



BHARTIYA COLLEGE OF EDUCATION UDHAMPUR (J&K)
(Affiliated to the University of Jammu)
(Accredited by NAAC with 'B' Grade with a CGPA of 2.15 on a 4-point scale)

Annual Quality Assurance Report
July 2016- June 2017
(AQAR)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR for the year

2016-2017

Part – A

1. Details of the Institution

1.1 Name of the Institution

Bhartiya College of Education

1.2 Address Line 1

Industrial Estate

Address Line 2

Dhar Road

City/Town

Udhampur

State

Jammu and Kashmir

Pin Code

182101

Institution e-mail address

bhartiya2003@gmail.com

Contact Nos.

01992-277845

Name of the Head of the Institution:

Dr Mrs Anita Bali

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Name of the IQAC Co-ordinator:

Ms. Savita Sambyal

Mobile:

9797609741

IQAC e-mail address:

iqacbhartiya@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

EC(SC)/01/A&A/097 dated 5-5-2014

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.bhartiyaeducation.com

Web-link of the AQAR:

<http://bhartiyaeducation.com/pdf/AQAR%202016-17.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.15	2014	2019
2	2 nd Cycle	-			
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

26/12/2012

1.8 AQAR for the year (for example 2010-11) (2016-2017)

2016-2017

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

i. AQAR _____ (DD/MM/YYYY)

ii. AQAR 22/06/2017 (DD/MM/YYYY)

iii. AQAR 22/06/2017 (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

University of Jammu

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (<i>Specify</i>)	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers	05		
2.2 No. of Administrative/Technical staff	02		
2.3 No. of students	01		
2.4 No. of Management representatives	01		
2.5 No. of Alumni	01		
2.6 No. of any other stakeholder and community representatives	01		
2.7 No. of Employers/ Industrialists	01		
2.8 No. of other External Experts	-		
2.9 Total No. of members	12+1 Principal=13		
2.10 No. of IQAC meetings held	06		
2.11 No. of meetings with various stakeholders:	No.	Nil	
Non-Teaching Staff	Nil	Alumni	Others
Students		01	Nil

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State

Institution Level

(ii) Themes

The following were the broad thematic areas that emphasised on enhancing the quality of education through the IQAC:

1. Exhibition cum one-day seminar was organized on socio-cultural Heritage of Jammu in collaboration with INTAC in connection with the world Heritage week Celebration-26 Nov, 2016
2. A One-day seminar organized in collaboration with **ICDS-Integrated Child Development Scheme Project, Udhampur**, on the topic “Cleanliness is a great campaign, give your contribution” was organized.
3. Workshop was organized on A/V Aids– 1st Dec, 2016
4. Seminar on “Betiyān Anmol” on the eve of “National Girl Child”- 24th Jan, 2017
5. College Organized one day seminar on “Swatchta Hai Maha Abhiyaan, Swatchta mein Dijiye Apna Yogdaan ”- 25th March, 20-17

2.14 Significant Activities and contributions made by IQAC

IQAC forms an integral part of academics and administration of the college. It has played an active role in streamlining the processes as well as enhancing academic and other activities of the college. Its role is that of facilitator and a link between the teachers and the administration to improve the quality of all college activities. Its contribution could be enumerated as follows:

1. Prepared Annual Quality Assurance Report for 2016-17.
2. Action Plan, time table & Annual calendar framed.
3. Online Admission cum Registration of B.Ed Sem-I & Sem-III started.
4. Website updation
5. Organized workshop for teachers to enhance use of ICT facilities to improve teaching-learning on 6th August 2016.

