

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

I. Details of the Institution

1.1 Name of the Institution

Govt. College of Teacher Education, Dharamshala

1.2 Address Line 1

TEHSIL DHARAMSHALA

Address Line 2

DIST. KANGRA

City/Town

DHARAMSHALA

State

HIMACHAL PRADESH

Pin Code

176215

Institution e-mail address

gctedharamshala-hp@nic.in

Contact Nos.

01892223140

Name of the Head of the Institution:

DR.AJAY LAKHANPAL

Tel. No. with STD Code:

01892223140

Mobile:

9418086509

Name of the IQAC Co-ordinator:

K.S.DADWHAL

Mobile:

9418143290

IQAC e-mail address:

gcteiqac@gmail.com

1.3 NAAC Track ID

HPCOTE13516

1.4 NAAC Executive Committee No. & Date:

EC/PCA/45/05 dated 28-03-2008

1.5 Website address:

www.gcte.in

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.09	2008	27.03.2013
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

08.02.2008

1.8 AQAR for the year (*for example 2010-11*)

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 2009-10 Submitted to NAAC on (31/10/2014)
- ii. AQAR 2010-11 Submitted to NAAC on (31/10/2014)
- iii. AQAR 2011-12 Submitted to NAAC on (31/10/2014)
- iv. AQAR 2012-13 Submitted to NAAC on (31/10/2014)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

INSERVICE TEACHER S TRAINING

1.12 Name of the Affiliating University (for the College)

HIMACHAL PRADESH UNIVERSITY, SHIMLA

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	N.A.		
University with Potential for Excellence	N.A.	UGC-CPE	N.A.
DST Star Scheme	N.A.	UGC-CE	N.A.
UGC-Special Assistance Programme	N.A.	DST-FIST	N.A.
UGC-Innovative PG programmes	N.A.	Any other (<i>Specify</i>)	
UGC-COP Programmes	N.A.	COLLEGE OF TEACHER EDUCATION (CTE)	

2. IQAC Composition and Activities

2.1 No. of Teachers	5		
2.2 No. of Administrative/Technical staff	2		
2.3 No. of students	3		
2.4 No. of Management representatives			
2.5 No. of Alumni	1		
2.6 No. of any other stakeholder and community representatives	1		
2.7 No. of Employers/ Industrialists			
2.8 No. of other External Experts	2		
2.9 Total No. of members	14		
2.10 No. of IQAC meetings held	03		
2.11 No. of meetings with various stakeholders:	No.	24	Faculty
			12
	Non-Teaching Staff /Students	10	Alumni
		01	Others
			01

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

NIL

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Workshop on Computing Skills, Environment Hazards and Sustainable Development., Workshop on Value Education, Work shop on Educational technology etc.

2.14 Significant Activities and contributions made by IQAC

- 1) Streamlining various activities with the help of various clubs of the college.
- 2) Teaching Aid and models were prepared by the students during simulated teaching and in the special teaching –aid periods.
- 3) Plantation of seasonal plants inside the campus.
- 4) creative Writing lectures
- 5) Simulated teaching competition.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Class room seminars	In-depth understanding of the subject
Extension and outreach activity	To understand the problem of social exclusion and approach to inclusion and growth of self concept among locomotor disabled children at Orthopedically challenged hostel , Dari, Dharamshala
SIMULATED TEACHING	INTEGRATION OF TEACHING SKILLS

BLOCK TEACHING	TEACHING EXPERIENCE
CAMPUS BEATIFICATION	DEVELOPMENT OF WORK CULTURE
ANNUAL SPORTS MEET	PHYSICAL FITNESS, SPIRIT OF SPORTSMANSHIP
CULTURAL FUNCTION	DEVELOPING CULTURAL VALUES
AIDS RELATED ACTIVITIES	HEALTH AWARENESS
BLOOD DONATION	SOCIAL RESPONSIBILITY
BHARAT SCOUT AND GUIDES	LEADERSHIP DEVELOPMENT
VIDEOGRAPHY	SELF EVALUATION
Debate, Declamation and Poetic recitation.	Reasoning and Creativity

** Attach the Academic Calendar of the year as Annexure.*

ANNEXURE – I (CALENDAR OF ACTIVITIES) ATTACHED

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

The IQAC discussed the calendar of the session 2013-14 and every activity was performed in consultation with Advisory Committee.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes

PhD				
PG				
UG	B.ED.			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	01			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes: **There is option of choosing elective teaching subject.**

Pattern	Number of programmes
Semester	
Trimester	
Annual	01

1.3 Feedback from stakeholders*
(On all aspects)

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback	:	Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>

*Please provide an analysis of the feedback in the Annexure

ANNEXURE – II (STUDENTNS FEEDBACK) ANNEXURE – III(FEEDBACK FROM PARTICIPATING SCHOOLS)

The feedback is also obtained in the morning assembly verbally.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus was revised in the year 2005. The process of revision of Syllabus was carried out by the faculty of Education, HPU . Five members of our institution also participated in the discussions . However the revised curriculum has not been implemented by the University as yet..

1.5 Any new Department/Centre introduced during the year. If yes, give details.

nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	05	13		

2.2 No. of permanent faculty with Ph.D.

07

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	01							0	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	03	06	
Resource Persons		06	05

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- | |
|---|
| <ol style="list-style-type: none"> 1) Class room Tutorials 2) Practical based assignments 3) Micro teaching 4) Block Teaching 5) Preparation of models. 6) Use of Over head projector in class rooms 7) Team Teaching 8) Use of LCD Projector in the class rooms 9) All the class room are smart rooms equipped with LCD projector , |
|---|

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Evaluation is done as per the guidelines of the HP University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01	01	
----	----	--

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.ED.	191	6.9(11)	98.7(156)	1.2(02)		100
(Note: Appeared =191 students, Result declared=158 students, result awaited = 33 students)						

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

House exam results ANALYSIS, Annual Results, Class test reports, Reports of various activities from different committees etc. help us in monitoring and evaluation. The reports are discussed in the meetings and suggestion are communicated to the committees. Reports are discussed in the staff meetings and the House exam Results are shared with the parents.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	01
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	

