YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**UNION CHRISTIAN TRAINING COLLEGE**
• Name of the Head of the institution	**DR. SASIM KABIRAJ THAKUR**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Alternate phone No.	**03482255254**
• Mobile No:	**9932886234**
• Registered e-mail ID (Principal)	**principaluctc@rediffmail.com**
• Alternate Email ID	**principaluctc@rediffmail.com**
• Address	**107 NETAJI ROAD P.O+P.S-BERHAMPORE**
• City/Town	**BERHAMPORE**
• State/UT	**WEST BENGAL**
• Pin Code	**742101**
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	**Co-education**
• Location	**Urban**

• Financial Status	Grants-in aid
• Name of the Affiliating University	The West Bengal University of Teachers' Training, Education Planning and Administration
• Name of the IQAC Co-ordinator/Director	DR. GOPAL CHANDRA PAL
• Phone No.	03482250254
• Alternate phone No.(IQAC)	03482250254
• Mobile (IQAC)	9475021971
• IQAC e-mail address	gchpal1971@gmail.com
• Alternate e-mail address (IQAC)	principaluctc@rediffmail.com
3.Website address	http://www.uctcollege.org
• Web-link of the AQAR: (Previous Academic Year)	chrome-extension://oemmndcbldboiebfnladdacbdfmadadm/https://www.uctcollege.org/download/pdf/AQAR_REPORT_2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	No
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.uctcollege.org

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.72	2009	15/06/2009	14/06/2014
Cycle 2	B+	2.57	2016	16/09/2016	15/09/2021

6.Date of Establishment of IQAC	12/09/2009

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
UNION CHRISTIAN TRAINING COLLEGE	DEVELOPMNT GRANT	UGC	19/03/2014	300000
UNION CHRISTIAN TRAINING COLLEGE	IMPLEMENTATION OF COSA AND ONLINE ADMISSION	SIRECTOR OF PUBLIC INSTRUCTION	04/02/2016	160214
UNION CHRISTIAN TRAINING COLLEGE	VIRTUAL CLASSROOM	DEPUTY SECRETARY TO TO GOVT. OF WEST BENGAL	23/12/2016	300000
UNION CHRISTIAN TRAINING COLLEGE	RESEARCH PROJECT	INDIAN COUNCIL OF HISTORICAL RESEARCH	21/02/2017	142500
UNION CHRISTIAN TRAINING COLLEGE	COMPREHENSIVE IMPACT OF YOGA,MEDITATION AND WELLNESS OF SOCIAL WELLBEING IN 21ST CENTURY	INDIAN COUNCIL OF HISTORICAL RESEARCH	31/07/2019	150000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	2	
• 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	View File	

action taken report)		
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)

1. IQAC OPENED POST GRADUATED COURSES IN EDUCATION UNDER THE UNIVERSITY OF KALYANI . 2. IQAN TRIED TO OPEN NSS IN THE COLLEGE CAMPUS AN HAS APPLIED TO KALYANI UNIVERSITY TO OPEN THE NSS IN OUR CAMPUS. 3. THE IQAC HAS BECOME SUCCESSFUL TO OPEN DIPLOMA IN YOGA EDUCATION, UNDER NSOU THROUGH DISTANCE MODE WITH 30 INTAKE CAPACITY.THIS COURSE IS AN ADDON COURSE. 4. IQAC ALSO TRIYING TO OPEN FITNESS COURSES WITH THE MOU OF NSOU.A COURSE IS ALREADY RUNNING WITH THE MOU OF NSOU

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
ICT based teaching learning environment	**Reflection is found on University result**
Preparing college research committee	**Most of the faculty members received minor research projects**
Value based education	**New building Semi automated library**
Total development	**Wi-fi campus,Teachers room of B.Ped department & HOD room, Basketball ground, Renovation of Conference hall , Woman study room with book bank facility, 6 LCD projecters inclusion in class room,Inverter facility for hostel in main building. Big water filter installation, Innovation of prayer room**

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
BOG	11/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	05/12/2022

15.Multidisciplinary / interdisciplinary

THE COLLEGE IS NOT ONLY RUNNING THE B.ED COURSE SINCE 1938 BUT IT HAS OPENED B.PED COURSE OF STUDY IN 1975 . THE COLLEGE ENHANCED THE INTAKE CAPACITY FROM THE NCTE FROM 100 TO 200 IN B.ED COURSE AND 100 FOR B.PED COURSE.THE NCTE HAS NEVER WITHDRAWN THE RECOGNITION AND INTAKE OF OUR COLLEGE.FURTHER DURING PANDEMIC SITUATION WE OPENED DIPLOMA IN YOGA EDUCATION UNDER THE AFFILIATION OF NSOU AND ALSO WE OPENED M.A IN EDUCATION IN DISTANCE MODE UNDER THE AFFILIATION OF UNIVERSITY OF KALYANI AND OUR CENTRE CODE NUMBER IS M-13 WHICH IS RECOGNISED BY THE UGC.THERE IS A MULTIGYM COURSE UNDER THE STRIMGENT SUPERVISION OF THE COLLEGE AUTHORITY WITH A MULTI GYM INSTRUCTOR.A CERTIFICATE IS PROVIDED FROM THE COLLEGE WHO COMPLETS THE COURSE.

16.Academic bank of credits (ABC):

THE COLLEGE HAS STARTED ACADEMIC BANK OF CREDITS FOR THE STUDENTS WHO ARE GETTING SC/ST/OBC,SVMCM,AIKASHREE ETC. BESIDES THE COLLEGE KEEPS THE IMPORTANT PROJECTS DONE BY THE FACULTY BY GETTING DIFFERENT GRANTS FROM THE DIFFERENT BODY LIKE UGC,ICHR,ICSSR.THE STUDENTS IN THEIR COURSE OF STYDY WHO COMPLETE PROJECTS WITH HIGHLY SATISFACTION THAT IS ALSO KEPT IN THE COLLEGE LIBRARY.

17.Skill development:

THE STUDENTS OF THE COLLEGE PRESENTS THEIR MICRO TEACHING , SIMULATION TEACHING THROUGN USING LCD PROJECTER IN THE CLASS ROOM.THE TEACHRS USE LCD PROJECTER , GOOGLE MEET,SKYPEE FOR SKILLED DEVELOPMENT.BESIDES THE COLLEGE BRINGS EMINENT TECHNICIAN TO ENLARGE THE SKILLS OF THE FACULTY IN THEIR OWN SUBJECTS.THE AUTHORITY OF THE COLLEGE HAS FORMULATED DIFFERENT COMMITIES TO ENHANCED THE SKILL ORIETED PROGRAMME.