6. **7th Oct, 2016:** Dr. Anita Bali, Principal of the College and Ms. Jyoti Sharma faculty member attended workshop on the topic “**Different Approaches related to the Lesson Plans**” at Department of Education, University of Jammu.
7. **Various Workshops/Seminars/Guest Lectures delivered by the faculty members**
- **17th Jan, 2017:** Ms. Santosh Vaid faculty of the college delivered guest lecture on the topic “**Community Policing-Police and Human Behaviour**” at Sher-i-Kashmir Police Academy Udhampur.
 - **22nd Feb, 2017:** Ms. Santosh Vaid faculty of the college delivered guest lecture on the topic “**Victimization of Women & Children through Social Media**” at Sher-i-Kashmir Police Academy Udhampur.
 - **23th March, 2017:** Ms. Jyoti Bala faculty of the college delivered guest lecture on the topic “**Child Psychology dealing with Child in need of Care and Protection**” at Sher-i-Kashmir Police Academy Udhampur.
 - **24th March, 2017:** Ms. Santosh Vaid faculty of the college delivered a guest lecture on the topic “**Attitude contributes to Success**” at Sher-i-Kashmir Police Academy Udhampur.
 - **3rd May, 2017:** MS. Jyoti Sharma faculty of the college delivered a guest delivered a lecture on “Uchaaran” at Govt. Girls High School Udhampur.
 - **8th May, 2017:** MS. Jyoti Bala delivered a lecture on “**Role of Teacher in development of Personal Relationship between Teacher and learner**” at Rajiv Gandhi College of Education Kathua.
 - **8th May, 2017:** Ms. Savita Sambyal delivered lecture on “**Paradigm Shift in Education due to ICT**” at Rajiv Gandhi College of Education Kathua.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Programs related to the promotion of Heritage.	Exhibition Cum Seminar on Heritage Week Celebrations on 26 th Nov, 2016 organized by NSS Unit of the college in College campus
Setting up of Language lab.	Fully functional English Language lab established.
Formation of Eco-Club	Eco-friendly environment, using CFL, Planting trees, Sensitize the students to minimize the use of plastic bags.
Enhance learning and teaching through ICT.	Organized workshop for PPT prepetition.
Automation of Library	In progress
Enhancing participation in Faculty Development Program	Five teachers attended various seminars, guest lectures, workshops
Library digitisation	More than 200 books automated.

CALENDAR OF CURRICULAR/EXTRA-CURRICULAR ACTIVITIES (2016-17)

MONTH	NAME OF ACTIVITY
1 st Sept, 2016	Induction cum Orientation Programme Regular Class work begins
8 th Sept	World Literacy Day (visit to slum area for Promoting education)
2 nd Oct	Gandhi Jayanti celebration

Nov	Diwali Break National Integration Week
Ist Dec	World AIDS Day (Extension Lecture) Christmas Celebration
12 Jan, 2017	Lohri Celebration
25 th Jan	Patriotic Song Competition
Feb, 2017	Organization of sports function Brain Storming Activity
March, 2017	International Women's Day, Rangoli Competition
April, 2017	Musharia
May , 2017	Anti – Tobacco Day, Blood Donation Camp
5 th June,2017	World Environment, (Plantation drive)
21 st June, 2017	International Yoga Day

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

It was approved for submission.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	-	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	01 (B.Ed)	Nil	Nil	Nil
Total	01	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1 Programme consisting of 4 Semesters
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni

Parents

Employers

Students

(On all aspects)

Mode of feedback

Online

Manual

Co-operating schools (for PEI)

Analysis of the feedback (Alumni)

A written feedback mechanism (register) is followed when the annual Alumni meet is held. This year it was held on 27th May, 2017. The following major points were highlighted.

1. To inculcate cultural and moral values in the course structure.
2. Improvement in the class room infrastructure (fans, desks and benches.)

Both the suggestions were considered and found implemented.

Analysis of the feedback (student)

Not conducted.

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

No revision of syllabus was due as the revised syllabus was implemented recently in the year 2015

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

The proposal for starting the M.Ed. programme for the session 2017-2019 has been submitted to university of Jammu.

The affiliation process has been completed.

The approval for affiliation is awaited.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	17	13	Nil	1	03

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	13	01	0	0	1	0	03	0	17	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	-	01	-
Presented papers	-	01	-
Resource Persons	-	-	-

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

1. Encouraging Social Responsibility

The NSS Social advisory committee of the college has been active in fostering social responsibility amongst students and has successfully engaged them in meaningful community service. Approximately 180 students have worked with vulnerable groups like women in slums and street children in Udhampur. They conduct surveys, organize awareness campaigns, donate clothes, toys and books collection drives for the underprivileged. During their visits the committee has provided for counselling services to these groups also.

2. Commitment towards Gender Equality

The college is committed to the cause of gender equality and has undertaken several awareness programmes. Awareness oriented programmes include three street plays, one poster exhibition, and workshop cum awareness drive on Violence against Women.