Training conducted by the institution	19

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	01		
Technical Staff	04	03		02

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- 1) IQAC took up the issue of research, consultancy and extension activities in the staff meetings and motivated the faculty members to get involved in above activities for their capacity building and strengthening the quality educational environment of the institution.
- 2) Faculty members are advised to conduct and organized seminars, conferences, workshops Etc in the institution.
- 3) Faculty members are encouraged to apply for the Major and Minor projects from funding agencies such as UGC etc.
- 4) Faculty members are advised to give action research based assignments of their respective Theory paper to the pupil teachers.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	02	
Outlay in Rs. Lakhs		5 lac Rs.4949890/-	Rs.4949890/-	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	01	
Non-Peer Review Journals			
e-Journals			

Conference proceedings			
------------------------	--	--	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012	DMC HP Govt.	Rs.4949890/-	29.9 lac
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

01

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		IIPA NEW DELHI			

3.12 No. of faculty served as

experts, chairpersons or resource persons

20

3.13 No. of collaborations International National 03 Any other

3.14 No. of linkages created during this year 03

03
IGNOU
ICDEOL

3.15 Total budget for research for current year in lakhs :

From Funding agency Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

Eight Pupil Teachers visited orthopedically challenged hostel , Dari to sensitize the students about health and hygiene , academic support , social and emotional support. In addition pupil teachers also visited old age home, interacted with them to know their problems and provided emotional support.

Volunteers of Bharat Scouts and Guides campaigned for the cleanliness drive in the area of Village Jawahar Nagar in collaboration with Jawahar nagar Welfare Society (Regd.)

3) Participated in international film festival at Tippa , Mcleod ganj , 50 pupil teachers, and three international films were shown.

Aid awareness campaign was launched in the form of a rally . Lectures were held and more than 202 pupil teachers participated and benefited.

A Mock Drill was conducted to sensitize pupil teachers about the dangers of natural disasters such as earthquake and 202 students participated.

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1) Blood donation camp in collaboration with Zonal hospital Dharamshala

2) AIDS awareness campaign by Red Ribbon Club

4)A talk by NGO (Jagori) on women empowerment. One billion rising programme with the same NGO was conducted.

6)Communal Harmony week in the month of Nov.,2013 in which debates, group songs , talks , lectures, activities , skits etc. were conducted in the morning assemblies.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16188.0 sq.m.			16188.0 sq.m.
Class rooms	03			03
Laboratories	03			03
Seminar Halls	02			02

No. of important equipments purchased (\geq 1-0 lakh) during the current year.	33			33
Value of the equipment purchased during the year (Rs. in Lakhs)				
Faculty House cum canteen is under construction New academic block Science Block Staff residences		Under construction	Govt. of H.P.	

4.2 Computerization of administration and library

SOUL 2.0 software purchased and automation of library is in process.
MIS is installed in the office and Automation of office administration is in process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value Rs.	No.	Value
Text Books	15600				15600	
Reference Books						
e-Books						
Journals	08	Rs.23690/-			08	Rs.23690/-
e-Journals						
Digital Database						
CD & Video						
Others (specify) Magazines	18	8306/-			18	8306/-
News Papers	11	11142/-			11	11142/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others printers
Existing	33	02	Yes	One	02	01	01	06
Added								
Total	33	02	Yes	One	02	01	01	06

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

26 Computers are networked and broadband connection available.

Pre – Service and In-service teachers are given training of computing skills upgradation.

Faculty members and pupil teachers are given full opportunity to use the computer lab, internet, surfing for journals, and other quality content available online.

4.6 Amount spent on maintenance in lakhs :

i) ICT and Equipment	Rs246025/-
ii) Campus Infrastructure and facilities and others	Rs.170060/
iii) Equipments	
iv) Others	
Total :	Rs416085/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) Publication of Prospectus and Handbook of Information
- 2) Updation of college website www.gcte.in
- 3) Notices are put up regarding different ongoing activities.
- 4) Interaction in the morning assembly.
- 5) Students are advised to visit the college website to get ready and instant information about the various activities and related information.
- 6) Publication of Annual report .
- 7) Publication of College Magazine ‘Dhauladhar’
- 8) For career guidance, news paper cuttings are put up on the notice boards for the benefit of students regarding various suitable job opportunities.

5.2 Efforts made by the institution for tracking the progression

- 1) Regular Class tests by teachers.
- 2) Class room seminars
- 3) House Examination results
- 4) Annual Results
- 5) Quiz competitions
- 6) Sports competitions
- 7) Debates and Declamation competitions.
- 8) Spel bee competition, Essay competition etc

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
202			

(b) No. of students outside the state

05

(c) No. of international students

Men	No	%	Women	No	%
	49	21		189	79

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
113	49	21	55	00	238	113	49	21	55	00	238

Demand ratio

Dropout % **NIL**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Career guidance to pupil teachers was given in the Tutorial groups by all the faculty members.

No. of students beneficiaries

202

5.5 No. of students qualified in these examinations : **DATA is incomplete.**

NET	03	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- 1) Five invited lectures were organized for the benefit of pupil teachers in the subjects: preparation of TET , NET AND SET/ Role and Responsibilities of Teachers, Insight into the Uniformed Forces , Understanding adolescent behavior,,
- 2) News Paper Advertisement cuttings were put up on the notice board regarding different job opportunities in various institutions.
- 3) Pupil Teachers are given individual counseling by concerned teachers.

No. of students benefitted

202

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			DATA NOT AVAILABLE

5.8 Details of gender sensitization programmes

- 1) Women cell conducted lectures, programmes for gender sensitization.
- 2) An NGO named JAGORI delivered lectures regarding awareness of how to deal with violence against women and also on the topic women empowerment.
- 3) Women Day was celebrated in the campus in collaboration with Rotary International in which a Lecture was delivered by Kshma Matrai , incharge of a leading NGO at Tapovan named CHORD about foeticide and women empowerment.
- 4) Dr Rashmi Ramaul , Warden of the hostel , looks after the immediate problems of the girls.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level/College National International

No. of students participated in cultural events

State/ University level/College National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level/College level National level International
 level

Cultural: State/ University level /College level National level International
 level

Culture participation 176 prizes 37

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	70	Rs.235664/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

(30 Volunteers conducted a night hike to Temple Kunal Pathri and performed cleanliness drive at the temple, various other activities related to scouting were also organised.

