



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1.Name of the Institution

KAUTILYA WOMEN TEACHER'S TRAINING COLLEGE

- Name of the Head of the institution **Dr. Mahendra Kumar Upadhyay**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Alternate phone No. **9602055950**
- Mobile No: **9602055950**
- Registered e-mail ID (Principal) **kautilyattcollege@rediffmail.com**
- Alternate Email ID **kautilyattcollege@rediffmail.com**
- Address **NH - 27, Bypass Rawat Bhatta Road, Nayagaon**
- City/Town **Kota**
- State/UT **Rajasthan**
- Pin Code **324010**

##### 2.Institutional status

- Teacher Education/ Special Education/Physical Education: **Teacher Education**
- Type of Institution **Women**

- Location **Urban**
- Financial Status
- Name of the Affiliating University **Kota University**
- Name of the IQAC Co-ordinator/Director **Brijesh Kumar**
- Phone No. **8426832359**
- Alternate phone No.(IQAC) **8426832359**
- Mobile (IQAC) **8426832359**
- IQAC e-mail address **kautilyattcollege@rediffmail.com**
- Alternate e-mail address (IQAC) **kautilyattcollege@rediffmail.com**

**3.Website address**

- Web-link of the AQAR: (Previous Academic Year) [https://www.kautilyacollege.com/](https://www.kautilyacollege.com/uploads/topics/16906181135044.pdf)  
<https://www.kautilyacollege.com/uploads/topics/16906181135044.pdf>

**4.Whether Academic Calendar prepared during the year? No**

- if yes, whether it is uploaded in the Institutional website Web link:

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>1.88</b>	<b>2012</b>	<b>05/07/2012</b>	<b>04/07/2017</b>

**6.Date of Establishment of IQAC 11/08/2011****7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.**

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>	<b>00</b>

**8.Whether composition of IQAC as per latest Yes**

## NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

### 9.No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- (Please upload, minutes of meetings and action taken report) [View File](#)

### 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Orientation and talent search Program was organized

Wall Magazine displayed regularly

Open Air session conducted.

ICT workshop, class room seminar conducted and language lab was used by the student teachers for simulating teaching and lesson planning

Solar panels were installed for green energy.

### 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
Orientation and talent search program be organized	Organized
Solar panels on the roof of the institution be installed for green energy	Installed
Student teachers be motivated for ICT workshop, class room seminar and language lab for simulating teaching, lesson planning and developing communication skill.	Events organized
Open Air Session be conducted for sports and cultural activities	Conducted

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Management committee of the institution	26/07/2023

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	KAUTILYA WOMEN TEACHER'S TRAINING COLLEGE
• Name of the Head of the institution	Dr. Mahendra Kumar Upoadhyay
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	9602055950
• Mobile No:	9602055950
• Registered e-mail ID (Principal)	kautilyattcollege@rediffmail.com
• Alternate Email ID	kautilyattcollege@rediffmail.com
• Address	NH - 27, Bypass Rawat Bhatta Road, Nayagaon
• City/Town	Kota
• State/UT	Rajasthan
• Pin Code	324010
<b>2.Institutional status</b>	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Women
• Location	Urban
• Financial Status	

• Name of the Affiliating University	Kota University				
• Name of the IQAC Co-ordinator/Director	Brijesh Kumar				
• Phone No.	8426832359				
• Alternate phone No.(IQAC)	8426832359				
• Mobile (IQAC)	8426832359				
• IQAC e-mail address	kautilyattcollege@rediffmail.com				
• Alternate e-mail address (IQAC)	kautilyattcollege@rediffmail.com				
<b>3.Website address</b>	<a href="https://www.kautilyacollege.com/">https://www.kautilyacollege.com/</a>				
• Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.kautilyacollege.com/uploads/topics/16906181135044.pdf">https://www.kautilyacollege.com/uploads/topics/16906181135044.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.88	2012	05/07/2012	04/07/2017
<b>6.Date of Establishment of IQAC</b>			11/08/2011		
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.</b>					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
NIL	NIL	NIL	Nil	00	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>(Please upload, minutes of meetings and action taken report)</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Orientation and talent search Program was organized		
Wall Magazine displayed regularly		
Open Air session conducted.		
ICT workshop, class room seminar conducted and language lab was used by the student teachers for simulating teaching and lesson planning		
Solar panels were installed for green energy.		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).</b>		

Plan of Action	Achievements/Outcomes
Orientation and talent search program be organized	Organized
Solar panels on the roof of the institution be installed for green energy	Installed
Student teachers be motivated for ICT workshop, class room seminar and language lab for simulating teaching, lesson planning and developing communication skill.	Events organized
Open Air Session be conducted for sports and cultural activities	Conducted
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Management committee of the institution	26/07/2023
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	21/12/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>This college of education is imparting education in the field of commerce, humanities and science subjects. From session 2018-19 the institution has introduced B. Sc./ B. A. B. Ed. integrated courses in the campus.</p>	
<b>16. Academic bank of credits (ABC):</b>	
NIL	



**17.Skill development:**

The institution organizes 3 days ICT workshop every year for the newly admitted students and newly recruited faculty members. Students are motivated to learn basics of the computer. In computer laboratory students learn use of MS word, preparation of power point slides and preparation of slides for overhead projector. The student teachers also learn about imparting education online. Student teachers learn about preparation of videos which they will be able to forward or send to others. This will help the student teachers in future as the country is moving towards more use of ICT based education. The institution tries its best to make the student teachers competent in their field.

