



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	GOVERNMENT COLLEGE OF EDUCATION
Name of the head of the Institution	Dr. Sangeeta Nagari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01912580401
Mobile no.	9419104272
Registered Email	gcoe.jammu@gmail.com
Alternate Email	drjyotiparihar5@gmail.com
Address	Govt. College of Education, Canal Road, Jammu
City/Town	canal road
State/UT	Jammu And Kashmir
Pincode	180016

2. Institutional Status																									
Affiliated / Constituent	Constituent																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. Jyoti Parihar																								
Phone no/Alternate Phone no.	01912580401																								
Mobile no.	9419154659																								
Registered Email	gcoe.jammu@gmail.com																								
Alternate Email	drjyotiparihar5@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://gcoedu.in/pdf/GCOE%20AQAR%202018-19.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcoedu.in/calender.php																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>82.75</td> <td>2004</td> <td>04-Nov-2004</td> <td>03-Nov-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.06</td> <td>2017</td> <td>28-Mar-2017</td> <td>27-Mar-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	82.75	2004	04-Nov-2004	03-Nov-2009	2	A	3.06	2017	28-Mar-2017	27-Mar-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	82.75	2004	04-Nov-2004	03-Nov-2009																				
2	A	3.06	2017	28-Mar-2017	27-Mar-2022																				
6. Date of Establishment of IQAC	09-Aug-2004																								
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="6">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th colspan="2">Date & Duration</th> <th colspan="3">Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture						Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries										
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Commemoration of birth anniversary of Gandhiji in collaboration with Gandhi global family Jammu (Mubarak Mandi)	02-Oct-2019 1	23
Swacchta Pakhwara-15 days activities organized at GCOE Jammu.	18-Sep-2019 15	70
Celebration of International Yoga Day-extension lect. By resource person from Bhartiya Yoga Sansthan	21-Jun-2019 1	29
Observance of Punctuality week	01-Apr-2019 6	60
2-week faculty development programme on recent advance in research methodology.	10-Feb-2020 15	25
Second batch of PEP (Productive Enhancement Programme)	03-Feb-2020 6	30
6-day productivity enhancement programme for College teachers of Distt. Jammu.	27-Jan-2020 6	30
3-week induction programme for newly appointed college teacher	22-May-2019 21	15
State Pollution Control Board (SPCB) Awareness campaign on Sanitary Waste Management	15-Oct-2019 1	110
Celebration of World Health Day	08-Apr-2019 1	27
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
IQAC has been maintaining records and documents pertaining to conduct of various activities/ programs and events of the of the college for preparation of AQAR.	
IQAC encouraged faculty participation and presentation of papers in conferences, seminars, workshops within and outside the country.	
Annual submission of AISHE data.	
Conduct of 02 PEP (Productive enhancement programmes) designed to increase the productive of Faculty of Higher Education department. Initiative taken by Higher Education Department, J&K. It launched various employment and skill enhancement schemes, PEP being one of them.	
To promote the availability improvement strategies in teaching and learning. Three week induction programme for newly appointed college teachers was organized	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Engaging students and staff in Community Service Programmes organized by NSS Unit and Red Ribbon Club of the college.	Punctuality week observed from 01-04-2019 to 06-04-2019 , World Health Day Celebration on 08-04-2019 , 'Swachta Pakhwara' activities organized from 18-09-2019 to 01-10-2019. ,National Constitution Day Celebrated on 26-11-2019. ,Worlds AIDS Day celebrated on 01-12-2019. ,International Women Day celebrated on 07-03-2019. ,Walkathon organized on this occasion.

Taking Environment friendly initiatives and sensitizing students towards Environmental issues.	Plantation drive was organized in the college on the occasion of Commemoration of Birth anniversary at Gandhi Ji on 02-10-2019 , SPCB awareness Campaign on sanitary work management on the theme 'Reduce and Reuse' in collaboration with Cluster University and state Rural Livelihood mission Department was organized on 15-10-2019. , A herbal strip was established in the college campus.
To promote the effective utility of ICT infrastructure for Teaching, Learning Process	With the augmentation of ICT facilities in the form of Computers, Laptops, Smart boards, Printers, Projectors, Internet Connectivity, Digital Cameras, Audio System, Speakers and other facilities for efficacy of curriculum transaction has seen a significant improvement.
Conduct at PEP(Productive Enhancement Programme) and Induction Programmes for Faculty of Higher Education.	Six days Productivity enhancement programme for College Teachers of District Jammu was organized from 27-01-2020, 2nd Six days PEP was organized from 03-02-2020 , Three week induction programme for newly appointed college Teachers was organized from 27-05-2019 to 22-06-2019.
Annual submission of AISHE data	It was submitted on 23/03/2020
Faculty participation and paper presentation in International, National, State Level Seminars, Conferences Workshop.	Faculty members participated in 26 International, 25 National and 14 state Level seminars and workshops during the year. Five papers were presented in International Conferences and 5 n National Conferences.
Preparation of AQAR	Teacher Incharge of various criterions collected and maintained the records of various events and activities organised in the College pertaining to their criterion for preparation of AQAR.
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	24-Feb-2020
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020
Date of Submission	23-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college uses Microsoft Excel application software for maintaining the employee details and college encourages the dissemination of information received through official email pertaining to different aspects of college i.e. planning and development through electronic medium i.e. faculty emails, whatsapp group, website, etc. moreover, the indexing of all the official records is maintained by the administrative office using MSOffice software. Technology is utilized in office administration for maintaining documents in soft copy format. The principal ensures that data pertaining to all the employees of the institution is timely upload in the centralized portal developed by the JK Government. The portal JKCPIS(Centralized Personnel Information System) keeps track of all the employees who are currently employed, transferred or about to retire with respect to their jobs. The CPIS offers vast number of facilities that facilities the Principal of the institution in effective and efficient administration. The CPIS maintains Employee details, joining details, transfer details, promotion details, posting details, nominee details, sanctioned post details, Drawing and Disbursing Officer (DDO) detail for smooth functioning and effective decision making of the college administration. Since ours is a government college, we get all the funds and grants from the Deptt of Higher Education JK State government. Accounts section of the college is headed by Accounts Assistant deputed by the finance department of JK Government. The work under finance and accounts section of the college is managed with the help of a centralized software developed by the JK Government. The software is known as JK PaySys. JK Payment System (PayManager)</p>

provides the common and integrated platform for DDO's to prepare the all types of bills for booking of expenditure. It is also the Pay Bill Preparation System which meant for the Employees of the Government of Jammu Kashmir. The Software not only provides the facilities for Pay bill Preparation but also Preparation of DA Arrear, Bonus, Arrears and Leave encashment Bills. Budget, Estimation, Allocation Monitoring System (BEAMS) is one more online platform which is used by the account section of the college. It is an application for online budgeting flow of resources. It is designed to capture flow of funds to each individual project under execution on real time basis.