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

THE COLLEGE ORGANISED AND TRY TO DEVELOP INDIAN KNOWLEDGE SYSTEM BY ORGANISING PROGRAMMES ON HINDI AND SANSKRIT AND THE COLLEGE ALSO MADE IT COMPULSARY TO PRESENT ALL FACULTY AND STUDENTS FOR PARTICIPATION.OUR SANSKRIT TEACHERS SOMETIMES RECITES SANSKRIT SLOKA FOR CULTUIRAL KNOELEDGE ENHANCEMENT.ON OF OUR FACULTY TAKES HINDI CLASSES FOR BOTH THE DEPARTMENTS AFTER ROUTINE SCHEDULE.AN ENGISH COMMUNICATION COURSE HAS ALSO BE INITIATED DURING THIS PERIOD.

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

THE COLLEGE HAS STARTED YOGA EDUCATION COURSE , GIVES SCHEDULE FOR YOGA PRACTICES FOR GROWING IMMUNATION AMONG THEM. OTHER PLAY RELATED COURSES WITHIN THE CURRICULAM AND OUTSIDE THE CURRICULAM, THE TEACHERS EVOLVES VARIOUS OUT REACH PROGRAMME.

20.Distance education/online education:

THE COLLEGE HAS STARTED M.A IN EDUCATION FROM THE SESSION 2016-2018 ON THE BASIS OF COMPLIANCE OF THE NAAC SUGGESTIONS DURING LAST VISIT.IT WAS ALSP SUGGESTED BY THE NAAC TO OPEN M.ED AND M.PED PROGRAMME . BUT THE NATIONAL COUCIL FOR TEACHER EDUCATION HAS NOT OPEND THE PORTAL FOR APPLING FOR M.ED AND M.PED PROGRAMME BUT THE COLLEGE IS TRYING ITS LEVEL BEST FOR OPENING SUCH PROGRAMME.AS IT IS THE POLICY MATTER IN NCTE AFTER 2014 REGULATION THAT THEY WILL NOT OPEN P.G COURSES UNTIL NEW DICISION IS TAKEN BY THEM.THEREOFRE THE COLLEGE HAS NO WAY TO OPEN SUCH PROGRAMME ALTHOUGH IT IS VERY MUCH NECESSITY FOR THE LOCAL STUDENTS WHO ARE ASPIRANTS FOR P.G COURSES OF M.ED AND M.PED ONLY NCTE HAZARD IS DEFRAYNG THE COLLGE TO CLOSE HIS HANDS TO APPLY FOR SUCH TYPES OF COURSES..IT IS NOT THE LIMITATION OF THE COLLEGE BUT IT IS THE POLICY MATTER OF NCTE.

Extended Profile

2.Student

2.1 Number of students on roll during the year	246

File Description	Documents
Data Template	View File

2.2 Number of seats sanctioned during the year	300

File Description	Documents
Data Template	View File

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	0

File Description	Documents
Data Template	View File

2.4 Number of outgoing / final year students during the year:	246

File Description	Documents
Data Template	View File

2.5Number of graduating students during the year	246

File Description	Documents
Data Template	View File

2.6 Number of students enrolled during the year	246

File Description	Documents
Data Template	View File

4.Institution

4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	1990015.59
4.2 Total number of computers on campus for academic purposes	34

5.Teacher

5.1	23

Number of full-time teachers during the year:	

File Description	Documents
Data Template	View File
Data Template	View File

5.2 Number of sanctioned posts for the year:	**29**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

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 college offers 2Teachers`Training Programmes,namely Bachelor of Education (B.Ed)and Bachelor of Physical Education (B.P.Ed).The syllabus of the various programmesis designed by the affiliated University.The college ensures academicflexibility by giving optional papers at Two-Year B.Ed. & B.P.Ed. Programmes.The curricula have evolved invarious aspects as to meet the needs of time and equip the student-teachers with latest and practical knowledgeof pedagogy subjects.The University organizes workshops on revised syllabus.The college organizes seminarson new teaching methods, use of ICT in teaching and learning etc. the college teachers represent themselves on BOS and the academic council of the Affiliating University and have made a positive impact in the work ofcurriculum planning,designing and upgrading syllabus.The implementation of the curriculum is enforced through, semester wise teaching-learning plan, academiccalendar,academic and administrative meeting and feedback form the student-teachers.The teaching plan of allcourses is strictly executed as per the time-table.Extra efforts are taken to realize the application subject knowledge through the lead college lectures,workshops, projects, field visits thereby enabling the enrichmentof the curriculum.The entire process of curriculum transaction is monitored by the Principal and Head of theDepartment through timely meetings and feedback. Record of teaching and other activities of the faculty aremaintained in the 'Academic Diary'.IQAC monitors feedback mechanism

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	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	View File

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 teaching schools Employers Experts Students Alumni	**A. All of the above**

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	View File

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	**D. Any 1 of the Above**

students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	http://www.uctcollege.org
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	View File

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

14

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	http://www.uctcollege.org

1.2.2 - Number of value-added courses offered during the year

1

1.2.2.1 - Number of value-added courses offered during the year

1

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	View File

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

50

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

50

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	View File

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	One of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	View File

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

0

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

0

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	View File

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.

The implementation of the curriculum is enforced through, semester

wise teaching-learning plan, academiccalendar, academic and administrative meeting and feedback form the student-teachers. The teaching plan of allcourses is strictly executed as per the time-table. Extra efforts are taken to realize the application subjectknowledge through the lead college lectures, workshops, projects, field visits thereby enabling the enrichmentof the curriculum. The entire process of curriculum transaction is monitored by the Principal and Head of theDepartment through timely meetings and feedback. Record of teaching and other activities of the faculty aremaintained in the 'Academic Diary'. IQAC monitors feedback mechanism.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File
Photographs indicating the participation of students, if any	View File

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

THIS OPTION IS NOT FOR OUR INSTITUTION.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

