised to solve the problem related to research proposedly.
- Brain storming Group Discussion on Gender Issues was held on 20-12-23.
- One day professional Development Programme in blended Mode 20-12-2023.
- Lecturer cum Discussion method is generally used by faculty members while teaching the course contact in class room.
- Classroom seminar presentations for each course were conducted by all subject in charges. seminar at institution level was conducted on 22.12.2023.
- Demonstrated method used by faculty members during micro teaching session.

The basic rationale behind adopting such learning modes and method is to develop. the scientific and problem-solving outlook among students. The use of multiple teaching methods makes the content more internship and undatable by each and every student. Student with learning challenges can easily grasp the content by these methods.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	View File

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

12

File Description	Documents
Data as per Data Template	View File
Link to LMS	NIL
Any other relevant information	View File

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

231

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

Five/Six of the above

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	https://www.shahsatnamjieducation.com/college-activities-2023-24
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Continual mentoring is provided by teachers for developing professional attributes in students. The nature of mentoring efforts in the institute with respect to:-

- Working in teams- Students of B.Ed. 1st year were divided into 05 teaching groups in 05 different school under one incharge for academic support as well as to inculcate professional attributes. Students are also divided into mentor-mentee groups in which they can share their academic and social concerns. NSS unit of the college also acts an example for working in teams for social welfare.
- Dealing with student diversity- Teachers of the institute prioritize to know students individually regarding their interests, abilities, learning styles, cultural background through open communication. Teachers also incorporate diverse perspectives into curriculum by using multiple instructional methods.
- Conduct of self with colleagues and Authorities- All members show professionalism at work place by treating each other with respect. Being polite and ethical, showing good judgement and dressing appropriately are some of the examples of good conduct upon which, the institute always emphasizes.
- Balancing home and work- Institute provides flexible work schedule, flexible lunch breaks, open communication facility

to all its members. Institute organizes meditation, deep breathing exercise and mindful activities.

- Keeping oneself abreast with recent developments in education. By following educational publications, journals, newspapers and magazines etc. by attended conferences, seminars/workshops to get familiar with latest trends of research and educational problems and solutions. Teachers also joined online communities and forums for listening educational pod costs and webinars.

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

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global	Five/Six of the above
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File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	View File
Any other relevant information	View File

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

The institution emphasizes to bring creativity among students by organizing paragraph writing competition on 17-10-2023, participating in YuvaMahotsav 2023 (Youth festival) in different events painting, General folk song, and poetic symposium. Clay modeling, mimicry, photography, Rangoli, P.Pt. Collage making, Mehandi

etc. on 4-11-2023 to 8-11-2023. Another initiative by organizing Deepotsav on 10-11-2023 in which students showcased their creativity by decorating Diya and Talis. Innovativeness is an essential need to survive to bring innovativeness, institute organized One Day Professional Development' Programme on 27-12-2023, National workshop on 19-4-2024 and 20-4-2024 on the theme 'Teaching 2.0 with Blended Learning Practice' To develop intellectual and thinking skill institute organized Paragraph Writing Competition on 17-10-2023 on Linguistic Diversity Quiz Competition on Constitution Day 25-01-2024, Group Discussion on Gender Issues 20-12-2023, Essay Writing Competition on National Voters Day 9-2-2024. To develop empathy among students and faculty members of the institute visited Free Eye Camp on 14-12-2023 organised by DeraSachaSauda in which students met visually impaired people provide them services as institute motto is "Service to Humanity is the True Devotion to God". Community Services were provided to the people during 7 day NSS Camp in which students performed many activities like literacy, cleanliness, plantation, Environment sanitative and free health checkup camp.

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

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)

Seven/Eight of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possible	View File
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school-based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement

Ten/All of the above

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	No File Uploaded

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different

Three of the above

situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales

All of the above

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	View File

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	No File Uploaded

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event	All of the above
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File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	No File Uploaded

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	All of the above
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File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	View File

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

The institute planned systematically with necessary preparedness for teaching practice and internship programme in the following way.

- The institute identified 05 schools for real teaching practice of B.Ed. 1st year students' session 2023-24 and a no. of schools for B.Ed. 1st year student's 16-week internship programme. After identification of schools by institute, the principal of the institute requested to the school principal / block education officer to accommodate the pupil teacher for school internship programme of B.Ed. 2nd year students the institute issued a request letter to the school principal to accommodate the students for 16 weeks internship programme in which an individual student teacher will perform all the duties like a regular teacher.
- Before sending all the pupil teachers for school internship programme, an orientation or student induction programme/session was organised onto define the role of teachers in schools.
- To assess the students performed during teaching practice programme, teachers accompanied the students in their particular school, which is developed for teaching practice. Teacher daily checked the lesson plans written by the students and observed their performance during teaching the class and noted the remarks on their lesson plan files to inspire their teaching skills.
- The institute identified Govt. school, private school special school (Aarohi. Sr. School) to provide exposure of school set up for teaching practice and school internship programme.

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

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

115

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	No File Uploaded

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching
Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests
Organizing academic and cultural events
Maintaining documents Administrative responsibilities- experience/exposure
Preparation of progress reports**

Nine/All of the above

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school

teachers and peers.

