Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**ST. SOLDIER COLLEGE OF EDUCATION**
Name of the head of the Institution	**Dr. Alka Gupta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07009305809**
Mobile no.	**9876910446**
Registered Email	**ssced@rediffmail.com**
Alternate Email	**dralkagupta55@gmail.com**
Address	**BEHIND NIT , JALANDHAR-AMRITSAR BYE PASS**
City/Town	**JALANDHAR**
State/UT	**Punjab**
Pincode	**144011**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Mrs. Raman Kumari**
Phone no/Alternate Phone no.	**09646065544**
Mobile no.	**7009305809**
Registered Email	**ssced@rediffmail.com**
Alternate Email	**dralkagupta55@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ssced.in

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.ssced.in/academic_calendar/academic_calendar_2016-17.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.11**	**2010**	**04-Sep-2010**	**03-Sep-2015**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**15-Jul-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Talent hunt competition	**06-Sep-2016** **1**	**155**

Extension Lecture on Personality Development	23-Nov-2016 1	350

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[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

SEMINAR ON WASTE MANAGEMENT

SEMINAR ON SYNOPSIS PREPARATION

SEMINAR ON EDUCATE GIRL CHILD

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

Plan of Action	Achivements/Outcomes
PREPARING ACADEMIC CALENDAR	ACADEMIC CALENDAR IS FOLLOWED
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	07-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	MIS is an effective way to use new technologies for staff members and students more conveniently with access to information and services of college. it leads to paperless management system which is more reliable and effective in comparison to manual system. all administrative and organisational activities are completed through MIS.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institute aims to produce professional teachers, with theoretical knowledge and understanding, combined with practical skills, competencies and commitment for work to enhance the quality of education. The college strictly follows the curriculum prescribed by the Guru Nanak Dev University and gives its valuable inputs by participating in curriculum revision workshops and in the meetings of Board of Studies. The Institution ensures effective curriculum delivery through a well-planned and documented process. For the effective and smooth transaction of the curriculum the principal holds meeting of the faculty in the beginning of the session in which number of working days, working hours, distribution of the syllabus into different units, examination plans, National and International seminars/workshops to be conducted, options to be offered, tentative time tables are planned. The College organizes and motivates the students to participate in different curricular and co-curricular activities to provide them platform for their harmonious development and also to enlighten

the students about their cultural heritage Following "Quality Enhancing Academic Strategies" of our institution, add value to the effectiveness of teachinglearning process of prospective teachers. • A meeting by IQAC is held to plan out the detailed schedule of curricular and co-curricular activities during the session. • Academic calendar is prepared by the teachers • Study groups of teachers are created according to the subjects and they hold regular meeting to ensure that academic calendar is followed strictly • Daily Planners are maintained by the staff members to plan the weekly delivery of content with adequate methodology, assignments, activities to be conducted, and the head of the institution does periodic review and if any drawback is traced, it is reported to the concerned person for remedial purpose • New books are purchased for the library on the recommendations of the teachers • Educational tours with the purpose to supplement the theoretical knowledge with practical one are frequently organized by the institution. • Workshops regarding curriculum transactions are attended and organized by the teachers from time to time. • Inviting experts or resource persons for disseminating latest evaluation techniques and methodology in various subjects. • Training in latest technology like smart boards, digital language labs, advanced software is arranged for the teachers to keep them abreast of the latest trends. • Various workshops/seminars are organized, experts are invited to enhance various skills. • The students of undergo training programs in different schools.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

BEd	SCHOOL INTERNSHIP	90
MEd	FIELD SURVEY- DATA COLLECTION	24
BPEd	SCHOOL INTERNSHIP	22
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The College collects feedback from all its stakeholders and uses it to make improvements in its overall development. STUDENT: The feedback from the students is obtained,by distributing well structured performas to every student, at the end of every academic session. When the feedback of a faculty is not encouraging, a meeting is scheduled under which all the problems are being discussed and relevant measures are taken with the help of which the concerned faculty is guided by the Principal to improve their performance. FACULTY: The institution has made it a practice to conduct all faculty meeting, periodically, where the ways and means of enhancing the curriculum, academic discipline, Teaching Learning process, Research and Extension activities are debated and discussed. The appropriate suggestions are put forward to the concerned teachers for implementation. ALUMNI: As the alumni is found to be the brand ambassador(s) of our institutions, the feedback of the alumni is taken with due considerations. Our institution enjoys a strong and healthy association with the Alumni. An alumni meet is scheduled every year and relevant feedback is obtained by distributingperformas regarding the relevance and vocational importance of course. The consolidated feedback report is forwarded to the Principal for taking cue of the positive performances and scope for improvement. PARENTS: As an important stake holder of this system, the parent feedback is also obtained and analyzed. Some of the parameters accommodated in the parents feedback, include quality of teaching, students? discipline, sports facilities, lab facilities, examination system, student activities such as transport, library, Wi-Fi etc. The parents of the students whose performance in the continuous assessment test is poor are counseled individually and their feedback are also given due consideration. FEEDBACK ON STUDENTS: The undergraduate and postgraduate students are evaluated through regular class tests, periodical assessment test, model examination and by conducting seminars and extempore lectures. All internal examinations are conducted similar to the university pattern of questioning and environment which enhances the students? adaptation and the model examination at the end of the year is a rehearsal for the final examination. All the internal examination marks are analyzed by the subject and course in charge and the students are graded according to the marks obtained. The student difficulties are received discussed and structured remedial classes are conducted in order to help the student to progress. All the students are counseled by their respective mentors along with subject teachers.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Teacher education	200	115	100
BPEd	Teacher education	50	25	21
MEd	Teacher education	50	18	16

