Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**VIJAY MEMORIAL COLLEGE OF EDUCATION**
Name of the head of the Institution	**Dr. Paras Nath Sharma**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01905242270**
Mobile no.	**9418400026**
Registered Email	**wisdom.edu@gmail.com**
Alternate Email	**drparas71@gmail.com**
Address	**Opp.SLBS Govt.Medical College Ner-Chowk, VPO BHANGROTU,,TEH. SUNDER NAGAR ,DISTT.MANDI H.P.175021**
City/Town	**MANDI**
State/UT	**Himachal pradesh**
Pincode	**175021**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**PRIKSHA THAKUR**
Phone no/Alternate Phone no.	**01905242270**
Mobile no.	**9459357210**
Registered Email	**thakurpariksha@gmail.com**
Alternate Email	**wisdom.edu@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.vmce.org/annual-report/

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.vmce.org/annual-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.16**	**2010**	**28-Mar-2010**	**27-Mar-2015**
2	**B+**	**2.53**	**2016**	**16-Dec-2016**	**15-Dec-2021**

6. Date of Establishment of IQAC	**17-Apr-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC meeting to Chalk out	**13-Oct-2018**	**16**

academic and non-academic activity of Session 2018-20	1		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2019 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Carrier Counselling Programmes Guest Lecture on Language Development and Economy for Productivity and Sustainability Declamation/Quiz Contest Awareness on Women Empowerment,AIDS awareness , Environment Protection and Conservation Promotion of "Beti Bachao Beti Padhao Programme"

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

Plan of Action	Achivements/Outcomes

Orientation Programme Fresher Party Declamation on Hindi Divas Foundation Day Quiz Contest Educational Trip Slogan Writing painting Competition Rally on AIDS Awareness Guest Lecture on Human Rights day Sports Meet Micro Teaching Programme Educational Guidance Rally on International Women Day Carrier Counselling School Internship Activity Observance of Environment Day Rally on Beti Padhao Beti Bachao	Oct'18 Nov'18 Sept'18 Sept'18 Sept'18 Dec'18 Nov'18 Dec'18 Dec'18 March'18 Feb'19 Feb'19 March'19 April'19 May'19 June'19 April'19
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	28-Nov-2016
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	19-Mar-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	All the academic and non academic information are uploaded on institutional website as well as the same are shared through social networks to all the stakeholders and are also available the hardcopy format in the Administrative unit of institution. Along with this institution has well established Guidance and Counseling cell, Grievance Readressal cell, Research Development Cell ,Mentor System, Placement Cell etc..The activities organized by each respective cell are intimated to the students by their respective in charges and record of these activities are kept manually as well as soft form too.Criteria for internal assessment,student representation in different activities,schedule of internal /external examinations,school

internship and practice teaching schedule etc.. are provided to the trainees through Websites, Display Boards,Admin office and activity incharges.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution follow the curriculum as prescribed by Department of Education,Himachal Pradesh University,Shimla.The courses are distributed among the faculty members as per their interest and mastery over the content. Each faculty member distributes their course content by keeping in view the no. Of total working & teaching days. Every curricular activity is planned & implemented as scheduled in annual calendar. To ensure the effectiveness and its implementation faculty members make use of innovative practices and utilize the sources appropriately beside this do emphasis is given on project work, seminar presentation through power points, assignments and discussions.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback are obtained by making use of Questionnaire available on NAAC portal and IQAC tab of HPU website on different course content,resources available for its implementation and teaching methodology from the students. Beside it, suggestion boxes are displayed on every floor of the institution to obtain suggestions regarding infrastructure, teaching learning process Learning Resource Unit from students along with it visitor Book is also available at institution to get feedback from different stakeholders viz Employer, Alumni, Parents etc...These suggestions/feedbacks are analyzed by the faculty and Administrative Authorities. The Conclusion drawn are enumerated and are implemented for proper utilization of Human Material resources to ensure overall development of the resources.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	**Nill**	**100**	**100**	**100**
BEd	**Nill**	**100**	**100**	**100**
[View Uploaded File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	**0**	**200**	**15**	**15**	**0**

