



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	KIIT College of Education
• Name of the Head of the institution	Dr. Indira Dhull
• Designation	Director
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	1242658000
• Mobile no	9811626767
• Registered e-mail	indiradhull@kiitworld.in
• Alternate e-mail	info@kiit.in
• Address	KIIT Campus, Sohna road, near Bhondsi
• City/Town	Gurugram
• State/UT	Haryana
• Pin Code	122102
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	MAHARSHI DAYANAND UNIVERSITY, ROHTAK				
• Name of the IQAC Coordinator	Dr. Rachna Sharma				
• Phone No.	0124265800				
• Alternate phone No.	9811626767				
• Mobile	9910444112				
• IQAC e-mail address	rachna.sharma@kiitworld.in				
• Alternate Email address	info@kiit.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://kiitedu.in/wp-content/uploads/2022/08/AQAR-2020-21-PDF.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://kiitedu.in/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.02	2011	27/03/2011	26/03/2016
Cycle 2	A	3.22	2016	16/12/2016	15/12/2021
6.Date of Establishment of IQAC			05/04/2011		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
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	02	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Conducted a National Webinar on National Education Policy 2020-21 in Feb 2022. 2. Conducted a session on Capacity Building, Soft Skills & Personality Development an Orientation cum induction programme in Feb 2022. 3. Conducted a five days online workshop on MOOCS, E- Content Development, and Open Educational Resources in December 2021. 4. Conducted two days Computer Literacy Programme for Rural Women in December 2021. 5. Conducted a talk on health and COVID related issues in July 2021.</p>		
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		

Plan of Action	Achievements/Outcomes
In the meeting held on 17 Nov 2021, it was decided to take up some activities as Corporate Social Responsibility.	A digital literacy workshop for women living in nearby villages was conducted on 2nd & 3rd of December 2021.
In the meeting held on 02 Dec 2021, it was decided to conduct FDP.	A 5 days FDP on 'MOOCS, E-Content Development & OERs' was conducted from 14th December, 2021 to 18th December, 2021.
In the meeting held on 01 Feb 2022, it was decided to conduct student's Induction Programme	A Session on "Capacity Building, Soft Skills & Personality Development" by Prof. Ashish Dahiya, Director, Centre for Soft Skills Development, MDU, Rohtak - an induction programme on 05th Feb 2022
In the meeting held on 01 Feb 2022, it was decided to organise National Seminar/ webinar/ special lectures.	National Webinar on National Education Policy 2020-21 was conducted on 19th February 2022.
Organisation of Enrichment Lectures, Scholastic & Co-Scholastic Activities during the session	Various extension lectures and Co- Curricular Activities were also organised.
Organization of inter college competition SRIJAN -2022	SRIJAN -2022 was organized on 26th April 2022.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body (KIIT College of Education)	20/04/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	14/02/2023

15. Multidisciplinary / interdisciplinary

- Dr. Rachna Sharma was appointed and approved as a research guide for three students pursuing M.A. in Psychology at IGNOU in April 2022.
- National Technology Day, sponsored by Haryana State Council For Science and Technology was organized by KIIT College of Engineering on 11th and 12th May 2022. The theme of the NTD was "Integrated Approach in Science and Technology for Sustainable Future". The students of KIIT College of Education participated in various competitions and won prizes as well.
- A digital literacy workshop for women living in nearby villages was conducted in collaboration with Kamrah Institute of Technology on 2nd & 3rd of December 2021 wherein the faculty of the concerned department took the sessions of the rural women.

16. Academic bank of credits (ABC):

- Students are encouraged to get themselves registered on the ABC platform developed by the National e - Governance division under the Digi Locker framework.

17. Skill development:

Development of teaching skills:

- Class Management Skills
- Observation Skills
- Students' engagement skills
- Time Management Skills
- Small Group Discussion Skills
- Conflict Management Skills
- Reading, Writing & Thinking Skills
- Communication Skills
- Development of Meta-Cognitive Skills
- Development of Stage Management Skills
- Development of ICT skills for teaching learning

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

- The medium of classroom instruction has always been Indian Language (Hindi).