5.13 Major grievances of students (if any) redressed: _____ nil _____
(NO COMPLANT RECEIVED)

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

Govt. College of Teacher Education, Dharamshala is guided by the vision “Inclusive and Quality Teacher Education for Excellence”

MISSION

Since the very inception of the college in the year 1956, the insignia of the college reveals the mission of the college, that is, "विद्ययाऽमृतमश्नुते" which means “ through Gyan and Yog, we will attain immortality” These words from ishavashoupanishad (XI) sets our mission to higher platform of knowledge and its applications to the benefit of humanity as follows.

- ❖ Enabling Learning Environment : To create a teaching learning environment conducive to the pursuit of higher knowledge , relevant skills and experience.
- ❖ Quality Education: Achieving knowledge , skills , values and attitudes through teaching learning process to prepare professionals for transforming lives.
- ❖ Holistic Development : Developing the personalities of existing and future teachers through physical , intellectual , social , emotional and spiritual development for laying the foundation for life time learning and character building .

6.2 Does the Institution has a management Information System

Management information system software is installed and is being used.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Feedback is obtained from the stakeholders and conveyed to the HP University , Shimla

6.3.2 Teaching and Learning

Conducting seminars , Conducting Group Discussions, Assignments, micro-Teaching, Simulated Teaching, School Visits, Invited lectures, ICT class for Computing skills.

6.3.3 Examination and Evaluation

House tests are conducted as per HP Univ. pattern, Re-examination are held for drop-outs from examination, Results are shared with the parents.

6.3.4 Research and Development

- 1) Teachers are encouraged to apply to UGC for UGC Teacher Fellowship .
- 2) The institution encourages teachers to participate in conferences , seminars, workshops, to act as resource persons , to write research papers and undertake field visits.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Reading Room remains open from 10:00 AM to 5:00 PM.
- 2) ICT lab is equipped with networked computers , printers, scanners, Broadband, email., fax and supporting staff for instant help .

6.3.6 Human Resource Management

The administration of the college is run by a large no of committees and all the faculty members are members of different committees . Each committee looks after the activities in their charge.

There are 43 committees to look after the different activities, 10 clubs , three houses, . The different committees and clubs work in close coordination with each other for managing the activities.

6.3.7 Faculty and Staff recruitment

Recruitment is done by HP Government.

6.3.8 Industry Interaction / Collaboration

Resource persons are invited from other institutions .
--

6.3.9 Admission of Students

Admission is done through entrance exam conducted by H.P.University.
--

6.4 Welfare schemes for

Teaching	Medical Reimbursement facility , Home loan Facility, Residential accommodation from open pool system.
Non teaching	Staff Quarters , Medical Reimbursement facility , Home loan Facility, Residential accommodation from open pool system.
Students	Hostel facility for girls.
	Govt. Scholarships for IRDP, OBC, SC AND ST PUPIL TEACHERS
	Books from book bank for needy students
	Govt. Bus Pass at concessional rates
	First aid facility.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			YES	Principal

Administrative			YES	Director Higher Education
----------------	--	--	------------	---------------------------------

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

There is a proposal to shift over to CBCS system w.e.f. . 2016 17session when first batch passes out from college under CBCS system.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Some of the faculty members are members of Boards of Studies, Academic Council of the HP University, Shimla which provides inputs from time to time as and when meetings are held.

Faculty members of the college contribute to conduct annual examinations and Evaluation of Theory and Practical Scripts

6.11 Activities and support from the Alumni Association

Continuous moral support from Alumni in various college activities . They continuously visit the college and provide all possible help.

Alumni are contacted through website messages and email.

6.12 Activities and support from the Parent – Teacher Association

Regular meetings are held to discuss and solve the institutional problems.

Parent Teacher Association actively participate in the developmental activities of the Institution.

6.13 Development programmes for support staff

The ministerial staff is encouraged to attend training programmes.

Ministerial staff and Lab attendants are given training to keep them updated.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- 1) Growing plants (ornamental and perennials), and preserving old plants is done by an activity called campus beautification .
- 2) A gardener is available to look after the plants and their health.
- 3) Disaster management club ensures eco friendly campus.
- 4) Painting competition on the environment theme is conducted.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Morning assembly is our regular feature – theme based poetry and panel discussion has been introduced as an innovation in the morning assembly which has a very good effect on the creativity of pupil teachers.

Students are writing poems for college magazine Dhauladhar.

Celebration of important days such as Hindi Divas, Sanskrit Divas , Teachers Day, Cultural Day, National Sports Day, Health and hygiene campaign Etc.

GCTE Award of honour is conferred on teachers day.

Team teaching is introduced as an innovation.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

All the activities mentioned in the calendar are completed as per schedule and action taken reports are submitted by the convenors of the concerned committees.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- | | | |
|----|------------------|------------------------|
| 1) | MICROTEACHING | ANNEXURE – IV ATTACHED |
| 2) | MORNING ASSEMBLY | ANNEXURE – V ATTACHED |

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- | |
|---|
| 1)Celebration of Environment day in which Awareness rallies, Theme based painting Competitions, debates, declamations,etc in the participating schools. |
| 2)Regular campus cleanliness drive under the activity ‘ Campus Beautification” |

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

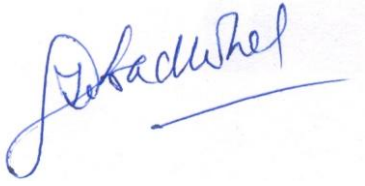
--

8. Plans of institution for next year

- | | |
|----|---|
| 1) | Completion of science block. |
| 2) | Completion of Faculty house cum canteen |
| 3) | Completion of new academic block |
| 4) | Proposal to start M.Ed. classes |
| 5) | Shifting of Teaching Aid lab to new science block . |

Name **K.S.DADWHAL**

Name **DR.AJAY LAKHANPAL**



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure - i
Session- 2013-14

30. GOVT. COLLEGE OF TEACHER EDUCATION, DHARAMSHALA
Tentative Annual Calendar of Activities

FOR THE YEAR 2013-2014 FROM AUGUST 2013 TO JUNE 2014

August 2013

- Inaugural General Assembly of New B.Ed. Session-Briefing about the morning assembly, general conduct and campus beautification.
- PTA General House and Formation of PTA Executive.
- Orientation of Micro Teaching and Simulation(Team Teaching)
- Cleanliness drive of campus and its Surroundings
- Formation of different houses and election of Captains and Vice Captains of the Houses Shloka Uccharan on Sanskrit Diwas.

