



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Dronacharya College of Education,Rait
• Name of the Head of the institution	Dr. Parveen Kumar Sharma	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Alternate phone No.	01892237856	
• Mobile No:	9816270645	
• Registered e-mail ID (Principal)	dronacharyahp@gmail.com	
• Alternate Email ID	gspathania7@gmail.com	
• Address	VPO Rait Tehsil-Shahpur, Distt-Kangra	
• City/Town	Shahpur	
• State/UT	Himachal Pradesh	
• Pin Code	176208	
2.Institutional status		
• Teacher Education/ Special Education/Physical Education:	Teacher Education	
• Type of Institution	Co-education	

• Location	Rural				
• Financial Status	Self-financing				
• Name of the Affiliating University	Himachal Pradesh University				
• Name of the IQAC Co-ordinator/Director	Dr.Anita Chandel				
• Phone No.	6230059552				
• Alternate phone No.(IQAC)	9816270645				
• Mobile (IQAC)	6230059552				
• IQAC e-mail address	dronacharyahp@gmail.com				
• Alternate e-mail address (IQAC)	dronacharyaiqac2022@gmail.com				
3.Website address	www.dcedu.in				
• Web-link of the AQAR: (Previous Academic Year)	https://dcedu.in/downloads/aqar-2021-22/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://dcedu.in/downloads/academic-calendar-b-ed-and-m-ed-2022-23/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.32	2010	04/09/2010	03/09/2015
6.Date of Establishment of IQAC			03/09/2015		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	0	

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • (Please upload, minutes of meetings and action taken report) 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Faculty development Programme ASCENT -3 Students, seminar , Sashkat- Youth Personal development and Employability skills programme, Orientation on IQAC , Feedback from students on Teacher, Practising schools teachers , Guest lectures and extension activities, NAVRANG -Youth festival, Faculty development programme, Alumni Meet, Reconstitution of Students Council, Honors and Awards to students , Students Holistic Recharge Programme Educational visit, Research paper presentation and publications by faculty, Activities of clubs for the holistic development. Educmatica -learning Management System, Publication of Gyankosh Journal</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).		

Plan of Action	Achievements/Outcomes
Orientation of Clubs and Committees/School Internship Orientation	School Internship Orientation was organised on 07 Nov,2022
Edumatica -Learning Management System	Edumatica -Learning management system has been introduced
Publication of Educational Journal -Gyankosh	GYANKOSH Journal of Educational Research volume 3,issue 1 ,January-June 2023 was published
Parivartan and Sharp plus for students	Parivartan and Sharp plus for students mentoring was undertaken
Value added course -SHASKAT (life skills and HPTET) for students	Value added course -SHASKAT (life skills and HPTET) for students was initiated on 10 Feb,2023
Ascent - Faculty Development Programme	Ascent - Faculty Development Programme was on 28 and 30 January 2023
Saksham- Students Seminar for B.Ed. Students	Saksham- Students Seminar for B.Ed. Students on Curricular concerns for quality concerns in teacher education was organised on 14 February,2023. 23 students participated in it
Feedback of Students and Khula Darbar	Feedback from students was collected and Khula darbar was organised on 31 Dec,2022.
Navrang -Annual fest cum prize distribution	The one-day Annual Inter-collegiate Socio-Cultural, literary, Sports Fest, NAVRANG-2022 of Dronacharya PG College,Rait was successfully organized on 9th June,2022
Reconstitution of Students Council Association	Reconstitution of Students Council Association was held on 20 Oct,2022.
Alumni Meet	Alumni Meet was organised on 24

	Dec ,2022
Activities of the clubs and committees	Activities of the clubs and committees were organised through out the session fo the holistic development of the personality of the students.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
College development committee	14/02/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	16/02/2024
15.Multidisciplinary / interdisciplinary	
<p>Dronacharya PG College of Education is affiliated to Himachal Pradesh University Shimla. The institution is having two year B.Ed program with intake capacity of 200 students. The B.ed. course has compulsory subjects and pedagogy subjects which has various topics related to different disciplines. The institute also have a M.Ed. course which apart from compulsory subjects focus on research methodology and dissertation work. The institution is also offering other courses i.e. BBA, BCA, B.com and PGDCA that offers multi disciplinary approach. In M..Ed course we have also research or dissertation work where the students are encouraged to take socially relevant challenges or interdisciplinary topics. Guest talk and students National seminars are also organised by the institution.</p>	
16.Academic bank of credits (ABC):	
<p>The institution is ready to opt academic Bank of credits as per NEP2020. As the institution is affiliated to Himachal Pradesh University, Shimla whenever the university allow or opt academic Bank of credit the institution will immediately implement.</p>	
17.Skill development:	

The institution has initiated skill development programmes like SASHKAT a personality development and employability skill development program with a module of 50 hours to prepare students in soft skills and also running HP TET preparation classes for B.Ed students to develop 21st century skills in the students. one month orientation program of B.Ed. student in practicing schools and 4 month internship of B.Ed students in various Government schools skills help the students in skill development .we also organised skill in teaching competition for b.Ed 2nd year students , seminars ,workshop, guest lectures on various topics, morning assembly in which the students delivered prayer , thought of the day and also having discussion on one topic everyday, news letter house wise was prepared by the students of different houses, program SharpPlus and college magazines are also prepared by the institutions with the help of students and teachers that inculcate various kills in the students. Value based education- the nstitution organised various activitiesamd guest lectures for value based education like Geeta jayanti, holy celebration ,Rotract club in the college organisation Blood donation camp, celebration of Buddh Purnima ,celebration of international yoga day . The institution also have SCA where the members are elected by the students and independently perform their duties under the guidance of teachers. Sanjeevani club and Yoga and Meditation club of the institution organised guest lecture for inculcating value and Sanskar in the students. There are various activities organised by the institution pretaining to skill development in view of NEP 2020

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

The institution adopted two language system for running the programs of UG and PG. We use English as an international language and Hindi as international language in the curriculum.Alll the subjects in B.Ed and M.Ed course are taught in bilingual mode i.e. English and Hindi. Despite of this the institution offered three language for B.Ed students English , Hindi and Sanskrit as teaching subjects and during the four month internship the instruction language is Hindi and local language was also used by trainees to teach students but the lesson plan was prepared in Hindi. In B.Ed course we have two subjects namely Art and Drama and Language across the curriculum. The institution has under taken initiative to preserve and spread Indian culture and tradition for that we have various clubs, committes and cells that organises various activities like Navrang annual and prize distribution event , seminars , guest talks , blood donation camp, tree plantation drive, talent hunt, Holi celebration, Rangoli competition, dance and singing, yoga and

meditation , Geeta jayanti and celebration of Indian and international days to inculcate Indian culture and values through the participation of students in various activities.our students also participated in inter College competitions.