Our college celebrates Birth anniversary of Mahatma Gandhi on 2nd day of October every year to inculcatethoughts of Gandhiji among the student-teachers. He believed in truth, tolerance, non-violence andacceptance of all religious within the Indian national framework. He strongly opposed violence. BirthAnniversary of Sardar Vallabhbhai Patel is celebrated on 31st day of October as 'National Integrity Day'.Birth anniversary of Swami Vivekananda is celebrated on 12th day of January as 'National Youth Day' toinculcate brotherhood among the student-teachers. Birth anniversary of Netaji Subhash Chandra Bose(23rd Day of January), birth day of Great Poet Rabindranath Tagore (8/9 Day of May or 25 Baishakha)birth anniversary of Dr. Sarvepalli Rahdakrishnan as Teachers` Day (5th Day of September), birthanniversary of Vidyasagar (26th Day of September), Birth anniversary of Dr. A. P. J. Abdul Kalam 15thDay of October) celebrated as `Vachan Prerana Divas` (Reading Day) to inculcate reading habit the student-teachers`. The institute also celebrate Antarjatik Matribhasha Divas and International Women`s Day.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	**Three of the above**

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	View File

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 and action taken**

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	View File

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

250

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	View File

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

0

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

0

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	View File

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

1

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

1

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	View File
List of students enrolled from EWS and Divyangjan	View File
Any other relevant information	View File

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 college assesses the learning levels of the student-teachers after admission to the 1st SemesterB.Ed. and B.P.Ed. programmes on basis of marks obtained in previous examination and the diagnostic testconducted at the beginning of the academic year as per the instructions given by IQAC.

Advanced learners are motivated to read more reference books and given exercises on syllabus to attemptat home.

They are asked to attempt the previous university question papers for the practice and alsogiven special guidance to perform better in the future examination. These students are encouraged toparticipate in quiz and cultural competitions, such as elocution, debate etc. organized by other Colleges &Universities. The rank holder students are felicitated by the college offering memento and prizes every yearon the stage annual social programme.

Efforts taken for slow Learners:The college undertakes special efforts for the slow learners.Thecollege organizes guest lectures. Group discussion with advanced learners also helps slow learners toenrich their knowledge base. All types of academic supports are provided to slow learners through libraryfacility. Study materials are provided to slow learners. Teachers give bilingual explanation to slow learnersfor better understanding. These students are not only assigned to academic exercises but efforts are takenfor overall development of the students

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	View File

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 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	**All of the above**

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	View File
Any other relevant information	View File

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

One of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	View File

2.2.4 - Student-Mentor ratio for the academic year

11:1

2.2.4.1 - Number of mentors in the Institution

15

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	View File

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 institute many innovative teaching methods are used for the academic enhancement in teaching-learning process as per suggestions and guidelines of the IQAC. Efforts are taken to make teaching-learning more students centric and making it more experiential, participatory and interactive. Variousactivities like group discussion, debate, elocution, seminars, projects, field-works, school visit etc. areconducted and modules and posters are displayed by the students for enhancing learning experiences. Boththe departments of college organize study tours and field visits.Experiential Learning:Visit to Historical Places:The Student-Teachers of History Method Subject of B Ed. Programme visit famous historical places like Hazarduyari Palace, Cossimbazar Rajbari at Murshidabad District, Ballal-Vita at Nadia District, CalcuttaMuseum, etc. visit to historical place is a part of curriculum and or syllabus (Course Code-1.2.7A,Pedagogy of Social Science Teaching : History) of two-year B.Ed. programme.Field Visit:The students of Geography Method also visit different places to study, viz. “A Physio-socio-ecologicalStudy of Ranka (GP), Dist.- East Sikkim, Sikkim, 2016” (Place- Ranka Gram Panchayat, May 9, toMay14, 2016), “An Ecological Study of Jagatsukh Village, Dist.- Kullu, Himachal Pradesh, 2017” (Place-Jagatsukh Gram Panchayat, March 20 to March 28, 2017), “An Ecological Status of Kalingpong District,West Bengal, 2018” (Place- Sillerygaon, April 7 to April 14, 2018), “

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	View File

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

4

File Description	Documents
Data as per Data Template	View File
Link to LMS	http://www.uctcollege.org
Any other relevant information	View File

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

220

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	View File
Any other relevant information	View File

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	**One of the above**

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	http://www.uctcollege.org
Any other relevant information	View File

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

The mentor teacher educator regularly supervise the micro teaching delevery of 2nd semester and macroteaching delivery in 3rd semester.As per university guideline rules and regulations.The micro teaching andmacro teaching are evaluated by both the internal & external examiner.The assessment of marks is send tothe university prescribe award list.The scool visit performance booked is also supervise by the mentorteacher.The melty provides sixty approved learning design by the mentor teacher educator.The samesystem is also followed in micro teaching plan in the college situation.The mentor teacher educator regularly supervise the micro teaching delevery of 2nd semester and macroteaching delivery in 3rd semester.As per university guideline rules and regulations.The micro teaching andmacro teaching are evaluated by both the internal & external examiner.The assessment of marks is send tothe university prescribe award list.The scool visit performance booked is also supervise by the mentorteacher.The melty provides sixty approved learning design by the mentor teacher educator.The samesystem is also followed in micro teaching plan in the college situation.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & 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	**Five/Six of the above**

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	View File
Any other relevant information	View File

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

Teaching-Learning is always considered at the heart of educational procedure. To make the student-teachers aware of different modern educational equipment’s and techniques, faculty adopts innovativetechniques in the teaching and learning process. The college also motivates the teachers to bringinnovativeness and creativity in teaching learning process to make the process more effective andqualitative. Along with the traditional method all the faculty members are using modern teaching and audio-visual aids. The teachers have developed innovative practice such as use of ICT, interactive teaching byconducting group discussion, seminars, quiz competition, project works and adopting continuous internalevaluation at the end of each semester. The college has been providing ICT enabled class-rooms equippedwith 32 Computers with internet facility, 24 educational CDs and 12 DVDs, charts, maps, modules, e-books and journals. Beside this, plays and movies based on curriculum are screened for betterunderstanding of the student-teachers. One virtual class-room are made available.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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)	**All of the above**

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	View File

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 Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	**Four/Five of the above**

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	View File

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	**Two of the above**

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	View File

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 activities Performance tests Oral assessment Rating Scales	**Three of the above**

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	View File

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

Three of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	View File

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 ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event

Three of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	View File

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	**One of the above**

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	View File

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

The College Send The Letter To The Hod With Invitation Of Trainee Capacity In Each PedagogicalSubject.After Taking The Data The College Prepares Pedagogy Wide Seeds In Each Institution After ThatThe Pedagogy Teacher Counsels The Student Teacher And Post Themselves In Near By School.In MonthOf April Every Year The Student Teacher Visit The School In Systemetivc Way And Submit The ReportsTo The Pedagogy Teachers With Observetory Notes.In Monthe Of Aug Nov The Student Teacher MoveSchools For Lesson Plan Submission And Each Mentor Supervise The Same With Observetory Notes OnEach Lessons.So That Students Can Rectify Themselves Iin The Subsequnt Planning Of PedagogyStructure And Process Of Delivery The Same.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

242

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	View File

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	**Three/Four of the above**

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	View File
Any other relevant information	View File

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.

