



ANNUAL QUALITY ASSURANCE REPORT

(FOR THE YEAR: 2017-2018)

GONDIA EDUCATION SOCIETY'S

PUNJABHAI PATEL COLLEGE OF EDUCATION

Dr. Ambedkar Ward, GONDIA (MAHARASHTRA)-441601

Recognized by the NCTE and Permanently Affiliated to R.T.M. Nagpur University

Upgraded to College of Teacher Education (CTE)



The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, June 1, 2017 to May 31, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution **PUNJABHAI PATEL COLLEGE OF EDUCATION
GONDIA**

- Name of the Head of the institution : **Dr.B.R.Sharma**
- Designation: **Principal**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **237250/231696**
- Mobile no.: **9423412723**
- Registered e-mail: **ppcollege_bed@yahoo.co.in**
- Alternate e-mail : **ppcollegebed62@gmail.com**
- Address : **Dr. Ambedkar Ward, Singletoli, Gondia**
- City/Town : **GONDIA**
- State/UT : **MAHARASHTRA**
- Pin Code : **441601**

2. Institutional status:

- Affiliated / Constituent: **Affiliated to RTM, Nagpur University, Nagpur**
- Type of Institution: Co-education/Men/Women : **Co-education**
- Location : Rural/Semi-urban/Urban: **Urban**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)
(please specify) : **UGC (2F) and 12B**

- Name of the Affiliating University: **Rashtrasant Tukadoji Maharaj, Nagpur University, Nagpur**
- Name of the IQAC Co-ordinator : **Dr.R.L.Nikose**
- Phone no. : **07182-237250**

Alternate phone no. **07182-231696**

- Mobile: **9421896516**
- IQAC E-mail address: **drlnikose@rediffmail.com**
- Alternate Email address: **nikose236@gmail.com**

3. Website address: www.ppcegonia.co.in

Web-link of the AQAR: (Previous Academic Year):

<http://www.ppcegonia.co.in/AQAR2016-17.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: **Yes**

Web link: https://ppcegonia.co.in/academic_calendar.php

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B+	2.69	2005	from:28.02.2005 to: 28.02.2010
2 nd				from: to:
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC:

DD/MM/YYYY: **15.01.2016**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1) Organization of Micro Teaching Workshop	02.10.2017 to 14.10.2017	45
2) Organization of Scouting and Guiding Workshops	02.12.2017	45
3) Organization of International Yoga Day	21 June 2017	48
4) Organization of Teacher Day programme	5 th Sept. 2017	45

***Note: Some Quality Assurance initiatives of the institution are:
(Indicative list)***

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government- **NO**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **YES**

*upload latest notification of formation of IQAC : **IQAC, Letter attached**

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website. : **YES**

Yes/No

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No **NO**

If yes, mention the amount:

Year: **NIL**

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- * Development of college website
- * Updating of all Pedagogy of subject rooms
- * Enrich of KRC (Knowledge Resource Centre)
- * Appointment and Participation in BOS Committee of a Faculty Member.
- * Organization of various activities like Campus cleanness programme, Swacha Bharat Programme, Plantation programme etc.

13. 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

Sr. No.	Plan of Action	Achievements/Outcomes
1	To Prepare the Academic Calendar for Curricular and Co-curricular Activities	Academic Calendars for the said year is prepared
2	To maintain and beautify the college campus.	College Campus is maintained and beautification was also done
3	To motivate the teaching faculty to publish research paper, book etc.	Teaching faculty are regularly motivated to publish research paper, books etc.
4	To motivate the students to prepare for the competition examination	Students are motivated regularly to prepare for competitive examination
5	To encourage the teaching faculty to Participate in Seminar, conferences, Workshop etc.	Teaching faculty are motivated regularly to participate in various Professional Development Activity.
6	To organize the invited talk on Personality development to benefit the students	Invited talks are regularly organized on personality development for all round development of students.
7	To organize the Yoga Education Workshop for Staff and Students	Yoga Education Workshop is regularly organized for staff and students.
8	To organize Scouting and Guiding Workshop for students	Scouting and Guiding Workshop is organized for B.Ed. Students as per syllabus.
9	To organize Action Research Workshop programme for B.Ed. Students	Action Research Workshop is organized for B.Ed. Students as per syllabus.
10	To decentralized of the Administration of College.	The Administration of the college was done through various committees. Each committee constituted with the chairman, coordinator and other members for the smooth functioning and to take appropriate decision.