- Students are oriented to ancient Indian Knowledge enunciated in Vedas and Upanishadas while teaching Philosophical Foundations of Education.
- Statues of educationists and great saints have been installed in the campus and students are given deep understanding of life and philosophy propagated by them through lectures on their birthdays.
- The campus has Chinta Mukti Meditation centre where havan, yoga and meditation are practised at regular basis.
- The campus has plenty of medicinal plants and students are oriented about the benefits of these plants in healing common day ailments and to boost immunity. The students are encouraged to grow more and more medicinal plants in the campus and at home.

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

Teachers strive hard to prepare and present the instructional material in such a way that leads to Outcome Based Education.

20.Distance education/online education:

Extension/ special lectures are conducted regularly in blended/ hybrid mode to facilitate wider participation. Students are encouraged to use synchronised and asynchronised modes of learning.

Extended Profile

1.Programme

1.1 62

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 196

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

63

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

72

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

16

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

20

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	62
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	196
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	63
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	72
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	16
File Description	Documents
Data Template	View File

3.2	20
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	24.76
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	47
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a well-planned and documented process as the academic calendar is prepared before every academic session and followed in letter and spirit. The curriculum is delivered through student centric methods like- experiential learning by students under teacher's guidance, collaborative and cooperative learning, ICT integrated approach, brain storming, role play, field trip, etc. To foster confidence among students, they are encouraged to come forward and prepare & present one topic each in every class.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://kiitedu.in/b-ed/ , https://kiitedu.in/m-ed/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic planner is prepared every year including for the conduct of internal/ sessional examinations and shared on the institution's website. It is adhered to in all academic and continuous internal evaluation matters.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://kiitedu.in/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

01

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

39

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

All the crosscutting issues such as Gender, Human Values, Environment, and Sustainability have been integrated in the curriculum and are being dealt with through classroom interactions and special lectures as may kindly be seen in the annexure.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

23

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

196

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	A. All of the above
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from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1XHTRnFHlFQp9RuEsq-TPe_il1eY_v0I3?usp=share_link
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/1zpgOxdBhMjoJe6hPKTYbHEpNT6VivPOR/view?usp=share link

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

117

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

17

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students based on regularity, attentiveness, assignments, class tests, classroom discussions, ability to answer questions in class, internal exams, and general awareness.

We emphasise improving the performance of slow learners by providing them remedial sessions which are conducted separately from regular classes. The faculty spares time to mentor such students individually to cope up with the subject and they are given repeated practice on important topics. Special classes on communication skills are also conducted to help Hindi medium students.

Counselling sessions for slow learners are taken to understand their socio-economic backgrounds and to identify other skills and strengths. Counselling provides them with all kinds of support and guidance, and helps to build their self-confidence resulting in improved academic performance.

Advanced learners help slow learners through peer learning. The college enhances the intellectual capability of advanced learners by motivating them to take part in projects, presentations, seminars, quizzes, other literary and co-curricular activities, and group discussions.

Advanced learners are provided career guidance to appear for competitive examinations like CTET, NET, etc. They also participate in University Outreach Programmes organised by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
196	16

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teaching-learning methods implemented by the faculty members include Discussion Method, Project-Based Learning, Computer-assisted Learning, Field Trips, Experiential Learning, Model Making, etc. Experiential learning is provided through school internship programmes for both Teacher Education courses i.e. B.Ed. & M.Ed. so that students may learn by doing/ teaching in real settings.

Apart from traditional teaching, teachers always strive to enhance the learning experience of learners in class through individual attention and various student-centric activities. For problem-solving and participative learning various methodologies used are- brainstorming, question answering, problem-solving, flipped classroom, peer teaching, etc.