Internship Programme and teaching practice sessions of students serve as a critical bridge between academic and practical realities of teaching Skill development, professional growth and exposure to classroom realities are the major objectives of internship programs. Keeping this in mind, the institute selected 05 schools for teaching practice of B.Ed. students are 63 schools for internship programs. Students of M.Ed. programme also completed their internship programme in school for 10 days and got field experiences.

Before the commencement of internship programme, the institute organized a student Induction Programme for internship on 31-10-2023 in which all the necessary information was provided to all the students through power point presentation. Students were made aware about the various duties of a regular teacher including C.C.E, teaching, participated in administrative work and co-curricular activities etc, which they have to perform there in schools. During teaching practice sessions, students were divided into groups and sent to different schools for practice teaching as well as to get field experiences. Teacher Educator with each group accompanied them for the whole sessions to supervise all the classes and provide suggestions upon the lesson planning as well as presentation. Head/Principal and teachers of the practiced school had also provided useful feedback to the pupil teachers and resolved their problems Peer observation were also made by the student teachers during practice teaching.

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

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)

All of the above

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

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

Four of the above

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

14

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

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

7

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	No File Uploaded

2.5.3 - Number of teaching experience of full time teachers for the during the year

156

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

156

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

Teachers put efforts to keep themselves updated professionally and institute always motivates its faculty members to keep themselves updated by providing different infrastructural and instructional facilities and resources. In the session 2023-24 all the staffmembers participated in professional Development Programme, which is organized by the institute itself on 27-12-2023 upon the theme "Empowering Teachers in Educating the Digital Generation: with special Reference to NEP. Approximately one hundred participants joined this National Level programme in offline and online mode through this PDP resource persons shared information on NEP 2020's primary goal to elevate education in India to a global standard. Teachers attended varieuse seminars/conferences organised by other institutions/ universities during the session 2023-2024.

File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	No File Uploaded

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Major components of Continues Internal Evaluation adopted by the institute are as under:

- Home Assignments: Every Subject teacher provides home assignments to all students after completed a single topic. Sessional work is also essential for every student. Each Course is followed by giving theoretical assignments work as well as practical.
- Group discussion: Subject Teachers organized Group discussion on important topic during classroom teachings, which are also discussed at a wider line/Institutional Level.
- Class room Seminars: Every Subject Teacher organized seminars at class level to assess the progress of students.
- Quiz-The institute organized quiz on Constitution Day 25-01-2024.Quizes at class room level are also organized by every subject teacher.
- Regular observations: Teacher provides timely feedback to students on their performance allowing them to identify for improvement.
- House examination-Institute conducted house examination for the students from 24-4-2024 to 8-5-2024to assess their academic performance in each course. After assessment marked answer sheets are given to students and allowed them to review. After the examination, Remedial classes were also organized by the teachers from 20-5-2024 to 24-5-2024 for slow learners or poor performances.
- Teachers not only evaluated their academic performance but also other aspects like critical thinking, communication, skills, collaboration and classroom activities or participation in college events their performance and understand where improvements are needed.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	View File
Documentary evidence for remedial support provided	View File
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The institute has a well-organized mechanism for grievances redressed related to examination .Students can approach their teachers, examination Incharge and Principal of the college in case of any grievance related to examination. The Institute resolves this grievance at two levels first at its own level and second University level.

At college level students can approach concerned faculty for any query/grievances/clarification or help regarding exam schedule,question paper pattern,previous year question paper collection etc. students can also review their answer sheets of

house examination ask about internal assessment. Students also have the freedom to use the suggestion box to put into the note of dissatisfaction related to internal assessment or in house examination. Principal and Incharge examination cell always keep an eye on the overall procedure by conducting periodical meetings with faculty members.

At University level, students are provided procedural knowledge regarding rechecking and re-evaluation of their answer sheets by faculty members along with clerical department. The clerical department of the institute helps the student to fill their re-appear examination forms, additional exam form, rechecking/reevaluation forms by providing counseling, assistance and relevant links provided by university etc. Important notifications regarding examination are timely sent to all the students and posted on college Notice Board. Mistakes in admit card or DMC and Degree of the students are also resolved promptly by the Principal through communication with University officials. Students can also receive their DMC/Degree personally for University in case of urgency attaining permission from Principal of the college.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The institute prepares an academic calendar before the commencement of every new session containing the relevant information regarding teaching learning schedule, various events to be organized celebration of important days, schedule of internal examination, holidays etc. Tentative dates for the organization of Micro Teaching, Real teaching practice internship Programme, organization of seminar/workshop at institutional level or national level etc. all the planning is done by the institute in accordance with the academic calendar provided by respective university for B.Ed. and M.Ed. Programme. Not only this college also prepares an Activity Calendar for each session, which includes curricular and extra-curricular activities schedule. Academic Calendar includes tentative schedule for internal evaluation tests, assignments, class room seminars, debates, etc. as these are the part of continuous internal

assessment (CIE) of students.