B.Ed. Course: The college admits the students of B.ED through entrance examination conducted by Board of Professional Entrance Examination, JK(JKBOPEE), an autonomous government body. The college publicize the entrance exam notification advertised by the exam conducting agency i.e JKBOPEE on its website for its wider reach. The student admission in this prestigious course is based on the merit list prepared by the JKBOPEE and then select list prepared by the JKBOPEE keeping in consideration all the reservation rules and norms of JK Government.

M.Ed. Course : For M.Ed. course students are admitted on the basis of entrance test. The entrance test for admission to this two year course is conducted by Cluster University of Jammu and merit list/select list is displayed on the cluster university website. Accounts and Finance, Admissions, Examinations, Planning and Development are the modules used.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Govt. College of Education, Jammu is affiliated to the Cluster University of Jammu, it follows the curriculum prescribed and designed by the University. However periodical revision and modification of curriculum is done by university authorities who give suggestions towards improvement for the same is also invited from the college faculty. The B.Ed. curriculum was recently

revised in year 2019. A curriculum review committee was framed for the new curriculum and the senior faculty members of the college were the members of the committee. At the commencement of each academic session students undergo an orientation program in which they are acquainted with an understanding about the theoretical and practical aspects of the syllabus apart from the modes of transaction and evaluation. The college has a mechanism for effective documented curriculum delivery. Meetings are conducted with all the heads of different departments of the college and a well constructed weekly routine of all the classes is set. A time table is framed, where in all the classes are held according to a fixed schedule under the supervision of a coordinator who is mostly a senior most faculty as well as college administration. Teachers prepare their lesson plans according to the time table assigned and submit it to the IQAC of the college. Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms like power point presentations, smart boards and audio visual support is also available to make the delivery of the curriculum enabling and interesting to students. E-learning facilities are also provided for effective delivery of curriculum. Various teaching methods in which conventional and advanced are applied based on the requirement of the subject for effective teaching. The college library offers open access to the students, it not only has a plenty of books but also caters as a source of many National and International journals. To strengthen student's learning and to cater to the individual differences in learning, suitable mechanisms are always evolved by the faculty of the college by taking into consideration suggestions of various experts in the subject. Seminar and special talks by experts are also arranged. Regular assessments are done in both theory and practical classes. Departments maintain the detailed record of the classes and assessments by attendance system. The Governing body of the college meets with the teaching faculty from time to time and evaluates the results of every end term examination. Internal assessment is done transparently with examined scripts. Interpersonal skills are enhanced through varied workshops by college faculty as well as experts from the field and community. An adequate feedback is received from all the concerned and then a concrete decision are taken on how to develop and improve the curriculum drawbacks if any for the next academic session. At the onset of all academic sessions, an academic calendar is framed to put into practice all improvements and innovations designed for implementation. Furthermore, care is taken to complete the university prescribed B.Ed. and M.Ed. curriculum in time and with optimum efficacy.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Teacher Education	16/07/2017

MEd	Teacher Education	16/07/2017
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1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Teacher Education	200
MEd	Field Projects / Internships	75
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>Internal Quality Assurance cell has developed its own feedback system. The feedback is collected at various levels i.e. students, teachers, parents Employers and alumni. Accordingly continuous review of infrastructure and Learning Resource is carried out by respective committees. Staff appraisal by pupil teachers in written form is a practice found in the college annually. The principal also discusses the general comments during the general staff meetings and specific problems are addressed with the individual faculty members. Parents provide their feedback in the parent teacher meeting held in the college annually their suggestions are reviewed by the concerned committee members in presence of Principal as well as the advisory committee comprising of senior faculty members of the college . Student feedback: Feedback is obtained from students on regular basis regarding academics and the general facilities available in the campus including infrastructure , such as computer lab , science lab, Language Lab, Sports Facilities, Library, etc. the student issues are addressed by involving the student presidium members as well as the concerned committee members in presence of college Principal. The actions to issues of urgency are addressed on the spot nature by using the authority straight way. Faculty feedback: The academic and behavior feedback from the teachers for the students and institutional development are analysed and the essential corrective measures recommended by the faculty members are addressed</p>

by the concerned committess. Parents feedback: Parents are encouraged to provide feedback to the college in parents teacher meet conducted by the college annually. Parents are requested to suggest all measures for the improvement of the overall functioning of the college activities including infrastructure . Their suggestions are addressed by the concerned committee members and are also forwarded to higher authorities for immediate improvement of the college. Alumni feedback: Feedback is also obtained from the alumnus at the annual alumni meet and are encouraged to visit the campus and get involved in various college activities for the overall development of the students and institution. In addition to formal feedback, individual faculty members also obtain informal feedback from students. The analysis of the feedback is used for improving their performance.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Teacher Training	200	800	198
MEd	Teacher Training	40	100	40

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	398	75	25	3	13

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
28	28	10	5	3	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring is an important aspect of Teacher Training program. The Institution facilitates personal and professional development of pupil teachers so that they can achieve their full potential. Mentoring is required for the individual growth of the young trainees as future teachers. The Institution mentors the students in such a manner that they are able to tackle the dynamic situation that normally classroom teaching offers. They are able to face any challenge that they may face during classroom teaching. The trainees are given proper guidance by the mentors. STUDENT MENTORING OBJECTIVES: 1.The college has a well planned student mentoring system in place that is implemented meticulously in each class across different programs. 2.A teacher is

designated as a mentor of the group in the very beginning of the academic year. The mentoring system enables the students to understand in a better way their practical work particularly along with theoretical knowledge.