Group discussion is encouraged for suitable topics and also when students participate in pre & post internship programmes so that varied ideas can be obtained.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Today, it is indispensable for teachers to learn and master the latest technologies to make the best use of technology in the teaching-learning process. The teachers use ICT in education to support, enhance, and optimize the delivery of education. ICT tools including Projectors, Laptops, Desktops, Printers, Smart boards, and Interactive Panels are used in the college. Also, online classes through Zoom and Google Meet were conducted as and when required by the faculty and Google Classrooms were created for each course to share the study materials and assignments.

- The faculty and students are encouraged to pursue courses at MOOC Platforms (SWAYAM, NPTEL, Coursera, Udemy, etc.).
- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped with online search engines and websites to prepare effective presentations.
- Auditorium, Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
- Recording of video lectures is made available to students for long-term learning and future referencing.
- Teachers use various ICT tools for conducting workshops on the latest methods like Digital lesson planning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

63

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Students are assessed on a continuous basis through innovative and refined techniques such as Group Discussions, Teacher Marked Assignments, Class Tests, Oral Tests, Project-based Viva voce, and two Sessional examinations per year. Accordingly, remedial learning engagements and other techniques are used to support learners with different abilities and paces. Students with the advanced ability or potential in one or more specific areas are given opportunities to nurture their talent so that it may not remain inchoate in the absence of a meaningful exposure.

Academic counselling and peer tutoring are provided to address the students' diversities and their accommodation. Collaborative tasks are also accomplished by the students which generate an open-ended creative learning process.

Hands-on learning, more formally known as Experiential Learning, reflects a teaching philosophy that promotes learning by doing. The strategy allows students to practice guided tactile learning in which they absorb knowledge not only by listening but by experiencing. Project-based learning, Practical demonstration, and Implementation of Best practices enhance the significance of the learning dexterity of the students. Communicative English, Life Skills, and Arts & Crafts are also imparted to the students which are also evaluated through internal assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/drive/folders/1bF0mw07xF77QoA9r7xbqmw4n6T-qn6WA?usp=share_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Students, in case of having grievances related to the examination, can apply to the Principal/ Director shortly after the examination is over. The grievances related to Sessional Exams/ Class tests/ Assignments are dealt with at the college level. If students have grievances regarding university examinations, their grievances/ complaints/ requests are forwarded to the Controller of Examinations, Maharshi Dayanand University, Rohtak for further necessary action in this regard.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The PLOs of Teacher Education courses are to make the students good teachers who can disseminate the knowledge effectively in view of paradigm shift in Teacher Education and acquire relevant knowledge with respect to core & elective courses. The teaching learning process of the institution is aligned with PLOs of Teacher Education as due emphasis is given on conceptual as well as practical aspects of core and teaching subjects. A well structured internship programme is being followed for developing teaching skills among teachers to be in B.Ed. programme. For M.Ed. course, the would be Teacher Educators are also oriented to Educational Research. To put it into practice writing of dissertation is compulsory wherein they follow all the steps necessary for any scientific enquiry.

For CLOs & PLOs please see the curriculum of B.Ed. and M.Ed. at B.Ed - KIIT College Of Education (kiitedu.in)

M.Ed - KIIT College Of Education (kiitedu.in)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	M.Ed - KIIT College Of Education (kiitedu.in) B.Ed - KIIT College Of Education (kiitedu.in)
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Sincere efforts are always made to keep progressive performance of students and attainment of professional and personal attributes in line with Programmes' Learning Outcomes. Attainment of Course Learning Outcomes is also emphasized while dealing with various Teacher Education courses. A record of performance of students on various internal assessment tasks is maintained and analysed. If need be, intervening strategies can be used for improvement and progression of students in terms of achieving PLOs and CLOs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://drive.google.com/drive/folders/1bFQmw07xF77QoA9r7xbqmw4n6T-gn6WA?usp=share_link

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

72

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1zpgOxdBhMjoJe6hPKTYbHEpNT6VIvPOR/view?usp=share_link

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

1. Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations

- In the institution there is Mathematics resource centre, English/ Hindi resource centre, Social Science resource centre, Science resource centre, Girls Association, Sports activities and Entrepreneurship development centre through which students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge.

