

The Annual Quality Assurance Report

(AQAR)

Of

2009-2010

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,
BANGALORE

By

Internal Quality Assurance Cell

SWAMI VIVEKANAND SARVODAYA BANK EDUCATION COLLEGE,
MAHESANA, GUJARAT

Name of Institution:

Year of Report: June 2009-May 2010

Swami Vivekanand Sarvodaya-
Bank Education College, Mehsana

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

❖ **The Plan of Action:**

- Created the IQAC of the institution as per the recommendations of NAAC and decided action plan to be implemented in Five phases: (A) Plan of Action for Curricular Activities; (B) Plan of Action for Co-Curricular Activities; (C) Plan Of Action For Professional Development Of The Faculty Members; (D) Plan of Action for Infrastructure Development; (E) Plan of Action for Social Development.

(A) Plan of Action for Curricular Activities:

- to recruit the faculty members in place of retired and transferred faculty members.
- to formulate different committees of faculty members along with teacher trainees.
- to develop the presentation skill of the teacher trainees.

- to arrange group-discussion, seminar, team-teaching, symposia, C.A.I. & C.A.L. model to acquaint teacher trainees with modern techniques of teaching-learning.
- to have the access of computers, printers, different software and Internet etc. for the teacher trainees to update the latest information concerning their subjects.
- to enrich the content of teacher trainees through internal assessment.
- to provide the reference books, journals, weekly and quarterly magazines along with two sets of books related to their subjects.
- to provide the teacher trainees the paper sets of the Question-paper of the previous years to develop their analytical thinking.
- to arrange the Unit Tests after the completion of every unit.
- to arrange Practice Test before Annual Examinations for the development of self-confidence and better performance in the examination.
- to teach the students to conduct the Psychological Experiments and to administer the Psychological Tests to develop critical thinking of the teacher trainees.

(B) Plan of Action for Co-Curricular Activities:

- to teach to plan and implement co-curricular activities.
- to celebrate different days to cultivate values.

- to arrange the different programmes for teacher trainees' Personality Development.
- to arrange the programmes to develop teacher trainees' creativity and reflective thinking.

(C) Plan Of Action For Professional Development of The Faculty

Members:

- to encourage the faculty members to participate in research oriented task.
- to empower the faculty and non-faculty members through active participation in Seminars, workshops, Orientation Courses, Refresher Courses, and Courses related to Computer Literacy etc.

(D) Plan of Action for Infrastructure Development:

- to increase the number of computers.
- to purchase the reference books.
- to equip the library with required furniture.

(E) Plan of Action for Social Development:

- to arrange the public programmes to enhance the awareness of people regarding different social, cultural, economic issues concerning the state, country, and the global world.

❖ Outcome Achieved By the End of the Year:

- The result of the year 2009 – 2010 is 100 %.

- 7 students of the college got ranks among top 100 students of the university during the year 2009-2010.
- During the year 2009- 2010 a minor project on Environment approved by University Grants Commission was completed and submitted.
- During the year 2009-2010 Sanskrit Sahitya Acadami Parishad had granted fund for one day national level seminar.
- The students and teachers are highly involved in organizing different programmes to bring environmental awareness in rural as well as urban areas of Mehsana District.

Part B:

1. Activities reflecting the goals and objectives of the institution:

- Enclosed in Annexure a; Annexure b and Annexure c.

2. New academic programmes initiated (ug and pg):

- Nil

3. Innovations in curricular design and transactions:

- Mr. Prashant B. Parihar, the faculty member of the institution, had participated in two days curriculum framework workshop for B.Ed. Colleges of H.N.G.U., Patan organized by L.N.K.College of Education, Patan and H.N.G.U., Patan.

4. Inter-disciplinary programmes started:

- Nil

5. Examination reforms implemented:

- Paper sets of the Question-paper of the previous years were provided to the teacher trainees.
- Content Tests of teacher trainees were conducted.
- After First Exam and Preliminary Exam the results of students were analyzed to find out the Average, Above Average and Below Average students and follow up work was accordingly done by each faculty member.

6. Candidates qualified: Net/Slet /Gate etc.

- Parihar Prashant B (NET: June 2009).

7. Initiatives towards faculty development programme:

- Motivated the lecturers of the college to join, conduct and organize state, national and international seminars as well as orientation and refresher courses .
- Motivated the non-teaching staff i.e. Librarian of the college to join seminars and workshops as well as refresher and orientation course.

8. Total number of seminars/ workshops conducted:

- One Seminar: Valmiki, Vedvyasa Evam Kalidas Rachit Sanskrit Sahitya Me Nirupit Jivan Darshan (National Seminar).
- Four Seminars: a) Teacher in Emerging Indian Society.

b) Development of Learner and Teaching-Learning Process.

c) Development of Education System in India.

d) School Management and Education Technology.