Every student teacher has to give 3 simulating teaching lessons before they proceed for internship. Student teachers learn preparation of class room lesson planning under supervision of faculty members. Black board writing skill is developed in them. Student teachers participate in language laboratory. This practice is mandatory for the student teachers taking admission in I Year class in this institution. The institution has observed that this practice helps the student teachers a lot in removing their stage fear and hesitation in expressing themselves. Communication skill is developed which is essential for their job nature.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Students admitted to this institution are resident of different parts of the Rajasthan. Rajasthan has been divided into five regions. All regions have some difference in language and culture. The institution identifies students coming from different parts and probes them to introduce the cultural activities of their region. In this way students of other regions also come to know about the cultural values of other regions of Rajasthan.

The institution has developed proper language laboratory in the campus. Group of student teachers attend the classes assigned to them by teacher-in-charge. Faculty members of English, Hindi and Sanskrit take these classes. Student teachers are given training for these languages. The faculty members generally teach in Hindi language.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The institution certainly focuses on outcome based education. For the betterment of the outcome, the institution holds term examination twice a year. The examination paper is set by the faculty members as per the university examination paper. Marks of one of the term exam are forwarded to the affiliating university and these marks are included in the final result declared by the affiliating university. Therefore the marks of this term exam are not disclosed to the student teachers. The answer sheets of other term exam are handed over to the student teachers so that they may review before going for final university exams. This practice help them in securing better marks in the final examination.

#### 20.Distance education/online education:

NIL

### Extended Profile

#### 1.Student

2.1	727
Number of students on roll during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	300
Number of seats sanctioned during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	146
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

File Description	Documents
Data Template	<a href="#">View File</a>

2.4	237
Number of outgoing / final year students during the year:	

File Description	Documents
Data Template	<a href="#">View File</a>
2.5 Number of graduating students during the year	237
File Description	Documents
Data Template	<a href="#">View File</a>
2.6 Number of students enrolled during the year	300
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Institution</b>	
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	21.62
4.2 Total number of computers on campus for academic purposes	54
<b>3. Teacher</b>	
5.1 Number of full-time teachers during the year:	57
File Description	Documents
Data Template	<a href="#">View File</a>
Data Template	No File Uploaded
5.2 Number of sanctioned posts for the year:	57
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Planning</b>	

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

The institution is affiliated to Kota University, Kota. It has to follow the curriculum provided by the affiliating university. However the institution has a well-planned mechanism to deliver the contents of the curriculum to all its student teachers. The institution prepares its calendar indicating all curricular and co-curricular activities. This calendar is prepared under the supervision of the IQAC of the institution.

The calendar prepared is circulated among all student teachers by displaying on the notice board and on the website of the institution. Therefore all students are well aware of the academic activities of the campus at the start of the session. Duration for Block teaching, micro teaching, preparation of lessons, procedure for selection of contents, workshop for preparation of OHP/ power point slides etc. are clearly demarcated in the calendar as academic part. An orientation programme is arranged by the IQAC for the newly admitted students. In the orientation programme all activities to be organized in the campus are explained in detail to all studen

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	<a href="#">View File</a>
Plan developed for the academic year	<a href="#">View File</a>
Plans for mid- course correction wherever needed for the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice**

**B. Any 5 of the above**

teaching schools Employers Experts Students Alumni	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	<a href="#">View File</a>
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers</b>	<b>B. Any 3 of the Above</b>
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	Nil
Prospectus for the academic year	<a href="#">View File</a>
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available</b>	
<b>1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year</b>	
2	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	No File Uploaded
Any other relevant information	Nil
<b>1.2.2 - Number of value-added courses offered during the year</b>	
00	
<b>1.2.2.1 - Number of value-added courses offered during the year</b>	
00	
File Description	Documents
Data as per Data Template	No File Uploaded
Brochure and Course content along with CLOs of value-added courses	No File Uploaded
Any other relevant information	No File Uploaded
<b>1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year</b>	
00	
<b>1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year</b>	

00

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	No File Uploaded
Course completion certificates	No File Uploaded
Any other relevant information	No File Uploaded

**1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance**

Three of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	<a href="#">View File</a>
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

**1.2.5 - Number of students who have completed self-study courses ( online /offline, beyond the curriculum) during the year**

00

**1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year**

00

File Description	Documents
Data as per Data Template	No File Uploaded
Certificates / evidences for completing the self-study course(s)	No File Uploaded
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

During the course all student teachers participate in academic activities like simulating teaching, microteaching, lesson planning, mapping of the content etc. These activities help the student teachers in understanding the vast field of teacher education. Student teachers have liberty to choose the subject of their choice which helps them develop the skill to spread their knowledge. The student teachers of this institution are engaged in Language Laboratory at the entry level. Teachers of this institution train them and remove their hesitation so that they are able to communicate and express themselves. During the course all student teachers poarticipate in various sports and cultural activities which develops an attitude of brotherhoodin them.