3. Bio diversity and environmental awareness

Environmental Sciences Deptt has been working on various biodiversity related topics on the campus and the area around the college. The students have been encouraged to take up research projects on the following topics.

A) Impact of landslides and flash floods in Udhampur district

B) In biological sciences a research project was carried out on medicinal plants (herbarium) and a scrap book was prepared on it.

4. English Language Lab

Keeping in mind the Optimization and integration of modern methods of teaching and learning the IQAC suggested setting up of language lab to help students coming from rural areas to enhance the knowledge of English.

2.7 Total No. of actual teaching days during this academic year

Semester I-96
Semester III-95

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

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

-	-	-
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We follow the syllabus set by University of Jammu. Informally all teachers are participating in the process. Feedback from course teachers and interaction with students in the respective classrooms contribute to incorporating ideas, current trends makes the teaching learning more meaningful.

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Combined 2015-17 Semester- I, II & III	87	-	70	01	-	81.60
2016-18 Semester- II	132	-	61	19	-	60.60

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

1 Periodical review of the teaching-learning process organised at the end of each semester with the Head of the Institution.

2 The college encourages faculty members to identify distinguished personalities, and researchers to share expertise with students through guest lectures, workshops, seminars and conferences.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	17
Faculty exchange programme	02
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others Faculty has gone to other state level institutions as resource persons to: 1.Deliver lectures 2.Conduct workshop	03 01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	-	01	-
Technical Staff	04	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

It motivates students and faculty members to participate in research training programmes, seminars and present their views offered by other institutions.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NA	NA	NA	NA
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NA	NA	NA	NA
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.4 Details on research publications

	International	National	Others
Peer Review Journals	NA	NA	NA
Non-Peer Review Journals	NA	NA	NA
e-Journals	NA	NA	NA
Conference proceedings	NA	NA	NA

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level international level

3.22 No. of students participated in NCC events:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	02	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	Nil
NCC	Nil	NSS	10
		Any other	Nil

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

- On Aug-2016: Inter college Patriotic Song Competition was held on 13-Aug-2016, in this Students present melodious song to build nationalistic pride. As Spirit of Patriotism is important for understand the true value and independence. Chairperson of the college was the Chief Guest.
- On 04-Oct-2016: Bhartiya College of Education participated in display our talent organized by the Department of student welfare, University of Jammu. Prof. Sanjeev Jain V.C, SMVDU was the Chief Guest on the occasion. In this College Stood First.
- On 16-Sep-2016: An Induction Programe is an important process for bringing new members in to an organization. College Organizes induction programe in the beginning of session to gives an inductee a brief insight into the vision, mission, facilities and culture of the college. Chairperson of the College was the Chief Guest
- On 29-Sep-2016: Swach Bharat Abhiyan Making India a clean and healthy place for living is the responsibility of every citizen and on the lines of Honorable Prime Minister Narendra Modi's initiative college organized Swach Bharat Abhiyan in the college premises. Students presented Skit on it.