3. Mentor addresses all the issues faced by the students in class which includes both academics and career counseling. Issues to be addressed in designing and implementing mentoring: The mentoring system faces several challenging issues during implementation: 1. Managing and attending to students practice of teaching. 2. Motivating students to join and participate in the activities organized like internship and practice of teaching. 3. Identifying weak students who lack teaching skills, those to be provided with appropriate time and strategy for teaching. 4. Co-coordinating with parents of the students is an important aspect of mentoring. The Practice: It has been integrated as one of the core practices of the institution. The mentor nurtures and guides the students regarding any issues confronting them. They provide guidance and counselling to the students regarding issues faced by them during practice of teaching. The mentor guides them regarding various teaching skills and approaches of teaching and motivates them to become confident teachers and ready them to serve in a real set up. The other supporting activities which teachers have to perform are also covered by the mentors in order to train the students in all aspects of becoming a successful teacher. Evidence of success: The employability skills of the students get enhanced by mentoring mechanism which enables the weak and average pupil teachers also to become a skillful and well trained all rounder teachers. The placement of these students is the evidence of successful mentoring process. The special problems faced by the students in educational, personal and vocational areas are first tackled by the mentor of the group and the students who need specialised counselling in some areas are referred to the counselling cell of the college

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
473	28	1:17

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
29	29	Nil	Nil	15

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	nil	Nil	nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	06	4 Semesters	22/05/2019	09/11/2019
BEd	05	4 Semesters	29/05/2019	09/11/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation The reforms initiated in the year 2017 continued in the following years also. The responsibility of the internal assessment is vested on the course coordinators and the college coordinators for B.Ed. and

M.Ed. programs. The following activities were conducted as part of the Internal Evaluation: Peer Leadership: To develop leadership qualities among future teachers, different activities are being conducted like group discussions, brainstorming, peer reforming etc. Social Responsibility: In order to develop a sense of social responsibility among the students they are involved in the tasks like Clean India, Green India, Celebration of National and International Days of social importance like, Women's day, Heritage Day etc. Besides celebration of these days under Internship activities students visit Aganwadi centred in order to understand the initiatives taken by the Govt for laying the foundation of early Childhood education and Care. Students also visit DIET and SIE to understand the functioning of various wings and various training programs organized for the in-service teachers by te Govt at state level and district level. They also Use of Technology: Students are apprised of the latest tools and techniques of teaching, learning and evaluation through seminars, workshops, and conferences. In each semester pupil teachers are apprised of the functioning of School management at Primary Level, Secondary and Higher Secondary level also. They also get to know about Recording keeping at school level and they also observe the teaching methodology of different teachers during their visit. Co-curricular Activity: For developing literary skills, creative skills, and other artistic talents, the students are involved in activities like short story writing, poetry, as members of editorial boards of college magazines, etc. The students are observed by their concerned supervisors. All the internal evaluation marks are uploaded on the university portal so that students can check their performance and ensure their competence. In this way, the institution secures transparency in the internal evaluation system.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar In the beginning of every session the institution prepares Academic Calendar for B.Ed. and M.Ed. Courses. The institution prepares calendar for both academic activities and instructional activities. Provision for all the major events to be held during the session is also kept. Tentative dates for Minor and major examination is also decided in the beginning. The notices related to internal, external examination, viva-voce, and internship activities, teaching practice are also displayed for the information of all according to the schedule given in the academic calendar. Different departments and committees also prepare schedule of activities in the beginning of each session. Review of student's attendance is also taken during the session. The head of the institution reviews the adherence to the academic calendar from time to time. Faculty members also prepare unit plans for the execution and completion of prescribed syllabi well in time. Teaching practice schedule is also prepared for timely completion of teaching practice in different government schools. Students are divided into groups and a group supervisor is allocated for proper teacher training and practice of teaching. All the academic, co-curricular and administrative activities are executed as per the prepared academic calendar however due to peculiar security conditions of JK at times it may vary otherwise the head of the institution and heads of departments strictly adhere to the prescribed Academic Calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.gcoedu.in/pdf/2.6%20PLO%20B.Ed%20M.Ed.pdf>

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
05	BEd	Teacher Training	187	185	98.93
06	MEd	Teacher Training	35	34	97.14
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://gcoedu.in/pdf/sss2021.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	nil	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Six-day Productivity enhancement programme	GCOE and Higher Education Department JK	27/01/2020
Second batch of Productivity enhancement programme for college teachers of district Jammu	GCOE and Higher Education Department JK	03/02/2020
Two week Faculty Development Programme on recent advances in Research methodology	GCOE and Higher Education Department JK	10/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nil	nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	2	2.1
International	Health and Physical Education	3	Nil
National	Health and Physical Education	1	Nil
National	History	1	6.2
International	History	1	Nil
International	Computer Science	1	Nil

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Health and Physical Education	2
English	3
Hindi	1
Urdu	1
Education	2
Science	1

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An intelligent opportunistic routing protocol for big data in WSNs	Deep Kumar Bangotra	International Journal of Multimedia Data Engineering and Management (IJMDEM)	2020	0	Department of Higher Education, JK Govt.	Nil

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nil	Nil	Nil	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	8	14	7
Presented papers	9	1	Nil	Nil
Resource persons	Nil	Nil	Nil	5
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Observance of Punctuality week	NSS	10	50
National Constitution Day	NSS	10	50
SPCB awareness campaign on Sanitary Waste Management	NSS	10	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
National AIDS Control Programme	Red Ribbon Club and JKSACS	Establishment of Directory of Red Ribbon Club	3	20
Swachh Bharat	GCOE and	Commemoration	3	20

