



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SHYAM SHIKSHA MAHAVIDAYLAYA
Name of the head of the Institution		Dr. Pramod Kumar Mishra
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		917999901213
Mobile no.		9669344871
Registered Email		shyamcolleges@gmail.com
Alternate Email		cgeducation2020@gmail.com
Address		RISHABHTIRTH
City/Town		SAKTI
State/UT		Chhattisgarh
Pincode		495689
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	V.P. SINGH
Phone no/Alternate Phone no.	919669344871
Mobile no.	7000842726
Registered Email	shyamcolleges@gmail.com
Alternate Email	vinat.endia@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.shyamcollege.in/naac/aqar-18-19.pdf">https://www.shyamcollege.in/naac/aqar-18-19.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.shyamcollege.in/ac-18-19.pdf">https://www.shyamcollege.in/ac-18-19.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.09	2015	03-Mar-2015	02-Mar-2020

### 6. Date of Establishment of IQAC

01-Aug-2015

### 7. Internal Quality Assurance System

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
Low cost no Cost Teaching Aids	16-Feb-2019 2	81
Leadership Development	03-Oct-2018	85

Programme	2	
Faculty Development Programme	05-Sep-2018 7	19
Bloom Taxonomy-Evaluation Techniques	22-Aug-2018 8	100
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- 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	2019 00	0
<a href="#">View File</a>				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

The IQAC actively takes parts in the working of institution and to oversee the daytoday working of the college.

- The Internal Quality Assurance Cell(IQAC)is responsible for the overall monitoring of the system,

- setting/ revising guidelines for improved performance, carrying out the Academic Audit of faculty,

- Facilitating interactions with industry and community.

- The IQAC AND Management looks after the faculty requirement, infrastructure and financial expenditure and provides the fund for different developmental activities taking place in the campus.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Academic monitoring system to ensure systematic check points	All courses follow a lecture plan and all teachers prepare a coursefile for their respective subjects each semester.
Faculty Development Programs were organized to ensure the continuous learning for teachers.	Continuous learning for teachers. Three faculty development programs were organized during the session.
Academic and Administrative Audit	The Academic Calendar for the session 2018-19 was more elaborate and was successfully executed.
Institutional Social Responsibility activities were given due importance	Many activities were organized during the session. Detail report in annexure
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

No

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

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

27-Feb-2019

**17. Does the Institution have Management Information System ?**

No

**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

College is affiliated to BILASPUR University which has its admission plan and policy, provides B.Ed. Programme curriculum along with list of different courses, examination scheme, weightage to the theory and practicum. University completes entire admission process by the end of July every year. We strictly follow the syllabus, curriculum policy, plan and instructions who given by BILASPUR UNIVERSITY. College have 2 year B.Ed. programme. While revision and up gradation of syllabus is done at University level, the college has a mechanism for effective, documented curriculum delivery. At the commencement of each academic year, every faculty member provides the students with individual time plans and reading lists foe each course which are displayed in the classroom. These time plans are adhered to, so that the students able to gauge with a degree of clarify, what portion of the curriculum will be delivered within the stipulated time frame. These time plans are also preserved each year as documentation. Besides traditional lectures and seminars, infrastructure for the use of ICT in classroom, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. In some departments, bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Curriculum transacted by the institution provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas The Curriculum promotes a holistic approach to education, placing equal emphasis on the development of knowledge, understanding, skills, values and attitudes. The emphasis is laid on building solid foundations of knowledge and skills, introducing to students a fundamental understanding of key concepts and processes across a breath of key learning areas. Course Outcomes have been developed, each faculty member who is assigned to teach a specific course develops a Unit-based and Subunit Based calendar of activities for the entire term to facilitate the learner well in advance about the academic schedule

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Bloom Taxonomy	BT	06/08/2018	42	YES	YES
Health and Yoga	HY	24/09/2018	42	YES	YES
Ethic in Education	EE	26/11/2018	28	YES	YES