- On 08-Oct-2016: Gandhi Jayanti , Birthday of Mahatma Gandhi was celebrated in the college. The Skit and Patriotic song was the highlight which ignited feel of patriotism in all. A Genuine homage was paid to the father of Nation.
- On 27-Oct-2016: College Organized Inter College Debate on” Nationalism is in sentiments and not in Behaviour” in the presence of guest Prof. Suram Chand Principal Bhaskar Degree College Udhampur.
- On 28-Oct -2016: To mark Diwali Celebration, an inter college Rangoli Competition was organized in the college campus with great enthusian and farvour. Students presented their talent by decorating the classes and corridors with vibrant colours, intricate Rangoli designs. Chairperson of the college was the chief guest on this occasion.
- On 12-Nov-2016: Our two trainees Ms. Kritika and Ms. Tammana participated in 15th veeranna Aervalli Memorial Debate Competition held at Brig. Rajinder Singh Auditorium University of Jammu. Where, Swarva Aivalli and Girish Aivalli and Danish Rana IPS, IGP Jammu Zone were the Guest .
- On 26-Nov-2016: Exhibtion cum one-day Seminar on Socio Cultural Heritage of Jammu in Collaboration with INTAC in connection with world heritage week was celebrated in the college premises to bring awareness among the students to preserve and protect the cultural and natural heritage of state.
- On 01-Dec-2016: College organized a workshop cum exhibition on “Low Cost No Cost” Audio Visual aids. Almost all the students took part in the workshop. Faculty members guided the students that how low cost teaching aids are playing a significant role in making teaching learning more effective. The Chairman of the College and Prof. P.L.Suri applauded the efforts of the students. Students were also given prizes.
- On 24-Jan-2017: National Girl child day was celebrated in the college premises to spread awareness about the inequalities faced by the girl child in the country in the presence of Minister of Forest ,Environment and Ecology “SH. Choudhary Lal Singh” and Deputy Commissioner Udhampur “SH. Neeraj Kumar”.
- From 21to23-Feb-2017: Our college trainees Tmana and Kritika Sharma attented three days Photography workshop at Brig. Ranjinder Singh Auditorium University of Jammu. Ms. Satnam Kour was the organizer of the workshop.
- On 25-Feb-2017: Trainees of the college participated in the Seminar cum workshop for Civil Services aspirants which was organized by Youth Hostels Association of India and the ASCENT Group held at Abhinav Theatre. Mr.N.N. Vohra Governors of the State was the Chief Guest.
- On 28-Feb-2017: Group of Five Trainees representing the college participated in the Lok Rang Mahotsava folk song competition at Brig. Ranjinder Singh Auditorium University of Jammu. In this competition college stood First.
- On 08-Mar-2017: College celebrated international Women’s Day in the presence of honorable Guest Sh. K.S.Parihar Principal Disstt. Session Judge, Udhampur to Commemorate the movement for Women Right.

- On 25-Mar-2017: College organized inter college Seminar “Swachta Ek Maha Abhiyan Dejiya Apna Yogdan” in collaboration with ICDS project Udampur Prog. Officer Mr. Rakesh Bandyal was the guest. Students also presented a Skit on this.
- 27-Mar-28Mar 2017: 29 pupil teachers went to Shri Mata Vaishno Devi University, Katra to attend the North India Students Parliament. One student presented her views on the topic Role of today’s youth in nation building.
- On 27-May-2017: Alumni Meet was held in the college with an objective of Cherish the Memory Nourish the Future where Prof. Sukham Chand Former Principal of the College was the chief guest. In this variety of vibrant cultural and entertainment programs were presented by the Trainees to make it joyful.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8 Kanals	-	Self Financed	8 Kanals
Class rooms	12	-	Self Financed	12
Laboratories	04	01	Self Financed	05
Seminar Halls	01	01	Self Financed	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	36	03	Self Financed	39
Value of the equipment purchased during the year (Rs. in Lakhs)	9.29	0.76	Self Financed	10.05
Others	185.39	17.96	Self Financed	203.35

4.2 Computerization of administration and library

- Computers are available in administrative units. Entire office work is done through computers.
- Library has also been issued computers and automation is in progress. A dedicated ICT Zone for students has been established

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4989	1157686.40	241	70224	5230	1227910.40
Reference Books	205	53265	15	10350	220	63615
e-Books	-	-	-	-	-	-
Journals	252	29235	45	2170	297	31405
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	12	240	07	140	19	380
Others (specify)	2180	56544	149	10250	2329	66794

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	25	15	15	1	1	0	-
Added	2	0	10	10	0	1	0	-
Total	32	25	25	25	1	2	0	-

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

- Campus is fully wi-fi enabled
- Periodically training is given to teachers as well as students regarding basic usage of computer, Digital Payments, online form filling.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.76
ii) Campus Infrastructure and facilities	0.25
iii) Equipments	0.67
iv) Others	45.69
Total:	47.37

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC Published the newly added student support services in its annual e-newsletter.
- Participated in meetings of others Committees and made Quality related interventions from time to time.
- The same information was uploaded on the College website and also published in the Prospectus
- The IQAC networks along with the class teachers. It recommends needy students, collaborates with other institutions programmes that enhance student participation and leadership qualities.
- The class representatives from every class offer suggestions and ideas on student needs, and to enhance student participation in programmes.