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
15	15	35	2	0	0

View File of ICT Tools and resources

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

Yes, Student mentoring system is available in the institution to cater the interest, needs and requirements of the students. Students in every academic session are divided in different groups and one mentor is assigned to them to resolve their various kinds of educational, vocational and personal problems by providing guidance and resources. In order to strengthen the mentor system orientation is done by mentor in the beginning of every academic session to orient the trainees about purpose functioning of said system. To resolve the problems of trainees group meetings are organized time to time and trainees are also directed to approach their respective mentor to get appropriate solution of their individualized and personal problems too.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
200	14	1:14

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	15	0	0	0

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

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

To strengthen Continuous Internal Evaluation System ,various Evaluation parameters including class tests,assignements, Project reports on various issues, remedial teaching ,tutorials ,mid term examinations ,seminar presentations(Weekly),Power Point presentations etc.. are organized. Despite of it student performance in different co-curricular activities viz

cultural,debate,declamations and other competitions are evaluated regularly by organising various events on observance of days of National International Importance. Affective and Psychomotor learning outcomes are evaluated by organising open discussion on current affairs , Poster making , slogan writing , collage making activity, Preparation of improvised apparatus, Workshop on Teaching Learning Material .

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

Academic calendar is prepared prior to beginning of every Academic Session , keeping in view the no. of teaching working days respectively .all the academic activities are planned month wise. As per conduct of examination institution only schedule the internal examinations and have no specific role in external examination .It is exclusively decided by the affiliating University. Institution follows all the guidelines regarding filling of examination forms , fee, datesheet etc...passed by the University. Beside it all other activities just like Guest Lecture, Seminar Presentation, Debate, Declamation, Quiz Competition, Observance of days of National International importance, midterm examinations, extension activity, education tour, micro teaching, simulated teaching, school internship activity and practice teaching are specified and executed as per schedule.

2.6 – Student Performance and Learning Outcomes

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

http://www.vmce.org

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0	BEd	Nill	99	99	98
0	BEd	Nill	99	99	98
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2.7 – Student Satisfaction Survey

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

Institution doesn't have specified SSS Format,but strictly adheres the questionnaire developed by NAAC and our affiliating body. Institution has suggestion boxes to take feedbacks regarding infrastructure,teaching learning processes, different learning resources.(http://www.vmce.org)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
nil	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	2019	0	nil	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
nil	nil	nil	2019	0	0	nil

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

Number of Faculty	International	National	State	Local
Presented papers	0	1	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Red Cross Fair	Block Level Red Cross Society, Balh, Mandi,H.P.	4	50
Red Cross Fair	District Red Cross Society, Mandi, Government of H.P.	10	100

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Enviornment Protection Conservation	IQAC of Vijay Memorial College of education	Awareness Rally	10	100
Women Empowerment	IQAC of Vijay Memorial College of education	Painting Competition rally on International Women's Day	10	170
Aids Awareness	IQAC Red Ribbon Club,in collaboration with Distt.	Rally and Nukad Natak on AIDS Awareness	14	190

| Swachh Bharat | IQAC of Vijay Memorial College of Education | Cleanliness Drive | 14 | 185 |

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange Programme for organizing workshop on use of ICT in Teaching Learning	175	Budget allocated by College Managing Committee	3
Faculty Exchange Programme for Organising Guest Lecture on Theories of Language Development	90	Budget allocated by College Managing Committee	1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training	School Internship	GSSS(B),Bhangrotu GSSS(G),Bhangrotu GSSS,Galma GSSS,Mundroo GMS,Ner	15/05/2019	16/06/2019	99
Training	Practice Teaching	GSSS(B),Bhangrotu GSSS,Kanaid GMS,Ner GSSS,Galma GMS,Dhaban	20/08/2018	12/12/2018	99