Abhiyan	Gandhi Global Family, Jammu	of Birth Anniversary of Gandhiji		
Swacch Bharat Abhiyan	NSS, GCOE	Swacchta Pakhwara	10	30
National AIDS Control Programme	Red Ribbon Club and JKSAACS	World AIDS Day	2	6
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange with School of Teacher Education Cluster Education of Jammu	10	Government Higher Education Department	180
Faculty exchange with GGM Science College	1	Government Higher Education Department	120
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
ACADEMIC	PRACTICUM	GOVT. SCHOOLS OF JAMMU	01/04/2019	18/05/2019	200
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
GCOE and MIER College of Education	14/03/2015	Visit of M.Ed. Students of GCOE to MIER for practicum	30
GCOE and MIER College of Education	14/03/2015	Joint Publication of a book on Constructivist method of Teaching-Learning	1
GCOE AND RAJIV GANDHI MEMORIAL	05/08/2019	Quality Enhancement of the	20

COLLEGE OF EDUCATION, KATHUA, Jk	teacher Education, participation in Academic and non academic activities for professional development of students and teachers
No file uploaded.	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
79.07	50.36

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	16.11	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25163	Nill	758	Nill	25921	Nill
Reference Books	1468	Nill	43	Nill	1511	Nill
Journals	Nill	Nill	10	Nill	10	Nill
Others(s pecify)	3075	Nill	79	Nill	3154	Nill
Digital Database	3	5900	1	19470	4	25370

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	56	20	20	0	0	12	17	4	7
Added	3	0	0	0	0	0	0	0	3
Total	59	20	20	0	0	12	17	4	10

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

60 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Faculty of the college has taken the initiative for generation of e-content in various subjects in UG and PG courses in the form of word documents powerpoint presentations and videos to help the students	http://gcoedu.in/econtent.php

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
29.71	24.34	43.1	23.42

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Government college of Education(GCOE,Jammu) is the only Government teacher training institute in the Jammu division of JKUT. GCOE has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, scholarship, computers, classrooms etc. Maintenance of library: For maintenances of library infra-structure and facilities the library committee and administration have been given the responsibility to purchase, library resources in print form as well as online resource. The purchase is done as per the recommendations

received from all the HODs of the college. Every year college library is enriched with collection of new arrivals such as textbooks which are in demand as per the syllabi, reference books, general study material for competitive, fiction and non-fiction. Library has a good collection of national as well as local newspapers, magazines, print journals and the committee renews online data bases (NLIST, DELNET Services) Awareness programmes to have access to these databases are arranged periodically. For enriching of the library, the committee procures some good publications from national and international publishers. The library committee organises reading sessions and competitions among students and teachers, appeals to and organises students, teachers, alumni, guardians to donate books. Maintenance of the laboratory: The Science students of the college are taught and trained about the use and maintenance of laboratory items in schools. Being a teacher training institute, it also serves the purpose of Audio-Visual lab and its usage in teaching learning process. The audio visual aids prepared during teaching practice are collected and displayed annually in order to highlight the importance of these AV aids in strengthening and fixing the knowledge in the minds of students by multi-sensory approach. GCOE has a well-equipped English language lab also where the students practice listening-speaking skills. For maintaining the aforesaid labs, the college administration and purchase committee introduce men and machinery latest in the field concerned Maintenance of the sport facilities: PTI and student council takes the responsibilities of the maintenances of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the PTI. The college authority purchases them by calling quotations from the reputed sport outlets. Periodically necessary steps have taken by the authority to develop the sport activities of the students. Students of the college participate in various competitions organized by Cluster University of Jammu and Jammu University under the aegis of youth sport and services and bring laurels to the college. Students with excellence and achievements are publicly felicitated annually. Maintenance of Computers and IT facilities: GCOE has a well-established computer laboratory catering to the needs of student and faculty of the college. It comprises of 20 Desktop Computers with internet facility. The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the computer department and the administrative office of the college.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	1)DIRECTORATE OF TRIBAL AFFAIRS	21	126000
b)International	0	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Phonetics and Pronunciation Drill	04/03/2019	20	Language Lab-GCOE
Yoga Camp	22/06/2019	30	Bharti Yoga Sansathann
Academic Aspect : Macro Teaching	01/04/2019	14	GCOE
Orientation at time of Admission	17/07/2019	50	GCOE
Internship(Tp)	27/04/2019	14	GCOE
Academic Aspect: Micro Teaching	12/02/2020	14	GCOE
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Extension Lectures /Career Counselling	6	8	6	8
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Higher Education Department	3	1
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	22	B.Ed	Education	Govt.	M.Ed

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
Any Other	2

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NATIONAL CONSTITUTION DAY	College	60
REPUBLIC DAY	College	59
WORLD ENVIRONMENT DAY	College	85
INDEPENDENCE DAY	College Level	96
GANDHI JAYANTI	College	23
NSS DAY	College NSS Unit	63
WORLD EARTH DAY CELEBRATION	College	47
TEACHER DAY CELEBRATION (Online)	College Level	79
National Education Day	College Level	50
National Science Day	College Level	55

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	nil

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Govt College of Education Jammu has an active Student Union which functions with President Chanan Deep Kaur, Vice President Shiwali Sharma and Treasurer Naresh Kumar along with student volunteers. The Union helps in sharing students' ideas, interests, and concerns with teachers and the Government. They also help in raising funds for activities within and outside the college, including social events, community projects and outreach activities. The major activities of the Council are coordinating curricular, co-curricular and extra-curricular activities of the student community within and outside the campus. A consultative administrative body with the Chairperson of the Student Union as one of the nominated members of IQAC Student Wing and two student

representatives from each class as IQAC representatives is also in place. Students Union organizes relevant programmes to train and equip students to fulfill the vision and mission of the college clubs, cells, forums and associations. However, there are various committees in the college that look after various academic and non-academic aspects headed by faculty and in some cases have student members as well. Students celebrated the major festivals and national/International Days of Importance, conducted Medical Camps, extended charitable and community services. Students are also involved in the Internal Complaint Committee, Women Development Cell, Academic Committee, Library Committee, Student Support Services, Co-Curricular Committee, Grievance Redressal Committee, Anti-Ragging Committee and Committee Against Sexual Harassment. Students celebrated Teacher Day and honoured the teachers at a lively function which was attended by 79 students. Around 47 students joined the World Earth Day celebration. Moreover, College NSS Unit organized NSS Day with the participation of 63 students. Gandhi Jayanti was celebrated with 23 students inside the campus. In the Independence Day celebration, 96 students participated to show their strength to the Nation. A total of 50 students participated in the National Constitution Day to understand the Constitution of India. Our college participated in inter-college volleyball, tug of war, and basket ball competitions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

