YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SVB's Saraswathi College of Education and Research
• Name of the Head of the institution	Dr.Jiji Sahaya
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	9818263969
• Mobile No:	8976545161
• Registered e-mail ID (Principal)	123.saraswathibed@gmail.com
• Alternate Email ID	saraswathividyabhavan@nessvb.net
• Address	Sankara Nagar, Jagadguru Sankaracharya Marg, Kalyan Shil Road,
• City/Town	Dombivli East.
• State/UT	Maharashtra
• Pin Code	421204
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education

• Type of Institution	**Women**
• Location	**Rural**
• Financial Status	**Self-financing**
• Name of the Affiliating University	**SNDT Womens University, Mumbai**
• Name of the IQAC Co-ordinator/Director	**Dr. Kalpana Aurange**
• Phone No.	**8082408703**
• Alternate phone No.(IQAC)	
• Mobile (IQAC)	
• IQAC e-mail address	**saraswathividyabhavan@nessvb.net**
• Alternate e-mail address (IQAC)	

3.Website address	**www.svbscer.in**
• Web-link of the AQAR: (Previous Academic Year)	**Not Filled as we had to fill PAR of NCTE**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**Yes**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.84**	**2016**	**29/03/2016**	**28/03/2021**

6.Date of Establishment of IQAC	**05/01/2014**

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

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

8.Whether composition of IQAC as per	**Yes**

latest NAAC guidelines	
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	04
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• (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

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

*Introduction of Remodelling Project
*Online staff training programme initiated by IQAC for all the teaching staff.
*IQAC planned to conduct an International Webinar on "Role of Innovative Teaching Strategies to enhance Pedagogy" held on 1st July 2020
*Students training Program was conducted to train the students on usage of teaching learning resources.
*IQAC planned for the conduction of National Level quiz competition through virtual mode

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
Introduction of Remodelling Project	As per the guidelines received from the Management, Institutional five Wings were constituted for the development of the institution, decentralisation of the work, 8 key points for Teaching & revision program, development of 25 academic key points for academic excellence, paperless administrations are some of the major achievements of the remodelling project.
Online staff training programme initiated by	Training for conducting zoom classes & handling online issues faced by the students were given to the staff

IQAC for all the teaching staff.	
Planning for conducting an International Webinar	An International Webinar on
To conduct Students training Program on usage of teaching learning resources.	Staff driven & Student led training programmes were conducted for the students to train them on the usage of various online applications. Weblink:https://www.youtube.com/watch?v=O23_Mcp753Q
Planning for conducting National Level quiz competition	A National Level Online Quiz competition on Google forms was held for a duration of three days from 19th to 22nd June 2020 for the participants. An response of 677 participants from various institutions was received.

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	03/01/2020

15.Multidisciplinary / interdisciplinary

Interdisciplinary

16.Academic bank of credits (ABC):

NO

17.Skill development:

In our Institution, the student teachers are provided with various opportunities to acquire and demonstrate knowledge skills values, and attitudes to enhance their learning in varied areas. The two-year B.Ed. programme, affiliated with SNDT University is designed in such a fashion that the aspiring teachers are equipped and imparted with the knowledge of various teaching methods and techniques in the most effective manner which they can carry forward on to their prospective students. Under the B. Ed curriculum, the theory courses and practical work are linked

together meaningfully with the aiming of achieving excellence and competence in pedagogic practices and enabling the student teachers to become an efficient and effective teacher. Procedural knowledge is been honed in the student teachers through the various skill development programmes, Practicals, and the EWFs which are as follows-

- Skill Development Program

- Teaching-Learning Competency

- Learning to use Computer in Education

- Understanding the Self

- Drama and Art in Education

- The Practical work, theory part and the assignments

- Research Project

- Preparation and submission of a portfolio

- EWF Engagement with Field

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

As our college is english medium college, medium of instruction is English. Sometimes, if students felt difficulty in understanding then we adopts multi indian language like hindi, marathi an sometimes tamil to make our students understand the concept clearly.

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

As we are dealing with creation of quality teachers, our main focus was on qualitative teacher training programme through online mode.

20.Distance education/online education:

No distance education. But during Pandemic all the education were followed with online platform only.

Extended Profile		
2.Student		
2.1 Number of students on roll during the year		83
File Description	**Documents**	
Data Template	[View File]()	

2.2 Number of seats sanctioned during the year	100

File Description	Documents
Data Template	View File

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	1

File Description	Documents
Data Template	View File

2.4 Number of outgoing / final year students during the year:	53

File Description	Documents
Data Template	View File

2.5 Number of graduating students during the year	54

File Description	Documents
Data Template	View File

2.6 Number of students enrolled during the year	29

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	385162
4.2 Total number of computers on campus for academic purposes	16
5.Teacher	
5.1 Number of full-time teachers during the year:	06

File Description	Documents
Data Template	View File
Data Template	No File Uploaded

5.2 Number of sanctioned posts for the year:	16

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curr
to local context /situation. Describe the institutional process of planning and/or reviewing,
adapting it to the local context in not more than 100 - 200 words

Our Institution is affiliated to SNDT University The curriculum presc
University is followed by our Institution. Hence we do not have any c
towards planning, reviewing or revising the curriculum.

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

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	C. Any 3 of the above

File Description
Data as per Data Template
List of persons who participated in the process of in-house curriculum planning
Meeting notice and minutes of the meeting for in-house curriculum planning
A copy of the programme of action for in- house curriculum planned and adopted during the academic year
Any other relevant information

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	A. All of the Above

communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers	

File Description	D
Data as per Data Template	
URL to the page on website where the PLOs and CLOs are listed	
Prospectus for the academic year	
Report and photographs with caption and date of student induction programmes	
Report and photographs with caption and date of teacher orientation programmes	
Any other relevant information	

1.2 - Academic Flexibility

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

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered prog year

7

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

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
Data as per Data Template
Brochure and Course content along with CLOs of value-added courses
Any other relevant information

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

19

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

19

File Description	Doc
List of the students enrolled in the value-added course as defined in 1.2.2	
Course completion certificates	
Any other relevant information	

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
Data as per Data Template
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template
Document showing teachers' mentoring and assistance to students to avail of self-study courses
Any other relevant information

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

0

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

0

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

1.3 - Curriculum Enrichment

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

In our Institution, the student teachers are provided with various op acquire and demonstrate knowledge skills values, and attitudes to enh learning in varied areas. The two-year B.Ed. programme, affiliated wi

is designed in such a fashion that the aspiring teachers are equipped
the knowledge of various teaching methods and techniques in the most
which they can carry forward on to their prospective students. Under
curriculum, the theory courses and practical work are linked together
the aiming of achieving excellence and competence in pedagogic practi
the student teachers to become an efficient and effective teacher. Pr
is been honed in the student teachers through the various skill devel
Practicals, and the EWFs which are as follows-

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- Research Project

- Preparation and submission of a portfolio

- EWF Engagement with Field

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

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as wel
comparative perspective. Describe in not more than 100-200 words how students are familia
in school system in India with respect to: Development of school system Functioning of vario
Education Functional differences among them Assessment systems Norms and standards Stat
International and comparative perspective

The Institution adheres to the SNDT Curriculum to impart teacher educ
papers, practical work, and assignments focus on understanding the di
school system in India as well as international level and accordingly
Additionally, they comprehend the assessments, norms, and standards.
theory paper and practical work enlighten the above areas –