File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	No File Uploaded



1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

**Student teachers visit different schools for practice teaching where they learn the practical aspects of education. They maintain the diaries and report their day to day working. They visit all departments of the school so they learn management of the school system.**

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

**During the course professional efficiency of student teachers is developed using various skills of microteaching. All these skills are interconnected. Student teachers use blackboard skill, introduction skill, motivation skill, Questioning skill, explanation skill, stimulus skill etc. These skills develop professional acumen in student teachers.**

File Description	Documents
Documentary evidence in support of the claim	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

#### 1.4 - Feedback System

**1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders.**

**Four of the above**

**Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI**

File Description	Documents
Sample filled-in feedback forms of the stake holders	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following**

Feedback collected, analyzed, action taken and available on website

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## **TEACHING-LEARNING AND EVALUATION**

### **2.1 - Student Enrollment and Profile**

#### **2.1.1 - Enrolment of students during the year**

300

##### **2.1.1.1 - Number of students enrolled during the year**

300

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	<a href="#">View File</a>
Approved admission list year-wise/ program-wise	No File Uploaded
Any other relevant information	No File Uploaded

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

234

#### 2.1.2.1 - Number of students enrolled from the reserved categories during the year

234

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
Final admission list published by the HEI	<a href="#">View File</a>
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	No File Uploaded

### 2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

16

#### 2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

16

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificate of EWS and Divyangjan	<a href="#">View File</a>
List of students enrolled from EWS and Divyangjan	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

The institution organizes an orientation and talent search programme for newly admitted student teachers in the campus. During this program teachers monitor the students and participation of student teachers is also observed in various activities organized during the session. Student teachers fill up a form in which they mention their field of interest. On these bases the institution judges the capability and readiness of newly admitted student teachers.

During class teaching teachers identify slow and fast learners. The identified slow learners are given extra attention and they are motivated to participate in all academic activities by the teachers. Remedial classes are organized in the campus.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Documents showing the performance of students at the entry level	No File Uploaded
Any other relevant information	No File Uploaded

**2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic**

Four/Three of the above

<b>Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs</b>	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the activities to address the student diversities	<a href="#">View File</a>
Reports with seal and signature of Principal	<a href="#">View File</a>
Photographs with caption and date, if any	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity</b>	One of the above
File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	No File Uploaded
Reports with seal and signature of the Principal	No File Uploaded
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.2.4 - Student-Mentor ratio for the academic year</b>	

14:1

**2.2.4.1 - Number of mentors in the Institution**

50

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3 - Teaching- Learning Process**

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

The institution provides multiple mode approach. The teachers of this institution give emphasis and also ask the student teachers to use models, charts where ever it is possible. group discussions are arranged, brain-storming session is conducted. Student teachers are given some problems from their curriculum and they solve it. The practice provides an opportunity to student teachers to develop reasoning aptitude in them. The teachers use audio-visual aids during their class room teaching and also provide PDFs as study material. They have prepared certain videos related to the curriculum. Teachers frequently use charts, globe, flow charts, diagrams, maps, quiz, group discussions, debate and guest lectures etc so that student teachers may learn better by visualizing the content related material. Student teachers participate in various rallies and camps organized by the institution so that they may learn social responsibilities.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	No File Uploaded
Any other relevant information	No File Uploaded

**2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with**

### Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

57

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to LMS	Nil
Any other relevant information	No File Uploaded

### 2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

633

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Programme wise list of students using ICT support	<a href="#">View File</a>
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

**2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports**

Four of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<a href="#">View File</a>
Geo-tagged photographs wherever applicable	No File Uploaded
Link of resources used	Nil
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

All student teachers are mentored regularly and continuously in the campus. Students remain in contact with the teacher through student mentor. All activities of the student teachers remains in the knowledge of the administration.

The institution organizes an orientation programme and talent search programme for newly admitted student teachers in the campus. During these programmes teachers monitor the students and participation of students is observed in various activities organized during the session. Student teachers also fill up a form in which they mention their field of interest. On these bases the institution judges the capability and readiness of newly admitted student teachers.

During class teaching teachers identify slow and fast learners. Slow learners identified by the teachers are given extra attention and they are motivated to participate in all academic activities.

All student teachers have been allotted four houses. All sports and cultural activities are conducted through houses under supervision of teachers. This helps in developing team working nature in student teachers and they are monitored by the faculty members. Student teachers belong to different parts of Rajasthan. While working together they share their cultural and regional diversity.



File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading &amp; discussion on it Discussion on recent policies &amp; regulations Teacher presented seminars for benefit of teachers &amp; students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global</b>	Four of the above
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded
2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students	
<p>Student teachers learn to explain topics using different examples. Teacher strain student teachers to explain topics using a variety of examples. Student teachers learn to use models, charts, experiments to explain topics. Audio-visual method is also a good approach to explain. Group discussions are arranged, Class room seminars by teachers and student teachers are conducted. During class room teaching teachers conduct question answer session, student teachers are given problem which they answer spontaneously. SUPW activities are organized during open air session which provides student teachers an opportunity to bring out their creativity. Social activities are regular activity in the campus.</p>	

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

## 2.4 - Competency and Skill Development

**2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include**  
**Organizing Learning (lesson plan)**  
**Developing Teaching Competencies**  
**Assessment of Learning Technology Use and Integration**  
**Organizing Field Visits**  
**Conducting Outreach/ Out of Classroom Activities**  
**Community Engagement**  
**Facilitating Inclusive Education**  
**Preparing Individualized Educational Plan(IEP)**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	No File Uploaded
Reports of activities with video graphic support wherever possibl	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning**

Eight /Nine of the above

<b>Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement</b>	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports and photographs / videos of the activities	No File Uploaded
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback</b>	Three of the above
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group</b>	Four of the above

<b>activities Performance tests Oral assessment Rating Scales</b>	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples prepared by students for each indicated assessment tool	No File Uploaded
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations</b>	Four of the above
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of each response selected	No File Uploaded
Sample evidence showing the tasks carried out for each of the selected response	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement</b>	All of the above

**in preparatory arrangements**  
**Executing/conducting the event**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence showing the activities carried out for each of the selected response	No File Uploaded
Report of the events organized	No File Uploaded
Photographs with caption and date, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study**

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples of assessed assignments for theory courses of different programmes	No File Uploaded
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