In case of revision of academic calendar provided by University, institute incorporates the necessary changes accordingly.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

Teaching Learning process of the institution is well aligned with the stated PLO's and CLO's Institute ensures this by following the ways given below

- Conducts well equipped classes to comprehend the acquired knowledge of the courses in a particular programme and provide opportunities for experimental learning
- Organized seminars/workshops/extension lectures/quizzes/details and professional development programs for students.
- Organizes well planned micro teaching sessions, teaching practice sessions and school internship programs
- Organizers different curricular, co-curricular and extra-curricular activities.
- Organizes unit tests and house examinations under continuous internal evaluation
- Organizes different outreach programs and community service programs by organizing camps via NSS Unit.
- Organizes value added courses and encourages students to join self-study courses (MOOC) to enhance their knowledge
- Provides well-furnished infrastructural and institutional facilities.

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

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

Institute always emphasizes on the progressive performance of students and attainment of professional and personal attributes in line with the PLO's and CLO's and to achieve this goal, institute organizes.

- Class tests, unit tests and house examination
 - Curricular, co-curricular and extra-curricular activities
 - Personal and classroom interactions
 - Micro teaching, real teaching and internship programme
 - Assignments and project work for every course
- During the session 2023-24, at beginning of the session, Student Induction Programme was organized on 31-10-2023 in which PLO's and CLO's were clearly defined to the students of B.Ed. and M.Ed. Programme. Along with this PLO's and CLO's are prominently listed on college website and prospectus to monitor the progressive performance of the student's teachers of the college provide different assignments to the students related to curriculum and other college events, through which teachers on regular basis through judge their performance. House Examination conducted from 24-4-2024 to 8-5-2024 reflects the academic performance of the students. Participation of students in different events shows their interests, aptitude values, manners, etiquettes and their outlooks towards the teaching profession and their personal attributes. Institute always encourages dialogue between teacher's educator and student teachers to reflect on bringing improvement.

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

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

229

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

At the beginning of session an entry level test is organized, which reflects a general idea about the students' cognition level. Every Teacher is instructed that before starting his/her course or any particular unit he/she should identify the unique learning needs of each student through various methods like previous knowledge testing or observations etc. To get a comprehensive picture of student learning, assessment methods like class room interactions, quizzes, seminars presentation, class tests, debate etc. are organized by teachers educators so that teachers can see which areas of learning are being effectively addressed and where students still require additional support. for example a teacher identified that several students struggle with writing objectives in behavioral terms after teaching their Bloom's Taxonomy of objectives in behavioral terms and after implementing assessment task like class test repetition of objectives in classroom and practical application of writing

objectives for different specific topic/contents, which is going to be teach by pupil teachers to school students, teacher educator observed improvement in their performance on writing objectives in behavioral term it indicates that the intervention used by teacher educator to address the students initial needs were successfully.

At the end of the session, good performers in House Examination as well as in other events reflect that their initially identified level needs are catered and those who are poor performers are provided with extra care and interventions through the organization of remedial classes.

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

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

<https://www.shahsatnamjieducation.com/student-satisfaction-survey>

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

0

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

<p>3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research</p>	<p>Three of the above</p>
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File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	View File
Any other relevant information	No File Uploaded

<p>3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports</p>	<p>One of the above</p>
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File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	View File
Reports of innovations tried out and ideas incubated	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

3.2 - Research Publications

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

01

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	View File

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

00

File Description	Documents
Data as per Data Template	No File Uploaded
• First page of the published book/chapter with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	No File Uploaded
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

4

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

169

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

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

203

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

203

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The Institute organized Swachhta Pakhwada from 30-09-2023 to 14-10-2023 to raise awareness about cleanliness, sanitation and hygienic practices such programmed contribute to public health, disease preventing and overall well-being of communities. Institution organized a 7 Day Special NSS Camp from 09-03-2024 to 15-03-2024 in which various activities related to community practices like Cleanliness, Tree Plantation, Literacy Program, Health Checkup, Yoga Activity, Skill Based Programmed were conducted to aware the people.

The institute participated in Blood Donation Camp on 10-02-2024

organized by Shah Satnam Ji Specialist Hospital ,Sirsa and another blood donation camp on 15-03-2024 organized by Shiv Shakti blood bank for encouraging the student's participation in community service . Institution also organized One Day Camp on Water Conservation on 09-02-2024 in Govt.Sr.Sec. School,Arniawali,Sirsa to foster a sense of civic responsibility and promoting the sustainable use of water resources .A rally on No Smoking Day was also carried out by the students and staff members of the institute on 13-03-2024.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	No File Uploaded

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

01

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	No File Uploaded

3.4 - Collaboration and Linkages

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

02

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

02

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

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

03

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	No File Uploaded

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

Three/Four of the above

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution has adequate facilities for Teaching- Learning.viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. in order to provide all kind of sources and opportunities for the growth and development of pupil teachers. The institution has spacious and excellent physical infrastructure with lush green lawns. It has well furnished and ventilated classrooms, labs and library. The campus of the institution is Wi-Fi. There are two different Wi-Fi connections excellent physical infrastructure with lush green lawns. It has well furnished and ventilated classrooms, labs and library. The campus of the institution is Wi-Fi. There are two different Wi-Fi connections.The college has