5.2 Efforts made by the institution for tracking the progression

For tracking the progression of the student IQAC and the coordinators of the relevant subcommittees have organized regular meeting and have taken necessary actions. Apart from the class tests, students Seminar, Open Book Test etc. have been organized by the respective teachers on regular basis.

Remedial teaching classes have been conducted to improve the performance of the students.

The College has an active mentoring system in place. The students are coming from various diverse social and academic background from the nearby rural area. To include them in the mainstream academic and personal mentoring is made available to the students. Besides the course teachers, each class has a class teacher mentor also, whom the students can approach for academic and personal counselling. The mentee student is required to meet her/his mentor, on a one -to-one basis, at least three times per semester. These are out-of-classroom personal meetings in which the mentor gets to know the student personally and keeps track of her academic performance, attendance record, course registration, offering guidance where ever necessary on matters pertaining to academics and also personal issues. Each student enters information about her/his personal details, academic performance and curricular progress in a mentoring register. Mentors offer academic counselling to students, help them choose courses, recommend them for remedial coaching, if necessary, and also meet parents of their mentees to apprise them on their progress.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
-	-	-	B.Ed.- Session 2015-17 90
			Session 2016-18 134

Men		
Session	No	%
2015-17	09	10
2016-18	12	8.9

Women		
Session	No	%
2015-17	81	90
2016-18	120	91.0

(b) No. of students outside the state

Session (2016-18) -05

(c) No. of international students

Nil

Last Year 2015-17						This Year 2016-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
69	17	03	01	01	90	92	26	08	08	01	134

Demand ratio 10:11

Dropout % Nil

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

On 25-Feb-2017: Trainees of the college participated in the Seminar cum workshop for Civil Services aspirants organized by Youth Hostels Association of India and the ASCENT Group held at Abhinav Theatre. Mr. N.N. Vohra Governor of the State was the Chief Guest.

No. of student's beneficiaries

05

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

The Student Counselling and Career Guidance Centre extends counselling assistance to students with academic concerns. These services are provided on appointments that seek to enable students function effectively and improve their wellness quotient.

- Student counselling and guidance was arranged at the time of admission to help them choosing right combinations and allied information.
- The Career Guidance cell organises extension lectures as awareness programmes.
- A lecture was organized by the counselling and career guidance cell on opportunities for B.Ed students in Indian Army. Major Neha Khajuria gave a detailed presentation on the procedures, preparation and motivated the trainees to join the AEC Corps of armed forces as commissioned officers on 13th March, 2017

No. of students benefitted

220

5.7 Details of campus placement-

<i>On campus</i>			<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	
NA	NA	NA	NA	

5.8 Details of gender sensitization programmes

The college organises seminars, and workshops related to gender issues. Students are encouraged to participate in events organized by other institutions concerning gender issues. Extension programmes of the College are specifically geared towards gender development and women's concerns.

- College organized Nukkad Natak on Beti Bachao Beti Padao at Slum Area on 24th Oct, 2016
- College organized Seminar on "Betiyan Anmol" on the eve of "National Girl Child"- 24th Jan, 2017
- College organized legal awareness Camp on International Women's Day -8th March, 2017

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	06	54000.00
Financial support from government	34	782000
Financial support from other sources	-	-
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

LIST OF NSS ACTIVITIES (2016-17)

S.NO	DATE	ACTIVITY	PARTICIPANTS
1	29-9-16	Visit to slum area	All NSS participants 190
2	27-10-16	SEMINAR ON THE TOPIC “Nationalism is in sentiments and not in behaviour”	06
3	26-11-16	Exhibition cum one day seminar on “socio cultural heritage of Jammu”	09
4	24-01-17	“National Girl Child Day” (NUKKAD NATAK)	14
5	08-03-17	Awareness on women’s rights, Guest Mr K. S Parihar principal distt sessions judge, Udhampur	All volunteers 190
6	08-03-17	National level participation at “Digital financial literacy campaign”	02
7	22-3-17	Awareness Campaign on “World Water day”. Theme -Reduce and Reuse water	All NSS volunteers 190
8	25-03-17	Inter college Seminar on “Swachhta ak maha abhiyan dijiye isme apna yogdaan”	Bhartiya college of Education 03 Bhakar Degree College 02
9	05-06-17	Legal Awareness programme on “world Environment day”	All volunteers
10	21-06-17	International yoga day	All volunteers 190

5.13 Major grievances of students (if any) redressed:

- Reading Area with internet connection created in the library.
- Parking space for students created.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Bhartiya college of Education Udhampur Envisions to be an Institution of Higher learning devoted to the cause of Teacher Education by equipping the human resource with such knowledge that is achieved through synthesis of professional, technological and managerial skill that becomes a defining element in their meaningful service to the society.