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
<a href="#">View File</a>		

#### 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	Programme Specialization	Date of implementation of CBCS/Elective Course System
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Nil	Nil	Nil
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### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	140	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
Bloom Taxonomy	03/08/2018	38
Ethic in Education	07/09/2018	26
Health and Yoga	02/11/2018	55
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	internships	98
MEd	internships	45
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Student Feedback: To make teaching-learning process more effective there is a dire need to get systematic feedback on the rating scale develops by the institute for above said purpose. To collect feedback from the existing students is the regular feature of the institute. At the end of every annual session i.e. March- April month, feedback Performa is distributed individually to the students. About the rating Scale: To collect the data a self prepared questionnaire by the faculty members of the institute is used. This tool is divided into four Areas which are Academics, Infrastructure, Skills/ Competencies developed during course of study, Overall Experience in the institute. Students have rated teachers on various dimension weightage to different attributes. It was summarized that beyond that. The teacher uses various means very effectively self-discipline, passion and devotion for the teaching professional parameter is represented as percentage of total number of fee Percentage overall average of rating was also computed for a time by the parents, it is observed that parents are largely teaching and learning.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	Teacher Education	50	70	50
BEEd	Teacher Education	100	120	100

[View File](#)

## 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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	100	50	16	10	26

## 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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
26	9	6	4	1	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

College has adopted a Mentoring System as a student support measure. A mentor is a teacher acting both as a friend and a role model over a small group of students assigned to each mentor. Mentor records the profile of all the assigned students with regards to their academic performance and participation in campus activities and any other initiative. Mentee can contact their mentor for any academic or non-academic support. The mentor guides a student in his /her academic, emotional and psychological development, particularly in the latter's transition phase. The mentor guides his wards to take out the best in him/her. In this system, Each faculty member is the mentor of a group of 14-15 mentees allocated to him/ her by the Principal of the Institute. The teacher mentor collects personal information from the mentees without touching sensitive issues or any information out of the mentee and then provides the needed counseling to her/ him. Critical issues are brought in the notice of the Head of the Institute. The teacher meets the mentee formally or informally outside class hours as well and guides them regarding their career options. A documented record of the mentoring process is maintained by the mentor teacher for reference purposes. Types of Mentoring: Course-specific – regarding attendance and performance in the present semester and overall performance in the previous semester, participation in various activities on and off campus. Professional Guidance – regarding self-employment opportunities, entrepreneurship development, morale, honesty, and integrity required for career growth. Career advancement – regarding professional goals, selection of school or institute for career, higher education, competitive exams etc. Role of Mentor: • Meets the group of students at least twice a month. • Continuously monitors, counsels, guides and motivates the students in all academic matters. • Advises students regarding choice of electives, project, assignments etc. • Contacts parents/guardians if situation demands e.g. academic irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc. • Advises students in their career development/professional guidance. • Keeps contact with the students even after their graduation. • Intimates Principal and suggest if any administrative action is called for. • Maintains a brief but clear record of all discussions with students • Maintains a brief but clear record of all discussions with students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
150	26	1:6

## 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
26	26	Nil	Nil	1

### 2.4.2 – Honours and recognition 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
2018	NIL	Nil	NIL
<a href="#">View File</a>			

## 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
BEd	640	YEAR	15/05/2019	09/09/2019
MEd	650	SEMESTER	30/04/2019	30/06/2019
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

At Institute level, effective implementation of tutorial and pre exam test takes place and results are declared within eight days. The students can see their evaluated answer sheets and discuss the same with concerned faculty. Term test is based on the university syllabus. Theory questions and numerical questions are also included. Time duration is timed for the above examination. It is ensured that questions are relevant to thinking process of the student and of progressive nature. The answer sheets are assessed on the point view of understanding the subject as main criteria. At the same time presentation is also looked into. Viva and oral are conducted with the current topics with the relevant academicians to give an exposure to the students of the various disciplines. Practical are conducted with the latest equipments and in a healthy environment. All the exams are conducted in a student friendly environment so that the student can give full and meaningful performance. For smooth conduction of University theory examination, faculty members is appointed. The faculty enters attendance and marks of the students periodically. The university appoints examiners for the practical examinations and viva voce examinations as per the University directives.

### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution's internal academic calendar is thoughtfully drafted in such a way that it is in with the University, BILASPUR UNIVERSITY Calendar. The



academic calendar outlines the semester class work schedule internal examination schedule, external examination schedule, class room activities and tutorials etc are properly spread out through the span of the session so that students can continuously go through a process of evaluation and academic growth. The faculty members got syllabus as well as tentative academic calendar coming semester in advance which enable them to plan and division of syllabus. The head of the Institution finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. Time table in-charge prepares the time table as per the guideline of respective statutory bodies for the number of credit hours for each subject prior to the commencement of the semester. Academic calendar is provided to the students through information handbook of the institution as well as display on the notice board. In addition to the mid-term exams other Institutional Internal activities such as beginning of session, Orientation Programme, Celebration of Important days other activities etc are also part of academic calendar.