59

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

11/12/2019

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Vision This premier institution to be a centre of excellence for teacher-trainees by equipping them with skills of teaching and to prepare them at global level and continually improving the processes laid down by agencies like ISO, NAAC, UGC, University and the State Govt. Mission 1. To prepare competent teachers by adopting pupil centric approach. 2. To provide best quality teacher Education at low cost. 3. To strengthen moral and ethical values. 4. To strive for improving human capital. 5.To organize academic/ professional programs like FDP, Seminars, Workshops, conferences . 6. To make optimum use of ICT for the development of teaching skills. 7. To continually improve all relevant processes through concerned monitoring agencies. 8. To focus on the development of capabilities specific and global. 9.To promote research and development. 10.To promote national integration by organizing community oriented activities.

In order to achieve the desired goal, the college has decentralized the management system and it works under the guidance of different committees constituted by the college administration for the same purpose. Attempt has been made by the institution towards maintenance of transparency in its

financial ,academic, administrative and allied activities and time to time proper audit of grants and academic activities is done by the concerned authorities for maintaining the standard of the institution as set by different agencies.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	Selection of faculty members is done by the Public Service Commission of the State. Yoga facility is also provided to staff and students. Counselling sessions for students and faculty. Faculty Development initiatives like CSS, Sponsored Workshops for Secondary School Teachers to train them as Master Resource Persons in different school subjects. Deputing the staff for attending Workshops and Seminars.
Curriculum Development	For the Two year B.Ed. and MEd Course syllabus framing : The entire faculty of Education and Teaching Subjects of B.Ed/ MEd was involved in framing syllabus.
Teaching and Learning	College trains the students in integration of ICT in Lesson Planning on different Approaches and also its execution. Trains students as future teachers by equipping them with the practicum part (internship, Sessional work and Reflective Journal). Transaction of the curriculum is done through innovative methods like games, Reviewing the films, Role Plays, Blended Learning etc. Simulated Teaching is used to prepare and deliver Micro Lesson Plans.
Examination and Evaluation	As the college is one of the constituent college of Cluster University Jammu so External Examination is the domain of Cluster University Jammu. However the College has nominated Examination Coordinator, a Senior faculty Member of the College to facilitate smooth conduct of Term End Examination. Internal Examination is planned and Executed by Internal Examination Committee of the college where in following practices are carried out to ensure Pupil Teachers best possible performance in Practicum and Theory components. Individual

	<p>Counseling, Peer Teaching, Self Study Material Access to Internet and Website, Interaction with Parents during the Parent Teacher Meetings.</p>
<p>Research and Development</p>	<p>All the teachers who are PhD in Education are involved in research related activities for the completion of Dissertation work which is mandatory component of Curriculum of MEd Program.</p> <ol style="list-style-type: none"> 1. B.Ed. Students are also oriented in Action Research related Project Work for preparing Action Research report. 2. M.Ed. students are given orientation by the teachers in preparing their Synopsis in the second Semester. 3. In the third Semester the MEd students are guided by the Supervisors to complete their 3rd Chapter of Dissertation. 4. In the 4th Semester the students are guided by the supervisors to complete their Dissertation for further External Viva Voce to be conducted by External Examiners appointed by Cluster University. 5. Students are acquainted with the different tools and Standardized Tests available in Psychological Lab of the institution.
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college library is enriched with 29706 books, comprising of Text books about 25163, Reference Books are 1468 and other (general) books are 3075. The institution is well equipped with latest infrastructure like: Smart Board TV Teaching Aids Lab Equipment Podium Camera Sound System Display TV Installation of CCTv in the entire College Campus Partial Wi-Fi Connectivity in the entire college campus</p>
<p>Industry Interaction / Collaboration</p>	<ol style="list-style-type: none"> 1. The college signed a memorandum of understanding with MIER College of Education Jammu for exchange of resources like library softwares, collection of data for completion of research work along with the visits of students to complete their Practicum Activities. There is also exchange of teaching faculty for conducting various curricular and co-curricular activities. Collaboration with Secondary Schools <p>The College collaborated with different Secondary Schools of Jammu for completion of Teaching Practice and Internship activities which includes local community based activities, organising events of mutual interest-</p>

literary ,cultural and open discussions on pertinent themes to school education. College join hands with schools in identifying areas for innovative practices that includes helping school teachers in making lesson plans,adopting constructivist approach of teaching learning improvisation of teaching aids remedial teaching and diagnostic testing and use of various tools of evaluation making blue prints of Question Papers. 2. Memorandum of Understanding was signed with Rajiv Gandhi College of Education, Kathua 5-08-2019 with the objective of exchange of resources, academic as well as research oriented activities. Besides the faculty can act as Resource Persons, Guest Speakers and External Examiners for conduct of Viva Voce.