2. Encouragement to novel ideas

- Institution conducted various activities in innovative ways like tree plantation, Swacch Bharat Abhiyan , awareness programmes about cleanliness and hygiene etc. All these activities are conducted with the help of society and for community welfare.

3. Official approval and support for innovative try-outs

• Wall magazine is displayed in the college campus and its volume is changed after every three months. College Bulletin is also published and provided to students and teachers. They are free to express their views, research work, creative thinking in the form of poems etc. They touch various current issues as well as neglected issues which may prove useful in the context of rural society.

4. Material and procedural supports

•To enhance innovative ideas, students and teachers are encouraged to participate in National and International Seminars and Conferences. Faculty has an easy access to the highly enriched library having the latest educational surveys, Journals and abundant Ph.D. theses from various universities along with internet facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

04

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. A computer literacy workshop for women living in nearby villages was conducted on 2nd & 3rd of December 2021 wherein the faculty took the sessions of rural women and taught them the basics of computer which can be used in their day to day life.
2. E- Waste Management Awareness Drive was carried out on 8th June 2022 for rural women of adopted village Kherla.

File Description	Documents
Paste link for additional information	https://www.facebook.com/KIITCollegeOfEducation
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

02

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/

YRC etc., during the year**13**

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

87

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

10

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate physical and academic facilities required as per University and NCTE guidelines to run different programs. The infrastructure facilities and learning resources are categorized as under:

(a) Learning Resources include resources and infrastructure required for the library, laboratories, computer centre, classroom teaching, events, meetings and conferences.

(b) Support facilities include seminar hall, auditoriums, sports grounds and creche (Facility in the sister institution on the same campus).

(c) Utilities include safe drinking water, restrooms and power generators

- Lecture Rooms 12 Nos. including SMART Lecture Hall.
- Seminar Hall & Multipurpose Hall fitted with A.C., Computer and LCD Projector
- Library and Reading room with internet facilities having two window ACs.
- ICT Resource Centre
- Psychology Resource Centre
- Science Resource Centre
- Mathematics Resource Centre
- Social Studies Resource Centre
- Languages Resource Centre
- Arts & Crafts Resource Centre
- Computer Laboratory for students
- Tutorial Rooms
- Principal's Office
- Administrative Office
- Visitor's Room/ Director's Office
- Girls' Common Room
- Boys' Common Room
- Teaching Aids Resource Room
- Health/ Yoga Resource Centre
- Separate Toilets for boys and girls in each Wing/Floor
- Parking Space
- Store rooms
- Medical Room
- Restroom Facility for Staff
- Restroom Facility for the divyang Jan
- Assembly space and open-air stage for other activities
- Play Ground (Outdoor games)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/drive/folders/1CXLCIzHAzaEP2wC8kTlCxPRdOptwGaEJ?usp=share_link

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has adequate facilities for cultural activities,

sports, games (indoor, outdoor) and yoga centre required as per University and NCTE guidelines to run different programs. The infrastructural facilities for the mentioned activities are: -

- Auditorium (2 in count) for Cultural Activities
- Outdoor playground with basketball court, Space for Cricket and Badminton.
- Open space (near assembly area) for Indian games i.e. Khokho, Kabaddi etc.
- Indoor games room with multiple games equipments.
- Yoga and Meditation Space (Chintamukti Kendra).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/drive/folders/1QRw_RX-Xxkxfxe6ZBoJdsAWHJoLsKbEx?usp=share_link

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

04

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1.54

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Our Institution has adopted automation of library. Using Software: Alice for windows.