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9750436	3168957.65

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
[View File](#)	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Listech	Partially	1.0.0.7	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8445	14174524	530	78350	8975	14252874
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	35	1	1	1	1	1	1	92	0
Added	3	0	0	0	0	0	0	0	0
Total	38	1	1	1	1	1	1	92	0

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

92 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
905500	855305	360000	3060959

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

To maintain and utilize Physical,Academic and support facilities i.e. laboratory, library, sports complex, computers, classrooms etc. Institute have their own In charge of different Learning Resources and as per needs and requirement their respective Teacher In charge requisite the material,equipment and other related Teaching Learning resources to the Head of Institute which incomplince with College Managing Committee provide the funds to prequire the requisite material and expenditure records are kept in office of institute whereas each in charge of Learning resource unit maintain their stock register along with issue -return record of related equipment. Utilization and balance record of each facility provided at institution is verified by the head of institute at the end of every academic session.
http://www.vmce.org

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Consession	8	138000
Financial Support from Other Sources			
a) National	nil	0	0
b)International	nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Communication Development	15/03/2019	13	Mrs. Vineshlata Chandel
yoga	21/06/2019	180	Mrs. Isha Guleria
Remedial Coaching	06/06/2019	40	Faculty,VMCE
Guidance on Course of Studies	08/02/2019	98	Mr.Pankaj Mr. Chetan from Chandigarh University
Guidance on Higher Education	23/04/2019	198	Mr.Tumeshwar, Councellor,Mandi H.P.
[View File](#)			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Counselling guidance	198	198	30	0
2019	Guidance for TET	198	198	19	0
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	nil	0	0
No file uploaded.					

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

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

higher education					

No Data Entered/Not Applicable !!!

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

Items	Number of students selected/ qualifying
Any Other	19

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

Activity	Level	Number of Participants
Sports meet	college	111

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

Student Council assist the faculty in various activity just like education tour, extension activity, Fresher's / Farewell Party and other similar events time to time. Beside students council institution also ensure the students active involvement in different activities viz discipline(05),cultural activities(04),extension activities(04),Guest Lecture(02),Extension Activity(02),Seminar Presentation()02) respectively. These representatives intimate the activities among their peers also assist the concerning Teacher In charges in organizing the activities and to maintain the records. The activities organized by said representatives are as: 1. Freshers 2. Farewell 3. X-Mas Eve 4. Holi Celebration 5. Lohri Celebration 6. Cleanliness Champaign 7. Collage Making Activity 8. Cultural Activities 9. Awareness Rallies

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1708

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

19600

5.4.4 – Meetings/activities organized by Alumni Association :

01 on 29/Sept/2018

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. To cater the institutional vision, missions and leadership, the institution has well defined decentralized and participative management system. It has college Management Committee, IQAC and Staff Council etc..The College Managing Committee is the governing body which delegate all academic and non academic authorities to the Head of the Institution, who along with staff council chalk out all the scholastic and co scholastic activities at the beginning of the session in shape of academic calendar and also monitor the progress of all these activities time to time . 2. To ensure the effective implementation of institutional policies Procedures,it has different functional cells and Committees viz. Internal Quality Assurance Cell, Research Development Cell, Placement Cell ,Guidance Counselling Cell Grievances Redressed Cell ,Anti Ragging, Gender Discrimination ,Library Advisory Committee, Discipline Committee,Cultural Committee,Sports Committee,Morning Assembly,Extension Activity,Guest Lecture, Seminar Presentation and Educational Tour etc...The faculty members are involved in these committees to monitor the progress and smooth organization of curricular and co-curricular activities. Similarly student representation is ensured in these committees.Each level i.e. Management ,Academic and Administrative unit and students actively participate to fulfil the institutional vision. In Preceding year, institution ensured its participation in Red Cross fair organized by District Adminstration,Cultural Representation at Bhangrotu-Nalwar Fair organized by Balh Block Adminstration and sports participation in State Level Tournaments organized at Raj Rajeshwari College of Education,Hamirpur.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	? Library, ICT and Physical Infrastructure / Instrumentation- All these resources are properly utilized and strengthen as per requirement of concerned resource incharge. As per recommendations of Library Advisory Committee,248 books of eminent authors 5 computers in ICT Resource Centre, equipments in various resource centres were also added during preceding session. Building was varnished and Desks of various classrooms were repaired.
Curriculum Development	? Curriculum Development-Institution adopt the curriculum prescribed by affiliating University but to ensure the harmonious development of the trainees due importance is given to various curricular and co-curricular activities including seminar