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

The outcome based education system is primarily focussing on the learning outcomes of the students and a flexible yet relevant and accountable mechanism of assessment, by which various skill sets desired by a student after the completion of the course can be assessed effectively. An orientation on the syllabi was held during the start of the session to acquaint students with the specific objectives of the course and syllabus. Programme outcomes are assessed in the form of class test, unit test, house test and University examinations .There is provision of remedial teaching for the weak students also. students performance in micro teaching ,simulation ,school teaching practice, participation in morning assembly and in the various activities organised by the clubs or cells are also taken into consideration to evaluate the students and program outcomes. Examination committee also displayed the list of top performing students after each test . University toppers, best students, best reader, leadership best teacher,outstanding student award ,discipline awardand best house of the year are facilitated.

20.Distance education/online education:

The institution has promoted the use of online tools for teaching and sharing the content and assessment of the course. Google meet, zoom , WhatsApp group platforms are used by the faculty members . Learning management system Edumatica is used by teachers where the mark attendance , marks of the class test, unit test, house exams and give assignments to the students. During vacation, teachers take online classes to complete the syllabus on time which was delayed due to the delayed session.

Extended Profile

1.Student

2.1

214

Number of students on roll during the year

File Description	Documents
Data Template	View File

2.2	250
Number of seats sanctioned during the year	
File Description	Documents
Data Template	View File
2.3	132
NUMBER of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	View File
2.4	215
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	View File
2.5	215
Number of graduating students during the year	
File Description	Documents
Data Template	View File
2.6	217
Number of students enrolled during the year	
File Description	Documents
Data Template	View File
2.Institution	
4.1	011513211.44
Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	83
Total number of computers on campus for academic purposes	

3. Teacher	
5.1 Number of full-time teachers during the year:	28
File Description	Documents
Data Template	View File
Data Template	No File Uploaded
5.2 Number of sanctioned posts for the year:	1
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Planning	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
<p>The designing and up gradation of the syllabus is done by the Himachal Pradesh University, Shimla. But the college has well planned curriculum delivery and documentation mechanism. The college faculty and the Principal conducts meeting to make updating in college's curriculum as per the need of the students ,the suggestions are sent to the board of directors in HPU ,Shimla. The time table is circulated to all the faculty members well in advance before the commencement of the session. Teaching Plans are made by each faculty member who details out the number of lectures in each week in the subject and total number of lectures allotted in the subject in their teacher's diary. The college Annual Calendar prepared at the beginning of the academic year gives clear indication of activities to be performed during the session. In addition to teaching learning process , the institution also working for the extra learning of student for their competency in different aspects such as; presenting seminar ,research paper ,regular house examination along with evaluation after the completion of syllabus and remedial instructions given as per the university pattern .for the smoothening functioning the regular staff / committee meetings are held under the chairmanship of Principal /Convener for interaction with teachers for effective coordination.</p>	

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	View File

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

B. Any 5 of the above

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

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and

A. All of the Above

**students through Website of the Institution
Prospectus Student induction programme
Orientation programme for teachers**

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://dcedu.in/program-course-learning-outcomes/
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

5

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

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

01

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

01

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

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

200

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

200

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	No File Uploaded

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

One of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

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

0

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

0

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

1.3 - Curriculum Enrichment

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

As per the fundamental or coherent understanding of the field of

teacher education during the academic year students has to be taught according to the semester system which has been divided into four semester for two year B.Ed course and M.Ed course. under this every subject has their different objectives which is mentioned in all the subject papers and prescribed by the subject teachers when they teach the students under their particular subject course. Procedural knowledge that creates teachers for different level of school education skills that are specific to one's chosen specialization-: Students has to be gained and attained knowledge from different ways of sphere . The Institution extrapolate the learner to come forward to enhance their different skills by applied acquiring knowledge for the competencies students during microteaching, simulation and school block teaching practices Skills /competencies such as ; The Institution always provide the healthy atmosphere for the learner to make themselves appropriate learner for future perspective. The college develop the students to enhance their skills , by the activities of various clubs, cell and committees through in which the learner develop confidence, collaboration and competencies Workshops , seminars , guest lectures , youth empowerment programmes on varied themes are organized by the college time to time to enhance the personality of the students.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	View File

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

The institution makes attempt to provide congenial and conducive environment to the students for their all round development .Academic Calendar is provided at the beginning of the course to enable the faculty and students to plan and execute all academic and extracurricular activities. The students are acquainted with the development of school system in the class through paper -Language

across curriculum which covers various education commissions, education policies and educational structures . During morning assembly students apart from general education topics ,students also present topics on educational issues encompassing teaching -learning practices, assessment , national and international perspectives and diversity in functioning of various boards of school education. Guest talks , Seminars ,students seminars and presentations are conducted to sensitize students to develop national and international perspectives and innovations in education system. Extension activities by the various cells and clubs like Women Empowerment cell, Red Ribbon club, Environment club, Roctract club, library ,grievances redressel cells . All the above mentioned activities cater to the development of broader understanding of the education field.An orientation program is conducted for the new students of the institution. Assistant Proffeser Mr Shashi Kumar conducted the orientation programme to introduced new students about the diversities in school system in Himachal Pradesh . In which he awared all the students of the new session 2021-22 on the working and functioning of all the boards of all schools. i.e. H.P. Board, CBSE Board, ICSE Board.