Mission

Bhartiya college of Education shall provide seamless access to sustainable and learner-centric quality education, skill up-gradation and training to its students by using innovative technologies and methodologies and ensuring convergence of exiting systems for quality human resource required to promote the cause of education for national development.

Bhartiya College of Education is devoted to improve the teaching standards through its commitment to train its students in consonance with global standards of teaching in congenial environment fashioned by versatile Faculty and facilities while enlightening them with value and vision.

6.2 Does the Institution has a management Information System

No formal MIS but necessary information is flashed on the College Website and college Facebook Page.

College Website : www.bhartiyaeducation.com

College Facebook Page: <https://facebook.com/bhartiyacollegeudhampur/>

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

6.3.1 Curriculum Development

1 As prescribed by university of Jammu

2 The academic calendar prepared by university of Jammu is followed. There is limited academic flexibility none the less the institution also prepares its own Academic and Activity calendar.

Different steps involved in the process to ensure effective implementation of the curriculum are as follows:

(a) Step I: Based on the expertise of individual teachers, the syllabus is distributed for the academic session in the staff meeting which is held towards the end of the academic session in the month of June.

Discussions are held on the methodologies on the basis of paper allotted to teachers with the Head of the institution in general and new teachers in particular on different approaches to the curriculum.

(b) Step II: The time table committee prepares a draft time-table to check the feasibility of delivering the allotted curriculum by calculating the number of lectures available in a particular term.

(c) Step III: Teachers are then required to submit a teaching plan based on the number of days required for effective teaching of the syllabus, as also the examination deptt gives the number of days required for conduct of examinations.

A “Teacher’s Diary” in the form of a register is issued by the IQAC and given to the teachers at the beginning of the academic year to help them plan and manage the teaching learning process effectively. The teacher’s diary contains the necessary information, circulars from the university regarding the academic term, the academic calendar, working and teaching days available for the B.Ed. programme.

At the end of every academic term, teachers are required to submit the diary to the IQAC after filling in the relevant information. This helps the IQAC to monitor if the teaching plans have been successfully implemented, and this is further verified and substantiated through student feedback on teachers.

6.3.2 Teaching and Learning

The college has put in place a system to effectively plan the teaching and learning processes. The focus of all the activities is the pupil teacher. Various strategies and mechanisms for pupil teacher centric learning are adopted by the teachers to cater to the diverse needs of students in the classroom.

Academic Calendar

Preparation of the academic calendar for the next academic year begins in May i.e. before the end of every academic year. Being a two year programme it is for two years. A comprehensive academic calendar is prepared by a committee comprising of the principal with the help of IQAC. The academic calendar has details of distribution of teaching days and examination days in each term. This academic calendar is communicated in advance to all the teachers. Academic Calendar was strictly followed to ensure timely execution of all activities.

Teaching Plan

A central class-wise timetable is prepared for the next academic year by the time table committee towards the end of every academic year (i.e. in June) and distributed in advance to all the teachers

The Teaching plan is prepared by individual teachers, verified by the Head of the institution and then implemented.

Teachers' Diary

Every teacher is given a diary before the commencement of the academic year. The contents of the diary are: Academic calendar, commencement and end dates of the term/semester, list of holidays, personal timetable, teaching plan, formats to indicate co-curricular and extra-curricular activities and record of leave.

The diary maintained by the teacher ensures compliance of the academic plans. These diaries are assessed daily by the Principal to ensure that the work assigned is completed on time every term.

A wide range of teaching/learning strategies such as collaborative/team teaching, integration of technology in the classroom, experiential and hands-on learning experiences, field work, project work, internship (macro teaching), group discussion, seminar, peer Learning and paper presentations in class rooms.