## 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)

<https://www.shyamcollege.in/naac/course-outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
640	BEd	Teacher Education	100	100	100
650	MEd	Teacher Education	50	50	50

[View File](#)

## 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)

<https://www.shyamcollege.in/alumni.php>

## 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 year
Any Other (Specify)	180	Mother Society	120000	120000

[View File](#)

### 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
An extension lecture on	College Cultural	17/09/2018

Micro English by Mr. Akash Gadhewal .	Committee	
A Workshop on Art of Living by Mr. A P Singh	College Cultural Committee	10/10/2018
A Workshop on Drama and Art in Education by Ms. Barkha Singh	College Workshop Committee	04/12/2018
National Seminar on "Teacher Education - Issues and Challenges "by IQAC Cell	College Workshop Committee	15/01/2019

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Education	1	2.5
National	Education	1	2.9
<a href="#">View File</a>			

### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Nil	Nil
<a href="#">View File</a>	

### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self
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					the publication	citation
Nil	Nil	Nil	Nil	0	Nil	Nil
<a href="#">View File</a>						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>				

## 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 participated in such activities	Number of students participated in such activities
Say no to plastic	Vardan Education and Health Research Institute	12	120
International women day	Vardan Education and Health Research Institute	13	109
National youth day	Shri Salasar Education Society	20	140
Tree Plantation	Vardan Education and Health Research Institute	15	105
<a href="#">View File</a>			

### 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	Number of students Benefited
Nil	Nil	Nil	Nil
<a href="#">View File</a>			

### 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 participated in such activities	Number of students participated in such activities
Beti Bachao, Beti Padhao	Gram Panchayat, Rishabh Tirth	Beti Bachao, Beti Padhao	16	98

(Gunji)

[View File](#)

### 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	00	Nil	00

[View File](#)

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	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
TEACHER TRAINING/ INTERNSHIP	TEACHER TRAINING	GOVT H.S. SCHOOL, BARPALI KALA, SAKTI GOVT H.S. SCHOOL, BUDHANPUR, SAKTI GOVT H.S. SCHOOL, ACHANAKPUR, SAKTI GOVT H.S. SCHOOL, ASHONDA, SAKTI GOVT H.S. SCHOOL, GAHRINMUDA, SAKTI	01/12/2018	15/12/2018	100
TEACHER TRAINING/ INTERNSHIP	TEACHER TRAINING	GOVT H.S. SCHOOL, BARPALI KALA, SAKTI GOVT H.S. SCHOOL, BUDHANPUR, SAKTI GOVT H.S. SCHOOL, ACHANAKPUR, SAKTI GOVT H.S. SCHOOL, ASHONDA, SAKTI GOVT H.S. SCHOOL, GAHRINMUDA, SAKTI	01/02/2019	15/02/2019	100

[View File](#)

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/Activities	Number of students/teachers participated under MoUs
GOVT H.S. SCHOOL, BARPALI KALA, SAKTI GOVT H.S. SCHOOL, BUDHANPUR, SAKTI GOVT H.S. SCHOOL, ACHANAKPUR, SAKTI GOVT H.S. SCHOOL, ASHONDA, SAKTI GOVT H.S. SCHOOL, GAHRINMUDA, SAKTI	07/01/2019	Teacher Training	186
<a href="#">View File</a>			

## 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
0.7	0.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
<a href="#">View File</a>	

### 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
Nil	Partially	Nil	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6384	1276800	490	98500	6874	1375300
Reference Books	944	188800	50	10200	994	199000

CD & Video	85	8300	25	2500	110	10800
Journals	20	6500	5	1500	25	8000
<a href="#">View File</a>						

4.2.3 – 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	Nil	Nil	Nil
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	24	1	1	1	1	2	2	560	0
Added	2	0	0	0	0	0	0	0	0
Total	26	1	1	1	1	2	2	560	0

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

560 MBPS/ GBPS
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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	<a href="#">Nil</a>

#### 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
0.55	0.3	0.95	0.9

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 institution ensures adequate availability and optimal utilization of physical infrastructure as it is censoriously linked to the mission of our Institute –“To prepare outstanding educators, scholars and researchers and to advance the profession of Teacher Education, To promote research, development and consultancy, To develop critical thinking, effective communication and learning skills in the student Teacher &To impart value based education suitable to the needs of the society.” through technically advanced educational methods. The institute has adequate physical infrastructural facilities to run the Educational Programme efficiently as per the Norms and