14. Whether the AQAR was placed before statutory body? Yes /No: YES

Name of the Statutory body: IQAC Date of meeting(s): **17.03.2018**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: **NO**

Date:

16. Whether institutional data submitted to AISHE: Yes/No: **YES**

Year:

Date of Submission: **2018**

17. Does the Institution have Management Information System?

Yes : **YES**

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

Management Information System is under the Department of Higher & Technical Education of Govt. of Maharashtra. The admission and teachers information are provided through MIS.

The Biometric functions is located in the college for the attendance for staff. The Knowledge Resource Centre (Library) has already enrich by the various Books, Journals & Reference materials. The MIS System has been used in practice to store students data such as issue & deposit of books, journals & other reference & study materials.

There is continuous assessment of the trainee students & their marks are stored in MS Excel. Data is the lifeline of every educational institutions which helps us in optimum distribution & utilization of resources & services for the maximum benefit to students. All the activities conducted in the college are properly documented.

Part-B

CRITERION I – CURRICULAR ASPECTS						
1.1 Curriculum Planning and Implementation						
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words						
Our institution is affiliated to the R.T.M. Nagpur University, Nagpur. We follows the academic calendar every year. The academic calendar is prepared at the beginning of the year and it is uploaded on the college website. There is a online system of uploading data as per the college events which helps in documentation. The college follows the syllabus approved by the Board of studies needs to discuss the curriculum. The respective member of the Board of studies meets to discuss the curriculum. Suggestion & Necessary updates from members of syllabus committee include the subject experts there who are faculty and having vast experience. Institutional time table committee prepares semester wise timetable including & Practical courses periods, assembly & tutorials as per the syllabus of the RTMNU. Further college keeps attendance record & it is properly maintained by attendance in-charge and accordingly defaulters list is prepared & they are warned by the faculty in-charge & principals in order to improve their attendance. Our college has open door policy. Whenever particular faculty member or teacher wants to meet the Principal & give the feedback about the ongoing programme is an informal way. The principal welcome all the faculty member feedback & suggestions. So each teacher takecare about the feedback & tries to incorporate the suggestions time to time. Also regular staff meeting take place where we discusses & feedback given by each faculty member before we execute any progress in the college. The examination committee looks into smooth conduct of all exams & timely declaration of results. Our Teachers are part of University for setting the question paper.						
1.1.2 Certificate/ Diploma Courses introduced during the Academic year						
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration		focus on employability/ entrepreneurship	Skill development	
NIL	NIL	NIL		NIL	NIL	
1.2 Academic Flexibility						
1.2.1 New programmes/courses introduced during the Academic year						
Programme with Code	Date of Introduction		Course with Code		Date of Introduction	
NIL	NIL		NIL		NIL	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.						
Name of Programmes adopting CBCS		UG	PG	Date of implementation of CBCS / Elective Course System		UG PG
B.Ed.		UG	-	From 15.07.2015		UG -
Already adopted (mention the year) 2015-16						
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year						
	Certificate		Diploma Courses			
No of Students	NIL		NIL			
1.3 Curriculum Enrichment						
1.3.1 Value-added courses imparting transferable and life skills offered during the year						
Value added courses		Date of introduction		Number of students enrolled		
NIL		NIL		NIL		

1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
B.Ed. (Internship)			50		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	-	Yes	-	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
The Feedback from the students, teachers, & alumini are obtained through Google form. The hard copy of the said feedback forms is prepared in respect of curriculum, teacher performance, students, teachers & Alumini are asked to fillup the Google Form. All the feedback are collected, analysed and fill in the hard copy. In IQAC meeting the feedback are discuss & solution are decided for overall the development of the institution.					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available		Number of applications received	Students Enrolled	
B.Ed.	Education		50	50	
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	50	Nil	06	Nil	Nil
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
06	05	07	04	01	05
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
Our college has students mentoring system in order to indentify and clarify student-teacher personal and professional goals. It helps to encourage student-teachers to face the challenges with great ease and confidence. It is helpful to organize various co-curricular activities. It helps to improve student-teacher relationship. It helps to them to get back on track when distracted. It helps to counsel students and interact with them in one to one manner. It is helpful to guide students' teachers to choose right career path in their life. It is useful to improve the quality of file of student-teacher in many aspects our IQAC has arranged all the students alphabetically and formed five groups. All fulltime teachers allotted 10 students each. Every mentor teacher keep watch on the attendance & communicate with the absent students (mentee) and their parents also. Mentors tries					

to understand the academic problems of students and try to solve them. The problems regarding School engagement, Internship, Practical workshop, Learning problem, various curriculum activities, student problem, practicum aspect non academic problem etc. fairly solve by the each mentor and accordingly discuss with the mentee.		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
50	06	1:8