As per the State Government policy school for internship are identified and allotted by them. The institution prepares and trained the student teachers for internship through simulating teaching, preparation of lesson plans, mapping of content, identification of text material etc. The institution holds collective session of student teachers before they go for internship. Each student teacher is provided with a set of diaries. Student teachers report their academic activities in these diaries and this is checked by the teacher concerned. After

the session is over, these diaries are sent to the affiliating university.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.4.9 - Number of students attached to each school for internship during the academic year

##### 2.4.9.1 - Number of final year students during the academic year

237

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Plan of teacher engagement in school internship	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports**

Nine/All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sample copies for each of selected activities claimed	<a href="#">View File</a>
School-wise internship reports showing student engagement in activities claimed	<a href="#">View File</a>
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	<a href="#">View File</a>

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Student teachers are sent to different Government schools by the State Government. The internship letter is received by the student teachers. The institution relieves the student teacher for internship. After the internship is completed, the student teachers are relieved by the school and they report back to the institution. The institution does not have any direct contact with the school.

File Description	Documents
Documentary evidence in support of the response	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School\* Teachers Principal / School\* Principal B. Ed Students / School\* Students (\* 'Schools' to be read as "TEIs" for PG programmes)**

Three of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job**

Two of the above

readiness	
File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	<a href="#">View File</a>
Five filled in formats for each of the aspects claimed	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>2.5 - Teacher Profile and Quality</b>	
<b>2.5.1 - Number of fulltime teachers against sanctioned posts during the year</b>	
57	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<a href="#">View File</a>
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.5.2 - Number of fulltime teachers with Ph. D. degree during the year</b>	
9	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>2.5.3 - Number of teaching experience of full time teachers for the during the year</b>	
57	
<b>2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic</b>	



<b>year</b>	
57	
File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<p>2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations</p> <p>The institution arranges guest lectures in the campus. The faculty members frequently talk on about the information or news related to changes in syllabus, government policy or declarations whenever announced. During their stay in the institution faculty members discuss different topics and views are exchanged. While taking classes faculty also come across new ideas adopted by them.</p>	
File Description	Documents
Documentary evidence to support the claim	No File Uploaded
Any other relevant information	No File Uploaded
<b>2.6 - Evaluation Process</b>	
<p>2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words</p> <p>For the Continuous Internal Evaluation of the student teachers, the institution uses mentoring system and extra-curricular activities organized in the campus. For watching regular activities and performance of the student teacher admitted to this institution, institutional mentoring system helps a lot. Each student teacher remains in contact with the teacher-in-charge. Through regular monthly meeting, all activities of the students remain in the knowledge of all faculty members and the Principal. At the start of the academic session. Along with the release of the calendar, student teachers are simultaneously allotted their houses. In the campus all student teachers participate through their respective houses. In the calendar prepared by the IQAC cell all academic activities are clearly indicated. Since all co-curricular activities are also conducted as per the schedule</p>	

indicated in the calendar, each student participates in the activity of her interest. The House captain and vice-captain are the senior student teachers to whom student teachers contact to participate in the activities. These House captains and vice-captains remain in contact with the teacher-in-charge of the house. This system helps the institution in continuous internal evaluation.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

**2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually**

Two of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	<a href="#">View File</a>
Details of provisions for improvement and bi-lingual answering	No File Uploaded
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	<a href="#">View File</a>

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The university has reevaluation scheme for students. Any student who wishes to get his/ her answer sheet reevaluated, can follow the procedure laid down by the university and his copies can be

rechecked.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

In the academic calendar of the institution all dates are declared after consulting concerned persons. Similarly the dates for term examinations are also declared after consulting examination committee. Up-till last year the institution has maintained the schedule announced in the academic calendar. This year due to covid19pandemic situation the state government announced lock down, thereafter only 50 percent of students were allowed to report. The institution abided by the instructions issued by the government and department. Therefore only one term exam was conducted.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

The student teachers are trained to achieve their goals. Student teachers have choice to opt for the paper of their choice in their stream. After graduating in the field of education they are able to pursue further courses from other universities or institutions. The institution tries its best to make the student teachers aware of all recent developments taking place in this field. Student teachers passing out from this institution are well aware of various methods, skills, tools etc. The institution tries to make the student teachers competent in all respects. The student teachers are made academically, culturally, morally and socially

sound during the course period.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Result sheet for each year received from the Affiliating University	<a href="#">View File</a>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The student teachers passing out with the degree of B. Ed., B. A. B. Ed., B. Sc. B. Ed. programmes are capable of guiding the next generation. These programmes train them and develop a skill to express & communicate their views, to inculcate moral values, build national character in them which would groom the school going students in a similar way for future.

Student teachers are engaged in social activities to develop social responsibilities, schools are the best places where moral values and ethics can be imbibed in the school students - the upcoming generation. The society as well as the nation will be benefitted by it.

The programme provides an opportunity to student teachers the know how of the latest technology and they also know, how to be up dated with the updation in technology. The student teachers after completion of the programme are able to update school students with skill and latest technology, which certainly will help them in future.