- Knowledge and Curriculum - The student teachers understand variou
  curriculums such as State curriculum, IB, ICSE, and CBSE and rela
  with the State curriculum.
- Assessment for Learning - The student teachers acquire and apply
  teaching-learning and evaluation. Understand the different evalua
  critically analyse various examination reforms in India, and the
  examination system and evaluate the impact of examination-driven

realistic, comprehensive, and dynamic assessment procedures that **the whole student in view.**

- **Engaging with Field - Through EWF the professional capacities, te** **sensibilities, and skills of the student teachers are developed t** **programs which are conducted in both the First and second year of** **wherein special emphasis is given on teacher's role as facilitato** **integrities as well the foundational aspects of teaching in a sch**

File Description
Action plan indicating the way students are familiarized with the diversities in Indian school systems
Documentary evidence in support of the claim
Any other relevant information

1.3.3 - Students derive professionally relevant understandings and consolidate these into the from the wide range of curricular experiences provided during Teacher Education Programm made by the institution to enable students to develop understanding of the interconnectedn learning engagements and to make them ready for the professional field in not more than 1(

Our Institution follows a student-centred approach focusing on the ne **teachers. Different approaches are followed such as active learning,** **learning, and inductive teaching and learning. In addition, through t** **the EWFs the student teachers derive professionally relevant understa** **consolidate these into their professional acumen from the wide range** **experiences which includes the following-**

- **Skill Development Program deals with development of various micro**
- **Teaching-Learning Competency teach the students to think in diffe** **acquire constructivist teaching-learning skills.**
- **In Learning to use Computer in Education, the importance of techn** **in the field of education is provided.**
- **Understanding the Self develops the sensibilities, dispositions,** **required for personal growth of the student teachers.**
- **Drama and Art in Education creates an awareness of social/ educat** **remedies.**
- **Action Research helps in developing research attitude in the stud** **various educational problems.**
- **Preparation and submission of a portfolio teaches them to organiz** **and evidences systematically obtained during the B.Ed. program**
- **(EWF) Engagement with Field focuses on experiential learning wher** **are sent for internship program to different schools and colleges**

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

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum - semester wise from	**Three of the above**

various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI

File Description	Documents
Sample filled-in feedback forms of the stake holders	No
Any other relevant information	No

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected, analy... taken

File Description	Do
Stakeholder feedback analysis report with seal and signature of the Principal	
Action taken report of the institution with seal and signature of the Principal	
Any other relevant information	

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

29

2.1.1.1 - Number of students enrolled during the year

29

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

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

2020

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

02

File Description
Data as per Data Template
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)
Final admission list published by the HEI

Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year

Any other relevant information

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 ye

0

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

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of st of readiness to undergo professional education programme and also the academic support pr Describe the assessment process at entry level to identify different learning needs of studen readiness to undergo professional education programme and also the academic support prov more than 100-200 words.

Assessment Process at the entry level:

- **The assessment process at entry level is set by MAH B. Ed CET Exa level entrance exam by Maharashtra CET Cell to grant admission i The exam Pattern includes online test with 100 MCQs of 1 mark ea set in English and Marathi languages. Candidates are asked questi Mental Ability, Teacher Aptitude, and General Knowledge.Candidate B. Ed CET ELCT are asked questions related to the English languag**
- **TheAdmission Committee monitors the admission decisions whichfoll rules of NCTE, SNDT Women's University and DHE.The institution re students. The documents are verified by the Admission Committee. given to the student teachers on the basis of the eligibility cri**

Assessment process in the classroom:

- **The assessment of the learning is done by the teachers in the cla lectures and through conducting tests, assignments, EPC's, talent initial phase of classroom interaction with the students the tea the needs and requirements of the students. Accordinglyshort-dura Courses like spoken English sessions and ICT training are conduct**

File Description	Docun
Documentary evidence in support of the claim	
Documents showing the performance of students at the entry level	

Any other relevant information	N

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	**Four/Three of the above**

File Description	D
Data as per Data Template	
Relevant documents highlighting the activities to address the student diversities	
Reports with seal and signature of Principal	
Photographs with caption and date, if any	
Any other relevant information	

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	

File Description
Relevant documents highlighting the activities to address the differential student needs
Reports with seal and signature of the Principal
Photographs with caption and date
Any other relevant information

2.2.4 - Student-Mentor ratio for the academic year

10:1

2.2.4.1 - Number of mentors in the Institution

5

File Description
Data as per Data Template
Relevant documents of mentor-mentee activities with seal and signature of the Principal
Any other relevant information

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes e
participative learning, problem solving methodologies, brain storming, focused group discus:
for enhancing student learning Describe the varied modes of learning adopted and their basi
such learning mode/s for different courses of each programme in not more than 100-200 wo

Being a Teachers' Training institution, we always thrive to inculcate
practices in our student teachers.In our institution for every module
diverse teaching methods based on the content.

- Participative learning: Special lectures, seminars, different tea
  todevelop their self-confidence and skills.
- Problem solving methodologies: It includes case studies to improv
  thinking, creativity and problem-solving skills.
- Focused group discussion:Micro groups, seminar presentations, spe
  exhibitions and subject clubs are formed to practice different sk
  guidance of mentor teachers.
- Brainstorming: The activity is conducted in groups or as individu
  teachers are asked to think about the problem and find as many so
- Online mode: During the Covid-19 pandemic the teaching learning p
  conducted through onlineplatform. WhatsApp Group was created for
  share important notices and information.
- Experiential learning: An internship is a form of experiential le
  samethe students are sent for internship program to different sch
  The purpose is to integrate the knowledge and theory learned in t
  practical application and skills development.Even Field trips are
  promote grass root understanding of concepts.

File Description
Course wise details of modes of teaching learning adopted during the academic year in each programme
Any other relevant information

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

05

File Description	Documents
Data as per Data Template	**View**
Link to LMS	**N:**
Any other relevant information	**No File**

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

136

File Description	Documents
Data as per Data Template	

Programme wise list of students using ICT support	No F
Documentary evidence in support of the claim	
Landing page of the Gateway to the LMS used	No F
Any other relevant information	

| **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** | **Three of the above** |

| File Description |
| Data as per Data Template |
| Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations |
| Geo-tagged photographs wherever applicable |
| Link of resources used |
| Any other relevant information |

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in not more than 100-200 words the nature of mentoring efforts in the institution with respect dealing with student diversity conduct of self with colleagues and authorities balancing hom keeping oneself abreast with recent developments in education and life

The institution provides continual mentoring to the student teachers:

- **Arranging the group as per the methods**
- **Ratio of the Mentor: Mentee is 1:10**
- **Personal attention and guidance given as per the requirement of t**
- **Weak students are identified and given remedial teaching**
- **Regular follow up taken of given assignments to check the progres**

The Mentor creates a WhatsApp group for their assigned group of stude of all the problems of their mentees. Mentees share their general pro meetings or sometimes share on the WhatsApp group. The Mentor solve m problems, provide them with their own books for study, discuss with t guidance related to examinations, encourage their mentees for partici college programs and provide guidance and counselling, sometimes fami are also solved by mentors. In case of serious issues, the Principal this mentoring system students feel a homely environment and they sha without any hesitation and enjoy their college life.