Standards laid down by National Council for Teacher Education & by affiliating body. Sidana Institute of Education has developed complete physical infrastructure as per NCTE norms to run the B. Ed course. The institute has modern and updated infrastructure and learning resources. Institution is located 10 kms off the Holy City Amritsar. The Institute is a self-financed institute. ? Out of total area, 4000 sq. meters (01 acres) is exclusively earmarked for Sidana Institute of Education. It has 2385.13 sq. meters built up area that accommodates the administrative offices and the academic wing. ? There are four classrooms and six method rooms with proper lighting and ventilation and all the classrooms are well equipped with proper furniture, dais, projector and display boards. ? Administrative office, a staff room and a Principal room with adequate space to conduct meetings and discussions with the faculty. ? Well-equipped library and a reading room having seating capacity for 60 pupil teachers. Library has internet connectivity and a photocopier with the facility of photocopying. ? ICT Resource Centre fully equipped with 40 computers with latest configuration and internet facility with each system. ? Psychology Resource Centre with sufficient number of Tests and Psychological Testing Equipment's. ? The Curriculum Laboratory is a Centre for instructional materials in teacher education institutes. It is designed for the professional development of pupil teachers. ? Art and Work Experience Resource Centre with adequate material. ? We have well-furnished Tutorial rooms, Seminar Hall and a Multipurpose Hall having seating capacity of more than five hundred persons to conduct various academic and cultural activities. ? The institute has separate common rooms for boys and girls. There is a Rest cum Medical Room provided with First aid facility. Sports, Music Room, Canteen and a Store Room are also available in the college campus. ? Morning assemblies are conducted in Open Air Theatre as well as in Multipurpose Hall. A well sized Parking Space for vehicles is also available in the campus. ? There is provision for indoor games such as Carom, Chess as well as outdoor games like Volley ball, Badminton, Shot-put, Discus throw, Relay-race, Kho-Kho, Tug-of-war and 200 metre athletic track for all athletics activities. ? There are separate toilets and wash rooms for boys, girls and college staff. Proper Fire Safety measures (Fire Extinguishers) are also placed in the college building. Institution has heavy Gen-set for the power backup to meet the emergency need. Its campus is surrounded with lots

<https://www.shyamcollege.in/naac/co-curricular-activities.pdf>

## 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	Nil	0	0
Financial Support from Other Sources			
a) National	CG POST MATRIC	196	1785000
b) International	NIL	Nil	0
<a href="#">View File</a>			

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 implemetation	Number of students enrolled	Agencies involved

Ethics in Education	13/08/2018	87	Vardan Education Health Research Institute
Remedial Coaching on the bases of house test	24/09/2018	65	Vardan Education Health Research Institute
Human rights	21/01/2019	57	Vardan Education Health Research Institute
Yoga and Medititation	18/02/2019	55	Vardan Education Health Research Institute
<a href="#">View File</a>			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Counseling	124	124	Nil	Nil
<a href="#">View File</a>					

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	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	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
<a href="#">View File</a>					

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	Nil	00	Nil	Nil	Nil
<a href="#">View File</a>					

5.2.3 – Students 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	Number of students selected/ qualifying
Any Other	Nil
<a href="#">View File</a>	

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cleanliness Campaign	COLLEGE LEVEL	97
Awareness Campaign	COLLEGE LEVEL	95
Horticulture Competition	COLLEGE LEVEL	96
100 M. Rece Competition	COLLEGE LEVEL	80
Chess Competition	COLLEGE LEVEL	88
Chair Rece Competition	COLLEGE LEVEL	70
Salad Contest	COLLEGE LEVEL	85
Room Décor Competition	COLLEGE LEVEL	98
Fancy Dress Competition	COLLEGE LEVEL	35
Food Contest	COLLEGE LEVEL	95
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### 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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	National	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

6 The institute strongly believes in giving opportunity to the students in supporting the authorities and the faculty members in running all the affairs of the institute viz. curricular, co-curricular and extracurricular activities. For this reason, the institute provides the student community with all the possible. Opportunities to participate in the various academic and administrative bodies. The institution does not have a student council, but there are societies / clubs the heads of which are part of council which oversee all the cultural activities PGMM. The objective is to make the students participate in the development of the institute as well as in the process develop their personality, organizational skills and career through interactive programs with the faculty, administration and society. The goal of the student council is to provide a common platform to students for co-curricular and extra-curricular activities. It is responsible for all the major technical, cultural, literary and sports activities organized in the college premises. Activities under the council will be well supported by a team of faculty members.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The institution has an Alumni Association. Its activities and major contributions for institutional, academic and infrastructure development. The college collects feedback from its graduates and employers and uses it to develop its curricula, improve the facilities and the overall status of the college. The college organizes alumni meet periodically and collects the feedback and uses it to in the improvement of the college. The institution collects program exit feedback from its passing out students.