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
7+1	06	01	NIL	06
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
2017	Dr. S.A.Dongre	Asstt. Prof.	Appointed as a member of BOS in the faculty of Interdisciplinary studies, RTMNU	
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
B.Ed.	NIL	Semester –I to IV	-	-
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
Our college has effective references regarding continuous Internal Evaluation (CIE) system. College has constituted a committee for the effective implementation of internal assessment. The Students-teachers are continuously assessed & evaluated by the committee. The various assessment strategies are adopted by our college. Each Semester of B.Ed. Course contains theory & practical aspects. Our college has adopted assessment strategies through internal assessment like results analysis, experimental learning, practical oriented activities, report writing, internship programme, group work activities, cultural activities, etc. Through this all activities continuously internal evaluation has been done.				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
The IQAC committee of the college has appointed academic calendar committee containing Chairman, Coordinator and member who are responsible to prepare yearly academic calendar on the basis of RTM, Nagpur B.Ed. Syllabus at the beginning of the session. In this way academic calendar is finalised & circulated to all teaching staff & also uploaded on the college website. Academic Calendar useful for organising all academic and co-curricular activities all the examination of every semester are conducted by the RTM, Nagpur University. The academic calendar contains all the theory periods, practicum, celebration of National & International days, co-curricular activities After completion of academic calendar it puts before IQAC Cell & if there is any suggestion, & it maintains & corrected if needed.				

2.6 Student Performance and Learning Outcomes				
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)				
2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
-	B.Ed. Sem.-IV	48	36	75%
2.7 Student Satisfaction Survey				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)				
CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College			NIL	
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
NIL	NIL		NIL	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
		NIL		

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre		Name		Sponsored by		
		NIL				
Name of the Start-up		Nature of Start-up		Date of commencement		
		NIL				
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State		National		International		
NIL		NIL		NIL		
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department			No. of Ph. Ds Awarded			
Education			01			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National	Education	NIL		NIL		
International	Education	NIL		NIL		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
Education			15			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
			NIL			
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
				NIL		
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	-		07		-	-
Presented papers	-		04		-	-
Resource Persons	-		-		-	-

3.4 Extension Activities				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities		Number of students participated in such activities
-	NIL	-		-
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
	NIL			
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
-	-	NIL	-	-
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
-	NIL	-	-	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage (B.Ed.)	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
1.	Practical Internship As per Syllabus	-	-	1) Nutan Vidyalaya, Civil Line, Gondia 2) M.MPL High School & Jr. College, Gondia 3) Ramnagar MPL High School, Gondia 4) M.MPL Higher Secondary School, Gondia 5) J.M. High School, Gondia 6) Adilok Mahila B.Ed. College, Gondia
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
NIL	NIL	NIL	NIL	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
3.98062			3.98062			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities		Existing		Newly added		
Campus area		Existing		/		
Class rooms		Existing				
Laboratories		Existing				
Seminar Halls		Existing				
Classrooms with LCD facilities		Existing				
Classrooms with Wi-Fi/ LAN		Existing				
Seminar halls with ICT facilities		Existing				
Video Centre		NIL				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		--				
Value of the equipment purchased during the year (Rs. in Lakhs)		58384/-				
Others		Existing				
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS}						
Name of the ILMS software		Nature of automation (fully or partially)		Version	Year of automation	
LIB-MAN		Partially		--	2017	
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16211	993512.28	98	15574	98	16309
Reference Books	237	-	-	-	-	237
e-Books	19000	-	-	-	-	19000+
Journals	21	-	-	-	-	21
e-Journals	6000+	-	-	-	-	6000+
Digital Database	N-List	-	-	-	-	N-List
CD & Video	56	-	-	-	-	56
Library automation	Partially	-	-	-	-	-
Weeding (Hard & Soft)	06	-	-	-	-	06
Others (specify)	199	-	-	-	-	199
Bound Volume						
Dissertation	525	-	-	-	-	525
Thesis	23	-	-	-	-	23