September 2013

- GCTE Award of Honour Function.
- Inter-Clooege Declarmation Contest and Poetic Symposium on Hindi Diwas.
- Inter-House Rangoli Competition.

October 2013

- Blood Donation Day
- Inter-House Painting Competition.
- Inter-House Mehandi Competitions.
- Inter-House Quiz Competitions.
- Inter-House Debate Competitions.

November 2013

- Class room Seminar on different Subjects.
- Annual Cultural Day.
- Videograpy of Micro-Teaching Skills

December 2013

- Celebration of AIDS Awareness Week
- Extension & Outreach Activities..
- House Examination.
- Educational Tour/Trekking.

February 2014

- Inter-House Spelling Bee Competition

- Inter-House Flower Arrangement Competitions.
- Annual Athletic Meet.
- Inter-House Yoga Competition.

March 2014

- Inter-House Simulated Teaching Competition
- Exhibition of Teaching aids
- Work Shop on Action Research
- Annual Prize Distribution.

April 2014

- Annual Examination.
- Workshop on Computing Skills for Faculty members
- Block Teaching
- Feedback for teacher evaluation
- Final Practical Exam of Teaching Skills.

Note : Not withstanding anything contained in this handbook of information, student shall have to abide by the provisions of the HPU act., statutes or ordinance of HPU, rules and regulation as may be framed or amended by HPU from time to time.

33 Special Note :

- i.) Any information or a part of information contained in this hand book of information is subject to change/modification/deletion as per the instructions received from Govt./NCTE/HP University. The change will commence with immediate effect. **The Univ./College is free to introduce/delete any subject with revised fee structure on the instructions of higher authorities any time during the session and the same notification shall be binding on all students.**

In the interest of their ward's progress the parents are requested to be in touch with the college authorities at least once a month.


Principal

GCTE Dharamshala

Annexure - iia

Govt. College of Teacher Education, Dharamshala

(Internal Quality Assurance Cell)

Feedback report of "Teacher evaluation" by Pupil Teachers for the session 2013-14

Feedback proforma was given to the pupil teachers for teacher evaluation. It comprised of six component criterion which included "Time Sense", "Subject Command", "Use of Teaching Methods/Aids", "Helping Attitude", "Practicum Interactions" and "class-control". Pupil teachers were advised to evaluate the teacher on "Five Point Scale".

Feedback was evaluated by IQAC and following conclusions have been drawn:

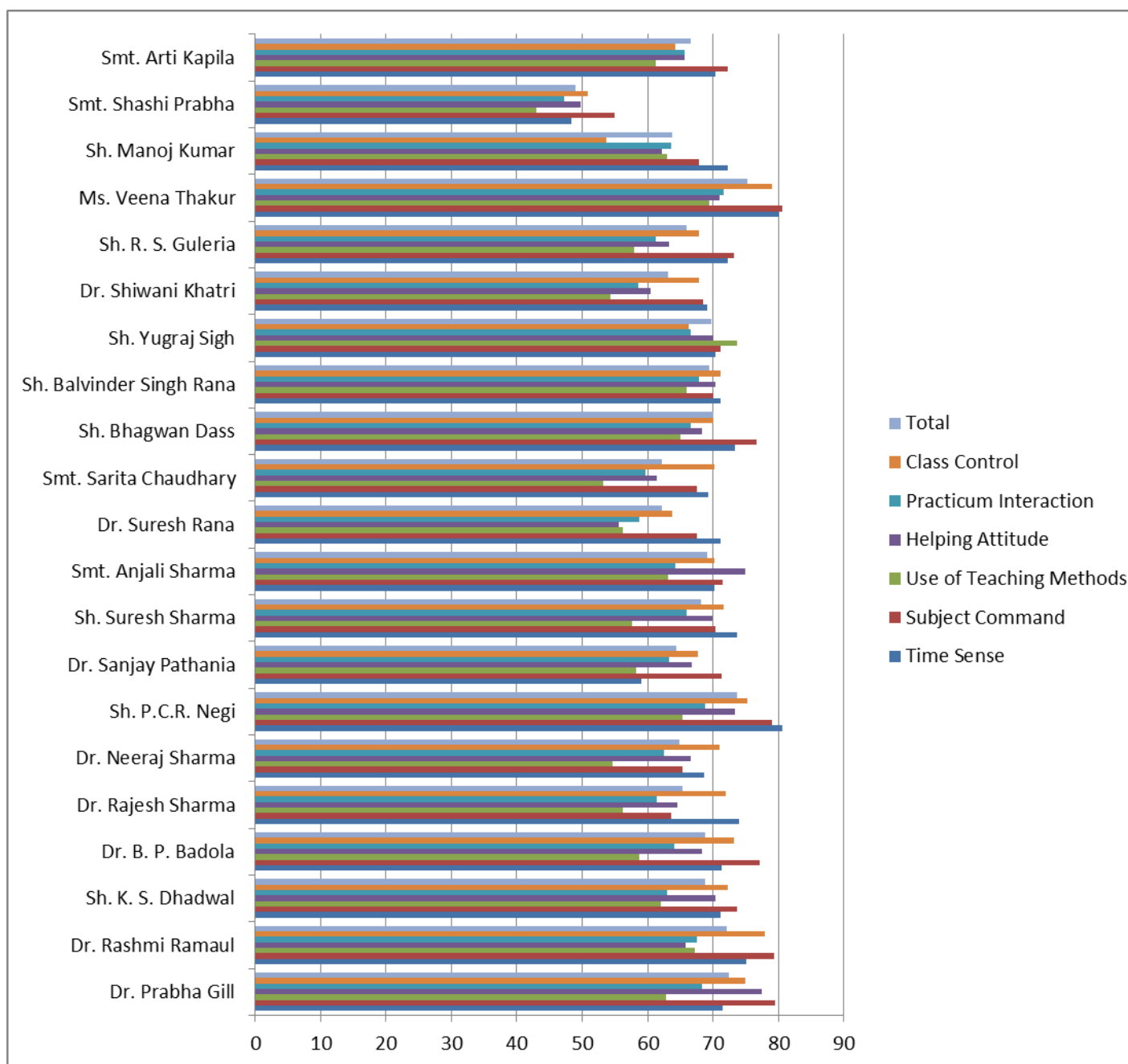
1. Percentage score of all the faculty members ranges from (62.2%-75.2%).
2. On time sense factor all the faculty members have been rated from 59%-80.6%.
3. On subject command factor all the faculty member has been rated between 62.5 % to 80.6%.
4. Every faculty member is rated between 53.2% to 73.60%.
5. On the helping attitude component all the faculty member rated between 55.6 % to 77.4%.
6. Practicum interacting rating is between 58.64% -71.7%.
7. Class control of all the faculty member rated between 53.7% - 79.1%.