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

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

The college plans out activities before the start of the new session and incorporate them in academic calendar. The students are acquainted with course curricula by faculty members and with the activities of various clubs and cells by clubs/cells in charges. The college organizes relevant guest lectures ,seminars ,workshops on themes of research , effective teaching- learning transaction, innovation, Technology adoption ,value education, life skills along with cultural , creative ,literary and academic activities to develop their inherent latent talents and develop confidence

.Skilling teaching competition ,students seminar ,Navrang - Annual youth fest , value oriented The students coordinators and members of various clubs/ cells organize the activities of the clubs/ cells with an aim to develop requisite 21st century skills for their professional development. The students learn about pedagogical practices in their subjects which are reinforced in the form of Micro teaching ,Internship practice (one month and four months) along with simulation and block teaching practice in Government schools enable the students to put to practice teaching skills learnt in college to develop their teaching skills in comprehensive manner. In internship of one month, students learn about the school system prevalent in Government Schools governed by Himachal Pradesh Board of School Education

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

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	Two of the above
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File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	View File

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected, analyzed, action taken and available on website
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File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	No File Uploaded
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

200

2.1.1.1 - Number of students enrolled during the year

17

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

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

133

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

133

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

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

0

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

0

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

2.2 - Honoring Student Diversity

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

At entry level to identify different learning needs of the students a combined entrance test is conducted by H.P.U. Shimla.The selection of the students is done as per the merit secured in the entrance test. The entrance test consists total 150 interdisciplinary items of scholastic aptitude test, language proficiency, numerical

abilities, reasoning, critical thinking.

This test fields information about applicant's abilities to cope with the typical reading, writing, understanding and thinking demands they will likely face in the course of teacher training. the academic literacy of the admitted students is assessed through teacher taught interaction in the class, home assignments, class test and through college self-construct-items questionnaire.

In college, At entry level a questionnaire 'PARIVARTAN' is circulated to students to identify different learning needs, other abilities and skills.

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

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

Two/One of the above

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

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

Two of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	No File Uploaded
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

1:16

2.2.4.1 - Number of mentors in the Institution

13

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

2.3 - Teaching- Learning Process

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

Focussed group discussion and lecture method are commonly used to disseminate teaching learning process. The basic rationale behind using focussed group discussion mode is to classify and test pre-conceived thoughts and findings. It gives ample chance to share their ideas, opinions, knowledge and insight about the topic at hand. It provides flexibility to acquaint with the needs and opinions of the group. Regarding on-line mode the biggest rationale is affordability and accessibility of time and place a part from this modern generation is more advanced in using technology and show more interest. As we all know lecture method has no other alternate in higher classes. This method is quite useful to cover syllabus particularly in lengthy topics.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	No File Uploaded

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

0

File Description	Documents
Data as per Data Template	No File Uploaded
Link to LMS	0
Any other relevant information	No File Uploaded

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

0

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

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

Two of the above

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	No File Uploaded
Link of resources used	Nil
Any other relevant information	No File Uploaded

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

For the purpose of professional development among students, the mentor acts as a trusted advisor and guide to the mentee and supports them in developing new skills, navigating the learning environment, challenging ideas and encouraging career development and instills a spirit of working in teams for achieving personal and common goals during learning. Mentoring provides comprehensive opportunities to deal with student diversity, like some may be highly aspirated, ambitious, enthusiastic, belong to higher socio-economic status and others may be from poor backgrounds and other life challenges. Continuous mentoring not only enhances learning skills and achievement but also improves self-awareness and their conduct with respect to their colleagues and authorities.

Students are guided regarding learning apps and learning resources like open online courses, national digital library, etc. are provided. Visits to libraries, employment exchange and information about scholarship are arranged. Students are helped to prepare their curriculum vitae (CV) and presentation skills. Mentor teachers are responsible for observing the students regarding difficulties being faced or any mistake being committed by them. Micro-in-charge teachers are appointed to observe their micro, simulation and teaching lessons and provide feedback or suggestions.

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

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts, Book reading & discussion on it, Discussion on recent policies & regulations, Teacher presented seminars for benefit of teachers & students, Use of media for various aspects of education, Discussions showcasing the linkages of various contexts of education- from local to regional to national to global.

Three of the above

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

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

In the class room while teaching to know the understanding of the content and to create curiosity among students, students' opinions or views are invited to make the teaching learning process more participative and optimise learning. Probing- questioning as well as leading questions are asked to instil more thinking power among students. each student of the class has to prepare assignment given on the basis of intellectual and creative reflection. Further Blooms six types of thinking skills like are also developed knowledge, comprehension, application, analysis synthesis and evaluation among students in the teaching learning process, All these learning experience help in developing like skills, students learn how to face life challenges these life skills enable the students to develop their critical thinking, self-awareness decision making ability, communication, empathy stress reducing ability etc.

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

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning

One/Two of the above

Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	
File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	No File Uploaded
Any other relevant information	No File Uploaded
2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	Two/Three of the above
File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	No File Uploaded
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded

<p>2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback</p>	<p>Three of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="86 607 552 674">File Description</th> <th data-bbox="552 607 1471 674">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 674 552 741">Data as per Data Template</td> <td data-bbox="552 674 1471 741" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 741 552 920">Details of the activities carried out during the academic year in respect of each response indicated</td> <td data-bbox="552 741 1471 920" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 920 552 987">Any other relevant information</td> <td data-bbox="552 920 1471 987" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Data as per Data Template	View File	Details of the activities carried out during the academic year in respect of each response indicated	View File	Any other relevant information	No File Uploaded			
File Description	Documents										
Data as per Data Template	View File										
Details of the activities carried out during the academic year in respect of each response indicated	View File										
Any other relevant information	No File Uploaded										
<p>2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales</p>	<p>One of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="86 1413 552 1480">File Description</th> <th data-bbox="552 1413 1471 1480">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1480 552 1547">Data as per Data Template</td> <td data-bbox="552 1480 1471 1547" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1547 552 1648">Samples prepared by students for each indicated assessment tool</td> <td data-bbox="552 1547 1471 1648" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1648 552 1794">Documents showing the different activities for evolving indicated assessment tools</td> <td data-bbox="552 1648 1471 1794" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1794 552 1850">Any other relevant information</td> <td data-bbox="552 1794 1471 1850" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Data as per Data Template	No File Uploaded	Samples prepared by students for each indicated assessment tool	View File	Documents showing the different activities for evolving indicated assessment tools	No File Uploaded	Any other relevant information	No File Uploaded	
File Description	Documents										
Data as per Data Template	No File Uploaded										
Samples prepared by students for each indicated assessment tool	View File										
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded										
Any other relevant information	No File Uploaded										
<p>2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for</p>											

both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

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

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event

Four of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	No File Uploaded
Photographs with caption and date, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study

Two of the above

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded

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

Permission from Dy. Director of Higher Education for school internship is taken. Teaching practice schools are selected vicinity of the college for one-month internship programme. School principals and teachers are acquainted about the requisite of programme.