The institution is imparting education in Commerce, Humanities and

Science streams. After passing with the specific subjects of their choice, the student teachers are able to pursue higher studies like Post Graduation, Master of Philosophy and Doctorate.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 2.7.4 - Performance of outgoing students in internal assessment

##### 2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

237

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<a href="#">View File</a>
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

When newly selected student teachers are admitted, the institution assess the student teachers on the basis of initial performance in class, behaviour with the co student teachers, attitude with others, previous academic record, their activities through student mentors, field of interest as they declared during talent search programme. Thereafter teachers decides the number of simulating teaching session are required to increase or not, whether student teacher need some extra guidance, whether he needs to be counselled. All these factor works very well and positive results are seen in the student teachers. Many student teachers feel shy in expressing or participating in activities. When they counselled

and after taking classes in language laboratory a noticeable change in them was observed. Their attitude, way of working was changed

File Description	Documents
Documentary evidence in respect to claim	No File Uploaded
Any other relevant information	No File Uploaded

## 2.8 - Student Satisfaction Survey

### 2.8.1 - Online student satisfaction survey regarding teaching learning process

<https://www.kautilyacollege.com/uploads/topics/16920990038201.pdf>

## RESEARCH AND OUTREACH ACTIVITIES

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

00

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

00

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.1.3 - In-house support is provided by the institution to teachers for research purposes

One of the above

**during the year in the form of Seed money for doctoral studies / research projects  
Granting study leave for research field work  
Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document detailing scheme of incentives	No File Uploaded
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports**

One of the above

File Description	Documents
Documentary evidences in support of the claims	No File Uploaded
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

### 3.2 - Research Publications

#### 3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year

00

File Description	Documents
Data as per Data Template	No File Uploaded
First page of the article/journals with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

00



File Description	Documents
Data as per Data Template	No File Uploaded
• First page of the published book/chapter with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	No File Uploaded
Any other relevant information	No File Uploaded

### 3.3 - Outreach Activities

#### 3.3.1 - Number of outreach activities organized by the institution during the year

##### 3.3.1.1 - Total number of outreach activities organized by the institution during the year

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 3.3.2 - Number of students participating in outreach activities organized by the institution during the year

##### 3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

518

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	<a href="#">View File</a>
Report of each outreach activity with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

518

#### 3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

518

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the claim along with photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The institution has vision and mission to inculcate social values in the student teachers. The institution organizes various social activities in rural area, guest lecture are organized to make them aware. All student teachers are motivated to participate, to visit the villages so that they personally feel connected.

File Description	Documents
Relevant documentary evidence for the claim	No File Uploaded
Report of each outreach activity signed by the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

00

File Description	Documents
Data as per Data Template	No File Uploaded
Appropriate certificates from the awarding agency	No File Uploaded
Any other relevant information	No File Uploaded

### 3.4 - Collaboration and Linkages

#### 3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

3

##### 3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	No File Uploaded
Any other relevant information	No File Uploaded

#### 3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

00

File Description	Documents
Data as per Data Template	No File Uploaded
Copies of the MoU's with institution / industry/ corporate houses	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges</b></p>	None of the above
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File Description	Documents
Data as per Data Template	No File Uploaded
Report of each activities with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution is running B. Ed., BA/BSc. B.Ed. and D. El. Ed. courses and grant of recognition has been received from NCTE and affiliation from University of Kota and Government of Rajasthan..

As per norms of the NCTE physical infrastructure required for these courses is as follows: Class Rooms, Seminar Hall , Library with reading room facility 1,Principal office 1, Office 1, Staff

room, ET Laboratory 1, Science Laboratory 1, Psychology Laboratory 1, Computer laboratory 1, SUPW room 1, separate Botany lab 1, Chemistry Lab 1, Mathematics lab 1, Physics Lab 1 and Zoology lab 1, Indoor sports room 1, facility for outdoor sports.

Presently the institution has Class Rooms: 40, Smart class room 2, Seminar Halls 2, Library with reading room facility 1, Principal office 1, Office 1, Staff room 1, ET Laboratory 1, Science Laboratory 1, Psychology Laboratory 1, Computer laboratory 1, SUPW room 1, separate Botany lab 1, Chemistry Lab 1, Mathematics lab 1, Physics Lab 1 and Zoology lab 1, Home Science Lab 1, Geography Lab 1, Language Laboratory 1, Indoor sports room 1, facility for outdoor sports, Wash room facilities on each floor, Generator Room 1, Pantry 1.

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

**4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.**

**4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities**

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Link to relevant page on the Institutional website	Nil
Any other relevant information	No File Uploaded

**4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)**

00

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## 4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

Library Management System was purchased by the institution in the year 2017. The library is partially automated. The institution is planning to make the library fully automated. Till date only issuing and deposits of books are done with this system.

File Description	Documents
Bill for augmentation of library signed by the Principal	No File Uploaded
Web-link to library facilities, if available	Nil
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The institution does not have remote access to library.

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	No File Uploaded
Any other relevant information	No File Uploaded

**4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu**

**Shodhganga e-books Databases**

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	No File Uploaded
E-copy of the letter of subscription /member ship in the name of institution	No File Uploaded
Any other relevant information	No File Uploaded

**4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)**

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File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	No File Uploaded
Any other relevant information	No File Uploaded

**4.2.5 - Per day usage of library by teachers and students during the academic year****4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year**

300

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<a href="#">View File</a>
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	No File Uploaded

**4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways**  
**Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College**

None of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Any other relevant information	No File Uploaded

### 4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The institution procures computers, laptops, white board etc as the time table and infrastructure committees recommend to IQAC. The wi-Fi- facility is regularly updated. Last updation was done on



File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.3.2 - Student – Computer ratio during the academic year

1:15

File Description	Documents
Data as per data template	<a href="#">View File</a>
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	No File Uploaded
Any other relevant information	No File Uploaded

#### 4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

E. < 50 MBPS

File Description	Documents
Receipt for connection indicating bandwidth	No File Uploaded
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	<a href="#">View File</a>
Any other relevant Information	No File Uploaded