The college has developed a mechanism in internship lesson plan note book envisaged supervisors notes.Inwhich the trainee can rectify the subsiquent planning of lesson and correction there to.the college also textfeedback from the head of the institutions before and after of the internship.The teacher educated alsoreports the head of the institution regularly regarding the student teacher and the development process ofthe internship.The college accept various level of feedback of the above stakeholders and rectified year toyear the design of the evaluation process.The most interesting fact is that the college provides lesson plannote book and fnal teaching lesson note book free of cost to the students.for effective design of the lesson

File Description	Documents
Documentary evidence in support of the response	View File
Any other relevant information	View File

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)	View File
Two filled in sample observation formats for each of the claimed assessors	View File
Any other relevant information	View File

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

Three of the above

activities of schools Regularity, initiative and commitment Extent of job readiness

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	View File

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

23

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	View File
Any other relevant information	View File

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

14

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	View File

2.5.3 - Number of teaching experience of full time teachers for the during the year

23

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic

year

23

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	View File

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

1. **The college has academic council and departmental council of each of the department for discussion onvarious challenges in education.The college also has a teachers council as per norms standars of theuniversity statutes and promotion of facultyis aalso dependedontaking of classes as per ugc norms and standared.Directives of "Banglar Ucchasikha" is also consider inthe meeting for updating professionally through in house discussion regulations which help the college authority for development of educational systemprevelling during running of course.Atleast four meeting are held of the teacher council for taking feedbackfrom the teachers.forrectification of issues arisen in the meeting.The promotion of facultyis aalso dependedontaking of classes as per ugc norms and standared.Directives of "Banglar Ucchasikha" is also consider inthe meeting for updating professionally through in house discussion**

File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	View File

2.6 - Evaluation Process

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

The college has the mechanism for interna; evaluation as per guidelines of the university authority that iscontroller of examination.The teacher educater takes the internal examination and evaluate and put themarks inthe answer sheet which is directive

There is examination committee which have the power to th forwarded to the affiliating controller ofexamination.seminer,ppt presentation by the student teacher spot visit or continuesly held in theinstitution.There is examination committee which have the power to the evaluate ant answer script beforesending the marks to the controller of examination.field of physical education deptartment consistingatleast a week are regularly held with feedback sysytem.The college alsoprovide some amount in thispurpose.for the both department.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	View File

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	**Three of the above**

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	View File
Documentary evidence for remedial support provided	View File
Any other relevant information	View File

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

There is a mechanism for redressal of grievances with reference to

evaluation both at the college anduniversity levels. Examination related grievances for B.Ed. and B.P.Ed. internal Examinations are solved atthe college level and Semester end or External Examinations are forwarded to the Controller ofExaminations of the University. It is as per University Rules.Internal Examinations Related Grievances:For internal examination related grievances, the college forms an Internal Examinations Committee. Thereare two types of grievances in general, viz. assessment related grievances and malpractices. The chairmanof the examination committee tackles the grievances related to internal examinations such as preliminaryexaminations, unit test, home assignments, seminars, projects, etc. If the examinee is not satisfied aboutassessment or marks, he/she can apply to the Principal in a stipulated time. The Principal consults theconvener of Internal Examinations Committee in presence of IQAC-Coordinator regarding the grievance

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	View File

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.

The institution takes internal examinations to evaluate learning levels of the student-teachers. Theinstitution has mechanism of internal assessment which is transparent and robust. DepartmentalExaminations Committee work throughout the year to assess the learning levels of the students byconducting unit, assignments, seminars, group discussions, debate, projects, semester-wise preliminaryexaminations, etc.The rules and regulations laid down by affiliating university regarding the examination are strictlyfollowed by the institution. The academic calendar consists of college internal examinations (CIEs)schedule.The departmental council of both the department regularly convey meeting for adhering theuniversity notification time to time based on academic calender as prepared by the college with conformityof university academic calender

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 Institute is affiliated to The West Bengal University of Teachers` Training, Education Planning andAdministration for B. Ed. Department and Affiliated to University of Kalyani for Department of PhysicalEducation. The syllabi of every course of Two-Year B.Ed. and B.P.Ed. Programme are designed by Boardof Studies of concern affiliated University, which are available on the website of University. Workshopsare organized at district level in the affiliated college by the university for stating the programmeoutcomes, programme specific outcomes and course outcomes to teachers. In these workshops facultiesactively participate for enrichment of course content and course outcomes. After approval from facultiesand authorities programme outcomes, programme specific outcomes and course outcomes are published onUniversity Website and made available to all stakeholders

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.7.2 - Pass percentage of Students during the year

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

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

Yes, the Institute evaluate the programme outcomes, programme specific outcomes and course outcomes.The college analyzes the progress and performance of the student-teachers in the internal and universityexaminations. Unit tests, assignments, seminar presentation, project-works and class-test examinations ineach semester are conduct. Along with the university examination group projects and seminars areconducted and evaluated. Besides this

outcome are evaluated through Field-Visits and College Magazine.The principal in staff meeting discusses the result and if the result is less than university then the reasonsare identified and the solutions to improve the result is discussed, if the result of any department andsubject are less than university, Head of the Institute demand written explanation from such faculty.Thestuddents of the college are engaged as school teacher and some of them go for higher studies like m.edcourse besides some student teacher pass the net or set examination and engaged themselves as an assistantprofessor

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	View File

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

195

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	View File

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.

the semester examination is conducted in the semester wise internal and external examination thhhroughmicro teaching macro teaching,integrated teaching,school internship,community based activity,theoryassingment,preparation of TLM mentor teacher educator

also assest partially.the student willautomatically promoted to the next in subsiquent semester imidiately after completion of 1 semester coursethere is also review systempartially.the student willautomatically p in university and work experience activity ,seminar presentation,PPTpresentation,project submission,different field visit,historical place visit,eco logical place visit.subjectteacher as well as principal of institution , mentor teacher educator also assest partially.the student willautomatically promoted to the next in subsiquent semester imidiately after completion of 1 semester coursethere is also review system in university