9. Research projects:

(a) **Newly implemented:** Nil

(b) **Completed:** Environmental Issues of Mehsana District: A Case Study for Creating Environmental Awareness (*February,2010.*)

10. Patents generated, if any:

➤ Nil

11. New collaborative research programmes:

➤ Nil

12. Research grants received from various agencies:

➤ University Grants Commission, Pune.

13. Details of research scholars:

➤ Parihar Prashant B.

➤ Parmar Suresh R.

14. Citation index of faculty members and impact factor:

□ Dr. Praffulaben N Patel : Lecturer & Principal.

(Med; M.Phil and PhD guide.)

□ Dr. Dinubhai M Chaudhary : Lecturer. (Med & M.Phil guide)

- Dr.Jayantibhai I Patel : Lecturer. (Med & M.Phil guide)
- Dr.Navinchandra T Chauhan : Lecturer. (Med & M.Phil guide)
- Sureshbhai R. Parmar : Lecturer.
- Prashant B Parihar : Lecturer.

15.Honors / awards of the faculty:

- Nil

16.Internal resources generated:

- During the year 2009-2010 Gujarat Sahitya Parishad had granted fund for one day state level seminar.

17.Details of departments getting sap, cosist (assist) / dst, fist, etc.

Assistance/ recognition:

- Nil

18.Community services:

- The institution has been actively engaged to bring awareness of Environmental issues as the abuses of plastic, deforestation, the effect of global warming on everyday life, water pollution etc. of local as well as global concern among the teacher trainees, teachers, principals of the schools and people of urban and rural Gujarat by organizing Street Plays, Rallies in rural as well as urban areas, seminars, debate, manifestation of souvenir etc.
- The institution has also been actively giving programmes to bring

awareness about social issues such as Stri Brun Hatya; Dangers of Alcohol and Drug Addiction; Illiteracy; Girls' Education etc. by organizing Street Plays, Rallies in rural as well as urban areas, seminars, and debate.

19. Teachers and officers newly recruited:

- Dr. Pravinaben Patel (Hindi-Lecturer 31st April, 2010)

20. Teaching-Non-teaching staff ratio:

- 1:1

21. Improvements in the library services:

- Teacher trainees are provided with vocational guidance through different News Papers, Rojgar Samachar, and Career News etc.

22. New books /journals subscribed and their cost

- During the academic year 2009-2010, four news papers, thirty journals and magazines were subscribed. The total cost of the subscription is 9453 /- Rs..
- During the academic year 2009-2010, total 225 books were purchased for the library. The total cost of the books is 41,630 /- Rs..

23. Courses in which student assessment of teachers is introduced and the action taken on students feedback: and process of admissions and examination results, issues of certificates:

- Student assessment of teachers is done in the faculty of Education.

Responses of the students were statically evaluated and motivation was provided to enrich educational practices through innovative approaches.

- Process of admissions and process of final examination results are conducted from the university.
- Certificates of different cultural programs, attendance certificate, character certificate etc. were distributed from the college.

24. Unit cost of Education:

- Total Expenditure (2009-2010): 4126608 /- Rs.
- Total No. of Teacher Trainees: 92
- Expenditure per Teacher Trainee: 44854.43/- Rs.

25. Computerization of administration and the process of admissions and examination results, issues of certificates:

- Computers are used in the institution:
 - ✓ For easy administration of everyday clerical tasks.
 - ✓ To communicate with Universities and other administrative offices.
 - ✓ To prepare Examination Papers and to prepare results of the examination.
 - ✓ To conduct critical analysis of the results.
 - ✓ To prepare invitation cards, certificates, nameplates, everyday instruction for teacher trainees' notice etc.

26. Increase in infrastructure facilities:

- New furniture (tables for computers in computer Laboratory) was made available for the computer laboratory.

27. Technological up gradation:

- Two computers were purchased to accomplish the official work efficiently in the clerical office.
- Internet facility has been provided in clerical office, science laboratory, principal office, staff room, assembly hall, library as well as one methodology room.

28. Computer and internet access and training to teachers and students:

- Teacher trainees have been provided computers, internet and one printer facilities for practical work as well as academic work in the college i.e. practical work for computer, planning digital lessons and annual lessons.

29. Financial aid to students:

- This year two teacher trainees were given loan from the VECSA, alumni of the college.

30. Support from alumni association and its activities:

- The past teacher trainees are usually invited once by the institution to have lunch with other teacher trainees and faculty members.

- The suggestions from the past teacher trainees are taken and necessary steps have been implemented.