## 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 Admission committee counsels' prospective candidates for Admission before the Application Forms for admission are released. The Admission committee (for admission) involves all members of the staff who co- operates and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Planning Board (for financial Planning and implementation) involves the participation of Management and non-teaching staff related to Accounts. Library committee prepares and plans for the book budget for next academic session. There is a building Committee with members from faculty , architects, engineers, Contractors and office staff to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 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):

Strategy Type	Details
Curriculum Development	Curriculum is set by the University. Suggestions from curriculum committee related to different subjects were forwarded to the Guru Nanak Dev University. Academic mentoring of students is done by the Teachers.
Teaching and Learning	Our teaching learning process includes presentations, Group Discussions.
Examination and Evaluation	Bilaspur University norms are followed by the College for Examination Evaluation.
Research and Development	For promoting research in the College, we have library with so many

	books for the teachers and students
Library, ICT and Physical Infrastructure / Instrumentation	? Library, ICT and Physical Infrastructure / Instrumentation
Human Resource Management	We strongly believe in Team work and collective decision making. The College organizes various orientation programmes for both teaching and nonteaching staff members for upgrading their skills in the latest technology. Salary, pay-scale and increments are given to staff members as per Government norms which leads to employee satisfaction. Institute grants Medical, Casual, On Duty and Special Leave to its faculty members. And Non Teaching gets Medical, Causal and Earned Leave as per the norms of University. It also provides Maternity Leave according to norms to its female members
Industry Interaction / Collaboration	We have more than 15 collaborations for the internship/teacher training purpose.
Admission of Students	Admissions are done as the guidelines given by Bilaspur University. Admissions are made through Pre B.Ed. Exam conducted by C.G. Vyapam. College provides free counselling services related to admission to students and parents who visit the campus. College follows all the rules and regulations of the university.

#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	We use emails for the same
Administration	We are maintaining the office records on MS - Word and MS - Excel since 2009
Finance and Accounts	MS Excel
Student Admission and Support	we follow the rules and regulations of Bilaspur University. And as per University Guidelines there is one Pre Examination conducted in a year and at the end of year End Term Examination is conducted by the University.
Examination	Bilaspur University norms are followed by the College for Examination and Evaluation.

### 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/	Name of the	Amount of support
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		workshop attended for which financial support provided	professional body for which membership fee is provided	
2018	V. P. Singh	BU Bilaspur (C.G.)	Nil	Nil
<a href="#">View File</a>				

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

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	From Date	To date	Duration
Nil	Nil	Nil	Nil	00
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
26	26	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maternity Leave with Pay, Free Health Check Up Camps	Maternity Leave with Pay, Free Health Check Up Camps	Scholarships, Personality Development Sessions

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The College conducts only internal audit which is as follows: The Audit objections raised by the auditor while performing the audit are dealt with, in the following manner :- 1. On receiving the audit objections report from the auditor, the concerned accounts and administrative staff, gives this report a top priority and prepare the documents/reply to settle the objections (if possible) before it goes up to the level of top management. 2. To resolve the backlog of audit objections, and for speedy resolution of audit objections, initiatives are taken to convene bipartite/tripartite meetings where possible. 3. The decision of these meetings are complied with immediately and necessary rectifications are done to resolve the audit objections. External Audit: The Institution is not required to conduct any External Financial Audit.