[View Uploaded File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	291	38	26	7	33

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
33	30	15	1	1	8

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

After the start of the session, the enrolled students are divided into groups. one teacher is assigned to each group, who acts as a mentor for that group. One period is assigned in the form of a tutorial period every Wednesday in the timetable. Mentor teachers and students share and discuss all sorts of problems. Mentor teachers guide the students about their carrier, social values, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
291	33	1:9

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	33	0	0	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NIL	Nill	nil

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	B.ED	SEM IV	18/05/2017	02/07/2017
MEd	M.ED	SEM IV	13/05/2017	07/09/2017
BPEd	B.P.ED	SECOND YEAR	08/05/2017	04/07/2017

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

The internal evaluation system is continuously supervised and coordinated as per college academic calendar. Seminar presentations are organized every week to check students' progress and to provide feedback to B.Ed., M.Ed. B.PEd, D.P.Ed. D.El.Ed. students. Students are guided to prepare PowerPoint presentation on various topics. The themes or topics on which not much of activities can be done those topics are put in group discussions so that more and more knowledge can be pooled by collective efforts. The internal examination which was conducted from 10 November 2016 to 20November 2016 tested the overall performance of the students in various subjects. Checking of the examination paper further provided feedback to the students and gave a fair amount of time for improvement till the final examination. The institution carries out various activities with the help of computer like development of scientific and objective criteria for evaluation of micro teaching skills and for evaluation of macro lessons(Composite lessons), in addition to this teacher performance is assessed by the students with the help of feedback Performa. School subject teachers are also involved for the assessment of prospective teacher's performance during the teaching practice. Monthly report of students' attendance and their class performance is submitted by the teachers and is evaluated by the college Principal.

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

The academic calendar is meticulously prepared by the college faculty keeping in mind the norms and standardsof the affiliated university and SCERT. Initially, during the conduct of orientation program (in the first week of opening of the college) the whole plan of action is discussed with the students, talking about what and when things will happen. The schedule of morning assemblies, micro-teaching, celebration of National as well as International days, celebration of festivals and internal examination schedule is also given in the academic calendar. Syllabus of both the semesters is given in the handbook along with the academic calendar. Other activities in the calendar include picnic / excursions to various places or institutes. Every

year,College takes its students to Pingalwara to ensures that they learn the values of empathy and sympathy and in-corporate these values in the behavior. Visit to orphanage, blind institute,ensures their holistic development. Various activities performed by the institution are • Organization of campaigns to sensitize the masses regarding social/environmental issues and problems • Honoring alumni/ eminent persons • Tree plantation camp help every year to ensure that the students are enlightened about environmental awareness.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.ssced.in/plo/plo-1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.ED	BEd	TEACHER EDUCATION	90	90	100
M.ED	MEd	TEACHER EDUCATION	14	14	100
B.P.ED	BPEd	TEACHER EDUCATION	21	17	81
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.ssced.in/ss-survey/student_satisfaction_survey_2016-17.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	0	0

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

Department	Number of Publication
NIL	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2016	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2016	0	0	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	1	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
adult literacy camp	NSS	2	35
COMMUNITY KITCHEN ON BASANT PANCHAMI	NSS	8	250
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
SWATCHTA PAKHWADA	NSS	CLEANLINESS DRIVE IN COLLEGE	8	250
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
FACULTY EXCHANGE	TEACHERS FROM ST. SOLDIER DIVINE PUBLIC SCHOOL TO ST. SOLDIER COLLEGE OF EDUCATION	ST. SOLDIER EDUCATIONAL SOCIETY	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP	SCHOOL INTERNSHIP	VARIOUS SCHOOLS OF ST. SOLDIER EDUCATIONAL	22/07/2016	30/11/2016	112