A sample of the lesson plan and assignment corrected by the mentor ha

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

| **2.3.6 - Institution provides exposure to students about** | **Five/Six of the above** |

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	

File Description
Data as per Data Template
Documentary evidence in support of the selected response/s
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible
Any other relevant information

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

The two cases were of Mrs Pooja and Miss Archana of AY 2019-2021. The low in confidence in the initial stage of micro teaching. Even we not crying and lack of confidence in both of them. but after continuous n counseling with proper guidance, I am happy and proud to inform you t gradually developed their confidence level and even the lesson plan a too.

File Description	Documents
Documentary evidence in support of the claim	**V**
Any other relevant information	**No F**

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 Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	**Five/Six of the above**

File Description	Docum
Data as per Data Template	
Documentary evidence in support of the selected response/s	
Reports of activities with video graphic support wherever possibl	**N**
Any other relevant information	**N**

| 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 | Eight /Nine of the above |

File Description
Data as per Data Template
Reports and photographs / videos of the activities
Attendance sheets of the workshops / activities with seal and signature of the Principal
Documentary evidence in support of each selected activity
Any other relevant information

| 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 | All of the above |

File Description
Data as per Data Template
Details of the activities carried out during the academic year in respect of each response indica
Any other relevant information

| 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 | All of the above |

File Description
Data as per Data Template
Samples prepared by students for each indicated assessment tool

| Documents showing the different activities for evolving indicated assessment tools |
| Any other relevant information |

| 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 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 | **All of the above** |

File Description	D
Data as per Data Template	
Documentary evidence in support of each response selected	
Sample evidence showing the tasks carried out for each of the selected response	
Any other relevant information	

| 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 ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event | **Three of the above** |

File Description
Data as per Data Template
Documentary evidence showing the activities carried out for each of the selected response
Report of the events organized
Photographs with caption and date, wherever possible
Any other relevant information

| 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 | **All of the above** |

File Description
Data as per Data Template
Samples of assessed assignments for theory courses of different programmes
Any other relevant information

2.4.8 - Internship programme is systematically planned with necessary preparedness Describ
preparatory efforts at organizing internship programme in not more than 100-200 words witl

following: Selection/identification of schools for internship: participative/on request Orient
principal/teachers Orientation to students going for internship Defining role of teachers of t
Streamlining mode/s of assessment of student performance Exposure to variety of school set

As a part of the B.Ed curriculum, the student teachers have to underg
Teaching &Internships.The Principal Madam & the staff members discuss
dates for scheduling the Internship & Practice Teaching sessions. The
finalized keeping in mind the school activities like holidays, school
university examinations of our students. The dates are scheduled in s
students will get maximum opportunity to engage with the school stude
lessons as per the allotments of school lectures. Once the dates are
drafted letters with details of the activities to be completed are se
& the required permissions are taken by the in-charge teacher with th
authorities.The student teachers are oriented on the activities that
perform.The student teachers are given workshops & guidance to write
after every lesson to develop a sense of reflection on their teaching
self evaluate themselves on their development as a teacher.A teacher
accompanies the student groups to observe & give feedback to the stud
their lessons performed through feedback & assessment sheets.

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

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

2.4.9.1 - Number of final year students during the academic year

29

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

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	Five/Six of the above

File Description	D
Data as per Data Template	
Sample copies for each of selected activities claimed	
School-wise internship reports showing student engagement in activities claimed	
Wherever the documents are in regional language, provide English translated version	

Any other relevant information

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. D 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship reference to the role of teacher educators, school principal, school teachers and peers.

Mentoring is the process that helps students also called as mentees t personal and professional growth. Mentors provide their mentees with encouragement, reinforcement and a constructive example. Depending or subjects of student-teachers, students are evenly distributed among m mentors take the entire responsibility of their mentees such as guidi plans, execution of the internship acivities & assignments, research also ensure timely submission of their internal related files and rec mentors constantly monitor the performance of the allotted student-te performance throughout their internship.The mentor also interacts wit the mentee, if required. The mentorensures the improved performance o every activity &lesson delivery. Issues if any faced by the mentee du of the internship related activities are dealt with by the mentor tea teacher tries to solve the problems by counselling the mentee student academic level.

File Description	D
Documentary evidence in support of the response	
Any other relevant information	

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)	All of the above

File Description
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes applicable)
Two filled in sample observation formats for each of the claimed assessors
Any other relevant information

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	Four of the above

File Description	Doc
Format for criteria and weightages for interns' performance appraisal used	
Five filled in formats for each of the aspects claimed	

Any other relevant information

2.5 - Teacher Profile and Quality

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

5

File Description
Data as per Data Template
Sanction letters indicating number of posts (including management sanctioned posts) with seal a signature of the principal
English translation of sanction letter, if it is in regional language
Any other relevant information

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

3

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

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

46

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

46

File Description	Document
Copy of the appointment letters of the fulltime teachers	
Any other relevant information	No

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the na teachers to keep themselves updated professionally in not more than 100-200 words 1.   In current developments and issues in education 2.   Share information with colleagues and wi policies and regulations

In SVB SCER, teachers keep themselves updated with the latest teachin technology by joining in-house training programs conducted by faculty sister-institutes. Teachers also join various MOOCs such as SWAYAM co workshops and FDPs organized by different universities and colleges a requirements.

Teacher educators of SVB SCER discuss and contemplate on the latest t methodologies. A book on co-operative strategies was co-authored and teachers. The book was written after several meetings and training se teacher-educator was assigned the task to explain one strategy.

File Description	Documents
Documentary evidence to support the claim	No Fi
Any other relevant information	V

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution l
Continuous Internal Evaluation in the institution highlighting its major components in not mo

SVB SCER conducts continuous internal evaluation for all the courses.
each course has four modules. After completion of two modules, Term F
is conducted by all subject teachers. Similarly, Term End II examinat
for module three and module four.

Before University exams, Preliminary Examination for each course is c
the courses. Student-teachers are informed well in advance about the
preliminary exams, University question paper pattern is followed to p
for the University exam.

The institute has started "Remodelling Project", which focuses on var
Administrative aspects of the college. Based on this, all teachers co
revision programs- Weekly Revision Program, Month-end Revision progra
Seminars, which help students to revise the content thoroughly and ex
conducted after each revision program. In this, along with written ex
Discussion and seminar presentation is conducted for student-teachers
concepts and prepare students for University examinations.

File Description
Relevant documents related to Internal Evaluation System at the institution level with seal and the Principal
Any other relevant information

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

File Description	Doc
Copy of university regulation on internal evaluation for teacher education	
Annual Institutional plan of action for internal evaluation	
Details of provisions for improvement and bi-lingual answering	
Documentary evidence for remedial support provided	
Any other relevant information	

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

Our Institution follows strictly the guidelines and rules issued by t
for the smooth conduct of the examinations.

- In the midst of Covid-19 pandemic, the SNDT University exams were
  The University had notified the basic instructions, rules and reg
  online exam beforehand. The examination link and student login II
  communicated through SMS. A mock test was scheduled for the stude
  accustomed to the online examination pattern.
- However, few students faced some problems such as technical issue
  at the time of exam. The issues were efficiently sorted out with
  ordination of Examination In-charge and the concerned team from t
  University.
- The SNDT university has established a grievance cell as per the n
  UGC for addressing the examination related due to the Covid 19 pa
  attached)
- The students who faced issues due to some severe network or techn
  could not attempt the exams, their data was collected by the Inst
  submitted to the SNDT Exam department. The exam was rescheduled v
  days.