#### 4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to videos of the e-content development facilities	Nil
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	Nil
Any other relevant information	No File Uploaded

#### 4.4 - Maintenance of Campus and Infrastructure

##### 4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

3.58

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	No File Uploaded
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

The head of the institution constitutes various committees like maintenance, infrastructure, and purchase committees. After the completion of academic session, all departmental heads inform regarding any equipment maintenance work, plumber and electrician related work required in their departments. Maintenance committee members visit all class rooms, library, laboratories etc. to finalize if any repairing work is needed. All proposals are submitted to the IQAC. The infrastructure committee is informed by the IQAC regarding maintenance work required in the campus. The infrastructure committee obtains the estimate for it and a proposal is submitted to the head of the institution. The head of

the institution discusses the matter with the management committee and obtains the financial approval. After obtaining the financial approval, the work is completed under supervision of the committees. For maintaining the equipment the dealer from whom it was purchased is contacted. The institution prefers to get the equipment repaired by the company/ supplier. For maintaining computers local computer distributors are contacted by the maintenance committee and get it repaired.

File Description	Documents
Appropriate link(s) on the institutional website	<a href="https://www.kautilyacollege.com/sitePages/topic/126">https://www.kautilyacollege.com/sitePages/topic/126</a>
Any other relevant information	No File Uploaded

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning**

Five fo the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	No File Uploaded
Sample feedback sheets from the students participating in each of the initiative	No File Uploaded
Photographs with date and caption for each initiative	No File Uploaded
Any other relevant information	No File Uploaded

**5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable**

Seven/Eight of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

E. None of the above

File Description	Documents
Data as per Data Template for the applicable options	No File Uploaded
Institutional guidelines for students' grievance redressal	No File Uploaded
Composition of the student grievance redressal committee including sexual harassment and ragging	No File Uploaded
Samples of grievance submitted offline	No File Uploaded
Any other relevant information	No File Uploaded

<b>5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)</b>	One of the above
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File Description	Documents
Data as per Data template	No File Uploaded
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	No File Uploaded
Report of the Placement Cell	No File Uploaded
Any other relevant information	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
0	0

File Description	Documents
Data as per Data Template	No File Uploaded
Reports of Placement Cell for during the year	No File Uploaded
Appointment letters of 10 percent graduates for each year	No File Uploaded
Any other relevant information	No File Uploaded

### 5.2.2 - Number of student progression to higher education during the academic year

#### 5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

0

File Description	Documents
Data as per Data Template	No File Uploaded
Details of graduating students and their progression to higher education with seal and signature of the principal	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

### 5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

0

File Description	Documents
Data as per Data Template	No File Uploaded
Copy of certificates for qualifying in the state/national examination	No File Uploaded
Any other relevant information	No File Uploaded

### 5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The student council is by nomination. Meritorious students are nominated for various posts by the head of the institution. The institution has adopted this practice with the view that the students having good academic background will certainly help the institution in raising academic environment in the campus. This practice has given really appreciable results. Such student council involves itself in all college activities with a positive approach. The institution also has adopted the practice of decentralizing its power by the involvement of student teachers in various administrative committees. Involvement of student teachers in these committees provides an opportunity to them to learn about the working of various committees. It increases the decision making power of these students and makes them responsible towards their duties. The student teachers learn about the working in the institution, organizing of different activities, value of cooperative behaviour, how to get the work done from juniors/ seniors/ non-teaching staff etc. In these committees students are given opportunity to participate as active members. This practice helps in overall development of student teachers. Many of the student teachers after joining their jobs in various schools realized the same and have also expressed their experiences

File Description	Documents
Copy of constitution of student council signed by the Principal	No File Uploaded
List of students represented on different bodies of the Institution signed by the Principal	No File Uploaded
Documentary evidence for alumni role in institution functioning and for student welfare	No File Uploaded
Any other relevant information	No File Uploaded

5.3.2 - Number of sports and cultural events organized at the institution during the year

18

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of the events along with the photographs with captions and dates	<a href="#">View File</a>
Copy of circular / brochure indicating such kind of events	No File Uploaded
Any other relevant information	No File Uploaded

#### 5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

The alumni association is not rgistered. Alumni helpthe institution in organizing social events.

File Description	Documents
Details of office bearers and members of alumni association	No File Uploaded
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	No File Uploaded

**5.4.2 - Alumni has an active role in the regular institutional functioning such as  
Motivating the freshly enrolled students  
Involvement in the in-house curriculum development  
Organization of various activities other than class room activities  
Support to curriculum delivery  
Student mentoring  
Financial contribution  
Placement advice and support**

One/Two of the above



File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	No File Uploaded
Any other relevant information.	No File Uploaded

#### 5.4.3 - Number of meetings of Alumni Association held during the year

1

File Description	Documents
Data as per Data Template	No File Uploaded
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	No File Uploaded
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

**NIL**

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students

and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

One of the visions and missions of the institution is to inculcate administrative and leadership qualities in student teachers. The institution is of the view that these qualities will help student teachers to be efficient, independent and self-confident in the field of education. To achieve the goal the head of the institution nominates student teachers in various committees. This provides an opportunity to the student teachers to become a part of decision making process. Decision making quality is also enhanced through the participation of student teachers in house tournaments in the campus. The event of house tournament is organized and managed by the student teachers under the supervision of teachers and the committee constituted for it.

All activities in the campus take place in the supervision of teachers. By this the managerial quality is developed in the teachers. Newly selected teachers are also given a chance to learn management of the events. When teachers, student teachers and other staff members work together they understand each other and a cooperative attitude is developed in them.