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	18	01	01	01	NIL	NIL	01	-	-
Added	NIL	-	-	-	-	-	-	-	-
Total	18	01	01	01	NIL	NIL	01	-	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS /GBPS (BSNL)

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	-	-	-

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
59062/-	59062/-	22.4005	22.4005

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Physical facilities like various labs, classrooms, library, Gymnasium etc are available for the students of the college.

Library: The College Library is partially computerized with LIB Man Software. The College library is well setup having the collection of **16309** books including **237** reference books. - text books. **27** Periodicals and also Bound Volumes **199** CDS, **56** thesis and dissertation and -- teaching-learning aids. Our library is member of INFLIBNET, N-List programme from the year 2011 Reading rooms of the library is well equipped with seating capacity of **30** students. In order to familiarize faculty and students about the books library has organized 'Book Exhibition' on the occasion of Vachan Prerna Diwas. Every students has to obey the library rules. While issuing and receipt of the books from the library students are compulsory to have show their Identity and Library Card.

Classrooms : There are total **04** numbers of Classrooms in our college. It is place for students-teachers to be active listeners and participate in learning activities. All the classrooms are well equipped with basic technological faculties. This classroom provides platforms to student-teachers to maintain effective communication.

Various Labs : Various Labs like ICT lab, ET lab, Language Lab, Science Lab, Psychology Lab, Curricular Lab, etc are maintained by the appointing faculty members as in-charge of Lab to monitor effective utilization of that particular lab.

The cleaning & maintenance of all classrooms & labs are regularly done with the efforts of regular staff of the college. All the labs are available for the faculty members of the college and students admitted in the college.

Sports facilities : Our college has Gymnasium having well setup instruments, Moreover college having, Volleyball play ground, shot put, discus throw, chess etc. All the students are used this facilities.

Computer Lab: Our college computer lab has well equipped with **12** computers. Students used thus computers for creating teaching aids & to prepare lesson plans.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Govt. of India (GOI Scholarship)	38	709906/-
Financial support from other sources			
a) National		NIL	NIL
b) International		NIL	NIL

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1) Remedial Teaching	23.11.2017	15	P.P.College of Education, Gondia
2) Remedial Teaching	24.04.2018	20	P.P.College of Education, Gondia
3) Yoga & Meditation	-	35	Akhil Bhartiya Yog Parishad, Gondia

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
			NIL		

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
	NIL	

5.2 Student Progression						
5.2.1 Details of campus placement during the year						
On campus			Off Campus			
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed	
NIL	NIL	NIL	NIL	NIL	NIL	
5.2.2 Student progression to higher education in percentage during the year						
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to	
2018	10	Attach B.Ed.	Education Dept.	1) D.B.Science College, Gondia 2) N.M.D. College, Gondia 3) PGTD of Education, RTM, Nagpur	M.Sc. M.A.\ M.Ed.	
5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)						
Items		No. of Students selected/ qualifying		Registration number/roll number for the exam		
NET		02		-		
SET		01				
SLET		-		-		
GATE		-		-		
GMAT		-		-		
CAT		-		-		
GRE		-		-		
TOFEL		-		-		
Civil Services		-		-		
State Government Services		-		-		
Any Other		Any other				
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity		Level		Participants		
1) Sports & Cultural Activities		College Level		All Students		
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
	NIL		NIL			