File Description	Do
Academic calendar of the Institution with seal and signature of the Principal	
Any other relevant information	

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation I
of adhering to academic calendar for the conduct of Internal Evaluation in the institution in
words.

Every year at the beginning of the academic session, the academic cal
The Head of the institution takes keen interest in the preparation of
activities are planned at the beginning of every academic year throug
Calendar and suggestions are sought from faculty members. The Academi
prepared in advance and it is sent to higher authority for approval.
is circulated amongst the staff members for smooth execution of the a
academic activities. The academic calendar has to be strictly followe

The B.Ed. program is designed for two years wherein the students are
marks for internal assessment and 900 marks for external assessment v
2000 marks.

Internal Examination:

The College carries out the instructions of the SNDT University relat
of examinations smoothly and efficiently. Before the final University
internal examinations are conducted at the college level, Term 1 (Moc
2 (Term 3 and 4) and Preliminary exam (for all the modules). The deta
along with instructions are displayed on the Notice Board as well as
groups for information for the students.

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and C
in which institution ensures alignment of stated PLOs and CLOs with the teaching learning p
100 - 200 words.

Our institution believes in quality and innovation. Accordingly, the
was planned accordingly. Though the Pandemic happened at this time, s
the teacher educators on how to deal with different aspects of the cu
online mode.

At this time, we conducted a good number of teaching-related online c
intra-group form to motivate our students to explore new teaching ted

The best example we can depict here is we provided our students with
Amul Dairy to get in-depth knowledge on both technology and field sur

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

2.7.2 - Pass percentage of Students during the year

File Description
Data as per Data Template
Result sheet for each year received from the Affiliating University
Certified report from the Head of the Institution indicating pass percentage of students program-wise
Any other relevant information

2.7.3 - The progressive performance of students and attainment of professional and persona
the PLOs and CLOs is monitored and used for further improvements

To achieve both PLO and CLO, in our institution, we conduct Term 1, T
exam to assess the performance of our students along with the assurit
achievements of PLO and CLO.

In each course there are stipulated assignments provided with the act
by the students.

During this Pandemic time, we conducted online Term1 , Term2 and Prel
our students ready for university level online exams.

Besides we also handled all the course related assignments very sensi
both PLO and CLO in this crucial stage.

File Description
Documentary evidence showing the performance of students on various internal assessment task and the LOs achieved
Any other relevant information

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 assessmen
year

40

File Description
Number of students achieving on an average 70% or more in internal assessment activities durin
Record of student-wise / programme-wise / semester-wise internal assessment of students durii year
Any other relevant information

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

To maintain quality in our teaching-learning process we believe in a comprehensive evaluation. In this context, we execute TERM 1, Term 2, Evaluation to access the performance of our students in each stage. 1 identifying the initial level and terminal level of each and every st

The best example we couldprovide in this context was our student name Miss Archana Singh, and Miss Archana Savant.

These three students had beenshowing their Low confidence and poor pe entry-level at our institution. But gradually after no.of practices v EWF1, EWF 2 and EWF3 and with the continuous assessment process, thes scored 1st class with good scores which made us proud.

File Description	Documents
Documentary evidence in respect to claim	**Vi**
Any other relevant information	**No Fi**

2.8 - Student Satisfaction Survey

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government age

0

File Description	Documents
Data as per Data Template	**No Fil**
Sanction letter from the funding agency	**No Fil**
Any other relevant information	**No Fil**

3.1.2 - Number of grants received for research projects from government and / or non-ç during the year (INR in Lakhs)

0

File Description
Sanction letter from the funding agency

Income Expenditure statements highlighting the research grants received certified by the auditor
Any other relevant information

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
Data as per Data Template
Institutional Policy document detailing scheme of incentives
Sanction letters of award of incentives
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal
Documentary evidence for each of the claims
Any other relevant information

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	Three of the above

File Description	Docum
Documentary evidences in support of the claims	
Details of reports highlighting the claims made by the institution	
Reports of innovations tried out and ideas incubated	N
Copyrights or patents filed	
Any other relevant information	

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified ᴏ the year

1

File Description	
Data as per Data Template	
First page of the article/journals with seal and signature of the Principal	
E-copies of outer jacket/contents page of the journals in which articles are published	
Any other relevant information	

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

0

File Description
Data as per Data Template
• First page of the published book/chapter with seal and signature of the Principal
E-copies of outer jacket/contents page of the books, chapters and papers published along with number in national / international conference-proceedings per teacher
Any other relevant information

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 yea

03

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

3.3.2 - Number of students participating in outreach activities organized by the instituti

3.3.2.1 - Number of students participating in outreach activities organized by the institu

95

File Description	Dc
Event-wise newspaper clippings / videos / photographs with captions and dates	
Report of each outreach activity with seal and signature of the Principal	
Any other relevant information	

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

82

3.3.3.1 - Number of students participated in activities as part of national priority progra

82

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

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

SVB's Saraswathi College of Education and Research , always motivates
teachers to do some community work through which they can develop alc
community development. As a part of the adoption program of SVBSCER c
initiated to take Teaching & Revision lessons for the students of SVI
Vidyalaya, Dombivli (E). Under this program we have decided to develc
level of the students of the Secondary Section.

We selected some students from the student-teachers group and informe
objective of our program. The main objectives of our program were lis

- To help the school students develop their capability of learning
  English by focusing on the basics.
- To improve theirEnglish Speaking Communication.
- To assist the school students develop their proficiency in learni
  language through expertise in Grammar.
- To develop Mathematical Competency and computational skills by fc
  sharpening the basics of the Math.
- To create an awareness about social issues, we organisedskits on
  Second year and First yearstudents presented their workon2nd June
  October, 2021 respectively. Even their parents were invited and v
  were collected.

File Description	Document:
Relevant documentary evidence for the claim	
Report of each outreach activity signed by the Principal	
Any other relevant information	No

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

0

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

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during

0

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. duri

0

File Description	Docu
Data as per Data Template	1
List of teachers/students benefited by linkage – exchange and research	1
Report of each linkage along with videos/photographs	1
Any other relevant information	1

3.4.2 - Functional MoUs with institutions of National and / or International importance, industries, corporate houses etc. during the academic year

0

File Description	Docum
Data as per Data Template	N
Copies of the MoU's with institution / industry/ corporate houses	N
Any other relevant information	N

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 Clinics Linkages with general colleges	Three/Four of the above

File Description
Data as per Data Template
Report of each activities with seal and signature of the Principal
Any other relevant information

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, labor fitness center, equipment, computing facilities, sports complex, etc. for the various progran

the adequacy of facilities for Teaching –Learning as per the minimum specified requirement not more than 100 - 200 words

The institution has adequate facilities for teaching -learning. The institution has the facilities to cater the academic needs of student teachers.

- Classrooms with LCD projectors,
- Mike and sound system in Seminar hall,
- Technology room,
- Well stocked library,
- Computer center,
- Notice boards/display boards,
- Necessary furnitures and fixtures
- Laboratory equipments

Total Number of Classrooms and Seminar Halls are six.The institute has Science lab and Curriculum Laboratory.