	presentation ,guest lecture, extension activities, cultural and sports activities, debate, declamation ,quiz contest, painting slogan writing competition etc..
Teaching and Learning	? Teaching and Learning-To bring effectiveness in Teaching Learning , courses are assigned to the faculty according to their mastery and interest. Each faculty members make use of innovative practices to enhance the quality of class transaction. Use of ICT is mandatory for both faculty Trainees, all of them make use of ICT in seminar presentations, micro teaching ,simulated teaching and practice teaching.
Examination and Evaluation	? Examination and Evaluation-External Examinations and evaluations are exclusively controlled by the affiliating university itself. The institution has no direct role in this context but to evaluate the learning outcomes, class tests, assignments, projects and midterm examinations etc.. are conducted. Remedial Teaching and instructional material is also provided to overcome the learning difficulties of the students.
Research and Development	? Research and Development-Institute encourage its faculty to undertake research projects and participate in different workshops, seminars, conferences, symposia, orientation programmes and refresher courses etc.. organized within or outside the state.
Human Resource Management	? Human Resource Management-Responsibilities are equally shared with all faculty members along with teaching each faculty member have been assigned the extra responsibilities of different cells and committees Internal Quality Assurance Cell, Research Development Cell, Placement Cell ,Guidance Counselling Cell Grievances Redressed Cell ,Anti Ragging, Gender Discrimination ,Library Advisory Committee, Discipline Committee, Cultural Committee, Sports Committee, Morning Assembly, Extension Activity, Guest Lecture, Seminar Presentation and Educational Tour etc...
Industry Interaction / Collaboration	? Industry Interaction / Collaboration - Institution have collaboration with government Middle, High Sr. Sec. Schools in locality for

	organizing school internship activity and practice teaching as per requirement of NCTE. we are also having collaborations with Red Cross Society,Red Ribbon Club ,units of Distt. Administration, Mandi ,H.P.
Admission of Students	? Admission of Students - Centralized process is implemented by affiliating University for which it calls online application forms tentatively in the month of May and conducts the Entrance examination ,admits the students on the basis of merit and roaster basis through the process of Counselling but the college have authority to fill the Management Seats on their own level keeping in view policies procedure of affiliating University and in accordance with NCTE Norms

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

E-governace area	Details
Planning and Development	? Planning and Development :E-Governance is used in preparation of academic Calendar, Time-Tables, List of curricular co-curricular activities, Chalking out evaluating IQAC activities.
Administration	? Administration: Administrative unit is fully automated, Information to the students are provided to the students through e-Governance. Exchange of Information is made under the said process.
Finance and Accounts	? Finance and Accounts: Fee records, Income Expenditure records, Record of Salaries, EPF ESIC Scheme, Balance Sheet, Scholarship records etc... Are maintained under e-governance.
Student Admission and Support	? Student Admission and Support: All the admission records including counselling process and other activities ,assignments, project reports ,representations of students in different activities etc..
Examination	? Examination –Examination forms, datasheets, cultists, internal assessment records etc... are covered under e-governance.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

| 2019 | 2 | National Seminar | Karishma Educational Centre | 2000 |

for which financial support provided / which membership fee is provided (these are headers in first row)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	PDP Programme	PDP Programme	25/02/2019	25/02/2019	10	5

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
PDP Programme	10	25/02/2019	25/02/2019	1

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF,ESIC, Financial Support, regular increments, best teacher award	EPF,ESIC, Financial Support, Regular increments	Fee Concession Scholarships

6.4 – Financial Management and Resource Mobilization

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

Internal agency comprised of Administration Management officials conducts internal financial audits whereas Charted Accountant Mr. Naresh from Andros Co. agency conducts external financial audits at the end of every financial year.