The report is submitted to the Principal by IQAC to discuss with the faculty members.



Principal

GCTE Dharamshala



Graphical Representation of Feedback Analysis of Teacher Evaluation by Pupil Teachers for the session 2013-14

Numerical Representation of Feedback Analysis of Teacher Evaluation by Pupil Teachers for the session 2013-14

Sr. No.	Name	Time Sense	Subject Command	Use of Teaching Methods	Helping Attitude	Practicum Interaction	Class Control
1	Dr. Prabha Gill	71.48594378	79.51807229	62.75100402	77.40963855	68.37349398	74.89959839
2	Dr. Rashmi Ramaul	75.10040161	79.31726908	67.26907631	65.86345382	67.46987952	77.91164659
3	Sh. K. S. Dhadwal	71.12676056	73.70892019	61.97183099	70.42253521	62.91079812	72.30046948
4	Dr. B. P. Badola	71.36752137	77.20797721	58.68945869	68.37606838	64.1025641	73.21937322
5	Dr. Rajesh Sharma	73.95833333	63.54166667	56.25	64.58333333	61.45833333	71.875
6	Dr. Neeraj Sharma	68.67816092	65.37356322	54.59770115	66.66666667	62.5	70.97701149
7	Sh. P.C.R. Negi	80.64516129	79.03225806	65.32258065	73.38709677	68.8172043	75.2688172

8	Dr. Sanjay Pathania	58.97435897	71.31410256	58.33333333	66.82692308	63.30128205	67.62820513
9	Sh. Suresh Sharma	73.74631268	70.3539823	57.66961652	69.91150442	65.92920354	71.68141593
10	Smt. Anjali Sharma	70.23809524	71.42857143	63.0952381	75	64.28571429	70.23809524
11	Dr. Suresh Rana	71.18644068	67.51412429	56.21468927	55.64971751	58.75706215	63.84180791
12	Smt. Sarita Chaudhary	69.29824561	67.54385965	53.21637427	61.40350877	59.64912281	70.1754386
13	Sh. Bhagwan Dass	73.33333333	76.66666667	65	68.33333333	66.66666667	70
14	Sh. Balvinder Singh Rana	71.21212121	70.07575758	65.90909091	70.45454545	67.8030303	71.21212121
15	Sh. Yugraj Sigh	70.38834951	71.197411	73.62459547	70.06472492	66.66666667	66.34304207
16	Dr. Shiwani Khatri	69.13580247	68.51851852	54.32098765	60.49382716	58.64197531	67.90123457
17	Sh. R. S. Guleria	72.31638418	73.16384181	57.90960452	63.27683616	61.29943503	67.79661017
18	Ms. Veena Thakur	80.05698006	80.62678063	69.37321937	70.94017094	71.65242165	79.05982906
19	Sh. Manoj Kumar	72.22222222	67.8197065	62.99790356	62.15932914	63.62683438	53.6687631
20	Smt. Shashi Prabha	48.38308458	54.97512438	43.03482587	49.75124378	47.26368159	50.87064677
21	Smt. Arti Kapila	70.37037037	72.22222222	61.24338624	65.60846561	65.60846561	64.28571429

Annexure - iib

Govt. College of Teacher Education, Dharamshala

(Internal Quality Assurance Cell)

Feedback Report of the Institution by the Pupil Teacher for the session 2013-14.

Feedback Proforma was given to the pupil teachers for the evaluation of "Institution". It comprised of eighteen component criteria which included "The infrastructure of the Institution", "Ability of Teachers for Curriculum Transaction", "Attitude of Administration", "Contribution of Institution for Personality Development and Career", "Involvement of the Pupil Teacher in Managing and Conducting College Functions", "Rating of Institution", "Skill Development". Questions were also asked about strengths and weaknesses of the Institution, Opportunities available in the institution and Threats and Challenges faced by Institution. Questions were also asked about the services provided by library and pupil teachers were also asked to rate the faculties available on rise point scale. Feedback analysis shows that:

- 01. About 65% students have GCTE Dharamshala as their first choice for B.Ed.**
- 02. About 90% students have appreciated the concept of dress-code in the institution.**
- 03. About 75% students were not satisfied with the infrastructure of the institution.**
- 04. About 75% students are of the view that teachers were well prepared for curriculum transaction.**
- 05. About 55% of the students are of the view that present syllabi of B.Ed. is compatible for practical needs of the education.**
- 06. About 90% pupil-teachers are of the view that college administration is generally helpful.**
- 07. About 65% students have rated their experiences at GCTE Dharamshala as intellectually enriching.**
- 08. About 15% students have put their suggestions in the suggestion box and 10% are of the view that their suggestions were incorporated.**

09.About 80% students think that this institution has helped them in their career and personality development.