To keep student teachers physically active, the institute has a playground games, a girls common room with indoor games and a fully equipped Gym Center.

File Description	Documents
List of physical facilities available for teaching learning	
Geo-tagged photographs	
Any other relevant information	No

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as sma video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

3

File Description	Documents
Data as per Data Template	View F
Geo-tagged photographs	View F
Link to relevant page on the Institutional website	https://svbscer.i
Any other relevant information	View F

4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (IN

1,81,868.00

File Description
Data as per Data Template
Income Expenditure statements highlighting the expenditure on infrastructure augmentation wi and signature of CA and the Principal
Any other relevant information

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management Sy other software Describe the features of Library Automation in not more than 100 – 200 word

```
Library Automation:

Library Software: Open Source Software

Library has E-granthalaya Software for the Library Automation. The fo
details of the Library automation.

1.Name of the Library Software:

E- Granthalaya: a Digital Agenda for Library Automation and Networkin

2.Software Developer:

National Informatics Centre (NIC), Department of Information Technolo
Communications & Information Technology, Government of India, New Del

3.Use of the Library Software:

   • Cataloging (Data entry of books, Generate Barcode labels, Stock \
   • Circulation (Data entry of library users, Issue/ Return of books,
     history, Generate Member Barcode labels, Generate Overdue Notices
     users, Generate email to library users at the time of issue/retur
   • Search (search the existing records of books by title, author, ke
   • Use the Scanner to read the barcodes.
```

File Description	Documents
Bill for augmentation of library signed by the Principal	No File Up
Web-link to library facilities, if available	**https://librarysce**
Any other relevant information	No File Up

4.2.2 - Institution has remote access to library resources which students and teachers use fr Gateway for remote access to library resources used by teachers and students in not more t

```
Library created blog/website for its users on 25th October 2020 which
important information, flip books and ebooks, ejournals, etc. All not
sentthrough email.

Name of the Blog:SVB's SCER Library

Address: https://libraryscer.blogspot.com/

Objectives:

   • To meet the information needs of the library users (students and
     pandemic situation.
   • To provide multiple and easy access for available resources.
   • To serve them in their research and provide up to date informatio

5.Blog Contents:
```

- **Information about Library includes Library rules and regulations,**
  Services, library activities during pre and post COVID-19 and "As
- **E-resources includes ebooks, ejournals, audio books, open access**
  survey of Research in Education, Abstracts of researches, teachin
  teaching aids, digital libraries, enewspapers, enewsletters, etc.
- **Informative flipbooks with QR codes on remembering great work of**
  Maharshi Karve and Rabindranath Tagore
- **Library Information Video for theusers andonline Library Membersh**
- **Posts related to special days (National/ International).**
- **Bookshelf is available on library blog's menu bar. It includes re**
  ebooks, ebooks Collections on and by Rabindrath Tagore, Swami Viv
  M.K.Gandhi.

6. **Current Status:**

- **Blog available online (24x7)**
- **2496 total page views and 19 Followers till 14/12/2021**

File Description	Dc
Landing page of the remote access webpage	
Details of users and details of visits/downloads	
Any other relevant information	

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	**Four of the above**

File Description	Doc
Data as per Data template	
Receipts of subscription /membership to e-resources	
E-copy of the letter of subscription /member ship in the name of institution	
Any other relevant information	

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the y

7682.00

File Description
Data as per Data Template
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e- with seal and signature of both the Principal and Chartered Accountant
Any other relevant information

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 the academic year

12

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 Fi**
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	**https://drive.google.c lHiHEMjB39sR24QLYx usp=shar**
Any other relevant information	**View Fi**

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

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

4.3 - ICT Infrastructure

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

Hardware Infrastructure:

- **Institute has 16 Desktops/Workstations and alaptop out of which 1 for students.**
- **Weuses intex, zebronics assembled CPUs, monitors such as Philips, ICT Labs has adequate desktops maintaining student to computer ra addition to this, we have 1 HP Deskjet printers in the office and printer in Library.**
- **2 LCD projectors (Epson), 1 in the Lecture hall and 1 in the FYBE**

Institute provides computing and internet facilities to all teachers teachers in the campus for academic projects, practical sessions and learning purpose.

Software Infrastructure:-

- **All the computers are supported by a 50 to 100mpbs LAN system.**
- **The desktops are running on windows 7, windows 7 pro, windows 10, pro operating systems.**
- **Antivirus is purchased by the Institute and updated regularly.**
- **Standard Tally ERP9 software is used in-office.**

All ICT infrastructures are monitored by IT Engineers. Google Drive i
storage. In covid-19, we used the Zoom platform for teaching and lear
Other than that, we also use youtube and Facebook for teaching and so

During this Pandemic year, No physical updateswere undertaken.

File Description
Document related to date of implementation and updation, receipt for updating the Wi-Fi
Any other relevant information

4.3.2 - Student – Computer ratio during the academic year

1:3

File Description
Data as per data template
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal
Any other relevant information

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	E. < 50 MBPS
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	Four of the above

File Description	Documents
Data as per Data Template	**View File**
Link to videos of the e-content development facilities	**https://drive.google.com/file/d/1K7hjRbfv4yqIyFHUzL0u usp=sharing**
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	**https://www.youtube.com/watch?v=O23_Mcp753**
Any other	No File Uploaded

relevant information	

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic suppo year (INR in Lakhs)

23,51,900

File Description
Data as per Data Template
Income Expenditure statements highlighting relevant items with seal and signature of the Princi and Chartered Accountant
Any other relevant information

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

The College has certain systems and procedures for maintaining and ut academic and support facilities. The maintenance of physical faciliti classrooms, seminar hall, library, Computer lab, Laboratories are don

Library:Librarycaters to the academic and cocurricular needs of the s They can access the Library facilities andborrow books, Magazines, pe per the rules of college library. Physical stock verification is carr observations are entered in the Stock Register & checked by the HOI.

Laboratory: Thelaboratory is managed by teaching faculties. Physical is carried out The observations are entered in the Stock Register & c

General Maintenance: The office maintains register(s) to record the c to AC, furniture, fixtures, plumbing, electrical work etc. Depending the complaints, the majority of them are resolved by the inhouse staf

Computer lab: IT support staff carry out preventive maintenance (such cleaning, formatting, updating antivirus software etc) of the compute lab is recorded in log book.

Sports ground is common for all Institutes under the SVB's umbrella. also conducts stock checking.

File Description	Documents
Appropriate link(s) on the institutional website	https:/
Any other relevant information	Vie

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the	Five fo the above

| 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 | |

File Description
Data as per Data Template
Report on each capability building and skill enhancement initiative adopted with seal and signat of the Principal
Sample feedback sheets from the students participating in each of the initiative
Photographs with date and caption for each initiative
Any other relevant information

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 Hostel Canteen Toilets for girls Indicate the one/s applicable	Nine or more of the abov

File Description	Documents
Geo-tagged photographs	View
Any other relevant information	No File

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
Data as per Data Template for the applicable options
Institutional guidelines for students' grievance redressal
Composition of the student grievance redressal committee including sexual harassment and ragging
Samples of grievance submitted offline
Any other relevant information

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
Data as per Data template
Income Expenditure statement highlighting the relevant expenditure towards student concessio along with approval / sanction letter
Report of the Placement Cell
Any other relevant information

5.2 - Student Progression

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

Number of students placed as teachers/teacher educators	Total number of graduati
54	(2018-20 & 2019-21

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

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).