The following activities augment learning outcomes:

- Capacity building programmes in Seminars and Workshops conducted by the College.
- Interclass and Intercollegiate academic, cultural and co-curricular activities.
- Inter-year and inter-collegiate cultural programmes, Parliamentary debates, seminars, workshops and conferences at university level that provide avenues for students to develop their talent and skills.

6.3.3 Examination and Evaluation

- Examinations were conducted as per the Academic Calendar. A great deal of attention was paid to ensure transparency in the conduct of examinations. In addition, this college facilitated in conducting exam of B.Ed (private), Online Bank Exams, JKSSB, IGNOU, Distance Education & University Private Exams etc. All the teachers were engaged in Evaluation of internal/external examination.
- Teachers prepare question banks.
- The institution has introduced open book examination system in one subject on trial basis to enhance the critical thinking power and analytical ability of the students and train them to write answers.

6.3.4 Research and Development

At present the college doesn't have a thriving research environment. None the less it is working on Strategies to Strengthen Research Development.

Research Promotion is being encouraged through Capacity building sessions for researchers through conducting workshops and seminars.

Mobilization of funds and Facilities is also being looked into.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is being automated; 261 new books were added to the existing treasure of books,; 23 new e-journals were subscribed in various subjects.
- Two LCD Projectors were purchased. One was installed in the college conference room and the other in a class room.
- Language lab software was purchased from Sanko.
- Parking area for students and staff created.

6.3.6 Human Resource Management

- The human resource available in the College was managed under a strategy to maintain and enhance the quality standards of this institution. Committees were constituted for effective implementation of various policies and partake of governance responsibilities.
- The college adheres to the procedure laid down in the statutes of University of Jammu.
- At the end of each academic year the Management Committee reviews the existing positions and identifies personnel for various teaching and non-teaching positions. The management makes appointments for the teaching positions through prescribed procedures set by University of Jammu.
- Orientation programmes are organised for new faculty.
- Recreation programmes like picnics are also organised for teaching, non-teaching and supportive staff.
- An annual general medical check-up is organized for the teaching, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

Advertisements inviting applications from qualified candidates are published in national and local newspapers. Applicants who meet the eligibility criteria stipulated by the UGC and the University of Jammu are called for an interview. The selection panel consists of the Principal, members of the Management, external subject expert deputed by the University.

Candidates found suitable are appointed on probation for one year. They are given a permanent position by the Management after assessment of their performance.

6.3.8 Industry Interaction / Collaboration

MOU was signed with Govt College of Education, Jammu on 24.01.17

6.3.9 Admission of Students

As per the guidelines issued by the University of Jammu.

The College website, prospectus contains information about the institution and the programme offered. The prospectus highlights the details of programme that the College is offering and it is prepared every year prior to the commencement of admissions. The prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form.

6.4 Welfare schemes for

Teaching	Maternity leave Loan facility Free medical check-up
Non-teaching	Maternity leave Loan facility Free medical check –up
Students	Maternity leave Free medical check-up Fee waiver in case of Economically backward students

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	-	-	-	-

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

For UG Programmes Yes No

For PG Programmes Yes No

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

The Examination Committee of the College comprises of the Principal, HOD of Examination Deptt, IQAC Coordinator and senior faculty members.

For both the batches 2016-2018 and 2017-2019, single evaluation (external) with re-evaluation facility is given to students. The students who don't qualify the first evaluation are supposed to reappear as allowed by the University of Jammu. End- semester paper-setting is done by an external examiner (University of Jammu). The paper setting for formative assessment is done by college teachers keeping in mind the pattern given by the University of Jammu.

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

NA

6.11 Activities and support from the Alumni Association

The Annual Reunion of the Alumnae Association of Bhartiya College of Education was held on 27 May, 2017.

6.12 Activities and support from the Parent – Teacher Association

The College does not have a Parent – Teacher Association. It carries a one-on-one dialogue with parents whose wards need further support and counselling services to enhance

6.13 Development programmes for support staff

Annual picnic is organised by the management for the support staff.