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)
There is provision of students council formation as per Maharashtra Public University Act, 2016 that came into force on 29.10.2018. As per the State Govt. Notification the formation of Students Council be formed in even educational Institution. Hence our college has formed Student Council. In student council, the representative is selected as per their CET merit score. It helps to maintain parallel system between students & administration. We are firm believe that overall growth of students and it is possible only when we give platform to express themselves in their area of interest other an academic front Annual gathering, celebration of teacher's day, celebration of Gandhi Jayanti, celebration of Dr. B.R.Ambedkar Jayanti, Organization of various cultural programme Sports Day activities, celebration of all particular day celebration, International Yoga Day etc are conducted through this Student Council. Student Council member actively participated in the meeting and gives the valuable suggestion to make the college programme better. Decisions were taken by their valuable suggestions. These representatives ensure healthy atmosphere for smooth interaction between students and teachers. They also help to maintain discipline in the college campus and contribute for the grand success for various activities.
5.3 Alumni Engagement
5.3.1 Whether the institution has registered Alumni Association? Yes/ No , if yes give details (maximum 500 words):
NO
5.3.2 No. of registered enrolled Alumni:
NIL
5.3.3 Alumni contribution during the year (in Rupees) :
NIL
5.3.4 Meetings/activities organized by Alumni Association :
YES
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
The vision and mission of the college is well defined. Our vision is to emerge as a centre of excellence in teacher education. Our mission is to provide experience based learning for multifaceted development, to contribute to national development, to foster innovative & responsible integration of technology in education & to instil the spirit of inquiry through research activity. The college management decentralizes all academic & administrative matters by constituting various committees consisting teachers & students representative with specific objective to achieve the vision of the college. In decision making process every members of the committee are given complete freedom to express their views/opinions and those views/opinions are well taken for the improvement of the college functions. The Principal leads the institution towards its goals, by planning the activities of the institutions, forming committees, delegating powers to the incharges and co-incharge of the committees, motivating and encouraging the committees to excel in their tasks, monitoring the progress and evaluating the success of all the tasks & projects. Apart from that the principal communicates all significant information to all the stakeholders and maintains records of all the function of the institution. Decision about the budget, maintaining the account of all expenditure accountants and the administrative staff is also accomplished by the principal. The faculty under the guidance of the Principal is responsible for the academic function of the college being part of a number of specialized committees that work with high degree of efficiency with considerable autonomy and initiative. The administrator of the college is decentralized in a democratize way.

6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
Partial
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<p>❖ Curriculum Development Curriculum planning and pedagogical measures are to be done in the beginning of the session and regular evaluation and revision is done from time to time.</p>
<p>❖ Teaching and Learning Institution has constituted various committees to look after all the activities related to teaching and learning.</p>
<p>❖ Examination and Evaluation Formative and Summative evaluation is done by the faculty through various tools and techniques Evaluation is being done and feedback is provided by students for their further improvement.</p>
<p>❖ Research and Development Various committee/Research and Development Cell have been constituted.</p>
<p>❖ Library, ICT and Physical Infrastructure / Instrumentation Library has modern facilities including internet connectivity. Purchase of new books is done in the beginning of each academic session also as when the need arises by procuring the list of books from the faculty. This is followed by giving purchase order, delivery, giving accession no., labelling, indexation arranging according to the subject in bookracks. Books are given special accession numbers. Library timing are from 10.40 a.m. to 5.20 p.m. on all working days. At the end of the academic year, stock verification is done. Maintenance of damaged books is done regularly. A periodic check at all devices and maintenance of the library software is carried out as and when the need arises. If the system requires any repair, a maintenance slip is filled and given to the office. The technical person do the needful. Other facilities like fire extinguishers, water cooler, Photostat, Fax, Computers are also covered the maintenance agreement. The institution regularly spends a portion of its budgets for proper upkeep and maintenance of its infrastructure.</p>
<p>❖ Human Resource Management Strategies to recruit and retain faculty are in place, performance assessment mechanism is in place.</p>
<p>❖ Industry Interaction / Collaboration Planning to have more collaborations with all the relevant social and industrial units of the society.</p>
<p>❖ Admission of Students Admission is done through Centralised Admission Process (CAP). Admission Regulatory Authority is setup by the State Govt. The Central Admission process for admission is conducted every year.</p>
6.2.2 : Implementation of e-governance in areas of operations:
<p>❖ Planning and Development</p>
<p>❖ Administration The various academic and administrative bodies of the college are headed by the Principal . The Principal delegates the duties and responsibilities to those bodies for effective administration. The administration of the college is decentralized in the hierarchical manner. Governing Body assign administrative powers to the Principal. Principal forms various staff committees for supervision and conduct of various college activities.</p>

A central students council is framed which assists the principal and the faculty in the college functioning. Meeting are held with the CR regarding administrative activities. Suggestion of faculty and students are sought while taking administration decisions.