Orientation programme is conducted for pupil teachers before joining school internship. In the beginning of internship Principals/ Headmasters of the school familiarize pupil-teachers about different school committees, activities and defines role of teachers in the school. Pupil teachers prepare record of different types of activities, policies carried by state government for the welfare of the school students, school committee and their functioning, school record. Pupil teachers are given adequate exposure to learn valuable knowledge from school setup. finally, grade is awarded to pupil-teacher on the basis of internship records.

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

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

2.4.9.1 - Number of final year students during the academic year

195

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

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

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

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

In one month, internship programme comprehensive learning experience are provided to pupil various records and documents are prepared and maintained in internship. File under the guidance of a monitoring of teachers/educators.

Mid-day meal (MDM) scheme school management committee constitution and their structure, PTA, time table preparation. All principal of the school given orientation and familiarize of the different school activity and scheme carried by state government for the welfare of

the student, school teacher deliver their lesson before the pupil teacher for the learning process and afterwards the school teacher joins the class of pupil teacher and they provide their assistance when required in teaching, learning assistance and conducting school activity for the purpose of effective monitoring college principle also ensure his visit in the internship schools.

A group leader is selected in all micro groups and he plays an active role in carrying and implementing all information and instructions from his authorities.

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

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

Four of the above

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

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

One of the above

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

2.5 - Teacher Profile and Quality

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

28

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

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

03

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

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

28

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

193

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

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

Teacher professional development is any type of continuing education effort for teachers. It is one-way teachers can improve their skills and in turn, boost student outcomes. Teachers of Dronacharya PG College of Education follow the above efforts for up-gradation. For professional development teachers attend various seminars, webinars, faculty development programs, workshops, refresher courses etc. In the college inter department faculty development programs are organized for providing support and training to faculty members to help them improve their work performance. Faculty development programs often includes areas of teaching excellence, learning, research, ICT skills and professional development. Faculty development focused on building relationships. The interactions between resource person and more importantly between faculty are the key component to creating an environment for open discussion and sustainable progress. In faculty development programmes, teachers share information with their colleagues on policies and regulations. Faculty attended various faculty development programmes, webinars, workshops, refresher courses through online mode to improve their knowledge skills, teaching effectiveness, and to improve the vitality of institute. And mostly the teaching faculty involves in other educational programmes and also visit in other colleges for academic purposes. This activity enhances their personal academic performance and keep them updated.

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

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe

details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Continuous internal evaluation system is the integral part of the overall personality development of the students. The college follows the guidelines of Himachal Pradesh University, Shimla for Continuous Internal Evaluation. For internal assessment 20 marks are allotted for major paper (80 marks) and 10 for minor paper (40 marks). In Dronacharya College internal assessment marks is based on the overall performance of the students. The internal assessment criteria include classroom attendance percentage, assignments, class test, unit test, house test and classroom behaviour. Each student will have to attend a minimum of 80% lectures/tutorials/practical's. Students having less than 80% attendance will not be allowed to appear in the end semester examination. However, the exemption from 80% attendance will be given to those participating in prescribed co-curricular activities to the extent of 20%. 5 marks weightage is given to classroom attendance. Remaining 15 marks of Continuous internal evaluation in each semester is awarded on the basis of theory assignments, class test, unit test, house test, over all behaviour and participation in co-curricular activities to be assigned by the concerned subject teacher. O improve internal evaluation methodology; teachers adopt different assessment tools and make conscious efforts to give everyone fair chance to improve and showcase their capabilities. Only those students who have attended minimum 75% of lectures are allowed to sit for examination.

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

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

Two of the above

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

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

The college has a well-organized mechanism for grievance redressal related to examination. The student can approach the subject teachers, examination committee and Principal to redress grievance related to examination. If any student is not able to appear for house examination due to medical or any genuine reason, re-house examination is conducted for those students. The grievance of the students with reference to assessment are made clear by showing his or her performance on the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total marks or assessment of answer sheets as identified by students are immediately done by the faculty members.

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

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

Institute prepares academic calendar according to the guidelines of Himachal Pradesh University, Shimla. Before the commencement of the academic year, the institution prepares and publishes 'Academic Calendar' containing the relevant information regarding the teaching-learning schedule, various events viz. annual function, sports meet,

schedule of micro and macro teaching, unit tests, house tests, seminars, university exams, quiz competition etc. Academic calendar is made available on college website as well as prospectus. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also displayed in Principal's office and staff room. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation. For the implementation of internal assessment process, Internal Assessment Committee is formed at the college level which monitor overall internal assessment process. The record of internal assessment is maintained at college level. Faculty follows its schedule sincerely and plans curricular activities accordingly. Preparation of academic calendar Immensely contributes towards achieving the well-defined activities has to take place during the session and that contributes largely for making all round development of the students. The academic calendar lays down the strong foundation for effective delivery of the activities throughout the session. The academic calendar moreover, ensures the completion of syllabus and other related activities in stipulated time. The academic calendar contains information regarding the following activities: Curricular activities, Co-curricular activities and extra-curricular activities.