07

File Description
Data as per Data Template
Details of graduating students and their progression to higher education with seal and signature the principal
Documentary evidence in support of the claim
Any other relevant information

5.2.3 - Number of students qualifying state/national level examinations during the year CTET)

07

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

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning De which student council plays a proactive role in the institutional functioning and contribute f not more than 100 - 200 words

The students council of the college is a very active body comprising Teaching staff & the student representatives of FYBEd & SYBEd. Every representatives are elected by the respective class members. These el the new members of the students council. The elected students take th organize various events & activities required for the overall develop student teachers along with the development of team spirit, leadershi social & cultural values among the students. These students also cons of the Grievance redressal cell, Antiragging Cell & Anti Sexual haras college. Activities like cultural celebrations, academic & cultural c assembly based on themes, sports activities etc are enthusiastically by these student council members. The students council members also t suggest the good schools for internship & practice teaching. They tak leaders during the Internship & practice teaching & help in grooming themselves into wonderful teachers. These members are actively involv Tier Training programme wherein they suggest various topics for trair peers. Thus there is active involvement of the Student council member institutional functioning & welfare of the students

File Description
Copy of constitution of student council signed by the Principal
List of students represented on different bodies of the Institution signed by the Principal
Documentary evidence for alumni role in institution functioning and for student welfare
Any other relevant information

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

18

File Description
Data as per Data Template
Reports of the events along with the photographs with captions and dates
Copy of circular / brochure indicating such kind of events
Any other relevant information

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes development of the institution   Describe the role of alumni association in the development more than 100 - 200 words highlighting two significant contributions in any functional aspect

The Alumni Association of the institution is not registered but is fu alumni students are associated with the college through Social media What's app etc. The alumni students help the new batch of students en about the college through sharing their experiences they had with the their tenure of learning with us. They are called to share their expe Inaugural Event of the new batch. Renowned alumni students are often away guest lectures or small talk on their topic of their expertise. are called to give their tips & tricks to the current batches to face examinations. The alumni students update details about vacancies if a respective working schools for the other students in the what's app g providing a scope of job to the other associated students of the coll students also enthusiastically participate in the cultural program of during the Annual Day through dance performances. The alumni students attend the other events that happen at the college like webinar, semi lectures etc. thus enable them to benefit out of it.

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

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	Five/Six of the above

File Description	D
Documentary evidence for the selected claim	
Income Expenditure statement highlighting the alumni contribution	
Report of alumni participation in institutional functioning for the academic year	
Any other relevant information.	

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

0

File Description
Data as per Data Template
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Princip the Secretary of the Association

Any other relevant information

5.4.4 - Alumni Association acts as an effective support system to the institution in motivatin recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism Association acts as an effective support system to the institution in motivating, nurturing sp than 100 - 200 words

File Description	Documents
Documentary evidence in support of the claim	**V**
Any other relevant information	No F

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 particip tune with the vision and mission Describe the vision and mission statement of the institution governance, perspective plans and participation of the teachers, students and non-teaching making bodies of the institution in not more than 100 - 200 words.

Response

Our institution has an apparent governance and management system. The mission of the institution are reviewed and redefined in view of vary trends. The institution endeavours to achieve academic excellence in teaching and learning, innovation and creativity, cultural inclinatic empathy, co-curricular responsibilities thereby creating the leaders

The Management is overall in charge of the Institution. It mobilizes augmentation of infrastructure, laboratory, library, office equipment creating an environmentally friendly campus/premise.

The Principal is the administrative and academic head of the Institut in liaison with various Committees encompassing faculty members and r Each Faculty member plays a part in the framing of the academic pract Institution. The decision making is not authoritative rather the coll all the faculty members. The non-teaching staff also lend in their cc administrative front.

The Institution works with the aim of contributing to academic excell quality education. Each academic event is planned through regular Fac the student council members too represent the student body in various

File Description
Vision and Mission statements of the institution
List of teachers, students and non-teaching staff on decision making bodies of the institution wi seal and signature of the Principal
Documentary evidence in support of the claim
Any other relevant information

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

The institution follows decentralization and participatory management
its belief in collective leadership and democratic practices. It is r
the activities and actions of the institution through a strong and ef
of Committees. All the major stakeholders of the institution includir
Principal, teaching and non-teaching staff, parents, students and alu
organised and democratic way of governance following the implicit rul
accountability in implementation of their duties and responsibilitie

Under the remodelling project undertaken by the Management the extens
authority is executed by creating different Committees and assigning
roles.

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

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

Our Institution is governed by NCTE, SNDT University and DHE, so the
by the terms of these governing bodies.

1. Financial Functions:We use softwareTALLY and TDS to ensure transpa
functions. Thefinancial audits are carried out monthly byinternal auc
external auditors.Financial transactions are done through the cheques
Daily Fee collected is credited in the bank account, cashbook, ledger
file are maintained and updated regularly.

2. Academic Functions:Our college follows an online process which is
basis of merit list by CET MAHAPRAVESH in accordance with government
Internal and University examinations are conducted as per university
of internal tests are displayed on the notice board. Important notice
posted in the institution's website.

3. Administrative Functions:Administrative decisions are taken by the
and the College Development Council (CDC) for effective implementatic
monitors the qualitative aspects. Various committees are constituted
administrative functions and reviwed periodically. Teaching and non-t
members are adequately represented on these committees.

4. Auxiliary Functions includes Annual sports meet, culural activitie
activities and outreach activities. Due to pandemic online activities

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successf

on the strategic plan with details of deployment strategy, during the year in not more than

The institutional perspective plan aligns with the vision and mission institution which are the constant driving factors for improving acad strategies.

Our institution follows theSNDT University approved curriculum. The i Strategic Plan to develop in a systematic, well-thought-out and phase activities are planned at the beginning of every academic year throug Calendar and suggestions are sought from faculty members.

The IQAC takes the quality initiative which concentrates on the devel institution in terms of infrastructure, faculty strength, faculty ach students' development and student achievement. The plan is finalized in consultation with their faculty members. This plan is then discuss with the Principal, followed by approval from the management.

The arenas in which the Institutional Perspective and Strategic Plan successfully implemented is highlighted below:

1. Digitalization of old and new records

2. Book on Cooperative teaching – learning strategies

3. International Webinar (Link attached below)

4. National level online Eduquiz competition

5. Three- Tier training programme

6. Guest lecture on Guidance and Counselling

7. Virtual Industrial Visit

8. Training of Non-teaching staff – accounts

9. Introduction of Remodelling Project

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	**https://svbscer.i content/uploads/2021/12/Eve**
Documentary evidence in support of the claim	No File Upload
Any other relevant information	No File Upload

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from p setup, appointment and service rules, procedures, etc. Describe the functioning of the insti more than 100 - 200 words.

Functioning of the institutional bodies:

- Management: Itconsists of Founder President of NES-SVB Group of I Director, Board of trustees. The overall planning and development institution is under the Presidentship of Dr. R. Varadarajan, who coordinationwith the Principal to ensuresmooth functioning..