- Total land area (in sq m) 7992.54 and a total built up area (in sq m) 3508.
- 14 Classrooms
- 01 Multi-purpose hall (Multi-purpose hall has one PC with sound system and a LED is also attached. Multipurpose hall has seating capacity for 200 persons. It is utilized for variouscurricular and co-curricular activities)
- 01 Seminar Hall
- Library cum reading room with computer and internet facility,
- ICT Lab cum language lab.
- Art and Craft Lab.
- Curriculum Lab. equipped with audio visual aids, scienceapparatus etc.),
- Girls common Room
- Boys Common Room,
- Health and Physical Education Resource Room,
- Principal Office with attached wash
- Administrative Office
- Staff Room
- Separate toilets for male and female staff
- Separate toilets for boys & girls
- Separate Girls & Boys Hostel
- Sports grounds
- 02 Stores
- Pantry for staff

- Reception Area
- Canteen for students
- Ramp Facility
- Parking Area
- Transportation

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

02

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	No File Uploaded
Link to relevant page on the Institutional website	https://www.shahsatnamjieducation.com/galler y
Any other relevant information	View File

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

464023

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

Library Automation is a software platform that helps libraries manage their collections and operations more efficiently. The institute library software fulfills vision and objectives of library automation and match it with the features and functions of integrated library systems. Implementation includes all activities after management has decided to automate the library and approved the plan using functional, efficient and reliable software which was developed by a software engineer and started in 2013. There is total 07 computers one server, one PC for the librarian and 5 PCs for student as well as teachers. Library is connected with internet broad band connection. A printer cum scanner along with photocopier facility is also available in the library. The library is occupying an area of 1600 sq. feet with 50 seating capacity. The institute Library full of enriched resources consists of 9155 books, 09 print journals and 19 encyclopedias.

The features of library are:

- Cataloguing or updating books in the library software database
- Circulation
- The barcode system for books
- Online annual stock checking.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	https://www.shahsatnamjieducation.com/librarian
Any other relevant information	View File

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

NIL

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	No File Uploaded
Any other relevant information	No File Uploaded

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	No File Uploaded
E-copy of the letter of subscription /member ship in the name of institution	No File Uploaded
Any other relevant information	No File Uploaded

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

31762

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

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

83

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://www.shahsatnamjieducation.com/library-log-register
Any other relevant information	No File Uploaded

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College

Two of the above

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

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

Institute updates its ICT facilities time to time. During this session the institute updated its ICT resource centre by adding some new gadgets which consists laptop DEL Desktop,UPS,Coloured printer,Sound,Mixer with Cables,tripod for Camera.Approximately an Amount of Rs.95,500/- is spent on all these gadgets.

Seminar Hall is equipped with a computer system and a projector. ICT

Lab. ICT resourcecentre of the institute consists one LED and 15 computers with internet facility. Other essential equipments like mikes, overhead projector, speakers, scanner cum printer are available. Institute has a fully Wi-Fi campus with two different wi fi connections with a secure network and 24X7 access of internet. The 1st one is BSNL Broadband and the second one is net+Broadband. internet services are regularly updated. The bandwidth is 100 mbps.

There are 07 updated computer systems are available in the library. Library is connected with internet broad band connection. A printer cum scanner along with photocopier facility is also available in the library. To facilitate teaching- learning and research, six computer are provided to the staff. LED and computer system is also available in the multipurpose hall. The principal office is also provided with a computer system and a LED. The administrative office is equipped with four computers with internet facilities and two printers.

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

4.3.2 - Student – Computer ratio during the academic year

10:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

D. 50 MBPS - 250MBPS

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	No File Uploaded

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	NIL
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	NIL
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

1292046

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

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

The College has a well-defined policy and system in for the maintenance of all facilities

- CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment.
- Fire Extinguishers are placed wherever necessary.
- Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis.
- Class representatives are given the responsibility to keep the classrooms clean.
- The sports committee is in-charge of the sports grounds and equipments.
- The Library Advisory Committee tackles all issues relating to the efficient functioning of the library. It takes care of the following:

1. library cards are issued
2. Photostat facility is also available
3. The library is under CCTV surveillance and it also has AC facility.
4. Library timing is fixed and visitors' register is maintained for staff as well as students.
5. Circulation
6. Online annual stock checking.
7. The books and journals are sent for binding and necessary repair regularly.
8. Library committee purchases books as per requirement.

- Effective functioning of labs. and instruments is ensured. For

any repair and maintenance, the experts and technicians are reported. General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each Lab

File Description	Documents
Appropriate link(s) on the institutional website	NIL
Any other relevant information	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

Three of the above

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

5.1.2 - Available student support facilities in institution are Vehicle Parking Common

Seven/Eight of the above

**rooms separately for boys and girls
Recreational facility First aid and medical aid
Transport Book bank Safe drinking water
Hostel Canteen Toilets for girls Indicate the
one/s applicable**

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

D. Any 1 of the above

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	No File Uploaded
Any other relevant information	No File Uploaded

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group

One of the above

insurance (Health/Accident)

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	No File Uploaded
Report of the Placement Cell	View File
Any other relevant information	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year**

Number of students placed as teachers/teacher educators	Total number of graduating students
5	99

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	No File Uploaded
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year**5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).**

10

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

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

26

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The Student Council plays a proactive role in institutional functioning by acting as a bridge between the administration and the student body. It organizes and manages various co-curricular and extracurricular activities, fostering a vibrant campus culture. The Council ensures student representation in committees addressing academic, disciplinary, and infrastructural concerns, thus contributing to policy-making and decision-making processes. Additionally, it promotes student welfare by conducting workshops on mental health, career guidance, and skill development. The Council also initiates awareness campaigns on critical issues like environmental sustainability, inclusivity, and social responsibility. By organizing grievance redressal sessions, it provides a platform for students to voice their concerns and ensures timely resolution. Through participation in institutional development activities, such as accreditation processes and quality

audits, the Student Council contributes to overall improvement. It fosters leadership, teamwork, and communication skills among its members, preparing them for future challenges while enhancing the institution's functionality and inclusivity.