- **Internet Access:** Four systems with internet facilities in the library are available for exclusive use of students and researchers.
- **Computer system:** Total 7 systems (3 for staff and 4 for students).
- **Digital Library service:** Available

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

subscription of Journals Rs. 29,545

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

53

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a well-equipped computer lab connected to LAN as well as in WAN facilities. All the systems have Internet (Wi-Fi) facilities. In addition, there is an ICT Lab with all required ICT tools and resources. A special computer room has further been created where systems placed are specifically meant for use by faculty and students for academic purposes like attending academic programmes, preparing PPTs and for maintaining records, etc. In the Computer Lab software available are; Ms Office with tools MS-Word, MS-Excel, MS- Power, Adobe Reader, Google chrome, Nero Start Smart -CD writer, D-link software, Java C, C++.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1tzEyj1uDFpbskKVbyI5J6zB2Wz6rbYiQ/view?usp=share_link

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

24.76

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The infrastructure pertaining to physical, academic and support facilities in college is regularly maintained to ensure that they are of maximum benefit to the students as well as teaching and non teaching staff. Staff members are deputed to ensure the maintenance of the campus. There are various committees to ensure proper maintenance and upkeep. A suitable budget is allocated every year for the maintenance of various facilities. The committees meet regularly to monitor the optimum use of physical, academic and support facilities which are accessible to the students and staff of the college. Maintenance of Library Facilities: The books and journals are maintained against disfiguring. The Library Committee has been constituted for coordination in respect of learning resources, procurement of new books & renewal of journals.

Computers: The institute has an adequate number of computers with internet connections and utility software. IT infrastructure is maintained by the head, IT Coordinator along with technical support persons on the campus.

Classrooms & Conference Hall: Classrooms and Conference halls are provided with enough seating capacity and required infrastructure.

Resource Centres: All the resource centers are regularly maintained by the teachers concerned with support staff.

Instruments and apparatus in the Science lab are maintained properly, calibrated, and serviced periodically.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/drive/folders/1Y4o80KXdtoqF-K8ep0wrplHxjrgdfXSa?usp=share_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

NIL

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to Institutional website	https://kiitedu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
27	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
27	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

36

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

06

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

35

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Student Council is the chief student body of KIIT College of Education. The council acknowledges various problems faced by students in the college and comes up with meaningful solutions for the same. The council acts as a bridge between management and students and implements ideas for the betterment of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

6

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni is an effective role model and can be easily accepted by students. With the return of the alumni to support the college, they bring with them credibility and justification as part of a successful institute, having breathed the same air and encountering similar challenges faced by the students. Experiences that are shared by the alumni with students whether in time management, financial management, development of self-discipline and character or in career management can be more easily accepted as guidance and inspiration by students. Through this way, alumni can assist in strengthening confidence, improve motivation and inculcate the right culture in line with what the college intends to convey to its students. The College invites the former teachers as well as old students on regular basis for interaction.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

KIIT sustains and thrives on innovations being a self financed institute under Vidyapati Sansthan, established in 1969 with a view to perpetuate Gandhian values in the present day context. Great social leader, Manas Putri of Acharya Vinoba Bhave and Nominated Member of Parliament (Rajya Sabha) in her capacity as Patron of KIIT wrote in her message to KIIT Souvenir (2008) "I have been attached to this society since its inception and it fills me with elation and pride to say that every institute established under the aegis has set a benchmark for maintaining a balance between the tradition of the past and professional ethics of the present. I am confident that the ideals of excellence and dedicated contribution to society will be carried forward by this new institute". KIIT is situated in a rural setting; over the years has developed strong bonds with the local community. Expert faculty from KIIT frequently visit schools, specialized institutions, NGOs and also providethem with a vibrant platform for intellectual, cultural, and sports activities. As an institute of higher learning, it encompasses academic and professional standards - par excellence. Vision Mission is displayed in corridors for everyone to see. The KIIT website displays them too.

File Description	Documents
Paste link for additional information	https://kiitedu.in/about-us/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college administration is decentralized in the following manner:

The Director of the College is the main functionary. She provides leadership in both academic and day-to-day administration. She keeps a liaison with the management on the one hand and with the University and other regulatory bodies on the other. Policy level decisions are taken at the management level in which CEO,

Registrar, Director, and Principal meet as equals. The Management on its part gets direction from CGB and Academic Advisory Boards and advice from the advisors. The principal implements the decision with the active help from course In-charges and In-charges of other committees. The whole ethos of the College at any point of time is democratic and participative. All decisions are taken in faculty meetings and carried out through In-charges and committees. Willing participation of every faculty and student is ensured by the Principal. It is done through persuasion and mutual discussion. Any suggestion from faculty or students is taken seriously, discussed and implemented accordingly. The faculty is free to innovate. However, at times ideas are floated by the Director/ Principal or Registrar to make the college open to outside expertise and newer dimensions of education/ teacher education.