- **The Governing Bodymeets at least four four times a year to discus to finance, infrastructure, faculty recruitment and the othermatt development of College.**
- **The Principal ensures the proper conduct of all academic, adminis extension activities, assisted by the Staff Council (all teaching Non-Teaching Staff which comprises the Administrative and Account manual staff.**
- **Staff Council meetings are held at regular intervals for the effe implementation of programmes like teaching, learning, academic ac curricular and extracurricular activities.**
- **The Internal Quality Assurance Cell (IQAC)works towards realisati ofenhancement and monitoring the internal quality of the institut**
- **Student Council meetings are held regularly to address the studer and organize extra-curricular activities.**
- **Anti-Ragging Cell, Sexual Harassment Committee members and Grieva Committee worksto ensure that no rules are violated, addressing a grievances if any.**

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

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	**V**
Screen shots of user interfaces of each module	**V**
Annual e-governance report	**No F**
Geo-tagged photographs	**No F**
Any other relevant information	**No F**

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

In our Institution we have a decentralised decision-making process fo bodies / cells / committees have been constituted to implement instit resolutions / decisions.

Decisions of the meeting of the College development committee (CDC) m 01st March 2021:

- **Agenda is prepared by the Principal as per the requirement of the**
- **A particular date and venue are fixed to discuss the same.**

- In the meeting the agenda points are discussed in a full-fledged unanimously the decisions are taken.
- As envisaged in the meeting held on 01st March 2021, Resolution N

"Resolved Unanimously that in the view of the inadequate enrolment of last three years the number of units of the college to be reduced fro the formalities for the same to be completed. All the members accepte same."

- Post meeting a formal letter was drafted to NCTE requesting the n intake unit.
- Accordingly in the current academic year the admissions is held a intake capacity

Note: Minutes of the meeting is attached below (Seal and Signature is the meeting was conducted online)

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

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is existing welfare measurements for teaching and non-teaching staff and their implementatio 200 words

Welfare measures for teaching and non-teaching staff

- Employees Provident Fund as per PF rules: Keeping in view the fut employees, the institute contributes specific amount towards PF c per PF rules.
- Full paid Maternity Leave: Under humanitarian grounds, the instit days full paid maternity leaves to all female employees.
- Salary timely credited to bank account of employee: Every month, the salary on time through bank accounts only. The institution cr on time every month irrespective of whether the due scholarships not.
- Medical leave encashment: Facility of encashment of balance medic faculties is available at the end of academic year.
- Annual Increment: A salary increment is provided to the employees performance of the staff.
- Academic leave: During summer vacation the Teaching and non-teach provided with privilege leave.

Teaching staff: one month and Non-teaching staff:15 days

File Description
List of welfare measures provided by the institution with seal and signature of the Principal
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal
Any other relevant information

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

0

File Description	Doc
Data as per Data Template	
Institutional Policy document on providing financial support to teachers	
E-copy of letter/s indicating financial assistance to teachers	
Certificate of participation for the claim	
Certificate of membership	
Income Expenditure statement highlighting the financial support to teachers	
Any other relevant information	

6.3.3 - Number of professional development /administrative training programmes organi: for teaching and non-teaching staff during the year.

20

File Description	Docum
Data as per Data Template	N
Brochures / Reports along with Photographs with date and caption	N
List of participants of each programme	N
Any other relevant information	N

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Progra Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course an programmes

6

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

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching sta of performance appraisal system for teaching and non-teaching staff in not more than 100 -

In our institution theperformance of each staff member is assessed an completion of one year of service. The objective is to evaluate the p accordance with the established norms as well as to identify potentia improvement and growth of the employee.

Performance appraisal system for teaching staff

- **At the end of each year feedback forms are issued to the students Teacher Evaluation. The duly filled in forms are analysed by the betterment of the Teaching-Learning process. Earlier it was colle form, since 2 years it's been collected through google forms.**
- **The institute undertakes a wide range of activities besides acade faculty members are assigned additional duties and responsibiliti**
- **The faculty members are informedin advance abouttheirpromotion.**
- **The PBAS proforma filled by the Faculty Member is checked and ver HOIsand the Management Authorities.**

Performance appraisal system for non- teaching staff:

- **A few strategies are observed in appraising non-teaching staff's whichincludes technical contributions such as subject knowledge, productivity, quality, innovation, willingness to learn, diligenc behavioural aspects like group behaviour, acceptability, punctual assessed.**

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the p external financial audits along with the mechanism for settling audit objections, if any, duri than 100 - 200 words

The Institution has established a mechanism for conducting internal a

Process of the internal audit:

The internal audit is conducted monthly. A separate team is assigned team cross verifies fee received from students with fee register, fee statements. Also ensuresit has been accounted in Tally. Furthermore, registers like Salary register, Dead stock register, cheque/ cash inv register, bill register, PF register, etc. Finally, the team prepares the findings of the audit.

Process of the external audit:

The Statutory audit team hired by the Managementauditsonce in every y thefinancial year 2020-21, the audit was conductedin the month of Sep The team verifies bank payment vouchers, fees register, salary regist payments like PF, PT & TDS, bank FD's, etc. Post verification, stamps all documents, then after making adjustment entries for Interest accr depreciation, etctrial balance is finalized followed by preparing inc statement, fixed asset schedule and balance sheet. Once the audit is handovers the final audit report.

Note: No objections were recorded during the year 2020-21

File Description	D
Report of Auditors of during the year signed by the Principal.	
List of audit objections and their compliance with seal and signature of the Principal	
Any other relevant information	

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

0

File Description
Data as per Data Template
Income Expenditure statements highlighting the relevant items with seal and signature of both t Chartered Accountant / Principal
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given
Any other relevant information

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resour Describe the procedure of mobilization of funds and its optimal utilization in not more than

In-house mobilisation and utilisation of income and expenditure

Institute maintains & follows a well-planned process that involves va of the institution as well as Accounts staff.

Utilization and Mobilization of Funds:

- **Accounts staff monitors the utilization of funds for various recu recurring expenses**
- **The purchase committee seeks quotations from vendors for the purc computers, books, etc which is scrutinized by the purchase commit decision is made on pricing, quality, terms of service, etc.**
- **The Principal, accounts, and purchase committee ensures that the within the allotted budget. Management intervenes in case the exp the budget.**
- **Before the financial year begins, the Principal and account team college budget.**
- **It includes recurring expenses such as salary, electricity and in stationery, maintenance costs, etc. Planned expenses such as lab requirements, annual maintenance of electronic equipment, and oth expenses.**
- **The budget is scrutinized and approved by the Management and Gove**

Optimal utilization of resources

- **The available physical infrastructure is utilized as an examinati University Examinations, to conduct remedial classes, co-curricul**

> activities/extra-curricular activities, etc
> - Library functions during college hours for the benefit of student
>   alumni.
> - Note: this is the process of mobilization and utilization

> Note: As declared in the previous point, We have not yet received any
> agency. So, unable to produce data.

File Description
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal
Any other relevant information

6.5 - Internal Quality Assurance System

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

> The major function of the IQAC is to develop a system for conscious a
> improvement in the overall performance of the Institutions. The IQAC
> significant and
>
> meaningful contribution in the post-accreditation phase of the Instit
> post-accreditation period, the IQAC has been channelingall efforts ar
> Institution toward promoting its academic excellence.
>
> In our institution, we follow a systematic mechanism under IQAC for o
> in both scholastic and non-scholastic areas.
>
> - During pandemic, the IQAC was committed to the enhancement of the
>   of the teaching staff, non-teaching staff and the students of our
>   fulfill this planned training was provided to the mentioned stake
> - An online international webinar was organized on 'Role of Innovat
>   Strategies to Enhance Pedagogy'.
> - Similarly, the other points were discussed which arementioned in

File Description
List of activities responsible for ensuring quality culture in the Institution with seal and signatur principal
Any other relevant information

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any Describe the process adopted by the institution for reviewing Teaching-Learning Process per than 100 - 200 words.