File Description	Documents
Copy of constitution of student council signed by the Principal	View File
List of students represented on different bodies of the Institution signed by the Principal	No File Uploaded
Documentary evidence for alumni role in institution functioning and for student welfare	No File Uploaded
Any other relevant information	View File

5.3.2 - Number of sports and cultural events organized at the institution during the year

05

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

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

The Alumni Association plays a crucial role in the development of the institution by leveraging the professional expertise and goodwill of former students. It acts as a bridge between alumni and the institution, fostering collaboration and continuous growth. A significant contribution is its role in career guidance and mentorship programs. Alumni share their industry experiences through workshops, seminars, and guest lectures, equipping current students

with insights into emerging trends and career pathways. This helps bridge the gap between academic learning and real-world applications. Another vital contribution is in resource mobilization and infrastructure enhancement. Alumni often contribute financially or provide resources for developing modern facilities, such as libraries, laboratories, and sports complexes. Their involvement in fundraising campaigns helps the institution maintain cutting-edge infrastructure, benefitting students and faculty alike. These initiatives not only enhance the institution's reputation but also create a sense of belonging and continuity among alumni, students, and the academic community.

File Description	Documents
Details of office bearers and members of alumni association	View File
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	No File Uploaded

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

One/Two of the above

File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	No File Uploaded
Any other relevant information.	View File

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

01

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	View File

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

The Alumni Association serves as an effective support system by fostering connections between accomplished alumni and current students, inspiring them to excel academically and professionally. It organizes motivational talks, webinars, and interactive sessions where alumni share their success stories and provide guidance on overcoming challenges. These interactions instill confidence and encourage students to pursue their aspirations. To recognize and nurture special talents, the association collaborates with the institution to conduct talent search programs, competitions, and workshops in diverse fields such as arts, sports, technology, and entrepreneurship. Alumni who excel in these areas mentor students, offering personalized guidance and resources to hone their skills. Additionally, the association sponsors scholarships, internships, and project funding for talented students, enabling them to showcase their potential on larger platforms. By connecting students with industry leaders and offering exposure to real-world opportunities, the Alumni Association significantly contributes to their growth and the institution's development.

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the

institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

The college creates an environment of academic excellence enabled by modern pedagogy and technology to impart quality education. It aims to develop a globally compatible, socially responsive, secular, innovative, comprehensive institute of excellence in the field of education, research and extension with a focus on the holistic development of students and society by intertwining regional, national and international linkages.

Mission:To help the young aspirants to make their dreams come true through quality teaching, technology enabled systems and commitment.

To prepare passionate, innovative, secular teachers with commitment to excellence and professional outlook.

To prepare teacher for 21 st century with a focus to develop their competencies and chisel their skills required to compete in the world job market.

To enlarge intellectual horizon and develop social intelligence, emotional and aesthetic sensibility of future teachers who can form a humane world. To offer high quality need based programmes in teacher education at affordable cost.

To develop professionalism in the would be teachers with special emphasis on professional ethics and professional outlook.

To honour cultural and spiritual and diversity and to offer a fertile ground for it's preservationand promotion.

To prepare teacher who are well -versed with the problems and issues of society and are able to give visionary leadership to it.

To develop an ambiance of work culture, mutual respect cooperation, peaceful co-existence and team work.

Values: Inculcation of values among students, promoting use of technology among students, contributing to national development, nurturing global competencies among students.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

A case of decentralisation and participative management Shah Satnam Ji College of Education is teachers and students representation in various committees and other forums. All the committees chaired by Principal. Every faculty in the college is a member of two or more committees in the college.

The administration of SSJCOE is decentralised. All the administrative works such as admission, curricular and co-curricular, examination other activities involve consultation with the members of various committees such as library, examination, purchase, placement committee etc. Decisions are taken by the professors in consultation with principal regarding preparation of year plan, purchase of equipment for the labs, seminars, extension lectures to be planned for their own subjects and evaluation procedure to be followed.

Organisation of activities like games, sports, celebration of various national and international festival etc. in the college is decided by the students in consultation with the teachers. The students discuss about these activities with their teachers and then in turn to principal desk. Students are part of some committees. Head boy and head girl elected every year, and one student representative is selected from every class and they bring forward demands and problems of the students to the principal and faculty. Similarly suggestions are always welcomed in the staff meetings. Suggestions of faculty and students are sought while taking administrative decisions. Minutes of meeting are recorded.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	View File

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The institution maintains financial, academic administrative and other functions as under:-

Financial Functions:-The Institute prepare its budget at the beginning of its financial year and sent it to management for approval. During the whole year 2023-24 all Income and Expenditure are verified time to time by chartered accountant. External audits are conducted by agency named vats and company chartered accountants Charkhidadri, Haryana. Internal audit is done by Checking of each Bill, preparation of Vouchers by the accountant after it is verified by the concerned person and at last Principal approves the bill for payment to the concerned parties.