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

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

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	HPU	Yes	Principal
Administrative	Yes	Andros Co.	Yes	Chairman College Management Committee

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

nil

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

Orientation programme on Sanitation Housekeeping Lecture on Health Personal Hygiene

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

Organised National Seminar. Provided Free Library facilities for community. Strengthen the Learning Resource Units.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Guest Lecture on theories of language development	01/12/2018	01/12/2018	01/12/2018	100
2019	Guest Lecture on Economy for productivity and sustainability	12/02/2019	12/02/2019	12/02/2019	198
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)				
Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Slogan Writing competition on woman empowerment	13/11/2018	13/11/2018	68	30
Awareness on Beti Bachao Beti Padhao	07/03/2019	07/03/2019	68	30
Awareness Rally on international Women day	08/03/2019	08/03/2019	68	30

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

Percentage of power requirement of the University met by the renewable energy sources
Genset is an alternate energy initiative taken by our institution, but is not working on renewable energy resources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	10

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
[View File](#)			

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

1. Drug free Institution 2. Polyethene free institution 3. Campus Beautification 4. Swachhta Abhiyan 5. Guest Lecture on Conservation Protection

of Enviornment. 6. Solar Pannel

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Use of ICT in Teaching Learning Process Faculty Development Programme Remedial Teaching

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

http://www.vmce.org

7.3 – Institutional Distinctiveness

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

Institution lay emphasis on ICT and innovative practices just like cooperative, collaborative learning, team teaching, supervised studies etc...to bring qualitative improvement in education. It provide democratic environment in planning and implementing the institutional policies procedures at different levels i.e. management, administrative staff council. To ensure active community participation institution organize various activities including extension, awareness campaigns on sensitive- social issues viz AIDS, Gender Discrimination etc..To ensure harmonious development of trainees due importance is given to different co-curricular activities just like cultural events, sports meet ,painting slogan writing, collage making, debate, declamation Quiz contest etc....to strengthen learning various curricular aspects just like weekly seminars, projects, group discussions, guidance counselling services, remedial Teachings are supplemented with class transaction. Institution have well functional mentor system and grievances redressal cell to resolve the educational, vocational and personal problems of the students at earliest. Feedback taken from different stakeholders is implemented for the betterment in upcoming academic sessions. For professional development of staff members, workshops, seminars etc.. are organized in this connection opportunities are provided to attend such seminars, workshops, conferences, symposia etc...Organized by different institution within or outside the state. Placement is the major thrust area for institution because recruitment in Government Institutions is exclusively in the hands of H.P. Service Selection Commission but institution has linkage with private institutions within the state to cater placement needs of the students.

Provide the weblink of the institution

http://www.vmce.org

8.Future Plans of Actions for Next Academic Year

Institution will pay due emphasis on faculty development programme as well as students welfare programme for which institution will organize guest lecture on prevention of drug abuse and alcoholism to aware the students about its ill effects and will organise workshop on canvas preparation .To promote the research culture the institution will encourage the faculty to undertake research project and publish their research papers in reputed National or International Journal . Workshop on Preparation of Teaching Aid, Orientations on Career Development and Co scholastics activities including debates, Declamations ,Quiz Contest ,Cultural Promotion Programme, Extension activities and community participation etc. will be given more importance for harmonious development of the students. Guidance sessions will be organized to enhance Student competencies to excel in competitive examination viz HPTET,CTET,KVS,JNV etc..