SOCIETY			
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100000	150000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
E-GRANTHALAYA	Partially	3.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8283	0	429	0	8712	0
Journals	10	0	0	0	10	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	18	1	18	0	1	4	2	0	0
Added	1	0	0	0	0	0	0	0	0
Total	19	1	18	0	1	4	2	0	0

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

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23 MBPS/ GBPS

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4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
100000	152000	200000	175000

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

The institution has a well-planned schedule for the whole academic year. There is optimum utilization of available resources without disruption to any activity. There is an effective monitoring system through various clubs, cells and committees. The committees prioritize the activities, estimate the cost and initiate the process to utilize budget allocated. The annual maintenance and repair of the infrastructure is taken care by repair and maintenance committee. The technical personnel is engaged on remunerative basis for the maintenance of computer and communication system etc. The college makes effective arrangement for repair and replacement of furniture and other equipments available in the campus. It is a common practice to receive suggestions from students, teachers and faculty members regarding infrastructure maintenance. The respective teacher incharges of clubs, cells and committees and office bearers discuss the issues with the Principal. The classrooms have adequate infrastructural facilities for carrying out academic activities. The college laboratories are fully functional with all necessary materials, apparatuses and equipment. Stock register and issue and return register are maintained for every laboratory. In science laboratory, safety measures are taken by keeping hazardous chemicals under lockers. Computer laboratory has adequate number of computers with required component configuration and also loaded with latest antivirus software. Need based up gradation of software and hardware and maintenance of ICT facilities is done by the institution from time to time. Free access to internet is provided to faculty and the students. The college library is well maintained in tune with the changing academic needs of the students. Library

committee takes care of the library matters and ensures its smooth functioning. Every year, in the beginning of the session list of books in various subjects required by the faculty members, is invited. After that books are purchased by following proper procedure. Maintenance and utilization of library resources are done strictly following the library rules. The college campus is maintained by the maintenance committee of the college which looks after general cleanliness, support facilities like safe drinking water, waste management, washrooms, electric work and plumbing. In case of disruption in power supply, the diesel generator functions as the substitute source. All the electronic gadgets like projectors, computers, printers, photocopiers, air conditioners etc. are regularly serviced and reused. The responsibility to augment and maintain sports facilities (both indoor and outdoor) for the students is taken by the sports incharge. The maintenance of the sports courts, playgrounds and gymnasium is done on regular basis. The college has two full time gardeners who work under the supervision of gardening incharge for the maintenance of college lawns. The regular maintenance and cleaning of classrooms, laboratories, seminar rooms, library etc. is done by supporting staff under the supervision of cleanliness incharge.

https://www.ssced.in/infra.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Master Raj Kanwar Chopra Scholarship	12	220000
Financial Support from Other Sources			
a) National	post matric scholarship	76	2102925
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	0	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	BOOK BANK FACILITY	15	30	6	6
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ST. SOLDIER EDUCATIONAL SOCIETY	150	30	NIL	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	24	ST. SOLDIER COLLEGE OF EDUCATION	B.ED, B.P.ED	DIFFERENT COLLEGES UNDER GNDU	MASTERS

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0

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

Activity	Level	Number of Participants
ANNUAL ATHLETIC MEET	COLLEGE	256

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	National	Nill	Nill	Nill	nil

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

St. Soldier College of Education has operational student council in the form of student representation in all the committees, clubs and houses. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out college activities and services. In addition to the planning of events that contribute to spirit of the institution and welfare of the community, the student council provides platform to the students to share ideas, interests and concerns with the college authorities after the consultation with concerned teacher in charges. It helps the students to enhance their leadership and organizational skills. The Students Council of the college is the representative body of the entire student community. It works to identify the issues that affect the students directly and indirectly. The student body, termed as the Council, proactively works towards the development and progression of the institution. The nomination of students council follows a transparent procedure which is as follow: • The students who wish to apply for the students' council have to fill up the application form and submit within a stipulated period of time to the teacher incharge. The application form is explicit and contains information about the academic details of the student along with their achievements as well a small write up on the objective of their application to be a part of the prestigious council. • After the careful scanning of the application forms, the students appear before the panel comprising of principal, senior teachers and concerned incharges for the interview. Wherein they make a brief introduction about themselves, their academic achievements and their vision for taking the students' council and the college forward. Based on their abilities and forte, the students are given appropriate portfolio in the council. These students help in organizing various academic and co-curricular events. The members of the students' council also ensure discipline and decorum in the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