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	View File

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

http://www.uctcollege.org

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

0

File Description	Documents
Data as per Data Template	View File
Sanction letter from the funding agency	View File
Any other relevant information	View File

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

1

File Description	Documents
Sanction letter from the funding agency	View File
Income Expenditure statements highlighting the research grants received certified by the auditor	View File
Any other relevant information	View File

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

Two of the above

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	View File
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	View File
Documentary evidence for each of the claims	View File
Any other relevant information	View File

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	View File
Details of reports highlighting the claims made by the institution	View File
Reports of innovations tried out and ideas incubated	View File
Copyrights or patents filed	View File
Any other relevant information	View File

3.2 - Research Publications

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

0

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	View File
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	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	View File

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

0

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	View File

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

0

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

0

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	View File

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 college organise swacha Bharat Planning and the college has recognised has swcha institution by thegovt pf India higher education departmet.The college also organised blood donation camp,TreePlantation,In community based development.In this year we hav also organised vaccination camp ofcovid-19. Our faculty represents as board of stydy member in the faculty of physical education kalyaniUniversity and WBUTTEPA simentanously.Our principal has become the NAAC assessor and have visited1 institution.The principal also member of the executive council of the university of kalyani & visitingteam member of NCTE.Dr Kishore Mukhopadhyay , a faculty member an associate professor of physicaleducation has

personaly doneted the poor people in covid situation.Most of the faculty have send rupees tothe PM care fund and chief minister relief fund in their own efforts.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	View File

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

2

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	View File

3.4 - Collaboration and Linkages

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

0

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

0

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	View File
Report of each linkage along with videos/photographs	View File
Any other relevant information	View File

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

3

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	View File

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

One/Two of the above

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	View File

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 has adequate infrastructure facility to facilitate teaching-learning. It has ample and adequate space for the required infrastructure.The total built of area is 14907.12 sq. mt. The

campus comprises Administrative, Central Library Building,Laboratories Building, Classroom & Seminar Hal Building, Guest House Building Main Hostel Building,Women Hostel Building, along with amenities for Divyangjan in each construction. AdministrativeBuilding consists of Principal Chamber and Administrative Office.1] Classrooms: The college has 11 classrooms including I virtual classroom & 2 seminar halls. Allclassrooms are ICT enabled and comfortable & sufficient seating arrangements, White Boards, Dias, LEDTube Lights and Fans. B.Ed. and B.P.Ed. both Department has computer with internet connectivity, facultymembers and student-teachers get benefited by the ICT facility.2] Laboratory: There is 10 Laboratories with 32 computers having internet facility. i) Physical Science(Physics & Chemistry) Lab., ii) Life Science (Botany & Zoology) Lab. iii) Physical Education(Physiology) Lab., iv) Mathematics Lab., v) Geography Lab., vi) Language Lab., vii) Fitness Lab. viii)Psychology Lab. ix) Art & Work Education Lab. and x) ICT Lab. 3] Computing Equipment's: The college activities are administered under the guidance of Principal. ThePrincipal Chamber is well equipped with ICT facility which is located on the 1st Floor of theAdministration Building and/or Main Building.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	View File

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

9

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	http://www.uctcollege.org
Any other relevant information	View File

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

lakhs)

263804.00

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	View File

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.

Our parcially automated Central Library(is going to be fully autometed) has 16,118 printed textbooks andreference books. Besides these we are regular subscriber of N-LIST programme developed by UGCINFLIBNET centre which extending access to 6,000 e-journals and 1,9,500 e-books to our users. We alsosubscribe 14 periodicals, 6 Magazines and 3 Newspapers regularly. We have been using KOHA softwarefor information processing and retrieval purpose and DSpace software for digital Institutional Repository.Our library provides Wi-Fi based internet connectivity as well as WEB-OPAC (On-line Public AccessCatalogue) for better searching facility even through users` Smart Phone. Our college library is open accessfor Reading Room section, Reference Section and Journals Section. Our library provides significantservices not only to our trainees and faculties but also to the other students of nearby colleges. OpenUniversity and teachers as well as learned person of our local community. The Library Committeeconstituted with Principal (Chairperson), Librarian (Convener), all permanent faculties, Head Clerk,Accountant and two General Secretary of Students Council (CCAC- B.Ed. & B.P.Ed.) and Central Libraryruns smoothly according to the resolution of the said Library Committee.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	http://www.uctcollege.org
Any other relevant information	View File

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

Our college library is a regular subscriber of N-LIST e-books and e-journals. There are also many digitalresources in our institutional digital repository. Most of the teachers of both B.Ed. and B.P.Ed. departmentas well as some students access e-resources of our library. As the number of students is more in B.Ed. thanthat of B.P.Ed, the students of B.Ed. department access the e-resources more. Again some B.Ed. traineesare Master degree holders. So, they access more for their higher education and preparing for research. Butmost of the students of our college come from rural areas, even among them some are first generationlearners. They are much more interested in reading those books which are in Bengali medium. But the e-books and e-journals are in English medium. So, a problem arises here. Such students are directed toaccess other open-access library digital repositories e.g. West Bengal Public Library net, and differentuniversity library repositories in Bengal. Again, to avoid copyright problem of Bengali books our collegelibrary provides photo of some pages of those books regarding asked questions by a trainee through his/herWhatsApp for both departments

File Description	Documents
Landing page of the remote access webpage	View File
Details of users and details of visits/downloads	View File
Any other relevant information	View File

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	**Two of the above**

File Description	Documents
Data as per Data template	View File
Receipts of subscription /membership to e-resources	View File
E-copy of the letter of subscription /member ship in the name of institution	View File
Any other relevant information	View File

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

0.041505

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	View File

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

215

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	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	http:// www.uctcollege .org
Any other relevant information	View File

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	**Two of the above**

File Description	Documents
Data as per Data Template	View File
Any other relevant information	View File