Academic and Administrative:- The institute maintains transparency in its academic and administrative aspects by constituted a team consisted of Principal and three senior members of the college.The committee identifies academic and administrative and reforms and evaluate the optimum utilization of financial and other resources. It also assessed the strength and weaknesses of all the programmes and suggests methods for improvement. It also assures the quality education by implementation of curricular and extra curricular activities

1. The apponitment of the staff is strictly as per the norms of NCTE/University.

2 Admisiion of the students is purely merit based as per university norms.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Every year the institution getting feedback analysis from students/teachers trainees. The institution's extensive goal and perspective plans are committed to provide new strategic plan to students keeping in the mind the short term, medium term and long term development plans. The institution adopt a bottom up approach with a strategic directives given by the administration management.

Strategic plan:-

Perspective plans:-while preparing the plan ,IQAC has considered the following -

The institution takes initiatives by planning and formulating a strategic plan.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://www.shahsatnamjieducation.com/wp-content/uploads/2024/12/Action-Plan-23-24.pdf
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

The administrative structure is very transparent, participatory and efficient. The head of the institution is principal, the administrative body is IQAC. An organisational structure is a system that outlines how certain activities are assigned in order to achieve the goal of an organisation. These activities can include rules, roles and responsibilities. Duties and responsibilities are clearly mentioned to every staff members. For smooth functioning of institution, the academic calendar is prepared along with other faculty members in consultation with the principal. Various committees, examination committees, cultural committee, prepare the plan of action for their perspective committees, these are discussed in the IQAC, suggestions are given, thereafter the committee have

the flexibility to make minor changes in the process of implementation is required. Meetings are organised discussed different agendas related to academic and other activities conducted in the college.

Different committees at college level are-

For appointment advertisements are published in the national level newspaper, pannel is constituted by University and one management member is part of the pannel .

The accountant and Head Clerk Sees the office Administration Admission, accounts.

Scholarship Seen by SC, BC Cell

Eligibility and other issues of verification seen by Admission Committee

File Description	Documents
Link to organogram on the institutional website	https://www.shahsatnamjieducation.com/wp-content/uploads/2024/02/organogram-2022-23.pdf
Documentary evidence in support of the claim	View File
Any other relevant information	View File

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students

One/Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Screen shots of user interfaces of each module	View File
Annual e-governance report	No File Uploaded
Geo-tagged photographs	No File Uploaded
Any other relevant information	View File

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

Although various cells/committees are effectively working for the development of the institute but IQAC is the major cell, which works as the backbone of all cells. One major decisions taken by IQAC wereto organise a workshop o Teaching 2.0 with Blended Learning Pratices, Group Discussion on Gender Issues, and a classroom seminar. The decision wereeffectivelyimplemented and all the activities were organized to stimulate the growth and development of pupil teachers i.e. their

Academic performance,

skill development,

social skills,confidence,

stress relief,

time management etc.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place

Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

The institution has effective welfare measures for teaching and non-teaching staff in the following ways:-

Annual Increment in the term of salary hike for all the members of the staff is provided by the college.

Staff members are allowed to take leave for the field study during their research work /Ph.D. Programme.

Free transport facility is provided to staff and lady staff of non-teaching.

Employees get fee concession for their wards in the college itself as well as in the sister concern institutes under the trust.

12 days casual leaves are allowed to every staff members along.

Duty leaves are provided to staff members to attend seminars, workshops, conferences, PDP's, short term courses refresher courses, orientation programmes or other similar activities. Compensatory leaves are also provided to the staff members of the work on non-working days.

Internet and free Wi-Fi facilities are provided to the staff. EPF facility is provided to the staff alongwith employee State insurance medical facility.

M.Ed faculty members are provided with cabin facility along with computer and internet facility.

Institution has a multi cultural environment and ensure the celebration of all festivals together to bring harmony among all.

Free tea and food provided to non-teaching staff and sewadar daily.

Microwave, freezer and kitchen facility provided to teaching and non-teaching staff.

Rashan for peon.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	View File

6.3.2 - Number of teachers provided with financial support to attend seminars / conferences / workshops and towards membership fees of professional bodies during the year

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File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

6.3.3 - Number of professional development /administrative training programmes organized by the institution for teaching and non-teaching staff during the year.

2

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

47

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	View File

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The institution has an inbuilt mechanism for performance assessment

Teaching performance of faculty members is assessed through self appraisal form. The areas covered are academic and professional growth, teaching methods used, research paper published in journals , guidance rendered to research scholars, participation in seminars, workshops and conferences, participation in orientation programmes, refresher courses and participation in extra- mural activities, attendance, student teacher relationship, help rendered in college administration by membership of various committees such as discipline committee, admission committee, students welfare committee are also taken into consideration. These forms are analysed by principal and administrator. Semester wise result analysis also enables the principals to monitor the teaching learning activity.

Every year at the end of academic session feedback is collected from students various aspects regarding the curriculum are covered.

