

SCHOOL OF EDUCATION, DAVV
YEARLY PLAN FOR IQAC 2008-2009
PART – A

- **Preparation of course curriculum**

In the month of July 2008 new optional paper at M.Ed. level i.e. Special Education (635 & 636) was introduced. The objectives of Special Education paper were to acquaint students with various aspects of Special Education like meaning, need, status, various disability areas, Legal Provisions for disability areas. Four credits were allotted to this paper. The paper will also have the practical aspect

At M.Phil. Level the Paper Guidance and Counseling -713 and 714 will be revised within one week.

- **Strategies of Teaching Learning**

Various Advanced Teaching Learning strategies like Discussion, Brainstorming, Role Playing, Individualized Instructional Material, Panel Discussion etc. will be introduced by the Faculty members during the session 2008-09.

- **Student Feedback System Design**

It was decided to continue the already existing student feedback system design for the current session also. The teachers will pay attention to the feedback provided to them and will try to overcome their weaknesses.

- **Collecting of Feedback and its analysis**

Feedback analysis was provided to the teachers and suggestions were given for improving Teaching Learning Process in the current session. The teachers assured to incorporate the suggestions in their Teaching Evaluation etc. Formal Feedback from students, academic peers and Head of the School will also be utilized for updating the courses.

- **Format of Analysis**

Analysis was done on non comparative and comparative basis.

- **Improvement plan**

- New computers will be purchased
- Photocopier will be purchased
- LCD Projector will be purchased
- Latest books for different subjects will be purchased

- Updation of laboratory will be done
- Computerization of library will be done
- Planning for :

a) Infrastructure:

It was decided to:

- get the building white washed
- Develop the Gardens
- Develop the playground
- Convert some classrooms into laboratories

b) Research activities and Promotion:

It was decided to organize:

- Research Degree Committee Meeting, Workshops, Seminars for Academic growth of teachers as well as students
- Students will be encouraged to undertake research in thrust areas

c) Relationship with Stakeholders:

- Alumni Association will be established.
- Counseling will be given to needy students.
- Office will be furnished with latest technology.
- Teachers will be given Internet facilities for their professional development.
- Social gathering and Extracurricular Activities will be organized for students and faculty.
- Students and research Scholars will be given opportunities to participate in Seminars and Workshops outside the institution.
- Those employees who are going to appear in examination will be sanctioned leave by the department.

ANNUAL QUALITY STATUS REPORT OF UTD

NAME OF THE INSTITUTE: **SCHOOL OF EDUCATION**

YEAR OF REPORT: **2008-09**

INNOVATIVE PRACTICES:

PART B:

1.	Activities reflecting the goals and objectives of the institution	<ul style="list-style-type: none">• Programs offered –B.Ed. , M.Ed. , M.Phil. , Ph.D.• All faculty members are engaged in research activities and community extension services.• Implementing Innovations in Teaching –Learning process.• Exposing students for the use of ICT in the classrooms.• Revival of Tuesday departmental Seminar In which eminent Speakers and experts from outside were invited.• Workshops and Seminars were conducted.
2.	New academic programme initiated (UG &PG)	<ul style="list-style-type: none">• NTT (Nursery Teacher Training) Program was planned.
3.	Innovations in curricular design and transaction	<ul style="list-style-type: none">• New methods planned were introduced in classrooms like Brainstorming, Role playing, Discussion, field trips, etc.• Conducted workshop on the use of SPSS (8-15 Feb, 2009).
4.	Inter-disciplinary programs started	<ul style="list-style-type: none">• Planning for this should be done in next July.
5.	Examination Reforms implemented	<ul style="list-style-type: none">• Open Book Examination system was introduced.• Peer Evaluation was also used along with Teacher evaluation.
6.	Candidates Qualified NET/SLET/GATE	<ul style="list-style-type: none">• Two candidates qualified for UGC JRF and Eight for NET

7.	Initiative towards Faculty development program	<ul style="list-style-type: none"> • Freedom to faculty members to attend workshops, Seminars etc. • Maximum number of teachers has computers and access to internet facility. • Departmental Seminars were conducted regularly to enhance professional competence of the faculty members.
8.	Total number of seminars / workshops conducted	<ul style="list-style-type: none"> • 20 Departmental Seminars were conducted. • 1 national level workshop on SPSS (Statistical Package in Social Science) during Feb 2009 was organized.
9.	Research projects a) Newly implemented b) Completed	<ul style="list-style-type: none"> • Newly implemented :NA • Completed: UGC SAP DRS Phase II completed in March 2009.
10.	Patents generated if any	<ul style="list-style-type: none"> • Not yet
11.	New collaborative Research program	<ul style="list-style-type: none"> • Not yet, but planning to have collaboration with UNICEF. • Faculty members had a meeting with UNICEF Incharge of M.P. region Dr. Umashree to explore possibilities of research programmes.
12.	Research grants received from various agencies	<ul style="list-style-type: none"> • Rs. 8,65,226 spent during the year, from UGC SAP DRS Phase II grant.
13.	Details of Research Scholars	<ul style="list-style-type: none"> • Out of 24 Registered Scholars 5 of them are receiving JRF.
14.	Citation index of faculty members and impact factor	<ul style="list-style-type: none"> • Each and every faculty member publishes and presents his/ her paper in various seminars and conferences and almost all are cited by different researchers and teachers.
15.	Honors /awards to the	<ul style="list-style-type: none"> • Dr. H.R.Pal was awarded Dr. Shankar Dayal Sharma Creation Honor declared in October 2008.