Admission of Students

Admission of students to BEd course is done after students qualify for entrance examination conducted by BOPEE. (Board of professional entrance examination)The select list is provided by BOPEE to the College. Then the students are admitted after scrutiny of documents by the Admission Committee constituted by the college Principal. Both UG and PG qualified students can apply for two years B.Ed. course. Admission to two years MEd course is done by Admission Committee appointed by Cluster University Jammu in which coordinator MEd as well as one of the seniormost faculty of the college is nominated by Principal. MEd Students are selected on the basis of total merit of UG and PG.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
<p>Planning and Development</p>	<p>The college administration with active support of different committees envisages the developmental works of the college. The college executes the policies and programs with regard to academic and administrative aspect as desired by Higher Education Department and affiliated university as our college is a government college and implements the norms laid down by the government. As per usual practice the college prepares the financial budget at the beginning of every year or as directed by the government with active support of accounts section of the</p>

college. The college uses Microsoft Excel application software for maintaining the employee details and college encourages the dissemination of information received through official email pertaining to different aspects of college i.e. planning and development through electronic medium i.e. faculty emails, whatsapp group, website, etc. moreover, the indexing of all the official records is maintained by the administrative office using MSOffice software. Technology is utilized in office administration for maintaining documents in soft copy format

Administration

The principal of the college is the administrative head and academic head of the institution and works in liaison with conveners and coordinators of different committees. The principal ensures that data pertaining to all the employees of the institution is timely upload in the centralized portal developed by the JK Government. The portal JK-CPIS(Centralized Personnel Information System) keeps track of all the employees who are currently employed, transferred or about to retire with respect to their jobs. The CPIS offers vast number of facilities that facilities the Principal of the institution in effective and efficient administration. The CPIS maintains Employee details, joining details, transfer details, promotion details, posting details, nominee details, sanctioned post details, Drawing and Disbursing Officer (DDO) detail for smooth functioning and effective decision making of the college administration.

Finance and Accounts

Since ours is a government college, we get all the funds and grants from the Deptt of Higher Education JK State government. Accounts section of the college is headed by Accounts Assistant deputed by the finance department of JK Government. The work under finance and accounts section of the college is managed with the help of a centralized software developed by the JK Government. The software is known as JK PaySys. JK Payment System (PayManager) provides the common and integrated platform for DDO's to prepare the all types of bills for booking of

expenditure. It is also the Pay Bill Preparation System which meant for the Employees of the Government of Jammu Kashmir. The Software not only provides the facilities for Pay bill Preparation but also Preparation of DA Arrear, Bonus, Arrears and Leave encashment Bills. Budget, Estimation, Allocation Monitoring System (BEAMS) is one more online platform which is used by the account section of the college. It is an application for online budgeting flow of resources. It is designed to capture flow of funds to each individual project under execution on real time basis. The account assistant of the college is assisted by the concerned committees of the college viz. Purchase Committee, College Development Committee and Advisory for the proper verification and validation of the processes followed during execution of jobs through accounts section of the institution.

Student Admission and Support

B.Ed. Course: The college admits the students of B.ED through entrance examination conducted by Board of Professional Entrance Examination, JK(JKBOPEE), an autonomous government body. The college publicize the entrance exam notification advertised by the exam conducting agency i.e JKBOPEE on its website for its wider reach. The student admission in this prestigious course is based on the merit list prepared by the JKBOPEE and then select list prepared by the JKBOPEE keeping in consideration all the reservation rules and norms of JK Government. The college plays its vital role of admitting the students from the select list after error free verification of original documents and credentials of the selected student. The college allots admission roll number once the student submits the admission fee as prescribed from time to time. All the merit list, selection lists, admission lists, shortfall lists are prepared using MS Excel, MS Word and PDF software for better management of information. The select list are also displayed on the college website.

M.Ed. Course : For M.Ed. course students are admitted on the basis of entrance test. The entrance test for admission to this two year course is conducted by Cluster University of

Jammu and merit list/select list is displayed on the cluster university website. The selected candidates receives notification regarding the selection in the course through SMS and email. At the time of admission proper guidance is given to students by College Admission Committee/ Guidance and Counseling Committee in selection of optional subjects.

Examination

External Examination is the domain of affiliated university. However the college has nominated Examination Coordinator, a senior faculty member of the college to facilitate smooth conduct of Term End Examination. Internal examination is planned and executed by internal examination committee of the college. The examination portal of the cluster university of Jammu offers various facilitates related to the post conduct of the examination. It offer maintenance of internal/external assessment awards. In addition to this, the examination portal provides result notifications, students profile, information about shortage cases and major/minor marks uploading. The overall post examination process of the college is coordinated and regulated by the web portal designed and maintained by the Cluster University of Jammu. The GCOE being a constituent college adopt to processes offered by the university from time to time.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended/ for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	nil	nil	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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2019	Induction Program	Computer Literacy Program	27/05/2019	22/06/2019	11	7
2020	Six Days Productivity Enhancement Programme of Distt. Jammu	Nil	27/01/2020	01/02/2020	30	Nil
2020	Six Days Productivity Enhancement Programme of Distt. Jammu	Nil	03/02/2020	08/02/2020	30	Nil
2020	2 Week FDP on Recent Advances in Research Methodology	Nil	10/02/2020	25/02/2020	25	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Recent Advances in Research Methodology	8	10/02/2020	25/02/2020	15
Information Communication Technology Modern Education The Way Forward	2	02/03/2020	17/03/2020	15
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	29	22	22

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Assistance for Govt. Employees 2) Group	Medical Assistance for Govt. Employees Group	Scholarships for Reserved Category,