❖ **Finance and Accounts**

The accounts of the institution audited regularly. There are internal & external audits system of the account. The college Head Clerk who look after each & every bill of the expenditure. All the bills are duly checked and attested by the principal. The college accounts are regularly verified by the chartered accountant of the institute. All the records of the accounts are properly maintained & updated frequently by the college. The University & Govt. of Maharashtra rules are strictly followed. There are various external agencies which verify the college accounts specially the grants received from State Govt. & UGC Salary of faculty members and staff is transferred directly to their bank account.

❖ **Student Admission and Support**

Govt. of Maharashtra has conducted CET. Online Merit List is sent to the college. College gives the admission of the students on the basis of merit list. The college library is one of the main support services which extend educational resources to the students for the references and learning. The college library is computerized with a software system. The library has an open access system with electronic resources of INFLIBNET. The library provides E-journal facilities.

❖ **Examination**

The external Examination are conducted by RTM, Nagpur University, Nagpur.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	NIL	NIL	NIL	NIL

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
	NIL	NIL	NIL	NIL	NIL

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
FDP	00	NIL

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
06	06	07	All Fulltime

6.3.5 Welfare schemes for				
Teaching			GPF, DCPS, Loan facility for Housing, Vehicle, group insurance, Credit Society	
Non teaching			GPF, DCPS, Uniform, Washing Allowance, Employer Grantee Loan, Festival Advance	
Students			Student Aid fund by operated by RTM Nagpur University, Hostel facilities, Railway concession, Gymnasium	
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
Institution conduct internal & external financial audit regularly by C.A. (chartered accountant) for every financial year				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
NIL		NIL		NIL
6.4.2 Total corpus fund generated - NIL				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	RTM, Nagpur University, Nagpur	YES	IQAC
Administrative	YES	RTM, Nagpur University, Nagpur	YES	IQAC
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
NIL				
6.5.3 Development programmes for support staff (at least three)				
Free uniform for Non-teaching staff, washing allowance, umbrella provide, Raincoat, Bicycle provided				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) YES				
b. Participation in NIRF : (Yes /No) NO				
c. ISO Certification : (Yes /No) NO				
d. NBA or any other quality audit : (Yes /No) NO				

6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2017	1) Personality Development Programme	--	--	45
	2) International Yoga Day	21 st June 2017	21.06.2017	40
	3) Tree Plantation	15 August 2017	15.08.2017	30

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
1) Marathi Bhasha Gaurav Diwas	27.02.2018	20	10
2) Vachan Prerna Diwas	15.10.2017	22	13
3) Late Shri Manoharbhair Patel Jayanti	09.02.2018	20	10

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

1) Less uses of paper & plastic use of LED Bulb's

2) Rain water harvesting (6 lakhs 30 litre save water)

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	YES	02
Provision for lift	NO	NO
Ramp/ Rails	YES	02
Braille Software/facilities	NIL	NIL
Rest Rooms	YES	02
Scribes for examination	NIL	NIL
Special skill development for differently abled students	NIL	NIL
Any other similar facility	NIL	NIL

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Code of conduct	-	Code of conduct is prepared for the students, teaching & Non-teaching staffs of the institute ensure that the students & staff members maintain a higher standard of discipline & upload the reputation of the institution. Students are required to wear uniform in the college campus. Strict vigilance is maintain, so that no students come in college without I card. Strict guidelines for discipline are given to students & its ensured that these are followed with almost priorities.
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
1) 15 August –Independence Day	15 Aug. 2017	40
2) 17 August – Late Shri Manoharbhai Patel Punyatithi	17 Aug. 2017	42
3) 5 th Teachers Day	05 Sept. 2017	45
4) 2 October- Mahatma Gandhi Jayanti	02 Oct. 2017	45
5) 12 January – National Youth Day	12 Jan. 2018	40
6) 26 th January- Republic Day	26 Jan. 2018	42
7) 8 March – Women’s Day	08 March 2018	40
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
1) Plastic Free Campus 2) Greenland Scarping with trees & plant 3) Pollution free environment. 4) Partially paperless office 5) Segration of Waste Disposal 6) Rain Water Harvesting		
7.2 Best Practices		
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link		

1) Best Practices :