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 college has been updating its facilities since re-accreditation i.e. 2016. The college has been well-established mechanism for frequently upgrading and deploying information and communicationtechnology infrastructure. The college assesses the requirement of ICT for student-teachers, teacher-educators and other users. For making necessary arrangement of ICT Infrastructure college makesprovisions in its budget for augmentation of necessary

physical facilities. Expert agencies are hires formaintenance of hardware and ICT infrastructure on the campus. Both the departments in the college areprovided with computers, printers and LCD projectors. Information and Communication Technologyenables effective teaching, learning and procurement of information. It is of immense use for impartingeducation in the subjects, with computer-based learning. All classrooms and departments are connectedwith internet through LAN. There are power backup facilities (Genset of 5 KVA, one UPS of 500 wts).Many of our faculty and student-teachers acquire information for their research work, presentation ofpapers and preparing projects. There are 3 broadband connections (BSNL) with 9.5 MBPS connectivity.7 Wi-fi routers of Jio India Ltd. Berhampore “Sanyog” Internet connection is made available for internetconnectivity and Wi-fi facility in the campus. Internet connectivity is provided free of cost to staff, student-teachers and stakeholders for accessing the relevant resources of information.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	View File

4.3.2 - Student – Computer ratio during the academic year

8:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	View File

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	D. 50 MBPS - 250MBPS
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	Three of the above

File Description	Documents
Data as per Data Template	View File
Link to videos of the e-content development facilities	http://www.uctcollege.org
List the equipment purchased for claimed facilities along with the relevant bills	View File
Link to the e-content developed by the faculty of the institution	http://www.uctcollege.org
Any other relevant information	View File

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)

1.348448

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	View File

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

Introduction: The college has well established systems and procedures for maintaining and utilizingphysical, academic and support facilities. The Principal constitutes various committees for maintenance ofinfrastructure facilities in the campus. All requirements including purchase of equipment, instruments andtheir maintenance are discussed in College Development Committee for their necessary approval. Therequirements received from library, office, staff and support services are analyzed and shorted as per theirnecessities and priorities. There is a purchase committee in the college. Required material and equipment’sare purchased from

dealers and suppliers recommended by expert committee. In the matters of purchase,repairs and augmentation of physical, academic and support facilities, college follows rules and regulationslaid down University, State Government and NCTE/UGC. College maintains dead stock register ofequipment, instrument etc.

File Description	Documents
Appropriate link(s) on the institutional website	http://www.uctcollege.org
Any other relevant information	View File

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	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	View File
Any other relevant information	View File

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls	**Seven/Eight of the above**

Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	View File

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	**A. All of the above**

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	View File

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)	**One of the above**

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	View File

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
13	250

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	View File

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).

14

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	View File

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-teachers participation is very active in the academic and administrative bodies of the college.The college has an active Co-Curricular Activities Committee (CCAC), so called student council. TheCCAC and/or Student Council consists of the Principal as the Petron. The Principal as such Petron ofCCAC nominated in the professor a president and a vice-president of CCAC, Professor-in-Charge ofScience and Cultural sub-committee, Games and Sports sub-committee, Tour and Picnic sub-committee,Seminar sub-committee and Magazine sub-committee.Members of student council play a vital role in various academic and administrative bodies. Student-Teachers actively participate in every aspect of the institute. Students are nominated in the followingacademic and administrative committee:1] Internal Quality Assurance Cell (IQAC), 2] Library Committee, 3] Student-Teachers` Grievance,Redressal Committee, 4] Sexual Harassment Prevention Committee, 5] Discipline and Anti-

RaggingCommittee, 6] College Canteen Committee, 7] Gymkhana Committee, 8] Cultural Committee, 9] StudentAid Fund Committee, 10] Games and Sports Committee, etc.

File Description	Documents
Copy of constitution of student council signed by the Principal	View File
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	View File
Any other relevant information	View File

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 college has Alumni Association which adds the alumni members every year. The association activelymonitors, participates and co-operates in functioning of the college throughout the year. The meetings ofthe Alumni Association are organized twice in a year.The UCTC Alumni Association has been established to create a permanent bondage between the past andpresent student-teachers. The association will pave the way for interaction of the ex-student-teachers or thealumni in matters relating to development of the

college interface.The association is a communication vehicle to provide –1. A balanced and objective coverage of issues pertaining to academic affairs of the college.2. A means of staying in touch with the alma mater as well as with one another.3. A forum for open exchange of relevant ideas and a route for fostering mutually beneficial and enduringrelationship between the college`s past with its future.4. The association celebrates foundation day of college 8 March every year. Organize seminar, culturalprogrammes etc.ss

File Description	Documents
Details of office bearers and members of alumni association	View File
Certificate of registration of Alumni Association, if registered	View File
Any other relevant information	View File

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	View File
Income Expenditure statement highlighting the alumni contribution	View File
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	View File

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

01

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	View File

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

The alumni associassion of our college is yet to be registered but it is functioning in regular way.previousto NAAC report it has been clearly indicated.The alumni associassion in its meeting focus on appointmentrules and regulations of the central and state goverment for various post after passing out from the B.EDand B.P.Ed course.The student also sessitize some of the problems they are facing in currentsituation.CTET & tet regulation of NCTE and WB govt. are also discussed in the annual meeting.The alumni associassion in its meeting focus on tour and picnic and meeting with the head master of institution.Will alsoorganised by the college.this helps to intermingling the problem solving method.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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.

Vision – To Provide the educational facilities to the student-teachers of all-over west Bengal, speciallyarea of middle West Bengal for development and social change.Mission – To impart Teacher Education also higher education to the students from rural and urban

area, toawake them educationally, socially, culturally and intellectually and make them economically self-reliant.Distinctive characteristics as defined by its mission are presented below:To provide educational facilities to the student-teachers from downtrodden and backward classes of societyTo prepare student-teacher for further higher educationTo inculcate value of social equality, feeling of brotherhood, dignity of labour and self-helpTo promote higher education to enable the student-teacher s to accept the challenges of new eraTo overall personality of the student-teachers.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

To increase the efficiency and effectiveness, administration is decentralization to a good extent. Theinstitute from its established adopted the policy of decentralization for the smooth conduct of management.It helps in the major policies of academic and infrastructural development.The College Development Committee plays an important role in policy decision making and financialviability. The Principal as the head of the institution is the source of inspiration that supports, directs,guides, motivates and appreciates, according to the needs of delegates and decentralizes the power andresponsibilities appropriately. All the decisions are taken by the Principal, Co-Ordinator of IQAC, Head ofthe Department and the Office. Matters related to the departments are discussed with Principal and IQACCo-Ordinator by the heads of the departments in the meeting. The inputs of these discussions are used bythe Principal. Essential issues are presented before the CDC for the guidance and approval. Variouscommittees in the college help in monitoring and facilitating several administrative functions.IQAC works as a Central Processing Unit. It facilitates perfect coordination and harmony among allactivities and mechanism of the

institution through frequent interaction

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	View File

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.