The principal of the college on the basis of her observation and feedback given by the students evaluate faculty and forwarded to management, and provides necessary suggestions.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The institution conducts both Internal and External financial Audits regularly

External Audits:- it is conducted by agency named vats and company chartered accountant's Charkhidadri- Haryana

Internal Audits- Internal Audits is done by checking each bill and vouchers verified by the concerned person after the Principal constitutes this team with members. The cashier maintains the cash book, receipt, bills and vouchers. It is checked by the internal team of the college

File Description	Documents
Report of Auditors of during the year signed by the Principal.	View File
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

00

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

As being a self-financed institute, the major source of fund mobilization is students' tuition fee. The institute utilizes these funds for repair and maintenance of the infrastructure, advancement of ICT facilities, upgradation of library, salary of the staff, conducting seminars, for networking, rallies, guest welfare, academic and cultural activities, for betterment of students and promotion of quality education

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

IQAC has been established for the quality assurance and quality sustainance. The college implements most of its quality assurance mechanism through detailed planning, collective decision making and team work. The progress of the college is viewed from the success of its activities.All the activities of the college are mentioned and reviewed through IQAC cell.IQAC reviews the whole process and modifies after taking suggestions.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	View File

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

The institution reviews its teaching-learning process through IQAC. IQAC prepares an action plan and academic calendar which is chalked out throughout the year. This plan consists of all the academic andnon academic aspects which are directly or indirectly concerned with teaching and learning. All the relevant decisions are made in the meetings of IQAC. Teaching-Learning Process is also reviewed through observation of the principal. At the beginning of the session, student induction programme is also organized which provide an effective introduction of various theory, practical courses, PLO'S, CLO'S assessment and teaching methods. There is also the provision of the collection and analysis of feedback which is collected from the students on the teaching learning aspect. The suggestions provided by the students are also implemented. Remedial

classes are also conducted for the underachievers in order to help and guide them.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	View File

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

22

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	No File Uploaded

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF

Four of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://www.shahsatnamjieducation.com/igac-meetings
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://www.shahsatnamjieducation.com/aqar-2022-23
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	No File Uploaded
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	View File
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

The college always strive for overall improvement in its functioning. Principaland governing body reviews its teaching-learning process, operations and learning outcomes. The IQAC regularly reviews and takes initiative to improve the quality of the teaching -learning process. The academic calendar is prepared in advance, displayed and circulated at the college and strictly implemented.

It's compulsory for all new admitted students to attend orientation programme. In which they have view specificity of education system, system of continuous assessment, teaching -learning process, compulsory core curriculum, various cultural activities, discipline and environment of institution. Students are introduced to time table, program structure, syllabus of courses before the academic session starts. Staff committees regularly remain in touch with students committees to seek feedback with students and appropriate steps are taken for the betterment of teaching -learning process. The college is functioning through its active committees. Every year

a progress report is maintained to monitor the development of college. IQAC prepares Academic Calender, Activity Calender, In House curriculum Planning, Action plan etc.

IQAC always focused on the process of learner centred teaching-learning and it has formulated policy to evaluate it from time to time.

IQAC reviews the process and modifies after taking suggestions

Administrative Improvements :

- Infrastructural Improvement
- Use of ERP fee software

File Description	Documents
Relevant documentary evidence in support of the claim	View File
Any other relevant information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Institution's energy policy often focuses on streamlining energy use through conservation measures, increasing efficiency and adopting alternative efficiency and alternative energy sources Institute emphasizes on

- Using efficient appliances and equipment such as LED lights, Energy started appliances like refrigerator, air conditioner and ceiling fans.
- Encouraging staff and students to adopt energy-saving practices like turning off unused devices and optimizing heating/cooling usage.
- Using biogas as fuel for specific energy needs such as furnace for heating water using biogas has been installed in the college hostel.
- Adjusting energy consumption by minimizing the use of Air condition during peak times to reduce strain on energy grids and costs.

- Aligning institutional energy policies with national and global sustainability goals, such as for carbon neutrality, institution organizes tree plantation drives and composts off the garbage for net Zero emissions.
- Integrating above said measures institute tries to meet its energy needs sustainable and minimize environmental impact and reduce operational costs.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

Institution's policy for waste management typically outlines principles, goals and strategies to reduce reuse and responsibly dispose of waste Institute

- Minimize waste, generated promote recycling and reuse students are told to use the teaching aids to reduce and recycle the waste, ensure proper disposal and foster an environmentally sustainable institution.
- Promote environmental awareness through regular classes/ lectures.
- Encourage green procurement by planting trees to minimize waste generation.
- Trained staff and students on proper waste segregation practices during the 7 day special NSS camp.
- Digitalize processes to reduce paper use. Use of ICTERP for management of admission process , fees, library work and record keeping.
- Students are encouraged to use reusable materials (e.g.-bottles, bags, utensils) and minimize food waste.
- Students are directed to dispose of waste like dry leaves, paper, tree plant into the waste bin.
- Students are directed to say No to Plastics.
- A pit is dug near the ground for disposal of waste generated in the institute. The waste generated is dumped in the pit.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant

Two of the above

File Description	Documents
Documentary evidence in support of each selected response	No File Uploaded
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage

Two of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Institution puts efforts to maintain cleanliness, sanitation, green cover and a pollution free environment involve the following

initiatives during the session 2023-24.

