

Internal Quality Assurance Cell (IQAC)

Name of the Institution : Al-Barkaat Institute of Education

Year of report : 2014-15

Part - A: Plan Of Action Chalked Out By The Iqac In The Beginning Of The Year 2014-2015 Towards Quality Enhancement.

For maintaining quality, the Institution will continue with:

- the unit tests in general papers
- the sessional tests in all papers
- Science Practical
- Psychology Practical
- Project Work
- PowerPoint Presentations by students
- Microteaching
- Personality Development Programme
- workshops
- guest lectures
- Educational Tour
- Annual sports
- Counselling to poor learners
- Counselling to advanced learners
- Mentoring
- Tutorials
- Mock examination
- Cultural activities
- Community service programmes

For improving quality, the Institution shall resort to :

- Render economic help to poor and needy sincere students through earn and learn scheme run by college in collaboration with Al-Barkaat Educational Society.
- Enrich library and computer resources.
- Improve academic excellence in university examination.
- Conduct extension activities through NSS / NCC.

- Prepare all the members of ABIE for NAAC accreditation
- Improvement in students' attendance
- Development of outreach programmes in the Social Service Scheme involving more students from the college
- Appointment of full time teachers through selection committee for making teaching learning more effective.
- Preparing the route map to Community College through detailed analysis and conducting workshop
- Establishment of Research and Extension Cell

Part – B

II-1. Activities reflecting the goals and objectives of the institution

- a. An Orientation cum Bridge Program for B.Ed. students was held orient students to ABIE and to bridge the gap between the education subject and various disciplines from which students are coming.
- b. Research and Extension Cell has been established to promote research culture in the institute.
- c. Collaborative teaching has been practiced for better curricular transaction.
- d. Reflective teaching has been practiced in the classroom to make teaching learning more effective.
- e. Special yoga classes were organized every Saturday to develop positive attitude in students towards yoga so that they practice it regularly.
- f. Online registration facility for Alumni has been introduced so that more alumni can join our Alumni Association easily.
- g. The faculty members organized workshops for Secondary School teachers at regional level to provide them in-service training.
- h. To enrich curriculum topics other than curriculum were taught to students through guest lectures, workshops and special lectures by experts and faculty members.
- i. B.Ed. students participated in National Seminars and workshops organized by other institutions.
- j. Values and ethics play a vital role in the curriculum

2. New academic programmes initiated:

Nil

3. Innovation in curricular design and transaction:

- a. Collaborative teaching was practiced by teachers for effective curriculum transactions

4. Inter-disciplinary programmes started:

Nil

5. Examination reforms implemented:

Since the final examinations are conducted by the Dr.B.R.Ambedkar University to which our college is affiliated, there is no scope in bringing any reform thereof.

6. Candidates qualified: NET/SLET/GATE.

Two student qualified CTET.

7. Initiatives towards faculty development programme:

Workshops and Guest lectures have been organized for the students as well as teachers.

8. Total number of seminars and workshop conducted: 04

- **Workshops: 01**
- **Guest Lectures: 03**

S.N o.	Date	Topic	Resource Person
1	30 th Aug' 2014	Action Research	Dr. Abid Siddiqui , Assistant Professor, Dptt. of Education, AMU, Aligarh
2	18 th Sep' 2014	Knowledge And Ignorance	Assistant Professor, D/O Political Science, A.M.U., Aligarh
3	30 th Oct' 2014	“National Integration”	Prof. Mirza Asmer Beg, Professor, Department of Political Science, Aligarh Muslim University, Aligarh
4	21 st Feb 2015	Communication and Presentation Skills	Mr. G. A. Kaleem,, Counsellor, S.V. Patel National Police Academy, Hyderabad

15. Honours / Awards to the Faculty:

Nil

18. Community services:

Visit to Missionaries of Charity on 28th August 2014 to serve the orphans residing in the missionary.

Drinking Water Campaign on 29th August 2014 at Controller Office AMU, Aligarh, to serve cold and fresh water to students taking admission in B.Ed. Course in AMU.

Drinking Water Campaign on 1st September 2014 to serve drinking water to passerby in vicinity areas.

Blood Donation Camp on 21st October 2014.

Earth Day Rally on 22nd April, 2015 in Maulana Azad Nagar, the immediate vicinity of ABIE.

Fund Collection for Nepal Earthquake Victims on 30th April, 2015

Community Volunteering at Achal Taal in “Achal Sarovar, Atal Dharohar” campaign started by Dainik Jagran, local newspaper of Aligarh.

Drinking Water Campaign for candidates appearing in B.Ed. Entrance Test of Aligarh Muslim University Aligarh

19. Teachers and officers newly recruited:

04 teachers recruited through selection committee.

20. Teaching staff, non-teaching staff ratio: 8:6

21. Improvements in the library services

- OPAC facilities were provided on more desktops including computer lab desktops
- Addition of more books, encyclopedias, journals and magazines

22. New books/journals subscribed and their value: Rs.

23. Courses in which students assessment of teachers is introduced and the action taken on students feed back

At the end of every semester student assessment of teachers are collected from the students of all courses and are analyzed systematically. On the basis of this analysis conclusion is made about teachers' performance which is communicated to them by the Principal who instruct them to modify their teaching methodologies, so that the students get more enlightened.