31.Support from parent-teacher association and its activities:

- During the beginning of the year parents of the teacher trainees were called and informed about the schedule of Bed. Training of the year. Proper information and guidance were given to take care of their children for better achievement.
- Parents' instructions if any are considered.

32.Health services:

- Facility for medical treatment is available (medical room; first aid box etc.).
- Immediate consultation with expert doctors (Dr. P.D. Patel) is available.
- Facility of toilet for women teacher trainees has accomplished.
- Facility to measure the weight and blood group is available. (Dr. P.D. Patel).

33.Performance in sports activities:

- Sports Day was celebrated in the college in which lecturers and teacher trainees took active participation.

34.Incentives of outstanding sportspersons:

- Nil

35.Student achievement and awards:

- The institution awards those teacher trainees who got highest ranks in the university.
- The institution awards those teacher trainees who got highest ranks in the college (First, Second, Third).
- The institution awards those teacher trainees who got highest ranks in their methods.

36. Activities of the guidance and counseling cell:

- Guidance regarding selection of methods and optional subjects was given to the students.
- Guidance regarding Internal as well as external examination was given to the students.
- Guidance regarding to examinations of public service commissions was given to the students.
- Guidance regarding to interviews for future job opportunities was given to the students.

37. Placement services provided to students:

- Teacher trainees are usually informed about the different courses, job opportunities from University News, Employment News, Rojgar Samachar etc. by displaying the advertisement on Bulletin Board, by personally informing them on time.

38. Development programme for non-teaching staff:

- Jagdishbhai Bhil, the peon of the institution has been motivated to pursue higher education for his professional development.

39. Best practices of the institution:

- Organization of Maha Safai, a district level seminar for the teachers and principals to bring environmental awareness among them and through them to spread the message to save the earth by making use of papers instead of plastic in everyday use.
- Organization of a national seminar on Vyasa, Valmiki & Kalidas of Sanskrit literature to cater interest in Sanskrit literature.

40. Linkages developed with national/ international, academic/ research bodies:

- All the faculty members are the member of AIAER, Gujarat Chapter.

41. Any other relevant information:

- Teacher educators participate in different programmes of the practicing schools as judge of different activities.
- Teacher trainees are sent to participate in different cultural programmes of practicing schools as well as trainers of new cultural activities in the practicing schools.
- Teacher trainees helped one of the teacher trainees (Ms. Sonal Chavda 2009-2010) by collecting 18000/Rs. for medication of severe illness of her mother.

- Teacher trainees collected 3100 Rs. under the programme of Parmarth during the year 2009-2010 out of which a programme was organized to meet and talk with the people of Old Age Home in the college.
- A volume of selected research papers and research articles of faculty members of different colleges was published by the college in the year 2009-2010.

Part C: Detail Plans of the Institution for the Next Year:

The institution has following Plan of Action to be achieved for the next year besides mentioned in Part A of this report:

(A) Plan of Action for Curricular Activities:

- to conduct seminars for students related to subjects of different disciplines.
- Following curricular programmes will be implemented in the year 2010-2011:
 - (i) Quiz of Compulsory Papers (ii) Quality Improvement Test (Every Monday) (iii) Question Bank Preparation (iv) Maths & Science Club (v) Social science club (vi) Account Club (vii) English Club (viii) Sanskrit Gaurav Examination (ix) Test in content and methodology (x) Workshop for Development of Writing Skill in Annual Examination

(xi) Presentation Corner for Languages (xii) Language Improvement Programme (Gujarati).

(B) Plan of Action for Co-Curricular Activities:

- to organize different types of co-curricular activities.
- to arrange eloquence competition, quiz competition, song competition, Enactment of different types of Plays etc.
- Celebration of national days, religious and cultural days etc.
- Celebration of Hindi and Sanskrit days.
- To organize the programme “Tarata Pustako” i.e. “Floating Books.”

(C) Plan Of Action For Professional Development Of The Faculty

Members:

- to empower the faculty and non-faculty members through active participation in Seminars, workshops, Orientation Courses, Refresher Courses, and Courses related to Computer Literacy etc.

(D) Plan of Action for Infrastructure Development:

- One L.C.D.
- Computers
- Staffroom and Clerical Room Renovation

(E) Plan of Action for Social Development:

- to arrange Blood – Donation.
- to encourage newly married teacher trainees and others to lead the life

- with integrated family.
- to arrange different programs to bring Environmental Awareness.
- to organize parents – teachers meeting.
- To organize the lecture of social dignitaries for bringing social awareness among teacher trainees.
- Visit to Old Age Home along with all teacher trainees and to spend a day with them.
- Parmarth Programme.

Name & Signature of the Coordinator, IQAC

Name & Signature of the Chairperson, IQAC