10.About 60% pupil teachers claim that co-curricular activities in the college are sufficient and useful.

11.About 85% pupil teachers are satisfied with their involvement in managing and conducting the college activities/affairs/functions etc.

12.Majority of the pupil teachers are of the opinion that Morning Assembly has helped them in confidence building and given a platform to express their views.

13.About 85% pupil teachers have rated learning and teaching skill development process in this institute as excellent.

14.According to the majority of the pupil teachers the strengths of this institution are teaching faculty, teaching learning process, discipline, morning assembly and co-curricular activities.

15.Majority of pupil teachers think that infrastructure is the major weakness of the institution.

16.To maintain the status and improve the existing infrastructure is the biggest challenge before the institution according to majority of pupil teachers.

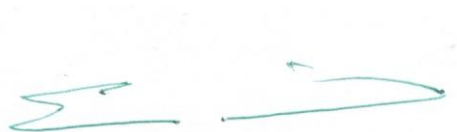
17.About 78% of the pupil teachers are of view that quality books/journals are available in the library of the institution.

18.About 55% pupil teachers are satisfied with the reading room facility.

19.About 70% pupil teachers are satisfied with the issuing of the books by the library.

20.About 62% of pupil teachers are satisfied with the library timings.

The report was submitted to the Principal for necessary action.



**Principal
GCTE Dharamshala**

Date : 06/05/2014

Section: _____

**Govt. College of Teacher Education, Dharamshala
(INTERNAL QUALITY ASSURANCE CELL)**

(1) Institutional Feedback by the Pupil Teachers

Session 2013-14

Please tick (✓) the answer or mark rating (1=very poor; 2=Poor; 3=Satisfactory; 4=Good; 5=Very good; 6=Excellent)

- 1) Was B.Ed. your first choice? a) yes b) No
- 2) Were you comfortable in dress code? a) Yes; b) No; (Give reasons in 30 words)
- 3) Were you satisfied with the infrastructure of the institute? a) Yes b) No (Give reasons in thirty words only)
- 4) Did you find that teachers were well prepared for curriculum transaction? a) Yes; b) No; c) can't say
- 5) Do you think that the present syllabi of B.Ed.is compatible for practical needs of the education? a) Yes b) No (Give reasons.)
- 6) How do you find the institute's administration)
1) Always helpful 2) Generally Helpful 3) Indifferent 4) Cumbersome
- 7) Has your time in the institute been intellectually enriching?
1) Yes 2) Marginally 3) Not at all 4) Can't say
- 8) Have you put any suggestion in the suggestion box?
a) yes b) No
- 9) Was your suggestion incorporated?
1) Yes b) No c) Not Applicable
- 10) Do you think this institution helped in your career and personality development?
a) yes b) No c) Can't say

11) The co-curricular activities in the college are:
 a) sufficient and Useful b) Insufficient but useful c) Not useful

12) Do you think that students were properly involved in managing and conducting the college functions ?

a) Yes b) No

13) How do you rate the impression of morning assembly ? Write a few lines.

14) Do you feel proud to be a student of GCTE Dharamshala ? a) Yes b) No

15) How do you rate this institution with respect to your learning process ? (1-6)

16) _____
 How do you rate teaching skill development (Micro / Simulated class)? (1-6)

17) According to you :-

a) What are the STRENGTHS of this institution?

i)

ii)

iii)

iv)

b) What are the WEAKNESSES of this institution?

i)

ii)

iii)

iv)

c) What are the OPPORTUNITIES in this institution?

i)

ii)

iii)

iv)

d) What are the THREATS / CHALLENGES before this institution?

i)

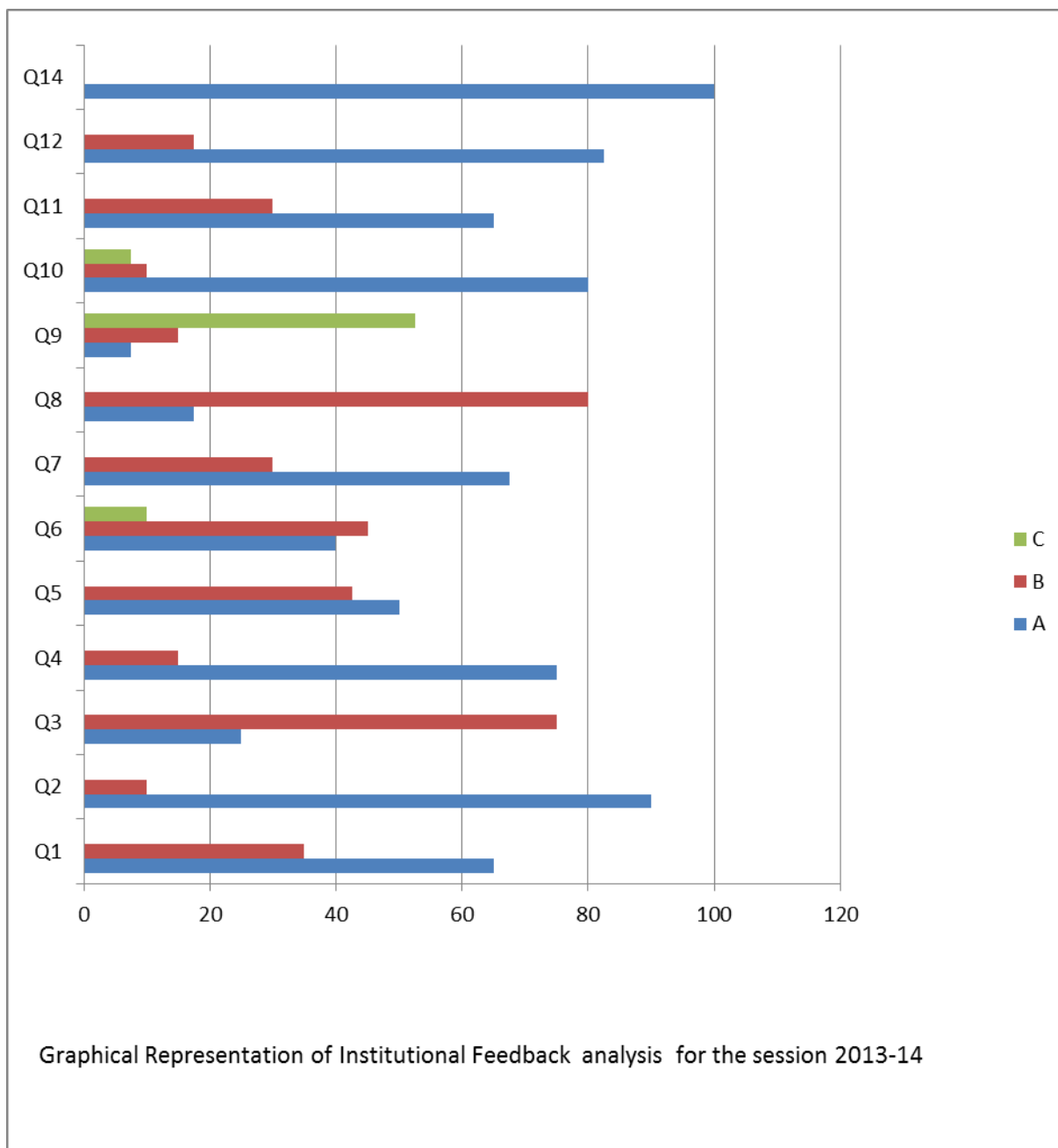
ii)