24. Unit cost of education: 50,852 Rs.

25. Computerization of administration and the process of admissions and examination results, issue of certificates:

- All the admission procedures are available on the website and students can apply on-line
- All the information about the institution, the teachers and students is available on college website
- Examination datesheet and results are also displayed on college website

26. Increase in the infrastructural facilities:

Nil

27. Technology upgradation

WI-FI facility is made available

28. Computer and internet access and training to teachers and Students

Each faculty member has separate computer with internet facilities. There is a well equipped computer lab for students. Special lectures on use of ICT is also delivered by teachers.

29. Financial aid to students:

Students from economically backward background get financial assistance from the government and from private trusts. The government scholarship for SC, ST, Minority students and private scholarship through Management of the society are arranged by the institution.

30. Activities and support from the Alumni Association

- Alumni Meet.
- Feedback on B.Ed. Curriculum.
- Community services in cooperation with Alumni Association.

31. Activities and support from the Parent-Teacher Association

Nil

32. Health Services

- Health Insurance Service for Staff.
- Physical Health and Sports Resource Center for students.

33. Performance in sports activities:

At institutional level students participate in different sport activities.

34. Incentives to outstanding sports persons:

Nil

35. Student achievements and awards:

Certificates and medals are provided to students on showing extraordinary performance like Best Student of the Year Award, Highest Attendance Award, Highest Achiever Award.

36. Activities of the guidance and counseling unit

Provided educational, personal and social guidance by the cell in-charge of Guidance & Counseling unit.

37. Placement services provided to students

- Students with outstanding performance are given placement in ABPS, the sooner they complete their course, in case there is any vacancy.
- Vacancies in other institutes are displayed on notice board.

38. Development programmes for non-teaching staff:

Provided Academic Leave to participate in Workshop on Web Content Management.

39. Healthy practices of the institution

- All the daily activities, courses and programmes are focused on the holistic development of the students
- Value-oriented and need-based courses are provided as certificate courses.
- Important occasions like National festivals and other memorable days are observed with special lectures. Useful and related information and message are given to students on those days.
- Students are motivated to participate in awareness programmes through the supporting services like the Scout Guide Camp. Besides, rallies and nukkad natak are organized in the vicinity of ABIE.
- The college cafeteria caters to the snacks and food requirement of the staff and students.
- Proper maintenance of hostels.
- Cordial relationship with various stakeholders.

- Regular interaction with academicians of repute and with industry.
- Easy access to administration for the stake holders.
- Maintenance of security at the gate and in the campus.
- Alumni Association of the College.
- Spacious and well maintained playgrounds and facilities for sports and games.
- Regular supply of clean, drinking water and electricity.
- Pollution free environment and ' no smoking campus ' and fruitful adherence by staff and students.
- Internet Service to staff and students, computerized offices and library.
- Dedication and sincerity of teachers, punctuality and regularity among the staff
- Additional coaching, tutorial and remedial classes, sessions for academically backward students.
- Add-On courses
- Transparent evaluation methods – the teachers show the test copies to students and discuss their mistakes and suggest improvements.
- Encouraging the students by awarding various prizes and medals at the convocation.
- A pre-planned and published Academic Calendar and its implementation together with curricular, co-curricular and extracurricular schedule.
- Continuous evaluation (sessional tests, assignments, practicals, seminars, internship etc).
- Organization of seminars and workshops at national level on relevant topics.
- Organization of workshops for students every Saturday. Details of current year are given below:

S.N o.	Date	Topic	Resource Person
1	25 th Nov' 2014	Innovative Teaching Learning Process	Teaching staff of ABIE
2	2 nd Dec' 2014	Road Safety	Mr. Himanshoo K. Sharma, Assistant Professor, ABIE
3	6 th Dec' 2014	Continuous and Comprehensive Evaluation	Teaching Staff of ABIE
4	28 th Dec' 2015	Use of MS Excel	Dr. Tabassum Qamar, Assistant Professor, ABIE
5	8 th Feb' 2014	Ten Steps to a Successful CV	Ms. Sajina Sultana, Assistant Professor, ABIE
6	14 th March,	How to Face Interview	Ms. Shagufta, Assistant Professor, ABIE

	2015		
7	4 th Apr' 2015	Privatization, Globalization and Autonomy in Education	Dr. Iram Azhar, Assistant Professor, ABIE
8	11 th Apr' 2015	Becoming a Better Presenter	Ms. Shazia Amani, Assistant Professor, ABIE
9	18 th Apr' 2015	Our Representatives at Different Levels of Government	Mr. Himanshoo K. Sharma, Assistant Professor, ABIE

- Picnic cum educational excursion, and local excursions.
- Enhancement of research facilities and encouragement for Research activities.
- Organization of Debate, Quiz, Role Plays, and various other programs by the students.
- Extension and outreach activities to train students to be socially relevant.
- Giving support to financially weak students in the form of scholarships, freships etc.
- Maintenance of discipline

40. Linkages developed with National/International academic /Research bodies

National Council for Promotion of Urdu Language (NCPUL), CITO International, Netherlands

Part – C: Detail the plans of the institution for the next year

Action Plan of the IQAC for the academic year 2015-17

- To introduce more skill development courses
- To provide more course options to the students
- Teacher capacity building through research orientation
- Professional development of teachers through Academic Staff College
- To procure some quality books in library
- To procure more computers, software with statistical packages and more operating and application software in education
- To integrate ICT in entire curricular transaction and the management of the college

- To strengthen practice teaching programs
- To integrate community need-based outreach programs and social action programs with extension activities.