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

2.7 - Student Performance and Learning Outcomes

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

Programme Learning Outcomes for B.Ed. (2 Years)

On completion of B.Ed. two-year programme pupil-teachers will be able to develop:

1. Teaching Competency:

2Pedagogical Skills:

3. Teaching through non-conventional modes:

4. Critical thinking:

5. Effective communication:

6. Sensitivity towards inclusion:

7. Effective citizen ethics:

8. Self-directed learning:

9. Social resilience and to use technology:

10. Sensitivity towards environment:

11. Physical and mental health development:

12. Team work:

13. Unity and national integration:

Course Learning Outcomes for B.Ed. (2Years):

1. Enable to understand Childhood and Development Years, Contemporary India and Education, Language across the Curriculum, Understanding Disciplines and Subjects, Text Reading and Reflections and conducting Micro Skills in Teaching.

2. Enable to know about Learning and Teaching, Assessment for Learning, Drama and Art in Education, Pedagogy of School Subjects (PART-A) like Physical Science, Life Science, Mathematics, Social Sciences, Commerce, English, Hindi and Sanskrit and conduction of one-month internship programme.

3. Enable to know about (Part-B) like Physical Science, Life Science, Mathematics, Social Sciences, Commerce, English, Hindi and Sanskrit and Simulation Teaching and four months School Teaching Practice (Block Teaching).

4. Enable to understand Knowledge and Curriculum, Gender School and Society, Inclusive School, ICT in Teaching-Learning Process, Understanding the Self and to elect one optional paper among Health and Physical education, Vocational and Work Education, Education for Peace and Guidance and Counselling.

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

2.7.2 - Pass percentage of Students during the year

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

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

PLOs and CLOs are monitored for further improvement in students are excelled in different innovative teaching methods, pedagogical skills, critical thinking, effective communication, self-directed learning, physical and mental health development, teamwork, unity and national integration and are able to know about modern strategies of teaching and learning which developed and enhanced different skills in the students to fulfil the growing demands in the field of education. The most appropriate assessments to improve guidance in student learning are class tests, unit tests, house tests, writing assignments, presentations, classroom discussion and other assessments that teachers make in their classes on a regular basis. Teachers depend on the results of these assessments because this is directly related with classroom teaching goals. The results are immediate and easy to analyse at the individual level. In particular they need to see their assessment as an integral part of the instruction process and as important in helping students to learn.

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

2.7.4 - Performance of outgoing students in internal assessment

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

196

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

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

Initial learning reflects in their final assessment that is mostly average and good performance. Slow learners gain average performance in comparison to bright students but overall the result is good.

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

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process	
https://dcedu.in/downloads/teachers-feedback-by-b-ed-students-session-2022-23/	
RESEARCH AND OUTREACH ACTIVITIES	
3.1 - Resource Mobilization for Research	
3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year	
0	
File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded
3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)	
0	
File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded
3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	One of the above

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	No File Uploaded
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	View File
Documentary evidence for each of the claims	No File Uploaded
Any other relevant information	No File Uploaded

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports

One of the above

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	View File
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

3.2 - Research Publications

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

03

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

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

0

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

3.3 - Outreach Activities

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

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

24

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	View File

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

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

200

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

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

400

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

400

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	View File

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

The college focuses on development of personality of the students by providing them enriching and empowering opportunities through college clubs initiatives. Participation in club activities helps pupil teachers to gain knowledge, skills and experience in leadership, communication, problem-solving, group development and management, finance, presentation and public speaking. Orientation is provided to the students about the clubs functioning and activities. Students are inducted in the college clubs as per their interests .The participation of students in Rotaract club, Environment Club, Red Ribbon Club, Sanjeevni Club, have contributed in developing confidence and widening of mental horizon of the pupil teachers. These engaging and participatory activities build drive, self-initiative, enthusiasm and energy. National and International days i.e. Teachers' Day, World AIDS Day, Shrimad Bhagwad Geeta Jayanti, Environment Day and International Human Rights Day celebrated to inculcate spiritual, moral and humane values in teacher trainees. Literacy drive, Cleanliness drive, AIDS Awareness, drug addiction and environment sensitization and Yoga and meditation activities through proactive clubs

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	View File

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

0

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

3.4 - Collaboration and Linkages	
3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year	
0	
3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year	
0	
File Description	Documents
Data as per Data Template	No File Uploaded
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	No File Uploaded
Any other relevant information	No File Uploaded
3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year	
01	
File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	View File
3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation	Three/Four of the above

Clinics Linkages with general colleges	
File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
<p>4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words</p>	
<p>The institute provides state of the art infrastructure and facilities for Teaching –learning process. There are 12 classrooms and 2 halls and in which 10 classrooms have LCD Projectors and WI-fi facilities ,there is one seminar hall and one multi –purpose hall with projectors and wi –fi connections , printer and power back through Electric Green generator. 5 laboratories which are fully equipped –psychology lab, mathematical lab ,language lab ,science lab ,art and craft lab which helps students in their holistic development. The institute has both indoor and outdoor games\ facilities .Among outdoor games There are badminton court , volleyball court ,basketball court. Among indoor games the students enjoy playing carom, table tennis etc .And in a fitness center there is a well - equipped gym with a capacity of 10 students at a time,there is a HAPPY 6 AM CLUB in which both teachers as well as students practice yoga for their good physical and mental health.There are 80 computers with wi –fi facilities used by teachers and students for teaching learning process . The whole campus has wi-fi availability which helps students and teachers in teaching and learning.</p>	
File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.**4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities****14**

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://dcedu.in/mandatory-disclosure/
Any other relevant information	No File Uploaded

4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)**11513211.44**

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

4.2 - Library as a Learning Resource

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

ADVANTA Library Management System Software is a part of complete Library Management System which maintains complete date for books, Magazines, Newspaper issue and return of books, which due fine register available, library card, member list, Accession Register, Books catalog, books catalog, books purchased list etc. This module can be integrated with barcodes. Advanta Library Management software allows you to manage entire library through its simple and interactive way. It becomes easy to the library staff to manage all the items details (like Author, Edition, Publishers, Language etc.)and it tracks all the books issued to students and staff. Also,

we can easily maintain fine for books late deposited or returns.