The Perspective plan document is an important component of the college strategy development anddeployed process. The institute has chalked out a distinct quality policy after the re-accreditation in 2016on the basis of need of student-teachers, Curricular and Extra-Curriculum activities, infrastructuredevelopment, enrichment of college activities, etc. The quality policy is reviewed through Principal`s visitand meetings with departments. Academic and Administrative audit by the IQAC also help in achieving itsobjectives. The IQAC has reviewed and revised the quality policy with the help of teaching, non-teachingstaff, student-teacher, alumni and the other stakeholders of the institute. The institute implementedstrategic plans successfully out of that promoting research climate and faculty development in one.The measures have been taken to inculcate quality policy as below:To promote research culture for research development in faculty.To motivate and encourage the teacher-educators for their research contribution.To provide platform to enhance competency level of teacher-educators.The optimum use of infrastructure i.e. of library and ICT.To concentrate on research development of teacher-educators.To create awareness about the scarcity of water and water conservation, also environment.The quality policies are reviewed during the meeting of the Principal, Head of the Departments, IQAC andCDC. The 'Quality Policy' is revised as per the needs.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	View File

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 Perspective plan document is an important component of the college strategy development anddeployed process. The institute has chalked out a distinct quality policy after the re-accreditation in 2016on the basis of need of student-teachers, Curricular and Extra-Curriculum activities, infrastructuredevelopment, enrichment of college activities, etc. The quality policy is reviewed through Principal`s visitand meetings with departments. Academic and Administrative audit by the IQAC also help in achieving itsobjectives. The IQAC has reviewed and revised the quality policy with the help of teaching, non-teachingstaff, student-teacher, alumni and the other stakeholders of the institute. The institute implementedstrategic plans successfully out of that promoting research climate and faculty development in one

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	http://www.uctcollege.org
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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 Board of Governors of the college provides adequate teaching and non-teaching staff and takesresponsibility for the development of the institute. It also provides general guideline for quality policy inorder to create a conductive learning environment and presents the ethos of academic excellence. The BOGhelps to decide major policies pertaining to academic and infrastructural development.The Principal is the head of the institute and bears the ultimate responsibility for the smooth functioning.The Principal guides the faculty to prepare academic teaching plans, the academic year and implements allactivities effectively. The Principal forms various committees of faculty members, students and non-teaching staff. The Principal maintains good relationships with the stakeholders for the development of theinstitute.IQAC designs plan to execute quality enhancement measures. The faculty members maintain academicdiary in which all academic and research activities along with annual teaching plan are given.Service Rules – College follows Service

rules and Regulations of Affiliating University, StateGovernment and UGC/GOI.1] To Principal and teaching staff, also librarian age of retirement is 65 years.2] Retirement age of non-teaching staff is 60 years.

File Description	Documents
Link to organogram on the institutional website	http://www.uctcollege.org
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	View File
Geo-tagged photographs	View File
Any other relevant information	View File

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 student-Teachers participation is very active in the academic and administrative bodies of the college.The college has an active Co-curricular Activities Committee (CCAC), so called student council. TheCCAC and/or Student Council consists of the Principal as the Petron. The Principal as such patron ofCCAC nominated in the Professor a President and a Vice-President of CCAC, and also Professor-in-Charge of Science and Cultural sub-committee, Games and Sports sub-committee, Seminar sub-committee,Magazine sub-committee, Educational Tour and Picnic sub-committee etc. All the student-

teachers ClassRepresentatives (C.R.) are secretary and/or members of the different sub-committees, and also Generalsecretary (GS) & Assistant General secretary (AGS) of CCAC are selected from class representative ineach academic session.Members of student council play a vital role in various academic and administrative bodies. Student-Teachers actively participate in every aspect of the institute. Students are nominated in the followingacademic and administrative committee:1] Internal Quality Assurance Cell (IQAC)2] Library Committee3] Student-Teachers` Grievance Redressal Committee4] Sexual Harassment Prevention Committee5] Discipline and Anti-Ragging Committee6] Games and Sports Committee7] Gymkhana Committee8] Cultural Committee9

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	View File

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

The management of institute has several welfare measures for the well-being of teaching and non-teachingstaff

1.GSLI (Sevak Suraksha Insurance)2.Salary Advance Loan3.Festival Advance4.Staff welfare fund5.Bonus from Government of West Bengal6.Loan from Provident Fund (GPF)Other Facilities given by Institute – Various leave facilities are provided to the faculty such as EarnedLeave, Casual Leave, Medical Leave, Quarantine Leave, Maternity Leave, Paternal Leave, Child CareLeave, Duty Leave, Study Leave etc. according to norms of Government of West Bengal and UGC.All the above-mentioned provisions made by college and management help to improve staff wellbeing andsatisfaction 100% faculty and staff members are benefited by this welfare schemes

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	View File

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

1

File Description	Documents
Data as per Data Template	View File
Institutional Policy document on providing financial support to teachers	View File
E-copy of letter/s indicating financial assistance to teachers	View File
Certificate of participation for the claim	View File
Certificate of membership	View File
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	View File

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

4

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	View File

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.

The Principal is the head of the institute and bears the ultimate responsibility for the smooth functioning.The Principal guides the faculty to prepare academic teaching plans, the academic year and implements allactivities effectively. The Principal forms various committees of faculty members, students and non-teaching staff. The Principal maintains good relationships with the stakeholders for the development of theinstitute.IQAC designs plan to execute quality enhancement measures. The faculty members maintain academicdiary in which all academic and research activities along with annual teaching plan are given.Service Rules – College follows Service rules and Regulations of Affiliating University, StateGovernment and UGC/GOI.1] To Principal and teaching staff, also librarian age of retirement is 65 years.2] Retirement age of non-teaching staff is 60 years.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	View File

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

THE ALUMNI ASSOCIATION IS ESTABLISHED 2001.THE AIM OF THE ALUMNI ASSOCIATION ARE MENTION BELOW 1.TO FOSTER AND DEVELOP A SPRIT OF CO ORDITION AND BROTHEHOOD AMONG THE ALL EX STUDENT OF THIS COLLEGE AS WELL AS TO KEEP A RELATION WITH THE PRESENT STUDENTS. 2.TO RECOGNIZE DIFFERENT SOCIAL CULTURE ACTIVITIES AND FUNCTION FOR HR 3. TO ORGANIZE ANNUAL RE-UNION IN A BEFITTING MANNER KEEPING IN VIEW THE NATIONAL HERITAGE AND VALUES OF THE COLLEGE.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	View File
List of audit objections and their compliance with seal and signature of the Principal	View File
Any other relevant information	View File

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

0

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	View File
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	View File
Any other relevant information	View File

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 reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodicallyDueto pandemic situation no other mechanism describethe process adopted

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	View File

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 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 periodicallyDueto pandemic situation no other mechanism describethe process adopted

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	View File

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.