Insurance 3) Medical Allowance 4) Loan facility

Insurance , Medical Allowance ,Loan facility

Insurance, MBF

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Audit inspection is of two types:- Internal audit:- Internal audit of this college is conducted by the finance department wing of administrative department. Administrative department constitutes an internal audit committee at divisional level comprising of Finance Department personnel's and the committee conducts financial audit of the colleges at divisional level. The committee checks the authorization of various financial transactions relevant authentic documents (administrative approvals and sanctions by higher authorities for incurring various expenditures). The committee reviews all the previous audit inspections reports and unsettled audit paras /objections by external audit. The committee issues necessary instructions for setting of all such unsettled paras. External audit:- External audit of this college is conducted by:- a) Office of the Accountant general of JampK Jammu: - A team from AG Office Jammu is constituted by Govt. Of India for conducting external audit of the college. The committee is deputed to check and verifies all the records involving financial transactions viz. Cash books, budget allocations, bills/vouchers, service books of all the employees, salary records and all other records which are maintained by this college involving any financial transactions for incurring expenditure. The committee also checks and verifies physically stored items purchased by this college and shortcomings if any will lead to audit objections. b) Audit and inspection wing of Finance Department: a team from audit and inspection wing of the finance department JampK conducts an external audit of this college. The audit team reviews the budget allocations funded by Finance department of JampK only and expenditure incurred under this allocation. The team checks and verifies all the requisite documents (sanctions, approvals and need for incurring such expenditure). Mechanism of setting Audit Objections: After conduct of audit of this college, the audit committee sends a detailed audit report by post which describes various audit paras of objections. These paras are then replied para vice by enclosing all such relevant documents which were felt short during on spot audit by the audit committee. The detailed reply report along with the necessary documents is then sent by post to the office of the Accountant General which is then reviewed by the AG Office. The para replies which are found satisfactory by the AG Office are settled/ dropped and report is sent to our college. The replies which are not found satisfactory are carried forward till next audit. The long term unsettled paras are forwarded to Office of the CAG and form CAG paras.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
No file uploaded.		

6.4.3 – Total corpus fund generated

34920

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Evaluators appointed by Cluster University	Yes	Examination Committee of the College
Administrative	Yes	Accountant General/ Finance Dept. Govt. of JK and Higher Education Department	Yes	Government agency

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent Teacher Meet was conducted. Parents shared their experience regarding the Teacher Training of their wards. They were satisfied with support system and mentoring that was being provided by the college. Parents suggested that some skill program can be introduced by the college. Parents also suggested that students should be given opportunities for preparation for CTET exams.

6.5.3 – Development programmes for support staff (at least three)

Computer Literacy Program conducted for Support staff. Financial Literacy programs conducted by IQAC. Free Health Check up camp was organised by IQAC.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. IQAC conducted workshops and Induction Programs for faculty Development. 2. Regular review of academic and co-curricular activities. 3. Development of Students Support System and Collaboration with other Institutions.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Induction Program by IQAC in collaboration with Higher Education Department, JK Government.	23/05/2019	27/05/2019	22/06/2019	11

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International women's day	07/03/2019	07/03/2020	40	13

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
As such no renewable source of energy is used by the institution but many efforts are being made to curtail a load of energy consumption like all the halogen bulbs are replaced with LED lights. As our college is a day working institution, we don't encourage the usage of LED lights even during daytime.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	14/10/2019	365	Each One Teach One	Each student adopt a child to help in education and track the improvement.	220
2019	1	1	14/10/2019	365	Each one Plant One	Each student plant a sapling and nurture it for	220

						two years.	
2019	4	4	26/11/2019	1	Constitution Day	Various awareness programmes were conducted to motivate the youth for registration and to vote in upcoming elections.	50

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College brochure and College Website	Nil	Code of conduct is strictly ensured by the discipline committee and any discrepancy is timely resolved by the discipline committee as well as head of the institution / dean student welfare.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observance of punctuality week	01/04/2019	06/04/2019	60
Slogan writing competition under the theme "Peace has its own Reward"	18/09/2019	18/09/2019	16

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>Solid Waste Management: Institution follows the 3R Principle (Reduce, Reuse and Recycle) to protect the environment. Separate dustbins for collection of wet and dry waste have been installed for the proper segregation and disposal of wet and dry waste.</p>
<p>Plantation Drive: To increase the green cover, college organizes various plantation drives from time to time. Sapling plantation programmes are a regular feature on special occasions like Earth Day, World Environment Day, World Nature Day and so on. As a result of all these activities campus is well traversed with plants all around. In addition to regular plants, medicinal plants are also planted in the college campus.</p>
<p>Say No to single use plastic: On the occasion of birth anniversary of Gandhi Ji, Govt. College of Education organized a rally to sensitize the students</p>

about ill effects of single use plastic. A brainstorming session was conducted to explore the alternate of single use plastic.

Swachhta Pakhwada: Institution organized fifteen days activities in order to make campus as well as community more clean, green and healthy. The event was concluded with an oath ceremony in which all the NSS functionaries, NSS volunteers and teachers took the pledge for Swachhta.

Cleanliness Drive: Institution organized Cleanliness Drive to make the campus neat and clean. In this regard, no vehicle is allowed to enter into the college campus. Under B.Ed Programme, the college has adopted two villages and different community schools and cleanliness drives are being conducted there also, to aware the society about the importance of a clean and healthy environment.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I: Efficient and Effective Transaction of Curriculum through the Integration of ICT

1. Context: The College of Education being the benchmark for delivery quality teacher education always envisage the inclusion and adoption of state of the art infrastructure. This ever readiness plays very crucial role in implementation of policies framed at the state and national level. Keeping pace with the ever changing education scenario, GCOE believes in delivery and demonstration of the curriculum content to the teacher trainees through the use of ICT tools, so that there is effectiveness and efficiency in the delivery of content to the end user.

2. Objectives: i. To have state-of-the-art infrastructure for ICT integration in curriculum transaction both for short-term and long term purposes. ii. To bring enhancement in the personal /professional practices of teachers through the use of ICT tools. iii. To create cognizance on the significance of ICT not only in education, but across the board. iv. To upgrade the classroom experience for delivery of content. v. To upgrade the knowledge versatility of the pupil teachers.

3. About Practice: The college administration leaves no stone unturned in order to bring new technological interventions for the faculty and students of the college. The college during its planning of activities for the financial and academic calendar proposes to the government through annual budget requirements. The availability of ICT tools in the form of Computers, Laptops, Smartboards, Audio Systems, Speakers, Printers, Projectors, Internet Connectivity, Digital Camera, Video Recorders, websites, Facebook account, emails, WhatsApp group etc. provides ample opportunities to the faculty of the college for effective and efficient delivery of content to the students. Moreover, the use of ICT for the administrative purposes have resulted into fast delivery of important information which further leads to fast disposal of assigned task. The faculty of the college is trained in basic ICT application and ensures that every gadget available is properly managed and used. The college relies on the highly qualified and professional faculty members for optimum utilisation of computing resources. Most of the college activities are recorded and transmitted using ICT tools.