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

- The campus of this college is situated on a picturesque hillock and bears a lush green look. Due care was taken by the NSS & Eco- Club of the College to generate awareness among the students to keep the campus clean. Saplings planted in the last session were nurtured well to bring to raise them up to risk-free stage.
- Door to Door awareness campaign was organized in the nearby village on world water day-22th March, 2017.
- To fulfil this objective Plantation drive, in and around the college campus was organized.
- Placement of dustbins at various places in the college campus to keep it clean.
- The college campus is polythene free zone.
- College organized Legal Awareness programme on “world Environment day”-05th June, 2017

Criterion – VII

7. Innovations and Best Practices

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

- The college believes in strengthening of Extension and Outreach by the pupil teacher in the society by organizing a number of awareness programmes for the underprivileged.
- The setting up of language lab has brought about marked improvement in English language skills of the pupil teacher in general and the pupil teacher under training from the rural areas of Udhampur District in particular.
- The mentoring of the pupil teachers by the college staff has resulted in the holistic development of the trainees.
- Bhartiya e-newsletter published in June, 2017

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

Action Taken (2016-2017)

New programme	M.Ed for the (session 2017-2019) Inspection team visit- Submission of Report Approval awaited
Enhancement of learning through ICT	<ul style="list-style-type: none"> • Orientation workshop for teachers in the beginning of the session-6th Aug, 2016 • Organising awareness campaigns like “VITTIYA SAKSHARATA ABHIYAN (VISAKA)” mission for students and teachers to encourage digital payments-17th Dec, 2016.
Pupil Teacher skill enhancement	Rigorous internship programmes are conducted twice in the two year programme for 2 months each.
Social outreach programme	The programmes mainly focus on awareness campaigns and counselling sessions for the under privileged children and women.

7.3 Give two Best Practices of the institution

Best Practice I: Encouraging Social Responsibility

The NSS Social advisory committee of the college has been active in fostering social responsibility amongst students and have successfully engaged them in meaningful community service. Approximately 180 students have worked with vulnerable groups like women in slums and street children in Udhampur. They conduct surveys, organize awareness campaigns, donate clothes, toys and books collection drives for the underprivileged. During their visits the committee has provided for counselling services to these groups also.

Best Practice II: Commitment towards Gender Equality

The college is committed to the cause of gender equality and has undertaken several awareness programmes. Awareness oriented programmes include three street plays, one poster exhibition, and workshop cum awareness drive on Violence against Women.

7.4 Contribution to environmental awareness / protection

Door to door awareness campaign was organised by the student-22nd March, 2017

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

- Environment -friendly Location of the campus.
- High quality committed & dedicated faculty with an exceptional esprit de corps.
- Well maintained with suitable facilities infrastructure required for the B.Ed course
- A Holistic educational and learning experience
- Strong commitment to community service
- Good Admission response
- scholarships disbursed to students from marginalized and economically backward section
- Well-structured mentoring system in place.
- Ever-growing teaching-learning infra-structure according to the modern demands based

on ICT.

- Well-equipped central library with more than 5 thousand books, online journals and a reading Area.
- All the departments, offices and library are connected through internet facility.
- Scholarship and financial aid for students.
- High academic achievement of the College in University results
- Professional Counseling and remedial classes for weaker students.
- Contribution to the cause of education through distance mode education centers of University of Jammu & IGNOU.
- Sufficient infra-structure for sports and extension activities.
- Encouraging alumni support to the institution.

WEAKNESS

- Continuous and consistent up gradation of the faculty
- Lack of faculty research activities.
- The qualification and training of the faculty needs to be upgraded.
- Needs to enhance publication and research profile of the teaching staff

OPPORTUNITIES

- Increasing possibilities for partnerships, and collaborations and exchange programmes
- Expanding opportunities for under taking research activities at both state and national level
- Potential for leadership role in the state being one of the leading teacher training institutions in the state.
- Sufficient land resource for future growth & expansion
- Quality enhancement in all the existing mechanisms of the college

CHALLENGES

- Lack of Permanent affiliation of the college
- Lack of recognition under 12(B) of the UGC act of 1956.
- Paucity of funds and funding agencies

8. Plans of institution for next year

1. To organise Teacher Effectiveness Programmes and seminars for Faculty Members
2. To organize seminar on Quality Assurance in collaboration with the NAAC.
3. To formalise, streamline and carry out the academic audit.
4. Research capacity building for faculty.

Name Savita Sambyal

Name Dr Mrs Anita Bali

Sambyal
Signature of the Coordinator, IQAC

Anita
Signature of the Chairperson, IQAC