Edumatica learning Management System in the web based form and in the form of college application is used by faculty and students.EDUMATICAmange student registrations, records, grading and evaluationfrom one dashboard.Lesson Plan is framed,. Students attendance ,Assignment and question bank is also marked and assigned though Edumatica.

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

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

Institution doesnt provide remote access to library resources which students and teachers

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

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

One of the above

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

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

87526.00

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

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

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

451

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	NIL
Any other relevant information	View File

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

One of the above

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

4.3 - ICT Infrastructure

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

The institution is equipped with high speed internet and Wi-Fi. There are LCD projectors, laptops, smart board,digital camera.There are 84 Desktopcomputers in the college. IT infrastructure is regularly taken by the college authorities. Teachers are given training to ensure optimal utilization of IT facilities.Computer systems, UPS, Software, and Servers are maintained by Lab-In Charges.

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

4.3.2 - Student – Computer ratio during the academic year

1 : 4

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

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

E. < 50 MBPS

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

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

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

4.4 - Maintenance of Campus and Infrastructure

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

1009016.60

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

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

Procedures for utilizing physical, academic and support facilities are under the supervision of the principal and the concerned lecturers and committees. Classrooms and Building Maintenance: Physical infrastructure is well maintained and upgraded with necessary equipment. The laboratories are maintained and staff in-charge takes care of stock checking. Service and maintenance of lab equipment and website, computers is done. The library is stacked with thousands of books and periodicals which have been arranged in the prescribed order and binding of books is periodically taken up. News about conferences / seminars and workshops are sent to various groups through WhatsApp or online. Staff / students can use library

for their academic and research purposes. Librarian call for books and journals and book selection is done by the faculty and students of library committee.

File Description	Documents
Appropriate link(s) on the institutional website	https://dcedu.in/mandatory-disclosure/
Any other relevant information	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

Four of the above

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

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water

Five/Six of the above

Hostel Canteen Toilets for girls Indicate the one/s applicable	
File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded
5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above
File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	No File Uploaded
Samples of grievance submitted offline	View File
Any other relevant information	No File Uploaded
5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	Two of the above

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

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
5	200

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

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

10

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

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

3

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	View File

5.3 - Student Participation and Activities

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

Dronacharya Pg College of Education creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations, and execution skills. Its selection, constitution, activities, and funding:

- Each council has a representative council, which is called Class Committee and includes student members too.
- The student members bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus, and other things related to the class.
- The Student Council helps students share ideas, interests, and

concerns with lecturers and principal. They often also help raise funds for -wide activities (CSR activities), including social events, community projects, helping people in need, and college reform.

- Various programs like paper presentations, workshops, and seminars are organized by these bodies every year.

Students represent for conducting various programs

Digital Literacy Cultural Committee, Exam Committee (Alumni for paper Evaluation), Academic committee, Anti-Ragging Committee, Sports Games Committee, Awareness Committee. The funding for various activities is provided by the Institute.

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

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

10

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

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes

significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Contribution of Alumni to the Growth and Development of the Institute.

- The alumni's contributions in the growth and development process are given below.
- The Alumni helps in establishing Networking with all students.
- It helps the college in updating about the placements of pass out students.
- It furnishes information about job opportunities in schools its feedback has helped in improving the existing curriculum, organizing new activities.
- It has given many healthy suggestions for the augmentation of the Institute.
- Helps in publicity.

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

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support	One/Two of the above
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File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	View File
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	No File Uploaded

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

3

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	No File Uploaded

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

The College has an Alumni Association. The Association has been helping the college in its growth and development process efficiently, by providing positive feedback.

1. The principal of the College is the President of the Alumni Association. Other members include faculty and students.

2. The activities of the Alumni Association of the last two years are given below.

Informal get together of the students of every preceding session's passed out batch in college campus. Felicitation of the students who get placements during the preceding academic year Election of the office bearers from the students of the preceding session.

3. The top ten alumni occupying prominent position in the schools.

4. Contribution of Alumni to the Growth and Development of the College.

The alumni's contributions in the growth and development process are given below.

The Alumni helps in establishing Networking with all students. It helps the college in updating about the placements of pass out students. It furnishes information about job opportunities in schools Its feedback has helped in improving the existing curriculum, organizing new activities, etc. It has given many healthy suggestions for the augmentation of the college. Helps in publicity.

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

(Institutional Vision and Leadership)

Vision of Dronacharya College Dronacharya envision to nurture and train pupil-teachers with ethical values, vibrant knowledge and professional skills, so that they become a useful instrument in the national development and peace.

Mission Of Our institution . Total commitment to excellence in education and research with the holistic concern for quality of life, environment and ethics. To engender this Dronacharya has a passionate, enthusiastic, innovative Annual Quality Assurance Report of DRONACHARY COLEGE OF EDUCATION,RAIT and dynamic work force wherein individual has been chosen on the basis of his/her talent and aptitude irrespective of age and designation.

Motto of our institution: 'Where Knowledge is created not just communicated.'

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

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

1. Various committees had been formed for academic, administrative and Co.Curricular activities and the conveners along with the committee members as a team worked towards the fulfillment of the desired goals and objectives.
2. The functioning of the self financing courses is managed by the coordinators of the respective committee.
3. The management gives sufficient freedom to the principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution.
4. The management is always open to discussion with the teaching and non teaching staff which, in turn, encourages the involvement of effective and efficiency of the institutional process.
5. The principal appoints teachers as convener / incharge and members of various committees.

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

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

The institution maintain financial transparency by conducting internal audit by superintendent of the college and external financial audit by CA. In context to academic transparency, It maintains all the information which is provided well in time through college display information on notice board, website and making announcement in the morning assembly to make all students aware about the latest information /announcement. There is proper decorum of reporting in the college. All HOD's ensure well functioning of the department and it is reported to the college principal. All the committees are constituted by the principal for the smooth functioning of the college.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	View File

6.2 - Strategy Development and Deployment

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

The college is committed to impart quality education with excellence. A formal acknowledgement of quality policy is reflected in the participative working environment of staff and students having open communication with the principal, and in the curricular as well as extracurricular activities of the college. A number of workshops, competition, students seminar and different outreach activities are conducted by the college from time to time with active participation of the teachers and students.