175

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

1. TWO MEETINGS OF ALUMNI ASSOCIATION ARE HELD EVERY YEAR 2. GUEST LECTURE BY ALUMNI PERSONS 3. ASSISTANCE IN CO-CURRICULAR ACTIVITIES BY ALUMNI

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Faculty and the student teachers of the college play an important role in implementing the vision and mission of the college and to that end they play a proactive part in decision-making process. Various clubs and committees are formulated for the day-to-day functioning of the college and for overall management of the various operations of the college. Every committee and cell has its team that consists of office bearers viz-a-viz President, VicePresident, secretary and members of the committee. They perform their

delegated duties and participates in every decision made by their cell or committee. Committee- in-charges along with student teachers representatives is responsible for the conduct, reporting and feedback of various activities.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum planning and pedagogical strategies to be undertaken are discussed in the beginning of the session among the staff and regular evaluation and revision is done from time to time in the meetings
Teaching and Learning	Focus on content delivery of the lesson plans by using ICT, Model based approach, discussions, demonstrations and seminars (during the demonstration lessons, discussion lessons and seminars). Through feedback reflection and analysis of students regarding teaching learning process has been observed and sought after. Field visits conducted for experiential learning are conducted. A platform for the active participation in the classroom discussion is provided to the students. Unit tests, assignments, projects, group discussion, house test examinations and use of different teaching methods by the teachers. Development of remedial material for the students who could not attain minimum levels of learning and enrichment material is prepared for high achievers. The college organizes personality development programmes, seminars, workshops, and other cocurricular activities.
Examination and Evaluation	Evaluation key is prepared by the examiner for ensuring objectivity in evaluation. Question papers are prepared in English and Hindi/ Punjabi language. Declarations of results are on time. Proper follow up is there for absentees and failures. Preparation of comparative results. Comparative analysis of results is discussed in meetings. Evaluation is being done and feedback is provided to the students for their further improvement.
Research and Development	Problems related to teacher education and society is taken for M.Ed.

	Dissertation work. Problems, objectives, hypothesis and methodology of every topic are discussed with all the M.Ed. students and teachers guiding dissertation work under the supervision of principal. Action research and surveys are designed during the session to B.Ed. and M.Ed. students. The college arranges the series of extension lectures on research for the students as well as for the teachers
Library, ICT and Physical Infrastructure / Instrumentation	The library is automated with E-Granthalaya database. Library is equipped with latest books, encyclopedias, dictionaries, journals, magazines, dissertations, periodicals, etc. Our college has well equipped ICT Resource centre and ET Lab with latest technological equipments. The course content is also integrated with ICT. The college is having functional website for the circulation of important information. The institution is having spacious, properly ventilated and well-lit classrooms. Our college have wellfurnished labs. Facility of fully airconditioned multimedia equipped conference room, gymnasium and college hall.
Human Resource Management	The college has recruited sufficient qualified persons for teaching, nonteaching and supportive staff. For quality improvement, most of the faculty members have attended Orientation and Refresher courses. Faculty members are motivated to attend and present papers in seminars. Performance Appraisal system is placed in the institution. Feedback from various stakeholders is dully collected and analysed.
Industry Interaction / Collaboration	Meetings with practicing school principals and school teachers are organized. Regular feedback is taken from reflections upon the teaching learning process. These reflections are made base to to improve the quality of school internship.
Admission of Students	The College is Government Aided Institution and admission of thestudents is done as per UGC, Punjab Government and GNDU, Amritsar.

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

E-governace area	Details

Planning and Development	Academic Calendar with the information regarding various academic and co-curricular activities is prepared in the beginning of the session and is also uploaded on the website of the college www.ssced.in the college has its own e-mail id www.ssced.in for dissemination of information to the students and stakeholders
Administration	College is using software which helps to streamline the budget under different heads. Monthly salary statement for teaching and Non-teaching staff is prepared using this software. College helps the students to apply online for various scholarships under different welfare schemes. Fees record of students, salary and increment records of faculty and nonteaching staff, admission records, etc. are maintained using this software.
Finance and Accounts	Software is used by the office to maintain all the finance and accounts of the college
Student Admission and Support	Proper support is provided to new applicants of teachers training programs in the process related with admission and pedagogy selection
Examination	Internal assessment is prepared on MSExcel Sheet. Internal and Practical assessments are uploaded on the portal of affiliating university i.e. collegeadmissions.gndu.ac.in. The institution has installed web cameras to monitor the conduct of examinations in all classrooms and video data has been saved on DVR and on computer during the examination