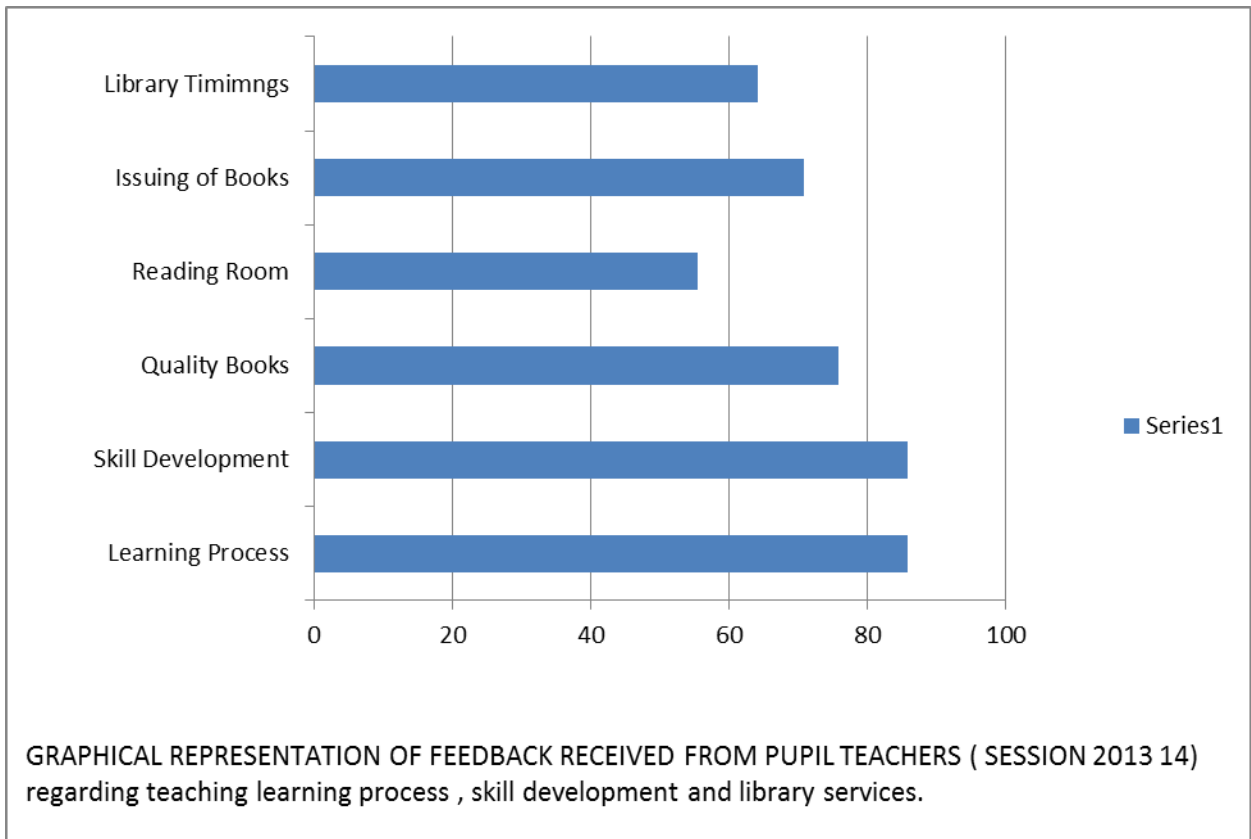
iii)

iv)

- 18) How do you rate LIBRARY SERVICES ? (Rating 1- 6)
- 1) Availability of quality books / Journals --- ()
 - 2) Reading Room _____ --- ()
 - 3) Issuance of Books _____ --- ()
 - 4) Library Timings _____ --- ()

(Signature of the Pupil Teachers) (optional)





ANNEXURE - iii
GOVT. COLLEGE OF TEACHER EDUCATION DHARAMSHALA
Internal Quality Assurance Cell
Session - 2013-14

**Report on feedback received from Principals/Headmasters
regarding Block Teaching Practice**

A Proforma of feedback was given to principals/Headmasters of thirteen schools attached for block teaching practice. A questionnaire of fifteen questions was designed and supplied to each school regarding the Block Teaching Practice, activities performed by the pupil teachers, work & conduct, discipline and co-curricular activities performed by the pupil teachers during the Block Teaching Practice. From the actual feedback received from the attached schools, it is observed that all the schools got the intimation regarding the Block Teaching Practice from the Deputy Director of Elementary and Higher Education Distt. Kangra. College Block teaching In-Charge visited the attached schools and consulted the Heads of the institutions before the commencement of Block Teaching Practice for the session 2013-14. In all the Schools pupil teachers of concerned groups consulted the Principals/Headmasters, Time Table In-Charges, concerned subject teachers regarding the syllabus and topics to be taught during the Block teaching practice. On the first day of Block Teaching Practice all the pupil teachers and group In-Charges were present in the Morning Assembly. From the feedback Proforma received from the Head of the institution it was observed that the pupil teachers remained punctual, regular during the Block Teaching Practice and performed their assigned duties in the morning assembly regularly.