> The IQAC continuously reviews and takes steps to improve the quality
> learning process.
>
> - The Academic Calendar is prepared in advance and it is sent to hi
>   approval. Post approval it is circulated amongst the staff member

execution of the academic and non-academic activities. The academ
be strictly followed by the staff.

- The Orientation Programme is organised for the newly admitted stu
  they are made aware of the philosophy, the uniqueness of the Inst
  teaching-learning process, the system of continuous evaluation, c
  courses, discipline, culture, etc of the Institution. All student
  guided tour of the campus and the various infrastructural facilit
- Students are apprised of the Time-Table, Programme structure, syl
  course before the semester commences.
- Important announcements are made in the morning assembly and thro
  WhatsApp group created by the class teacher. The attendance and c
  monitored by the Discipline Committee.
- Class Committees are regularly conducted with students to take fe
  appropriate steps are taken to enhance the teaching-learning proc
- During the pandemic we followed online lesson plan observation pr
  proper format. Also, we had an online log book system for the tea
  update their daily work details.

File Description
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with se signature of the Principal
Any other relevant information

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

9

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

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	https://docs.google.com/document/d/1_OSUkexogAoNm9Zlam0s

minutes of the meeting of IQAC	usp=sharing&ouid=102471646646023362737&rtpof=tru
Link to Annual Quality Assurance Reports (AQAR) of IQAC	Nil
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	View File
Any other relevant information	View File

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

With the comprehensive Remodelling Program, initiated by the manageme committed to excelling and achieving its mission to instill in our st right values and cultural sensitivity, adaptability, and necessary sk of tomorrow.

In this regard, our Institution believes in continuous review of its process, operations, and learning outcomes. The IQAC continuously rev steps to improve the quality of the teaching-learning process. The ac prepared in advance, displayed, and circulated at the institute and i to.

Admission to B.Ed. Programs, summer, winter, and mid-term holidays, e schedules, and results are announced in the academic calendar. System programs are conducted by our institution to make the newly admitted the entire scholastic and non-scholastic area. Our major introduction pandemic time is theThree Tier training program which helped a lot to

professional capacity of our student teachers. We follow a systematic
collect and analyze the feedback from students which helps us to impr
our institution both in academics and Infrastructure. The approach of
focused on the process of learner-centered teaching learning and it h
policies to evaluate it from time to time. Accordingly, the IQAC comp
teaching, learning activities and reviews, and modifies after taking

File Description
Relevant documentary evidence in support of the claim
Any other relevant information

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 o
energy for meeting its power requirements Describe the institution's energy policy streamlin
conservation, use of alternate sources of energy for meeting its power requirements in not r
words.

Response:

The institution adopts various practices for energy conservation unde
management. Natural lighting and proper ventilation facility is avail
building, which helps in minimizing the use of electricity. We are re
with LEDs in a phase wise manner to save energy.

Students and staff are strictly instructed to switch off the lights a
in use. Notices regarding energy conservation are displayed at variou
college premises. Regular inspections of all the electrical appliance
appliances which are not working properly are replaced.

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

7.1.2 - Institution has a stated policy and procedure for implementation of waste managem
the institution policy for waste management along with its implementation procedure in not
words.

SVB's Saraswathi College of Education & Research, segregates the wast
biodegradable and non-biodegradable products as per guidance from KDM
dustbins for wet and dry garbage (green and blue) are provided at sui
Municipal corporation vehicles collect the solid waste products on a

Waste products such as broken teaching aids are modified into various
and reused to minimise waste generation.

A store room is maintained to keep the discarded products of the coll
need, the waste products are modified and utilized.

E-waste: The E-waste generated in the college is disposed properly, w
vendors.

File Description	Do

Documentary evidence in support of the claim	
Any other relevant information	

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

File Description	Docur
Documentary evidence in support of each selected response	N
Geo-tagged photographs	N
Income Expenditure statement highlighting the specific components	N
Any other relevant information	N

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	

File Description	Docur
Income Expenditure statement highlighting the specific components	N
Documentary evidence in support of the claim	N
Geo-tagged photographs	N
Any other relevant information	N

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

Response:

College premises are kept clean with the help of concerned staff. Dai cleaning is done by the staff-in-charge. Record of the cleaning work Proper sanitation facilities are provided in the college.

The institution has planted many trees in its complex. Proper care of are done by the Gardner on a regular basis. The remodelling project, college, also stresses on the planting of more trees and various prog for encouraging students to plant trees. Activities like Poster makir "Environment Day" and Planting trees to beautify college premises for project were conducted in the college.

File Description
Documents and/or photographs in support of the claim
Any other relevant information

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-	**Three of the above**

vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

File Description
Videos / Geotagged photographs related to Green Practices adopted by the institution
Circulars and relevant policy papers for the claims made
Snap shots and documents related to exclusive software packages used for paperless office
Income- Expenditure statement highlighting the specific components

7.1.7 - Number of expenditure on green initiatives and waste management excluding sal the year (INR in Lakhs)

0

File Description	D
Data as per Data Template	
Income Expenditure statement on green initiatives, energy and waste management	
Any other relevant information	

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and practices and challenges. Describe institution's efforts showcasing the way it leverages local locational knowledge and resources, community practices and challenges in not more than 1

Response:

The institution has adopted the nearby villages Dawdi and Sonarpada. are conducted regularly by the institution for the betterment of the such as 'Tree Plantation Drives' etc.

During the academic year 2020-21, no such programs were organized bec and lockdown restrictions.

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

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	C. Any 2 of the above

File Description

Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution Affiliating University

Web-Link to the Code of Conduct displayed on the institution's website

Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct

Details of the Monitoring Committee, Professional ethics programmes, if any

Any other relevant information

7.2 - Best Practices

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

The best practices followed by the institution:

Best Practice 1:Competition on "Innovations in Interactive Teaching N

Best Practice 2:Three-Tier Training Program

The details of the best practices has been uploaded in a comprehensiv

File Description
Photos related to two best practices of the Institution
Any other relevant information

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, pri the institutional performance in one area of distinctiveness related to its vision, priority and 100 -200 words

Response:

As per the vision and mission of the institution, we provide a platf teachers where they learn various teaching skills based on latest ted innovative practices. The syllabus provided by SNDT University is tra manner in which student-teachers get an opportunity to learn various integrating technology in teaching-learning process. The integration teaching-learning process is reflected in student's lesson plans. Val programs are conducted regularly in the institution for both teacher- student-teachers to keep them updated and future-ready. The skill enh offered by us on ICT and Communication skills help student-teachers w improvement in these areas.

With the comprehensive Remodeling Program, initiated by the managemen commited to excel and achieve its mission to instill in our student-t values and cultural sensitivity, adaptability and necessary skills to tomorrow.

File Description

| Photo and /or video of institutional performance related to the one area of its distinctiveness |
| Any other relevant information |