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2017	COMPUTER LITERACY PROGRAMME	COMPUTER LITERACY PROGRAMME FOR NON TEACHING	02/03/2017	03/03/2017	2	8

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	30	18/01/2017	18/01/2017	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
33	0	11	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	MASTER RAJ KANWAR CHOPRA SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

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

Financial management aspect is very effective in our institution as accounts are audited regularly.Institution conducts annual internal financial audit every year and external financial audit according to DPI instructions. The auditors verify the financial transactions (balance sheet, statement of income expenditure) with supporting documents with approval of proper authority for each financial transactions. Such financial transactions are signed and approved by the auditor. Based on the audited financial statements, auditors issues audit report. Moreover, students are facilitated with digital transactions to deposit their fee.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	nil

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6.4.3 – Total corpus fund generated

	8400000	

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**GURU NANAK DEV UNIVERSITY AMRITSAR**	**Yes**	**ACADEMIC AND ADVISORY BODY**
Administrative	**Yes**	**ST. SOLDIER EDUCATIONAL SOCIETY**	**Yes**	**INTERNAL AUDITOR**

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

NIL

6.5.3 – Development programmes for support staff (at least three)

1. PROVIDING UNIFORMS 2. ESI AND EPF FACILITY 3. LOAN FACILITY

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. ENCOURAGING STAFF TO PARTICIPATE IN SEMINARS 2. GIVING GUIDANCE TO STUDENTS FOR BETTER RESULTS 3. ENCOURAGING SPORTS ACTIVITIES

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	**STUDENT ENRICHMENT PROGRAMME**	**14/02/2017**	**14/02/2017**	**14/02/2017**	**250**
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
WOMENS DAY	**08/03/2017**	**08/03/2017**	**210**	**40**

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

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness and Sustainability/Alternate Energy initiatives

such as: Environmental consciousness and sustainability initiatives are as follows: • Ban of plastic bags in the campus • Organisation of Anti Polythene Campaign • Organisation of Cleanliness Drive Debate on Swachhta • Best out of waste by NSS students during the camp • Competitions on Eco-friendly and waste management • World Environment Day • Tree plantation, play pots for birds •

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	14/07/2017	2	BOOK BANK FACILITY	TO BRIDGE THE GAP BETWEEN RURAL AND URBAN STUDENTS AND BRING MARGINALISED TO MA INSTREAM	105

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

Title	Date of publication	Follow up(max 100 words)
PROSPECTUS - STUDENTS HANDBOOK	14/06/2016	The code of conduct is circulated to the students through prospectus and notices that are displayed on the college notice board and institutional website. Discipline committee comprising of teachers and student council members are accountable that the code of conduct is being followed by the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
INDEPENDENCE DAY CELEBRATION	15/08/2016	15/08/2016	250
TEACHERS DAY	05/09/2016	05/09/2016	250

INTERNATIONAL WOMENS DAY	08/03/2017	08/03/2017	250
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the institution to make the campus eco-friendly (at least five) 1.ban on usage of plastic in the campus 2. segregated dustbins for wet waste, dry waste and e waste 3. Installation of solar lights 4. making best out of waste 5. Gift a plant initiative

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Building is renovated and lab material purchased 2. participation of students in sports at national level

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

https://www.ssced.in/aqar/2016-17/best_practices_2016-17.pdf

7.3 – Institutional Distinctiveness

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

The institute aims to prepare passionate, innovative teachers with commitment to excellence and professional outlook. This college aims to prepare teachers for the 21th century with a focus to develop their competencies and their skills required to complete in the world job market. To enlarge intellectual horizon and develop intelligence, emotional and sensibility. This college takes regular steps for high quality and need based programmes in teacher education at affordable cost. To promote co-ordinate and Research in teacher education and to develop professionalism special emphasis is laid on professional ethics and professional outlook . To honor cultural and spiritual diversity a fertile ground is provided for its presentation and promotion. Teachers are well versed with the problems and issues of society and are able to give visionary leadership to it. There is an ambience of work culture , respect, cooperation , co- existence and team work. They participate in various international seminar, workshops, Webinars , Conferences.

Provide the weblink of the institution

https://www.ssced.in/aqar/2016-17/institutional_distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year 1. To offer comprehensive course work and services with an aim to produce competent prospective teachers. 2. To take pro-active steps to enhance the role of college library in students' achievement. 3. To inculcate social responsibility among students through community service. 4.To boost the activities of the placement cell and make the internship program more gainful for the students. 5. To encourage NSS activities for better students' participation in social service and inculcating a sense of patriotism in them.