The college management along with the IQAC constantly works upon planning and effective implementation of the activities. The head of department and teacher co-ordinator, plan their activities and report to the principal accordingly.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://dcedu.in/downloads/academic-calendar-b-ed-and-m-ed-2022-23/
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

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

The organizational structure of Dronacharya PG college of Education consists the management, governing body, the principal, teaching and non teaching staff and the students. The highest decision making body of the college, constantly remain in touch with the principal for matters relating to the smooth functioning of the institution is entrusted with the responsibility of managing day to day affairs of the college.

The college has established 'Internal Quality Assurance Cell' that works towards realizing the goals of quality enhancement and sustenance. The prime task of IQAC is to develop a system that improves the overall performance of the institution by removing the deficiencies and enhancing the quality.

File Description	Documents
Link to organogram on the institutional website	https://dcedu.in/organogram/
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

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

Five/Six of the above

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

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

The institution has various cells/ committees-Environment Cell, Anti ragging Cell, Cultural committee , Red Ribbon Club, admission committee, Examination committee , Block Teaching committee Women empowerment cell etc. All the committees and cells successfully implemented all decision according to minutes of the meeting . as per resolution discussed in meeting. After making resolutions action Annual Quality Assurance Report of DRONACHARY COLEGE OF EDUCATION,RAIT taken by each committee and cell For the reflection of our above discussed things we are here to discuss about Red Ribbon Club. In Women Cell , proper meetings were undertaken by the convener with members of committee and all faculty members as per requirement. The minutes of meeting were discussed with the member and faculty member in the presence of Principal. After discussion on minutes of meeting the proper action taken by concerning committee by implementation every discussed point.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

The college adopts various welfare schemes for the well being and motivation of its staff. The college provides the accidental insurance of 2 lakh for the benefit of the staff. The amount can be availed in case of any mishappening. Various medical facilities also provided to the staff. The staff members are given a provision to avail monetary advance from the office for their personal requirements, which they need to return within the current financial year. There is a provision of fee concession/Free ship for the wards of teaching and non teaching staff. EPF Scheme for teaching and non-teaching staff are the effective welfare measures undertaken by the College.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

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

5

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

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

1

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

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

5

File Description	Documents
Data as per Data Template	No File Uploaded
Copy of Course completion certificates	View File
Any other relevant information	No File Uploaded

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

The Performance Appraisal Reports (PBAs) provide good feedback to faculty and help them in understanding the changing needs of students. All faculty members fill prescribed Performa for self appraisal. PAS system encourages the faculty members to make excellent performance in teaching-learning and research. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff. The Appraisal report is based on the Annual performance of the employee on the basis of their academic, research and other extra-curricular activities. The above set performance appraisal report is to be filled by employee in a given prescribed Performa which includes all the above set related to points and sub points. The views of the employee filled in the prescribed Performa is reviewed by Managing committee, HOD of Education, and Principal.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	View File

6.4 - Financial Management and Resource Mobilization

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

The college has an effective mechanism for auditing the accounts. The college appoints a bursar and all vouchers are checked

regularly. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The accounts of the college are audited by chartered accountant regularly as per the government and governing body rules. The auditor ensures that all payments are duly authorized after the audit. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The financial management is reviewed by the Managing Director/ Executive Director on day-to-day basis. Internal audit and concurrent audit of all financial transactions is done by experts to prevent the wastage and misuse of resources. Further, care is taken that all financial constraints are removed and that the financial management is of very high standard.

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

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

0

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

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

The institution maintains and follows a well-planned process for the mobilization of funds and resources. The primary source of funding for the college is the tuition paid by students. The college budget is created by the Management ,principal and department head prior to the start of the fiscal year for the improvement of human and material resources.

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

6.5 - Internal Quality Assurance System

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

An internal quality assurance cell has been established in accordance with NAAC criteria. The cell keeps an eye on all college operations and infrastructural requirements in order to enhance and fortify quality sustenance programmes. Every year, the IQAC convenes four times. The primary topics of discussion and decision-making are admissions, staff roles, college facilities, and the outcomes of yearly. University exams, preparation for academic and extracurricular activities, unit test reviews, a half-yearly exam, and remedial instruction for slow learners are all included. By choosing representatives from among the student body to serve on the Students Council, the Internal Quality Assurance Cell (IQAC) makes sure that students actively participate in the college decision-making process. The Academic Calendar is created at the start of each session, taking into account all of the important events that need to be scheduled for the upcoming session. Deans of Academics and department heads discuss it. The institution has established a number of committees to carry out various tasks, including admissions, academic activities, exams, library management, and so forth. Online forms and suggestion boxes are used to collect feedback from alumni parents, practising schools, and students in order to bring about qualitative improvement. The committee's decision is forwarded to the College Development Committee, which makes the final decision in conjunction with the Principal and IQAC. Internal Assurance of Quality Cell is the highest authority responsible for promoting and upholding the institution's quality.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

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

The academic calendar is created prior to the start of the term. College committees are established, and professors' classes are scheduled according to their schedules. College clubs, committees, and cells meet to organise their agendas and plans of action. Value-added courses on computer literacy, the development of soft skills, and value-based activities help students develop wholesome personalities and get ready for the workforce. The topic professors and coordinators of the relevant clubs/cells conduct orientations regarding syllabi, clubs, and committees. Students in their micro groups are mentored by their micro teachers. The micro incharges correct the lesson plans for each topic and give feedback to the student teachers on lesson plan preparation, teaching aid preparation, and teaching abilities during micro teaching, simulation, and block teaching practise. In addition to peer and teacher observations, the principal of the practise school gives the kids helpful criticism. Feedback from students about the faculty is used to enhance the process of teaching, learning, and assessment. The Parent Teachers Association, Alumni, and Practising Schools are some of the stakeholders whose feedback is gathered and used to reform the teaching and learning process. The academic monitoring team conducts routine classroom observations, gathers data on student performance on unit, house, and class tests, and reviews university results. It then recommends remedial measures to the subject teachers and examination committee.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

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

04

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	View File

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

Three of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://dcedu.in/downloads/minutes-of-meeting-2022-23
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://dcedu.in/downloads/aqar-2021-22/
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	No File Uploaded
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

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

1. The Dronacharya Examination Committee conducts unit ,mid term and house test .It compiles and send the students' internal assessment to the University.The examination committee also keeps track of their achievement records. Classes for remediation are designed for those who learn slowly.The committee evaluates and contrasts the results of the most recent and prior session.Results: Examination committee carried out the class test, unit test, and house examination; students receives remedial instruction and guidance.