- Daily sweeping, mopping and waste disposal in all areas, including classrooms, labs and common places.
- Implementation of waste segregation system(biodegradable, recyclable and hazardous waste) with color-coded bins.
- Provision of clean and well-maintained washrooms with adequate water supply, handwashing stations and soap dispensers.
- Organized awareness programs during 7-day NSS camp and swachhta pakhwara to educate staff & students about the importance of cleanliness and hygiene.
- Integrated environmental studies through different courses in B.Ed. programme into the curriculum to foster eco-consciousness.
- Hosted events like "Swachhta Pakhwara (30-09-23 to 14-10-23),7-Day special NSS Camp (09-03-24 to 15-03 24) and water conservation rally (09-02-24) to raise awareness about sustainability.
- Maintained lawns, flowerbeds and gardens to create a green and aesthetic campus environment.
- Promoted the use of indigenous species by growing tulsi, aloe vera, mint, bay leaves etc. to conserve biodiversity and reduce water usage.
- Established committees or clubs like eco club, N.S.S Committee and Campus Gardening and Cleanliness Committee institute dedicated to environmental initiatives and activities.
- Conducted regular tree plantation events on 15-08-23 independence day and on world environment day 05-06-24, during the 7-Day special NSS Camp 09-03-24 to 15-03-24 to increase the green cover on premises.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	No File Uploaded

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

All of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	No File Uploaded
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

10495

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

Institution puts efforts in leveraging the local environment, locational knowledge, resources, community practices and challenges. Following ways showcased, how the institute leverages its local environment, locational knowledge and resources, community practices and challenges.

- Institutes building and facilities are designed to reflect and respect local geography, climate and available materials such as using eco-friendly materials or traditional architectural methods.
- Activities that focuses on local historical or environmental issues like:-

- One day camp on water conservation at Government Sen. Sec. School, Arniawali on 09-02-24
- 7-Day special NSS Camp from 09-03-24 to 15-03-24

1. Cleanliness and literacy programme
2. Tree plantation and literacy programme
3. Child welfare and road safety activity and literacy programme
4. Yoga/health Awareness activity and literacy programme
5. No smoking day rally ,environmental sanitation activity and literacy programme
6. Health checkup programme and literacy programme
7. Skill development activity, blood donation and literacy programme

- Tree Plantation on Independence Day 15-08-23 and on World Environment Day 05-06-24
- Organized Blood Donation Camp on 10-02-24 at Shah Satnam Ji Specialty Hospital, Sirsa and on 15-03-24 at Shiv Shakti Blood Bank ,Sirsa
- Visit to a free eye camp on 14-12-23 at DSS for students and staff to make them aware about health care.

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

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	View File
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)
Describe any two best practices successfully implemented by the institution as per NAAC format

The institution feels proud to describe its two best practices which are implemented since 2006 are:

Tree plantation: The objective of tree plantation includes a variety of environmental, social and economic benefits. Tree plantations are crucial for creating a sustainable future by addressing environment challenges , supporting communities and promoting ecological balance .

Institute organized tree plantation drives on 15-08-23 on the occasion of Independence Day, during the 7-Day NSS Camp on 10-03-24 and on World Environment Day 05-06-24.

Second Best Practices is Women Empowerment:

Women Fest: College organized a Women Fest on 20-03-24 to celebrate, empower and recognize women in various aspects of life, creating a platform for learning and growth.

This Programme aimed at honouring the resilience and strength of Women. An event named "The Confident Woman" was organized in which 28 woman students were participated to grab this title. Many more

activities like dancing, singing, poetry self-defence and martial art, cooking, beauty enchantment, showcasing of ancient heritage, handicraft, and painting and creative art activities were organized during this event. The Objectives of the Women Fest wereto foster confidence and leadership qualities among women.

to provide a platform for women artists and performers and creators to display their work.

to highlight the cultural contributions of women in traditional crafts, music and dance.

The main aim was to inspire, uplift and unite women while driving meaningful change in society.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Shah Satnam ji College of Education works as a catalyst for developing true educated, engaged and employable individuals whose collective energy will work as a driving force for the prosperity of the society as well as nation. Institute will do this by helping students in their placements. Institute believe in "Able teachers, Make Noble Nation". For his purpose college organises micro-teaching and real-teaching practices to help pupil-teachers to develop the professional and ethical values. Motto of the Institute is Service to the humanity is the true devotion to GOD.

"Humanity is our religion" generally emphasizes prioritizing Human welfare, unity and compassion over religions or cultural differences.

College activity engaging in humanitarian efforts like organization of blood donation camp on 10-02-24at Shah Satnam Ji Speciality Hospital and on 15-03-24 at Shiv Shakti Blood Bank, Sirsa, Swachhta Pakhwada from 30-09-23 to 14-10-23 and tree plantation drives on 15-08-23 and 05-06-24 to improve the well-being of people globally, regardless of their faith or nationality. The values like truth,

honesty and moral behaviour, disciplined behaviour, cultural values are inculcated in the students. For this purpose morning assembly regularly conducted in the college which includes yoga and meditation sessions. Vision, Mission, Aims Objectives, Code of Conduct are on the flex board at the important places in the college campus.

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