	faculty	
16.	Internal resources generated	<ul style="list-style-type: none"> Rs. 21,000, generated through workshop on SPSS in the Month of Feb. 2009 by Alumni Association.
17.	Details of departments getting SAP, FIST, etc assistance / recognition	<ul style="list-style-type: none"> The School of Education was given SAP DRS Phase II in 2004 under which Rs. 29 lakhs were allotted.
18.	Community services	<ul style="list-style-type: none"> The School of Education is having Mobile Computer lab. (RTV) to develop awareness about Computers, Health and hygiene among children of slum and rural areas. Apart from this, Several Programmes for developing awareness about Breast Cancer were organized by faculty members.
19.	Teacher and officers newly recruited	<ul style="list-style-type: none"> One Lecturer on contractual basis was appointed in September 2008.
20.	Teaching -non teaching staff ratio	<ul style="list-style-type: none"> Teaching staff- 12 Non-Teaching staff – 15 ratio – 1:1.25
21.	Improvements in the library services	<ul style="list-style-type: none"> Library automation is continuing. Students are issued books on demand. Open shelf library exists.
22.	New books /journals subscribed and their value	<ul style="list-style-type: none"> New books, Encyclopedia, Reference books were purchased on account of grant of Rs. 2 lakhs given by UGC under XI five year plan.
23.	Courses in which student assessment of teachers is introduced and the action taken on student feedback	<ul style="list-style-type: none"> At M.Ed. and M.Phil. level. Teachers try to incorporate the suggestions given through feedback in their teaching learning process.

24.	Unit cost of education Unit cost = total annual expenditure budget (actual) divided by the number of students enrolled.	<ul style="list-style-type: none"> Rs. 25000 approximately
25.	Computerization of administration and the process of admissions and examination, result issue of certificates	<ul style="list-style-type: none"> Already existing: Computerized administration, admission, examination results are processed using software developed by the Department.
26.	Increase in the infra structural facilities	<ul style="list-style-type: none"> Not yet, University officials were approached to help in improving infrastructure facilities.
27.	Technology upgradation	<ul style="list-style-type: none"> Purchased latest technology Computers, photocopier and LCD for the department on account of grant received from UGC SAP DRS Phase II.
28.	Computer and internet access and training to teachers and students	<ul style="list-style-type: none"> Yes, facility is provided to teachers, students and research scholars. Majority of the teachers have access to internet facility.
29.	Financial aid to students	<ul style="list-style-type: none"> Merit Scholarships given to students obtaining first rank in B.Ed. and M.Ed. Scholarships for reserved category students provided by Adim Jati Kalyan Vibhag / M.P. Government Scholarships given to physically handicapped students by Student welfare Department of University.
30.	Activities and	<ul style="list-style-type: none"> Workshop was organized by Alumni Association on "Use

	support from the Alumni Association	of SPSS for Students”. <ul style="list-style-type: none"> • Distribution of Educational material to children of Orphanage.
31.	Activities and support from the Parents Teacher Association	<ul style="list-style-type: none"> • In process.
32.	Health services	<ul style="list-style-type: none"> • Provided centrally by University Health Care Center.
33.	Performance in sports activities	<ul style="list-style-type: none"> • At Departmental level students participated in sports activities.
34.	Incentives to outstanding sportspersons	<ul style="list-style-type: none"> • Certificates were given to outstanding sports persons.
35.	Student achievements and awards	<ul style="list-style-type: none"> • All JRFs presented papers in different Seminars in Indore and in Seminars organized by colleges outside Indore.
36.	Activities of the Guidance and Counseling unit	<ul style="list-style-type: none"> • Guidance and Counseling Services are provided to students as and when needed. Psychological testing is done for students of rural areas.
37.	Placement services provided to students	<ul style="list-style-type: none"> • Advertisements related to jobs are displayed on notice boards/ website.
38.	Development programs for non-teaching staff	<ul style="list-style-type: none"> • They are guided by faculty members whenever required. • Leave provided to the non-teaching staff for their academic and professional growth.
39.	Healthy practices of the institution	<ul style="list-style-type: none"> • Teachers students interaction is encouraged. • Students are free to discuss their grievances with the teachers.
40.	Linkages developed with National/ International, Academic/ Research	<ul style="list-style-type: none"> • Signed MOU's with Kota Open University, IGNOU, MPBOU Planning to have linkage with UNICEF (Indore region)

	bodies	
41.	Any other relevant information the institution wishes to add	<ul style="list-style-type: none"> • Planning for SAP DRS Phase III. • Planning Self Financed M.Ed. Course. • Improvement in infrastructure.

PART C: DETAILED PLANS OF THE INSTITUTION FOR NEXT YEAR:

- To seek increase in seats for M.Ed
- To Procure SAP DRS Phase III
- Full Library Automation
- Infrastructural Improvement
- Up gradation of Laboratories
- Curriculum revision at M.Ed. and M.Phil. level
- Establishment of Parent –Teacher association
- Introducing Departmental Research journal
- Organizing Workshops and Seminars at National level
- Initiating Self-financed courses like NTT, M.Ed. (part time) etc
- Planning to provide Community Extension Services to children of Disadvantaged Groups and Tribal areas

Name & Signature of Coordinator IQAC

School of Education

Name & Signature of Head,

School of Education