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/ Grnats received in Rs.	Purpose
Vardan Education and Health Research Institute (Mother Society)	120000	A Study of Health and Hygine Concept among the Resdients of Sakti Janjgir Champa
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6.4.3 – Total corpus fund generated

00
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## 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	No	Nil	Yes	Principal
Administrative	No	Nil	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents Teacher meetings are held to assess the academic process of students, Parents are informed timely regarding the performance attendance of students.
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6.5.3 – Development programmes for support staff (at least three)

Development programmes for support staff (at least three) Sexual Harassment at Workplace, Play on Beti Bachao Beti Padhao and Play on Swachh Bharat Abhiyan
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. IQAC cell is established for assure quality culture as the prime concern with internal and external support. 2. College is recognized under 2F 12B for receiving grants from UGC for research projects. 3. Enhanced the use of ICT by faculty in the teaching learning process. 4. Initiatives for green campus, Barrier free campus for person with disabilities.
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

## 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	Period To	Number of Participants	
			Female	Male
International Women Day	20/08/2018	25/08/2018	79	12
Sexual Harassment Awareness Programme	14/01/2019	14/01/2019	85	21
National Youth Day	04/03/2019	04/03/2019	90	25

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
10

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	5	5	02/10/2018	07	Swachh Bharat Abhiyan	Awareness Program for Local People of the village, teachers and	55

						students	
2018	2	2	30/10/2018	07	Anti Drug rally under buddy group Programme	Awareness rally for local villagers and students of the Institute	62
<a href="#">View File</a>							

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day Celebration	21/06/2018	21/06/2018	85
Human Rights (Value Added Course)	12/03/2018	23/04/2018	30
Ethics in Education (Value Added Course)	09/04/2018	16/04/2018	35
Yoga And Meditation ( Value Added Course)	23/04/2018	30/04/2018	33
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

a) Recycling of paper - using rough paper b) New laptop bought in exchange of old laptop for faculty members c) More trees/grass planted in the campus d) Rain harvesting system cleaning on regular time intervals e) No use of plastics inside the campus- paper plates and glasses in canteen and in college pantry steel/glass utensils are used.

## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

The college follows a systematic Performance Appraisal System for teaching and non-teaching staff. The institution / management evaluates teachers based on teaching, research and participation in development activities and due importance is given to all the activities. The institution evaluates non-teaching staff based on performance in technical work and administration related activities, co-curricular, professional, development related activities, academic contributions, general conduct and qualities. A structured "Self-Appraisal Form" is made use of by each faculty member for this purpose, wherein he/she gives the details of his/her performance and participation in all the activities assigned to him/her by the department /college. The concerned HOD gives their remarks on the performance of the faculty member. The faculty performance appraisal system is evaluated in 6 categories namely teaching learning, co-curricular activities, research activities, academic



performance- evaluated from the feedback from students, expert review feedback and management feedback. Self-appraisal is done on the basis of the following points:- Teaching learning process evaluation Specific duties / tasks assigned by Heads of the Department. Major contribution for the benefit of student/ staff /Institute. Awards/ Rewards obtained by the faculty and staff. Contribution towards extracurricular and co-curricular activities. Execution of exam duties assigned. Research contribution of staff in terms of research projects, publications and guidance provided to students for involvement in research. The management always plays a vital role in the performance appraisal of the staff. Annual increments and promotions in the grades are all implemented by the management on the basis of an individual performance indicated in the appraisal report. The management takes major financial decisions like implementation new salary structure, introduction of perks, rewards scheme etc. based on the outcomes of the review of the performance in appraisal report.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.shyamcollege.in/ac-18-19.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Internal Quality Assurance Cell starts working Development administrative activities of the College. Focus is laid on effective implementation IQAC Coordinator held detailed discussion on important role to be played by IQAC for the overall growth of the institution. She discussed strengths and weaknesses of the institute so that rigorous discussions and decisions are made for the betterment of the institute. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process Faculty suggested for optimum use of ICT. PPT of lesson/topic for discussion prepared Feedback is very important for the improvement of teaching learning and functioning of the institution. College developed a Feedback Schedule to obtain responses from the students, parents and other stakeholders including alumni. Feedback data analyses done and report prepared.

Provide the weblink of the institution

<https://www.shyamcollege.in/ac-18-19.pdf>

### 8.Future Plans of Actions for Next Academic Year

Internal Quality Assurance Cell starts working Development and application of quality benchmarks/parameters for the various academic and administrative activities of the College. Focus is laid on criterion-wise additional inputs which facilitates better understanding and effective implementation IQAC Coordinator held detailed discussion on important role to be played by IQAC for the overall growth of the institution. She discussed strengths and weaknesses of the institute so that rigorous discussions and decisions are made for the betterment of the institute. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process Faculty suggested for optimum use of ICT. PPT of lesson/topic for discussion prepared Feedback is very important for the improvement of teaching learning and functioning of the institution. College developed a Feedback Schedule to obtain responses from the students, parents and other stakeholders including alumni. Feedback data analyses done and report prepared.