File Description	Documents
Paste link for additional information	https://kiitedu.in/advisory-board/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College develops its tentative academic plan and flexible academic calendar before the start of the session. It is prepared by consulting its senior faculty members and convenors of the different committees. The practicing school administrators are also consulted before planning the activities with respect to the teaching practice. The feedback obtained in the last academic session from the different stakeholders of the institution is also taken into consideration to plan its future activities and to achieve academic excellence in the institution in the forthcoming academic session. In the 'Annual Plan' meeting with the faculty and the principal, the coordinator integrates all the given plans. One reading of the annual plan is done by the coordinator and if there are any suggestions, these are discussed for further consideration and finalized. The principal in coordination with the IQAC finally approves this annual plan which is then ready for implementation. The annual plan is thus developed in a democratic and decentralized manner.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://kiitedu.in/academic-calendar/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

On the basis of required qualifications and experience, the management recruits the faculty members by advertising in the daily National Newspapers and in presence of a duly constituted selection committee from the University. The salary structure remains in accordance with the university norms. From either side, three months' notice should be given for leaving the job. The institution's academic freedom, conducive environment, and timely increment helps in retaining faculty members with diverse qualifications, knowledge, and skills. Promising and best faculty and staff are always encouraged by giving them cash awards and other incentives. Part-time staff is recruited in areas like arts and crafts/ fine arts/theater/ music as per the need of the syllabus. The basic qualification of ad hoc and regular faculty are equal but the faculty whose expertise is especially required for identified syllabus portions or who are proficient in practical work like arts and crafts or fine arts and who have not yet gone through the prescribed selection process set by the university is appointed on part-time/Ad Hoc basis through the interview organized by the institution as per the need arises.

File Description	Documents
Paste link for additional information	https://kiitedu.in/news-events/
Link to Organogram of the institution webpage	https://kiitedu.in/governing-body/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The different welfare measures which the institution provides to the staff are:

- Annual increments
- Well-furnished infrastructural and instructional facilities
- Conducive/cordial working environment.
- Medical Health Insurance of the staff
- Due credit to the different ideas of the faculty related to the development of the institution
- Loan facility
- OD for attending seminars/workshops
- Awards of Excellence, best teacher, and best supporting & technical staff.
- RO facility for drinking water.
- Fee Concession for staff wards

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

02

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The Self Appraisal Performa

The most significant and interesting aspect relating to performance appraisal of college teachers is that by whom the

performance should be appraised.

Self performance appraisal: Self appraisal is another viable exercise in this regard. Every teacher is asked to submit a periodical self assessment report on all the facts of his/her work such as teaching, research, and extracurricular activities. The exercise provides the individual teachers a valuable opportunity of detailed introspection and self improvement. The self-appraisal policy mainly focuses on major areas like the teaching-learning process, co-curricular and professional activities, research and related publications. The Self Appraisal Performa is provided by the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance.
- Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the Principal. The same process is being followed for the last five years.
- Process of the external audit: The accounts of the college are audited by a chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit, are attended immediately along with the supporting documents within the prescribed time limits. The institution did not

come across with any major audit objections during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

9600/-

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Government has allowed to collect the fees from the students. The collection of fees is done according to the allowed/permitted schedule of fees fixed by the fee committee under the chairmanship of retired High Court Chief Justice. Apart from the collections from student fees, the society has passed the resolution to meet all the deficits, if any for KIIT College of Education.