4. Evidence of Success As far as evidence of success for integration of ICT with Education is concerned, it can be assessed from the feedback of the students that there are sufficient ICT tools available in the institution and they have been used optimally for the effective and efficient delivery of content. The online evaluation of internal assessment is another attribute of teaching learning process that contributes towards the success of this practice. The transition from old practice to the new practice has yielded results which are very useful for the students in particular and faculty in general.

5. Obstacle faced if any i. Due to the volatile administrative and political scenarios of the state, the high speed internet connectivity is a concern. The mobile data services were not available for the masses from 05-08-2019 to 25-01-2021 and thereafter, only 2G Mobile services were restored. ii. The advancement in the technologies always require skill upgradation of the

faculty. iii. Proper upkeep and maintenance of the ICT infrastructure. 6. Resources Required: i. A customised LMS as per the needs/requirements of the GCOE. ii. A paid version of Google Classroom/Zoom Meetings/GoToWebinar, etc. iii. A paid version Anti-Virus. iv. A e-Content Development Studio. v. A browsing centre for internet surfing. Best Practice-II: Library management system with OPAC (Online Public Access Catalogue) 1. Context: Library is a growing organization. Every year new arrivals as well as books in demand are added to the existing collection to meet the need of its readers. With the influx of information resources, the traditional methods of library management and its inhouse services are becoming difficult to handle day by day. But with the advent of emerging technologies and changing dimensions of library services, the manual input is being minimized with more efficiency, accuracy and productivity, using machines. In large scale libraries, it's very time consuming and easy to make mistakes to find books and perform other activities manually. In order to solve this problem technology has offered various library management systems using computer to perform the various activities of the library. In the emerging trend library automation can serve as a remedy to all the existing problems of libraries which has various operational modules such as cataloguing, circulation, WebOPAC etc. WebOPAC is an important interface that helps to spot any particular book at any given time in the library using several searchable options such as by Author, title, location, class number, keywords etc. Since the chances of accuracy of refined search with proper bibliographic details is possible and the search is much faster and easier, the College library has attempted to host WebOPAC on the college web site under college achievements section. Moreover, the annual report of library services is also being highlighted through it. Important links of other educational related web sites are also being mentioned in it. 2. Objectives: 1. To make the search of library resources faster and easier 2. To provide bibliographic data in machine-readable form using various search options. 3. To see the number of copies available in the library 4. To see the circulation status of library materials 5. To see the record of library holdings as well as report of user statistics. 6. To provide users their personal account status like books due, overdue and fines due etc. 7. To make detailed library section in college website to highlight facilities provided by the library with library achievements time to time. 3. About Practice: Since library management system with OPAC service can accelerate efficiency, productivity and institutional growth this service can become the best practice of library automation system in the digital scenario. Using WebOPAC users can not only search materials available in library but also can see their account details like the books they have issued and returned in the past, the due status of the books they have taken, the fines dues on the overdue items. They can see and edit their details in the WebOPAC after logging into their account using user ID and password provided to them after their registration. Users even place a hold on available materials so that they only can issue the books when they reach library. Purchase suggestions can also be made by the library users using WebOPAC. A messaging system is also available in the WebOPAC system so as to assist in communication between the library and its users. 4. Evidence of Success: As a commitment to introduce best practices for the institutional growth the College library has hosted WebOPAC on college website full filling the set objectives. 5. Obstacles face, if any The working of the college library depends on the BSNL broadband connection which offers 4Mbps max speed. Sometimes, this moderate internet speed acts as a roadblock or bottleneck in accessing online portals and WebOPAC. 6. Challenges/Requirement: 1. High Internet speed 2. Follow up for static IP. 3. A separate website for college library 4. Organization specific email id's

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gcoedu.in/pdf/7.2.1-%20Best%20Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Government College of education is the only government teacher training institution in the Jammu Division that takes a lead towards execution of policies and norms framed by the government from time to time. Since 2017, the college has been assigned the responsibility of organizing orientation programmes for the newly recruits in the Higher Education Department. In the same year, the GCOE conducted training programmes for faculty recruited in various disciplines. For the successful conduct of these training/orientation programmes, the resource persons were called from various recognized institutions. Moreover, faculty of the college also shared a great part of responsibility in the smooth execution of the above said assignment. This is going to be a regular feature of the institution. Usually, these training programmes are mainly conducted through UGC-HRDC but GCOE is privileged to have this as an opportunity to play a key role in imparting orientation programmes of new entrants in the department. This is distinctive attribute of the institution which makes the institution different from other educational institutions of the Jammu Division.

Provide the weblink of the institution

<http://gcoedu.in/pdf/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Government College of Education, Jammu shall take the following initiatives in the session 2019-20

1. E-content Development: keeping in view the demands of the current times the college shall prepare committees for e-content development. All the faculty members shall be involved for the same purpose. The college shall conduct workshops to give hands-on training to teachers for Video recordings, PPT recording, Animation etc. to develop interactive video lectures.
2. Faculty shall be motivated to register for courses on Swayam Prabha and UGC programs for learning flipped mode of teaching.
3. Workshops shall also be conducted to give training to faculty members about Google Apps and Zoom apps etc. for taking online classes.
4. FDPs on New Research Methodology shall be organized to appraise the faculty members about the latest trends in Research and innovation.
5. Webinars and Conferences on Inter-disciplinary and Multi-disciplinary approaches shall be held to promote exchange of knowledge and information among different disciplines. Collaborative efforts with reputed institutions and Academic NGOs shall be promoted for enhanced teaching and learning and exchange of information. For digitalization in education the college shall establish more smart classrooms, digital boards and projectors for enhanced interactive learning experiences and easy access to Online resources. Keeping in view the current Pandemic situation the college shall hold online programs for awareness on Covid: Prevention and Care. Online counselling sessions shall be conducted for better mental health of the students.