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

The head of the institution constitutes various committees so that the work responsibilities may be distributed among faculty members. These committees work independently under his supervision. Whenever the committee feels need of any assistance, they contact the head of the institution. The teacher in charge of the committee is called convener and in every committee (except in

examination committee) there is participation of student teachers admitted in this institution.

These constituted committees and clubs work independently and coordinate with other committees to know about the requirements. At the end of the session they submit their reports to the head of the institution. After compiling the reports of all committees, the head of the institution prepares his annual report. This report is forwarded to the Secretary/ President of the managing committee to place before the management committee in the meeting. In all committees except examination committees, student teachers are nominated. They also participate in the functioning of the institution. This also helps the institution in making student teachers understand about the working of the institution and in developing decision making skill among them.

File Description	Documents
Relevant documents to indicate decentralization and participative management	No File Uploaded
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

In the institution work is distributed and organized through various committees, which are given freedom to work independently. In financial matters the committees like purchase, infrastructure, maintenance etc obtain estimates and put forward a proposal. The financial approval is taken and then the work starts. The time table committee prepares the academic calendar and time table for the session making optimum use of the infrastructure. Examination committee takes the decision to organize two term exams and get the examination material etc. ready in time. These dates are communicated to the IQAC for inclusion in academic calendar. The calendar is discussed in the meeting of IQAC and then finalized. The administrative committees like discipline, parking committee, work independently. They are responsible for maintaining discipline in the campus. Sports committee independently proposes the dates of house tournament to IQAC. These dates are incorporated in academic calendar so the student teachers are aware of the duration of events well in advance. Open Air Session committee in cooperation with sports committee decides the dates for cultural programmes and other events. All social activities

are decided by the IQAC.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	No File Uploaded
Any other relevant information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

The management committee of the institution has developed a mechanism for the smooth working in the institution. The head of the institution, Principal reports directly to the President of the management committee. The Principal constitutes some internal committees. These committees report their working to the IQAC. In this way all powers and duties are distributed in the channel. The institution is planning to start new academic courses in the coming years. For this it has prepared the required infrastructural facilities in the campus.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	Nil
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

The institution has a well-defined functioning of the institutional bodies. The management runs the institution and provides financial assistance as per requirement. Administrative authority is with the head of the institution ie the Principal. The principal declares some administrative committees for the smooth day to day working. These committees are assigned duties and they report to the IQAC. These committees call meetings and decide the agenda and work is distributed among members. Student teachers are also nominated in these committees. These nominated

student teachers also help the faculty members and learn the working in educational institution. The institution has uploaded its organogram on its web site. Ongoing through the organogram working and function of the institution is very clear. The institution has managing director who directly reports to the president. Two directors are also working under managing director.

File Description	Documents
Link to organogram on the institutional website	Nil
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

**6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Screen shots of user interfaces of each module	No File Uploaded
Annual e-governance report	No File Uploaded
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

The IQAC every year decides to hold open air session in the campus. The open air session is one of the most favourite activities in the campus. Through this event students participate in various co-curricular activities. Sports and cultural activities are parts of this activity. The institution plans this activity for one week. Three days are for sports activity and two days are for cultural activities. Last day is for prize

distribution. Student teachers enthusiastically wait for this activity. This activity is managed and completed by student teachers under supervision of the teachers and committee constituted by the Principal. This event being event of the students is completed with great success.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<a href="#">View File</a>
Action taken report with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

**NIL**

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend seminars / conferences / workshops and towards membership fees of professional bodies during the year**

**00**

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

**6.3.3 - Number of professional development /administrative training programmes organized by the institution for teaching and non-teaching staff during the year.**

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochures / Reports along with Photographs with date and caption	<a href="#">View File</a>
List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

**6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes**

00

File Description	Documents
Data as per Data Template	No File Uploaded
Copy of Course completion certificates	No File Uploaded
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

**NIL**

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	No File Uploaded
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

#### **6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

Financial auditing is a regular process in this institution. For internal audit a committee is constituted which comprises of three faculty members, one accounts department representative. They audit the accounts every year and submit their report to the Principal of the institution. This report is placed before the Chairman of the managing committee. For external audit, auditors are appointed by the management committee. After finalization of accounts, statutory financial audit report is submitted to the management committee every year.



File Description	Documents
Report of Auditors of during the year signed by the Principal.	No File Uploaded
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

#### 6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

00

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

The institution has well established procedure for the mobilization of funds. The management committee runs two institutions under one umbrella. All financial controlling is with the management committee. Every year, institutional budget is prepared by the heads of all institutions. The management committee approves their budget and accordingly finances are made available. The management committee arranges the funds if extra finances are needed. If extra amount is in the accounts of the institution then it is transferred to the accounts of management committee. The requirement and optimum utilization of funds is assessed by the management committee in the budget submitted.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

The IQAC has an immensely significant role for institutionalising the quality assurance strategies. The institution has adopted a process in which all committees constituted by the Principal of the institution report to the IQAC. The decisions related to academics, increase in infrastructure, procurement or policy are taken in the meeting of the IQAC. Academic calendar is finalized by the IQAC after submission of dates of events by other related committees. The committees submit their report to the IQAC on completion of the work assigned to them. When IQAC receives reports from all the committees, it prepares the annual report. This annual report is submitted to the management committee by the Principal. All financial approvals are obtained before starting the work. Concerned committees submit their financial proposal/estimate to the IQAC. Financial approval is obtained from the management committee.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	No File Uploaded
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