1. Fee collected by conduct of FDP, conferences, workshops etc.

2. Leasing out the infrastructural facilities to various organisations for conducting exams etc.
3. Funds generated through the use of the College Auditorium and the playground by the corporate houses and external agencies.
3. The Purchase Committee takes care that purchases are carried out properly and in accordance with the rules.
4. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.
5. Regular internal and external audits carried out by the competent committee/officer.
6. The time-table committee looks after the proper utilization of classrooms and laboratories.
7. The Library Advisory Committee takes care that the resources in the library are utilized optimally.
8. Campus cleanliness and its utilization is monitored by the Campus Cleanliness Committee.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1GqRYA6a0zKDtPBUKGAZXX87iTHAdoVQX?usp=share_link
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the Institution.

Yes, the institution in response to M.D. University letter No. CB 5//2011/4100-4629 dated 04/03/2011 established the first Internal Quality Assurance Cell (IQAC) on 5th April, 2011 as per University/UGC norms. Since then, IQAC has been an integral part

of the institution.

- The institution has clearly stated in its mission statement that the college would maintain high-quality academic standards and inculcate moral and ethical values among students. Thus, the institution firmly believes that the mechanism for planning and execution of the strategies and processes are in line with the vision and mission of the institution.
- Organizing quality activities/ programmes and periodical quality checks play a vital role in an educational institution for enhancing it's efficiency, effectiveness, and productivity. The Internal Quality Assurance Cell (IQAC) over the years has adopted a number of practices to maintain and enhance quality in institutional programmes and it's functioning.
- IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following practices are the results of IQAC initiatives:
 - E - content development
 - Workshops on MOOCs
 - Value Added Course

File Description	Documents
Paste link for additional information	https://www.youtube.com/channel/UCfYPRP1HDJLYxSI-_wLzjdg
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has developed mechanism for the quality assurance of its teaching learning process by:

- Revising and updating teaching methodology in accordance

with the changing needs of society, school and knowledge explosion.

- Use of multimedia for teaching- learning.
- Promoting extensive research presentations at every succeeding step and intensive discussions to enhance the quality of research.
- Providing hands-on experience through Creativity Clubs, House System, Students' Wall Magazine and Inter School/Inter College Competitions.
- Team teaching and Peer Teaching.
- Inviting eminent speakers for guest/ extension lecturers.
- Simulated Teaching
- Presentation by students on various topics.
- Group discussions and panel discussions.
- Enriched library resources.
- Weekly research seminars for M.Ed.
- Closer association with mentor teachers.
- Two Sessional examinations as per university guidelines.
- Consequently, incremental improvement in various activities has been observed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://kiitedu.in/wp-content/uploads/2022/08/AQAR-2020-21-PDF.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender inequality in education is a persistent problem in Indian society, especially for girls from rural areas and lower socioeconomic backgrounds. KIIT College of Education took initiatives for the promotion of Gender Equity.

1. Gender equity, the safety of women, and gender sensitisation is an important aspect of the KIIT environment.
2. The counselling centre of the college provides emotional and psychological support to the students.
3. The college campus is also designed to create a safe and inclusive environment that respects and upholds individual differences including Gender.

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/document/d/1WW8nj1FZi8F0lFSPcuNyXFK5b5k4MYeZcCJodTFGQsg/edit?usp=sharing
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1q5ux65M7qWEGkovM-lngghXa5i_iZWYhpcRjI8Y3_BU/edit?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

KIIT's waste management policy is in sync with the waste management policy of its affiliating University i.e. Maharshi Dayanand University, Rohtak. KIIT College of Education recognises the importance of meeting legal requirements for waste management hence the college is bound to manage its waste responsibly, reduce the volume of waste sent to landfill and maximize reuse and recycling wherever possible. We at KIIT are committed to:

- Minimize waste generation at the source & facilitate repair, reuse & recycling over the disposal of wastes, in a cost effective manner.**
- Provide clearly defined roles & responsibilities to identify & co-ordinate each activity of the waste management.**
- Instill in students the habit of making best out of waste &**

transform old items into value added products.

