

Internal Quality Assurance Cell (IQAC)

Name of the Institution : **Al-Barkaat Institute of Education**

Year of report : **2013-14**

Part – A: The plan of action chalked out by the IQAC in the beginning of the year was as follows:

Action Plan of the IQAC for the academic year 2013-14

Besides Regular classes of theory papers the following activities will also be implemented for better results.

- Organization of guest lectures and workshops
- Launch of “Add-on Courses”.
- To train students to prepare PPT slides and give presentations to acquaint them with ICT knowledge
- Organization of scientific exhibitions, quiz competitions and excursion for students to inculcate scientific temper among them
- To conduct Counseling and Orientation Program for the students in regard to selection of proper subject
- Ensuring greater participation of teachers as well as students in research activities to promote research and extension
- To collect feedback from students on teacher’s performance and the course content
- To create 2 model class rooms, one for Science and Arts
- To ensure proper arrangement and supervision of micro and macro teaching
- To conduct yearly cultural activities

Part – B

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

- a. The faculty members of ABIE organize refresher courses for teachers of various Secondary and Senior Secondary schools in Aligarh
- b. The purpose of disseminating knowledge of all disciplines to all the students is served by means of the inter-disciplinary courses
- c. Courses other than the prescribed curriculum provided by the university like Computer Literacy, has been introduced by the institution for making them well versed and efficient for their future endeavours.
- d. The B.Ed. students participated and presented papers in Seminars and Conferences organized by ABIE as well as other Institutions.

- e. ABIE placed many B.Ed. students on jobs on the basis of their linkages with other Institutes.
- f. The Al-Barkaat Educational Society encourages the faculty members to attend the guest lectures arranged by other institutions for their academic development.
- g. One year diploma in Computer Application(jointly certified by NIELT and NCPU Ministry of HRD and IT Govt. of India) has been introduced for enhancing ICT knowledge of teachers
- h. Guest lecture on “Presentation and Communication Skills” was delivered by Dr. Asif Ali Syed Asstt Professor, Dptt of Business Administration, AMU,Aligarh on 13th Dec’ 2013
- i. Guest lecture on “Guidance and Counselling” was delivered by Prof. Shamim Ahmad Ansari, Dptt. Of Psychology AMU, Aligarh on 19th Feb’ 2014 on
- j. Guest lecture on “Challenges in the Classroom” ” was delivered by Dr. Mohd. Amirullah Khan, Dptt. Of English, AMU, Aligarh on 20th March 2014
- k. Values and ethics play a vital role in the curriculum

2. New academic programmes initiated:

Nil

3. Innovation in curricular design and transaction:

- a. Preparing students for CTET (Teacher’s Eligibility Test)
- b. A course of ‘Power Point Presentation’ conducted as “add on course” for the students by the faculty members and assessed internally.
- c. Diploma or certificate courses to be introduced both for faculty and students by IGNOU.

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.

Three students qualified NET from Sociology and also got selected in Ph.D. from Deptt. Of Sociology, AMU, Aligarh for the coming year.

7. Initiatives towards faculty development programme:

- The faculty members have been trained to develop their own Website under Nalanda Project, an Orientation Programme conducted by **Academic Staff College, AMU, Aligarh**, for Academic purpose, which will be beneficial for the students.
- Introduction of one year diploma in Computer Application(jointly certified by NIELT and NCPU Ministry of HRD and IT Govt. of India) for enhancing ICT knowledge of teachers.
- Power Point Presentation on **Teaching Trends in 21st Century.**
- Power Point Presentation on **Modern Trends in Education.**

- Power Point Presentation on **Innovative Ways To Make Class Room Teaching Interesting.**
 - Power Point Presentation on **Educating Children in the New Millennium.**
- 8. Total number of seminars and workshop conducted:04**
- **Workshops: 04**

S.N o.	Date	Topic	Resource Person
1	2013	Office Management	Mr. Waseem Ahmad, Director, Al-Barkaat Institute of Management Studies
2	24 th Aug' 2013	Presentation and Communication Skills Teaching Aids	Mr. G. A. Kaleem, . Counsellor, S.V. Patel National Police Academy, Hyderabad.
3	28 th Sept' 2013	Micro-Teaching	Dr. Mohd. Parvez, Associate Prof. Department of Education, AMU, Aligarh
4	8 th Feb' 2014	Continuous and Comprehensive Evaluation	Dr. Samina Fazli, Assistant Professor, Al-Barkaat Institute of Education, Aligarh

15. Honours / Awards to the Faculty:

Nil

18. Community services:

Organization of rally from Zakir Nagar, Jeevangadh to School of Child Labour on World Day Against Child Labour.

19. Teachers and officers newly recruited:

Nil

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

21. Improvements in the library services

- Addition of more online sources
- Arranging book bank facility for poor students

22. New books/journals subscribed and their value: 81,130 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 based on the feedback the teachers are instructed 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:

- a. JEE for UP is conducted at state level by the Govt.
- b. All the admission procedures are available and students can apply on-line
- c. All the information about the institution and the teachers and students are available on college website

26. Increase in the infrastructural facilities:

- a. Construction of an additional classroom for teaching subject.
- b. Construction of Cafeteria.

27. Technology upgradation

- a. WI-FI facility is made available

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

- a. Each faculty member has separate computer with internet facilities. There is a well equipped computer lab for students.

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

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 activities.

34. Incentives to outstanding sports persons:

Nil

35. Student achievements and awards:

Certificates and medals provided on showing extraordinary performance.

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.

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.
- Value-education classes have been fabricated into the regular curriculum.
- 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 NSS, Scout Guide Camp.
- 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. Maintenance of security at the gate and in the campus. .
- Easy access to administration for the stake holders.
- 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 students can access the assessed scripts and can go for re-evaluation.
- 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 (mid-semester exams, assignments, projects, seminars, internship etc).
- Organization of seminars and workshops at national, and institutional level on relevant topics.

- Picnic cum educational excursion, and local excursions.
 - Enhancement of research facilities and encouragement for Survey, Research & Case Study.
 - Organization of Debate, Quiz, Role Plays, and various other programs by the student societies and clubs.
 - Extension and outreach activities to train students to be socially relevant.
 - Giving support to financially weak students in the form of scholarships, freeships etc.
 - 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 2014-15

- To render economic help to poor and needy sincere students through earn and learn scheme run by college in collaboration with Albarkat Educational Society.
- To enrich library and computer resources.
- To organize constructive programmes on special occasions.
- To improve academic excellence in university examination.
- To encourage sports and games and to secure better achievements.
- To conduct extension activities through NSS / NCC.
- To arrange campus interviews through placement cell.
- To prepare all the members of ABIE for NAAC accreditation
- Improvement in students' attendance
- Organization of guest lectures and workshops
- To provide community services on large scale