2. Club involvement facilitates student teachers' growth.expertise, abilities, and experience in group development, management, leadership, communication, and problem-solving,public speaking, presenting, and finance. Students receive orientation regarding the operation and activities of the clubs. College clubs admit students based on their areas of interest.Students' participation broadens their teachers' mental horizons and helps them become more confident. When it comes to planning the activities of clubs and cells, the student council takes the initiative. Regular house

activities, quizzes, discussions, and morning prayers are planned to help students grow in their intellectual, moral, spiritual, and social development.

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Solar Energy: Solar energy is produced by the sun's light - photovoltaic energy offers many benefits that makes it one of the most promising energy i. Renewable, ii. Inexhaustible, iii. Non polluting, iv. Avoids global warming, v.Reduces use of fossil fuels, vi. Reduces energy imports, vii. Contributes to sustainable development. The Ministry of New ad Renewable Energy (MNRE), Govt. of India has been promoting the aim to develop and deploy New and Renewable energy for supplementing the energy requirement of the country. The rooftop solar PV power plant of capacity 31.2 KWp has been installed on the rooftops of college building, as a consequence an amount of Rs.15,50640.00(fifteen lakh fifty thousand six hundred forty only) has been saved since 2020

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	No File Uploaded

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

The college reduces solid waste by laying emphasis on the use of emails to minimise paper waste. The teacher and students are encouraged to make use of emails and blended mode of teaching(virtual vs face to face).The office and library records ,attendance and internal assessment records are digitalised.Students and teachers to use emails for assignment submissions. The campus

has the installed trash bins in the campus to segregate plastic bottles, paper, glass, cans and cardboard.

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

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

Two of the above

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

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

One of the above

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

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

These days, a clean and green environment is essential. Dronacharya College has made a commitment to upholding greenery, cleanliness, and a healthy, pollution-free atmosphere. For these reasons, the college has periodically arranged various events, such as plantations during Van Mahotsav and celebrations of World Earth Day, World Environment Day, World Water Day, and Swacchta Abhiyan. The College Environment Club is in charge of planning all of the events. The primary goals of the environment club are to encourage students to maintain a green and clean environment, to observe days dedicated to the environment, to plan cleanup campaigns in the neighboring villages, and to teach the community and students about the reuse of waste materials. To sensitize the students to minimize the use of plastic bags, not to throw them in public places as they choke drains and sewers, causes water logging and provide for mosquitoes. The Dronacharya Environment Club hosts awareness-raising events like quizzes, essays, painting competitions, rallies, and nuked trees.

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

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

One of the above

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

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)**105620.00**

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

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

Dronacharya College of Education, Rait, puts various efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Dronacharya Environmental Club organized plantation drive on 22nd July, 2022 at Gad Mata Mandir, in collaboration with Govt. of HP forest Department. In this plantation drive 80 saplings were planted and 50 students were participated.

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

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

D. Any 1 of the above

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

7.2 - Best Practices

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

Best Practice-1 Celebration of Shrimad Bhagwad Geeta

Objectives: Individual ,Spiritual and Moral Development and Social Upliftment of the students and faculty

Context: Celebration of Shrimad Bhagwad Geeta encourages spiritual awakening and guides us to live life with purity, strength, discipline, honesty, kindness and integrity.

Practice : Sri mad bhagwad Gita is celebrated in the college with recitation and discussions on the chapters of the Sri mad bhagwad Gita .Quiz competition is also organized for the students. Shrimad Bhagwat Geeta Jayanti Mahotsav Jagriti (Gita Ka Sar Jeevan Ka Adhaar) on 3 Dec. 2022.

Problem encountered: Human resources, Coordination

Best Practice -2 Title: Navrang

Objectives:Implementation of Practice / Evidence of Success: The annual prize distribution function of the Dronacharya College-NAVRANG in which a variety of cultural, literary, artistic, sports

events are organized on 3rd and 4th April,2023. Under the programme, the Saraswati Vandana, Bhangra, Patriotic Dance, Western Dance, Himachali Natti, Solo Dance, Solo Song, Duet Dance.Around 600 students participated.

Problems Encountered:Human Resources, Inability to participate by some schools, Arranging the Judges and Guests, Team work in Committee, Multiplicity of activities can be a time consuming activities. Resources Required:Human Resources Financial resource generation Resources for Advertising and Marketing ICT Equipment Large Sound system

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

7.3 - Institutional Distinctiveness

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

House Activities and College Clubs/Cells Dronacharya PG College of Education, Rite offers student teachers a conducive learning environment by giving them the chance to express themselves both individually and collectively through house activities, college clubs, and cells.The first part of the session is an orientation on college clubs and cells.Members are chosen from among students.They are crucial to the planning of every cell and club activity.Among them are the Red Ribbon Club, the Environment Club, the Rotaract Club, the Cultural Club, the Training and Development Cell, the Sanjeevni Club, the Alumni Cell, the Health and Hygiene Club, and the Sang Bequest Club.The goal of clubs and cell activities is to help students become more collaborative, capable problem solvers, and leaders.Sports, guest lectures, and national and international day celebrationsThe clubs/cells organise guest lectures, athletics, literary, and cultural events. Activities such as command, morning prayer, thought of the day, news reading, quiz, and topic presentation each week are distributed equally among all new student teachers into four houses.Radhakrishnan House, Tagore House, Swami Vivekananda House, and Kalam House are the four houses.Every house organises morning assembly and comes out with a newsletter detailing the events. The houses prepare a file on ideas, discussion topics,

and general knowledge questions. The best house receives the Best House Award at the Annual Prize Distribution Function.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	View File