All committees constituted and working in the campus submit their reports after completion of the activity to the IQAC. Likewise the timetable committee, examination committee, discipline committee submit their reports. The IQAC goes through the reports and clears

its query, if any. After receiving the reports from all the committees, the IQAC prepares annual report of the institution. This report is handed over to the Principal. The principal reviews this report and then submits it to the management committee. In this way the IQAC reviews the activities at regular intervals. Organization of Internal seminar by faculty members, guest lectures are taken care of by IQAC.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

### 6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

4

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of the work done by IQAC or other quality mechanisms	No File Uploaded
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	No File Uploaded
Any other relevant information	No File Uploaded

**6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF**

One of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to the minutes of the meeting of IQAC	Nil
Link to Annual Quality Assurance Reports (AQAR) of IQAC	Nil
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	No File Uploaded
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

After the first accreditation of the institution, the institution has taken one step ahead in the field of ICT. Up till first cycle, the institution was more frequently using overhead slides and power point presentations. Now the faculty members have been motivated to prepare the videos of their lectures. These videos are shared in the whatsapp groups of respective classes. During covid19 pandemic the institution was worried about providing reading and text material to its student teachers. The faculty members of the institution started sharing PDF files of the text material along with videos to student teachers. Another quality initiative taken by the IQAC is of wall magazine. The concept of wall magazine has been introduced in this institution from session 2019-20. The institution has now provided a platform to the student teachers where they can show their hidden talent. They can display their written short stories, poems, graphics, photographs, cartoons and even encouraging printed stories from books, magazines and other literary material. The student teachers have very much appreciated this activity.

File Description	Documents
Relevant documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

The institution has a policy to conserve energy. Rajasthan is a State where optimum use of solar energy can be made. The institution has installed solar panels for this purpose. The State Government is also encouraging to install solar energy panels.

File Description	Documents
Institution's energy policy document	No File Uploaded
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The institution is concerned with cleanliness in the campus. To remove dried shed leaves, other organic waste like paper etc. the institution has prepared a pit at the back of the building. All the waste material is put in there. The waste material slowly gets decomposed and manure is obtained. This manure is utilized in the flower beds in the campus.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant**

One of the above

File Description	Documents
Documentary evidence in support of each selected response	No File Uploaded
Geo-tagged photographs	No File Uploaded
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage**

One of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

For last many years the institution has put separate dustbins for dry and wet waste. The institution has a policy that in day to day working, all students, faculty members, staff members and employers have to clean their surroundings in last 5 minutes before leaving the campus. The institution is maintaining a lush green garden and a botanical garden in the campus. Polythene bags and plastic bottles are not allowed in the campus.

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants**

Two of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	No File Uploaded
Circulars and relevant policy papers for the claims made	No File Uploaded
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

**7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)**

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File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and

challenges in not more than 100 - 200 words

The institution has started student and teacher exchange program with 3 local teacher education institutions. This program helps the faculty members to exchange their views on academic and general issues. After visiting another institution they also learn practically. Their observations help in betterment of the institution. The institution also organizes social activities around the institution where the local residents extend help.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**E. None of the above**



File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	No File Uploaded
Web-Link to the Code of Conduct displayed on the institution's website	No File Uploaded
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)  
Describe any two best practices successfully implemented by the institution as per NAAC format

### First Best Practice

[https://www.kautilyacollege.com/uploads/img/First\\_Best\\_Practice.pdf](https://www.kautilyacollege.com/uploads/img/First_Best_Practice.pdf)

**Title:** Cleanliness Drive of the Campus

#### Goal

To inculcate healthy habits and generate good citizenship qualities in the student teachers.

#### The Context:

INSPIRATION from "SWACHH BHARAT ABHIYAN"

The institution is of the opinion that the students passing out this institution must learn to live a healthy and hygienic life. To develop this quality in the student teachers the institution has adopted the Swachh Bharat Abhiyan initiated by the central government. The institution feels that this drive of the central government will result in enhancement of the image of the country

worldwide. The impact of this drive will be positive on the upcoming generations. This practice will generate a consciousness about the cleanliness and healthy surroundings in the student teachers.

### Second Best Practice

[https://www.kautilyacollege.com/uploads/img/Second\\_Best\\_Practice.pdf](https://www.kautilyacollege.com/uploads/img/Second_Best_Practice.pdf)

**Title:** Development of disciplined student teachers having administrative and leadership qualities in them.

### Goal

To inculcate administrative and leadership qualities in student teachers.

### The Context

The institution has the vision to inculcate discipline, administrative and leadership qualities in the student teachers passing out. These qualities will help them in day to day working and establish them as efficient and self-confident teachers in the working field.

File Description	Documents
Photos related to two best practices of the Institution	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

The institutional vision, priority and thrust is to produce student teachers who can compete globally. For this purpose the institution is committed to provide best infrastructural facilities to the students admitted here. The institution gives exposure in the field of utilization of audio visual aids by conducting workshop in which they are taught about the use of OHP, LCD projectors, preparation of OHP sheets and power point slides, development of effective communication skills using language labs

through Science, Hindi, English and Sanskrit clubs, through simulating teaching practice, inculcating administrative qualities by their participation in various committees, houses and house tournaments. The institution also emphasises on its responsibility towards the society. The student teachers are engaged in social activities by their participation in nukkad natak, bringing awareness in the society through rallies to remove societal evils like girl child foeticide, dowry, etc. The institution tries to imbibe cleanliness in the nature of student teachers by involving them to clean their surroundings at the end of the day and also motivate them to have a hygienic environment. Apart from the curriculum, the institution tries to produce student teachers having good citizenship qualities.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	No File Uploaded
Any other relevant information	No File Uploaded