To inculcate the moral values education aims at developing a balanced set of capabilities of students they required become economically productive, develop sustainable livelihoods, Contribute to peaceful & democratic society's & enhance individual well being social emotional skills can helps. Students set gaols for themselves & build positive relationship with peers. For developing skills & values within future teachers. Our institution follows few best practices. Value paripath (General Assembly)

Objectives :

- 1) It helps to improve students knowledge.
- 2) To check the uniform clean & hygenie condition
- 3) To build up confidence in students.
- 4) To make them discipline
- 5) To develop unity
- 6) To stimulate extracurricular activities.
- 7) To motivate expression & overcome self consciousness.
- 8) To share information
- 9) In assembly followed by National Songs, National anthem, Message of the Day, Current affairs, Quotations & discussion on academic activities.

2) Village Adoption

Meaning- Village adoption means working with the community of the particular village. It is process of empowering the village to active the goal of development in all respect.

Objectives :

- 1) To develop village is association with local Panchayat, District Govt. Administration and other bodies.
- 2) To create awareness about the various state & central government skill offered for the village especially.
- 3) To conduct health care programme
- 4) To know their Socio-economic status
- 5) To create awareness about the cleanness
- 6) To create plastic free village
- 7) To create awareness about tree plantation & to make the green village.

Context :

Our college is one of the oldest training institute established on 1963 situated in Gondia (M.S.) Gondia is itself district and located at the border of M.P. & C.G. State. Most of the students are coming to our college institution from remote, rural and tribal region. Their parents are mostly illiterate and lack of awareness about the various Govt. Schemes, about their health, cleanness, water literary etc.

Our institution has adopted a small village Dhakni which is 5 KM away from the college campus. Our faculty and students are try to set goals with the help of villages & Govt. Administration.

Evidence of the success :

Our college has conducted the survey of villages regarding their social economic status. Our college has also conducted plantation awareness rally, plastic eradication awareness, rainwater harvesting awareness programme in the adopted village.

Problem encountered :

As our educational institution is run in the rural region and most of the students are from the rural areas. Most of the students are from economically poor families and socially downtrodden society. They are also lack of knowledge of the importance of plantation, saving of water, importance of cleanness etc.

Conclusion :

The Village adoption is dream project of our institution. Hence in every academic year we are arranges the

various programme to achieve our goal.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

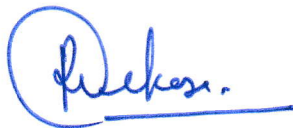
Provide the weblink of the institution in not more than 500 words

Punjabhai Patel College & Education has its roots in the Bhandara & Gondia District. It has been started its journey since 1963. This only Grant-in-aid institution. The College has started its journey with Hindi medium towards performance of excellence degree in all the aspects of professional development of the teachers. This institute as a globally compatible, comprehensive, infrastructural and instructional facilities alongwith educational research and extension services. The institute aims to prepare passionate, innovate teachers with commitment to excellence in teacher educator and professional outlook. This college aims to prepare teachers for the 21st century with a focus to develop their competencies and their skills required to complete in the global opportunity. This college takes regular steps in higher quantity & need based programme in teacher education at affordable cost as per govt. guideline are provided.

8. Future Plans of action for next academic year (500 words)

The total 16 Plan of action have been discussed & finalized for the academic session 2018-19.

1. To undertake Field projects.
2. To undertake School Internship.
3. To increase enrolment of students.
4. To motivate the students to participate in extension activities.
5. Enrich Library as Learning Resources.
6. To motivate the faculty to attend the Professional Development Programme.
7. To organize gender equity promotion programme.
8. To organize Environment Consciousness & sustainability.
9. To organize Blood Donation Camp
10. To develop ICT lab as a learning Resources.
11. To organize Seminar/Conference/Workshop by the IQAC.
12. To boost skill formulates policies & procedure for implementation of waste management.
13. To implement online feedback system effectively..
14. To encourage the teachers to use of LMS for regular teaching-learning and evaluation related activities.
15. Construction of rain water harvesting system in the college campus.
16. To organize the interview for student for their placement.



Name Dr. R.L. Nikose

Signature of the Coordinator, IQAC

CO-ORDINATOR
Internal Quality Assurance Cell
P.P. College of Education
Gondia (M.S.)



Name : Dr. B.R.Sharma

Signature of the Chairperson, IQAC

Principal
Panjabhai Patel College of Education
GONDIA