- Ensure safe handling & management of dry, wet & E- waste in the campus.
- Provide appropriate training to teachers, residents, staff and students on waste management issues.
- Promote holistic approach of waste management in the Campus.
- The instructions in this regard are widely circulated for necessary action. The waste management committee keeps a check and ensures the implementation of the policy.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

A. Any 4 or All of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

An inclusive classroom is one that creates a supportive environment for all learners, including those with learning differences and one that can also challenge and engage gifted and talented learners by building a more responsive learning environment. Inclusivity also means respecting people from all backgrounds and cultures. By teaching our students the importance of this we can create a much more tolerant and understanding environment, not just in the classroom and school but also in wider society. KIIT College of Education provides Inclusive Environment to the learners and inculcates in them tolerance for cultural, regional, and linguistic diversities. All the students, irrespective of their caste, colour, region, religion, and socioeconomic status are motivated to participate in curricular, co-curricular, and extracurricular activities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institute organizes awareness programmes/ activities related to Human Rights, Fundamental Rights, Legal Awareness and Values. In observation with the importance of inculcating the constitutional obligations, values, rights, duties, and responsibility in both

staff and students of the institution, the institute has added Value Education as a Value Added course for the students. The institute celebrates Republic Day every year with great gratification to honour the date on which the constitution of India came into effect.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://docs.google.com/document/d/1hmp_Zo_fDQhn7nPRiD_m14eKXFnzvm8pq7AgXMQL0KM/edit?usp=sharing
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic 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 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international commemorative days, events and festivals. Some glimpses of the activities are as follows:

1. Pulwama attack is one of the deadliest terror attacks in Jammu and Kashmir in which 40 Central Reserve Police Force (CRPF) personnel were martyred. The Pulwama attack happened on February 14, 2021, when a Jaish suicide bomber rammed a vehicle carrying over 100 kg of explosives into their bus in the Pulwama district. Since then on this day the college pays homage to the Jawans who sacrificed their lives for the nation.

2. KIIT College of Education organized Virtual Inter-College Competition SRIJAN' 2022 with 'Peace and Harmony' as the theme on April 26, 2022.

3. KIIT College of Education celebrated 73rd Republic Day with full zest and zeal.

4. KIIT College of Education, Gurugram actively participated in the "E- Waste" campaign in its adopted village, Kherla. Students brought awareness among people about E- waste.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

KIIT COLLEGE OF EDUCATION (2021-2022)

- Wall Magazine
- Thematic Assembly
- Peer Tutoring
- E- content Development
- Starting the session with a hawan

- Installation of statues of great thinkers, social reformers, freedom fighters, and educationists- and celebrating their days.

File Description	Documents
Best practices in the Institutional website	https://www.facebook.com/watch/live/?ref=watch_permalink&v=623392552192657
Any other relevant information	https://kiitedu.in/best-practices/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college has a practice of providing rigorous professional training in tandem with practical experience in the field & a code of professional ethics that binds its members into a fraternity. Our alumni are the embodiment of the institution's vision. Changing the teaching methodology by encouraging the faculty to make extensive use of e-content and other video lectures to support classroom teaching.

Students are encouraged to present poster and oral paper presentations. In addition to the classroom interactions, other methods of learning experiences provided to the students include: Project work, Short term Internships, Oral presentations, Seminars, Symposiums, Workshops, Paper presentations, Group discussions etc.

Counseling system: Every Faculty member is allotted some students to whom one acts as a mentor/counselor.

Eminent experts of National/ International repute are invited for webinars, workshops, and conferences.

Feedback System - Students also give feedback about the faculty at the end of the day.

Social Responsibility: Organization of activities like plantation, Blood Donation, Visiting Hospitals, Interacting with patients and distributing of nutritious food, visiting nearby villages and

orphanages, and helping them according to their requirements is a regular feature of the college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- 1.To add more Value Added Courses.
2. To encourage the integration of the Indian Knowledge System in education.
3. To provide amenities and sports facilities for the holistic development of students.
4. To arrange guidance programmes.
5. To provide value based education and inculcate professional values among students.
6. To improve theICT integration strategies.
7. To enrich the library by purchasing E-books, E-Journals, E-Magazines, and reference books. To enable the students to be global citizens.
8. To augument academic excellence.