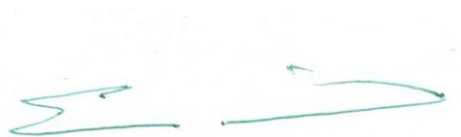
In almost all the schools subject teachers of the concerned schools observed and monitored the teaching of pupil teachers and suggestions were given to them for the improvement in their teaching from time to time. During Block Teaching Practice, in all the schools Co-curricular activities such as Environment Day Celebration, Declamation contest, Quiz competitions, Painting competitions, Aids Awareness Rally and Anti Tobacco Day etc. were organized

by the pupil teachers. All the Heads of the institutions have remarked that during the Block teaching pupil teachers were committed, dedicated and sincere in their work and evaluated pupil teachers work as very good and excellent. It is also remarked that throughout the Block Teaching Practice pupil teachers were assisted, facilitated and observed by the concerned group In-Charges.

Some suggestions have been given by some Heads of institutions for further improvement in Block Teaching Practice which were discussed in staff council meeting.

Dr.Suresh Rana

GCTE Dharamshala



**Principal
Govt. College of Teacher Education
Dharamshala**

Annexure IV

Micro /Simulated Teaching 2013-14

A Report:

Micro/Simulated Teaching is one of the best practices of this institution which starts with the orientation of the students and ends with simulated teaching, skill in teaching competition and its video graphy. In the beginning of B.Ed session, Micro groups of 10 to 15 students each are formed and Teacher In-charges are allotted for each group. In Micro Teaching the following ten skills are imparted and practiced in a systematic manner.

1. The skill of writing instructional in behavioral terms.
2. The skill of introduced lesion.0
3. The skill of probing questions.
4. The skill of discussions and demonstration.
5. The skill of explaining.
6. The skill of illustrating with suitable examples.
7. The skill of using blackboard.
8. The skill of stimulus various silence and non-verbal clues.
9. The skill of re-enforcement.
10. The skill of promoting pupils participation.

Every year some new dimensions are added to make these skills more innovated and effective. During the last three years the following innovations have been added which makes it the most effective practice of this institution.

- Enhancement of the number of skills imparted from five to ten skills.
- Increased in the time of Micro Teaching class from 40 minutes to one hour per day.
- Inter/micro group teaching competition and video graphy of the competition. The feedback of inter-micro group teaching competition obtained from the judges and interventions are made for further improvement as per advice of the jury.
- Every Saturday has been earmarked as the day of mentoring and close interaction by the teacher educators with pupil teachers in Micro Teaching period.
- The Micro Teaching skills format is reviewed every year and additions are made as per new requirements.

This practice has really helped the institution in producing quality teachers and good human beings as the product of the institution is clearly identifiable in the society.

In-charge , Micro/Block Teaching



Principal, GCTE, Dharamshala

ANNEXURE V

MORNING ASSEMBLY

SESSION 2013-14

A Report:

Morning assembly has a potential to nurture a positive reflective ethos and promotes intrapersonal intelligence our values based education. Assembly contains times of quite reflection that enables pupil teachers to develop the deepest values and aspirations of the human spirits. Morning assembly makes a positive contribution to the pupil self development. It encourages pupils to reflect upon universal values such as love, peace, truth, co-operation and respect. It is ensured that every pupil teacher attends the morning assembly and participates in all the activities. Therefore, Morning assembly is important and integral part of the curriculum for teacher training at Govt. College of Teacher Education, Dharamshala. It is a compulsory component of teaching learning process.

The morning assembly is the time to reflect upon the universal values, to fulfill their diverse needs of pupil teachers and to bring out the hidden potential in the students and develop it further.

For smooth conduct of morning assembly the entire college has been divided in to three houses, section A or Ravinder Nath Tagore House, section B or Swami Vivekanand House and section C or Radha Krishnan House, under the effective supervision of teacher In-Charges. The House captain and Vice captain are elected unanimously by members of the Houses. The following activities are carried out in the morning assembly.

1. The Assembly begins with the singing of the national song ‘Vande Matram’, a salute to the nation.
2. Sarv dharm prayers are sung to express full faith in the supreme power.
3. Two minutes silence is observed to express the inner personal world of thoughts, feeling and emotions.
4. The national pledge is taken by the students.
5. Presentation of the “Thought of the Day” and value addition on the thought is done by the students.
6. Poetry and panel discussion have been introduced in the Morning Assembly.
7. A talk on some topic of International, National, Environment or Ethical issues is presented by one of the pupil teacher (House wise presentation).

8. Various important days such as Teachers Day, Education Day, Women's Day and Communal Harmony Week are celebrated by organizing related programme.
9. Morning assembly ends with the 'National Anthem'.
10. Talks by eminent personalities are also arranged in the morning assembly.

Morning assembly goes a long way to empower the mind and soul to lead a happy, healthy and peaceful life. It prepares the pupil teachers for leading a successful social life as it teaches tolerance, co-operation, discipline, compassion and inculcate nationalistic spirit. It is a best platform to express their thoughts, feelings and display the talents. The idea of learning and growing together is inculcated in the pupil teachers. Thus Govt. College of Teacher Education has initiated this best practice keeping in view the development of life skills and personality.

Pupils coming from different environment have easily adopted the discipline and traditions of the institution. Pupils are highly motivated to help the needy by according physical help, academic help, blood donation, social evils eradication campaign and Red Ribbon Club activities.

In-Charge

Morning Assembly



**Principal
GCTE, Dharamshala**