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 periodicallyDueto pandemic situation no other mechanism describethe process adopted

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	View File

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

5

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	View File

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal	**Two of the above**

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

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	http:\\www.uctcollege.org
Link to Annual Quality Assurance Reports (AQAR) of IQAC	http:\\www.uctcollege.org
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	View File
Feedback analysis report	View File
Any other relevant information	View File

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

Alumni has an active role in the regular institutional functioning such as1.Motivating the freshly enrolled students2.Involvement in the in-house curriculum development3.Organization of various activities other than class room activities4.Support to curriculum delivery5.Student mentoring6.Financial contribution7.Placement advice and supportdue to pandemic situation alumni cannot functioning anyinstitutional programme

File Description	Documents
Relevant documentary evidence in support of the claim	View File
Any other relevant information	View File

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 is a very oldest teachers-training college, but the college has energy saving policy. Thecollege well known that the role of electricity is essential for modern civilization, but energy source islimited and demand is growing. So certain energy policy has to be adopted:Use of LED bulbs and tubes and power efficient electric equipment's for saving of energyUse alternate energy system. The college will soon implement solar-system for supply of energy atlibrary and hostel.Arranging internal energy audit.Strictly stop wastage of electricity.The college decided, dismantling very-old electrical equipment's and using energy savingmaterials.y has to be adopted:Use of LED bulbs and tubes and power efficient elect

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

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.

Our college campus is plastic free and a green and clean campus. Special emphasis is given here oncleanliness. So, the college has a strong policy of waste management.Management of Solid Waste – The college has solid waste management. In the college campus, dustbinsare made available. We collect all type of garbage including dried leaves, waste food, waste papers anddrop it in the structure made to produce natural fertilizer. Management of Liquid Waste – The college has underground drainage pipeline system. Plumbingmaintenance is done on regular basis to prevent wastage of water.Management of Waste Recycling System – Waste water recycling

system is maintained in the college.Waste water is collected in a tank and it is re-used for plants and trees in the campus. The college has solid waste management. In the college campus, dustbinsare made available.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	View File
Any other relevant information	View File

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	**Three of the above**

File Description	Documents
Income Expenditure statement highlighting the specific components	View File
Documentary evidence in support of the claim	View File
Geo-tagged photographs	View File
Any other relevant information	View File

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

he college enjoys a clean and green environment as it conducts green and environment audit every year.Some trees are planted every year as tradition. With hazardous waste management and e-wastemanagement have benefited the college in gaining carbon neutrality. We have achieved success in makingthe college campus completely smoke free and plastic free. The college has initiated certain green practicethat have made the campus eco-friendly. So, The natural environment of our college is pollution free andhealthy. The college has had to take some special measures to protect the pollution free environment, viz.1. The classrooms and the porch are swept daily with the help of pay-labour.2. All dustbins are cleared daily and the college campus is cleaned once a week.3. Regular playground grass is cut.4. Some tree are planted every year.5. The use of plastic is strictly prohibited in college-canteen and college campuses.6. Smoking in college campus has been completely banned.7. All Toilets & Urinals and Basins are cleaned daily

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	View File

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	Four of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	View File
Income- Expenditure statement highlighting the specific components	View File

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

.012000

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	View File

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 institute makes efforts in providing an inclusive environment through its various activities which areorganized throughout the academic year. People having different culture, cults, regional, linguistics, socio-economic and other diversities live together harmoniously in India. India known for communal harmony.Communal harmony is the hallmark of democracy in a country governed by the rule of law. However, inthe present time, various incidents are affecting the communal harmony in different parts of the country.Communalism is the most serious threat to our democracy. The number of communal incidents isincreasing day by day, which is not to good sign for our country. Hence it is essential to provide inclusiveenvironment to students. For that sake, the college organizes various activities to provide inclusiveenvironment.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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	**A. All of the above**

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution’s website	View File
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	View File
Details of the Monitoring Committee, Professional ethics programmes, if any	View File
Any other relevant information	View File

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

) Title of the Practice–Related to Teaching and Learning “Effective use of Information andCommunication Technology in Teaching-Learning Process.”2) Objectives of the Practice –

Today`s is the age of explosion of knowledge. It became possible only because of worldwide net andspread of Information Technology. Through the college is situated in really semi-urban area, the institutehas following objectives to introduce ICT in Teaching-Learning Process.To update knowledge and information.To make teaching-learning process more effective and speedier.To introduce recent trends in study.To provoke student-teachers` to ask questions.To save both time and energy.To make student-teachers` Globally-Fit to survive and proceed.To help student-teachers` to become competent and confident.To help learns to have an open and flexible mind.To encourage the student-teachers` to develop the appropriate social skill.To prepare the student-teachers` for the society of tomorrow.To use their ICT skills to develop their language and communication skills.3) The Context –The institute is situated in semi-urban area of West Bengal. Most of the student-teachers`are from the socio-economically middleclass or weaker families. Very few among them know the actualuse of information technology in the teaching-learning process. The student-teachers` don`t have their ownLaptops or Computers.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	View File

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 institute takes continuous efforts to reflect its vision, priority and thrust through various activities. Thevision of our institute is to impart Quality Teachers` Education to socially and economically deprived classliving in overall West Bengal. Our aims are to provide Quality Teachers` Education for all classes ofsociety, especially to the downtrodden, economically and socially backward classes of society to makethem self-confident and self-reliant. We strive to give quality teachers` education and provide betterfacilities to the student-teachers who come from remote villages and rural areas of Murshidabad District,also overall West Bengal. To fulfill the social needs, the college provides B.Ed. (4 Unit student-teachers`training for 9 different method subject and/or pedagogy of school subjects), and B.P.Ed. (1 Unit student-teachers` for secondary level teacher of Physical Education).All the college activities are student-teachers centric. Distinctiveness of the

college is the introduction of ashort-term diploma course on Yoga Education. Along with the B.Ed. and B.P.Ed. Programmes. Aftercompleting B.Ed. or B.P.Ed. Course in our college the student-teachers are placed in government andprivate secondary schools. We feel proud that we are successful to bring our vision and mission intoreality.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	View File