COLLEGE OF TEACHER EDUCATION
ANDHRA MAHILA SABHA
(Affiliated to Osmania University)
AUTONOMOUS
Founder President Late Dr (Smt.) Durgabai Deshmukh
Durgabai Deshmukh Vidyapeetham, Osmania University Campus, Hyderabad-500007

2016-2017
Annual Quality Assurance Report
(AQAR)

Yearly Status Report - Part A

Academic Year to which AQAR has to be submitted: 2016-2017

1. **Name of the Institution** **:** College of Teacher Education
    Andhra Mahila Sabha

    Name of the Head of the Institution: Dr. S. Mary Jones

    Designation of Head of Institution : Principal

    Does the Institution function : Yes
    from own campus

    Phone no/Alternate Phone no : 04027098573

    Mobile no : 9246851960

    Registered Email : cte_ams@yahoo.co.in

    Alternate Email : m.sulochana@amsteahereducation.com

    Address : Durgabai Deshmukh Vidyapeetham,
    Osmania University Campus,
    Hyderabad-500 007

    City/ Town : Hyderabad

    State : Telangana State

    Pin code : 500 007

2.   **Institutional Status**

    Affiliated / Constituent   :   Affiliated

    Type of Institution   :   Women

    Location   :   Urban

    Financial Status   :   Self financed and grant-in aid

    Name of the IQAC co-ordinator/ Director   :   Mrs. K.S. Vijayalakshmi

    Phone no/Alternate Phone no   :   04027098573

    Mobile no   :   9000596158

    Registered Email   :   cte_ams@yahoo.co.in

    Alternate Email   :   vijaya.sohita@gmail.com

3.   **Website Address**

Web-link of the AQAR: (Previous Academic Year)

> http://amsteachereducation.com/pdf/2015-2016%20AQAR%20Reports.pdf

Please provide the correct webpath. Eg: http://www.test.com or htttps://www.test.com

4.   **Whether Academic Calendar prepared during the year** Yes

> http://amsteachereducation.com/pdf/ac-2016-2017.pdf

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

5.   **Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period from	Period To
1	B++	82.70	2007	31.03.2007	31.03.2012

6.   **Date of Establishment of IQAC**   :   18.05.2007

7. **Internal Quality Assurance System**
7.1 **Quality initiatives by IQAC during the year for promoting quality culture**

Item/Title of the quality initiative by IQAC	Date	Duration in day	No. of participants/ beneficiaries
Administrative Audit	2017	10 Days	5
Participation in AISHE Survey	2017	2 Days	4
Celebration of Teachers' Day	2017	1 Day	112
Press Meet	2016	1 Day	8
National Education Day	11th November 2016	1 Days	94
Communal Harmony week	19th to 25th, November 2016	7 Days	100
World disability week	3rd to 10th December 2016	7 Days	55
Human Rights Day:	10th December 2016	1 Day	90
Republic day celebrations	26th January 2017	1 Day	40
Student Induction Programme	7th November 2016	1 Day	94
Faculty Development Programme Faculty Meets	25th Nov, 2016 to 7th February 2017	Twice in a month	10
Consultancy: A three month certificate course	As per the M.O.U signed by CTE AMS with Pallavi Educom Management Service the three month certificate course for the II batch of students commenced with an orientation programme on 12th February 2016	1 Day	8
Installation of Bio metric system for staff attendance:	June 2016	1 Day	2
Installation of CC Cameras in the College:	August 2016	1 Day	2
ECCE Convocation-	3rd October 2016	1 Day	21
Sports Day	27th October 2016	1 Day	94
Guest Lecture on "Good Teaching in Action"	6th Jan 2017	1 Day	94
Job Mela	28-1-2017	1 Day	94
Intercollegiate Sports Competitions	31st of January 2017	1 Day	120
Medical Camp	10th Feb.2017	1 Day	94
National Science Day	28th Feb, 2017	1 Day	70
International Women's Day	9th March 2017	1 Day	80
Earth Day	22 April 2017	1 Day	85
International Yoga Day	21st June 2017	1 Day	87
Introduction of add on courses. Commencement of Human Rights Education and Proficiency in English Classes	21.06.2017	1 Day	94

8. **Provide the list of funds by Central/ State Government-**
    UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.
    Nil

9. **Whether composition of IQAC as per latest NAAC guidelines**: Yes

    Upload latest notification of formation of IQAC

Composition of IQAC

Sl. No	Composition	Members
1	The Chairperson	Dr. Smt. S. Mary Jones
2	Teachers	1. Dr. Smt. K. Usha Rani 2. Mrs. M. Rama 3. Mrs. L. Jalaja 4. Dr. Mrs. G. Indira 5. Mrs. C. Subha 6. Mrs. K.S. Vijayalakshmi, Co-ordinator, IQAC
3	One senior administrative officers	1.Mrs.T.Surekha, Director, DDVTRC AMS
4	Two External Experts	1. Prof. S. V. Suryanarayana Sarma, Chairman, Arts and Science College for women, AMS 2. Prof M.Sakku Bhavya, Principal, IASE, O.U
5	Management Representatives	1. Chairman ,CTE, AMS (Prof. M. Sulochana) 2. Secretary & Correspondent CTE, AMS, (Prof. K.S. Sunita)
5	One/two nominees from Employers /Industrialists/stakeholders	Dr. T. Sudha, Director DPS, Secunderabad
6	Alumini	Mrs. Mythili, Ms. Chandrika
7.	Students	4, M.Ed, B.ED, B.Ed.Spl.Edn (HI), P.G.Dip.ECE

10. **No. of IQAC meetings held during the year** : 01

    The minutes of IQAC meeting and : Yes
    Compliances to the decisions have
    been uploaded on the institutional website

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

12. **Significant contributions made by IQAC during the current year (maximum five bullets)**

    The Principal of the college convened a staff meeting and after detailed deliberations with faculty members, the following contributions by IQAC have been summarized for the academic year 2016-17

    - Presentation of papers in Faculty Research Meets organised by the college.

    - Timely submission of Performance Appraisal Report to National Council for Teacher Education (NCTE)

    - Curriculum Revision for B.Ed and B.Ed.Spl.Edn (HI) courses.

    - Convocation of Three Month Certificate Course in Early Childhood Care and Education (ECCE)

    - Observation of Communal Harmony week.

Significant contributions made by IQAC during the current year if any:

The College of Teacher Education, Andhra Mahila Sabha, is one of the esteemed institutions established by the great visionary Dr. Durgabai Deshmukh. All the institutions established under the umbrella of Andhra Mahila Sabha, always strives to fulfil the vision and mission of the founder Dr. Durgabai Deshmukh. College of Teacher Education, Andhra Mahila Sabha prepares the prospective teachers in all dimensions required to be successful teachers.

The following diversified activities were undertaken by IQAC cell.

Communal Harmony week- 19th to 25th, November, 2016

The Communal Harmony week was observed in the college from 19th to 25th, November, 2016. In this context an essay writing competition and elocution competition were held. The students of the college sold flags and the amount was sent as a DD to the Commissioner, Communal Harmony, New Delhi. The week long observations culminated with a rally by students.

The world disability week - 3rd to 10th December

The world disability week is observed from 3rd to 10th December every year. On this occasion a guest lecture was arranged on 3rd December 2016 at 11 A.M. Mr. Ch. Sandeep, Audiologist, delivered a lecture on "Care and Maintenance of the EAR".

Curriculum revision for B.Ed. and B.Ed. Spl HI

College of Teacher Education, Andhra Mahila Sabha is an Autonomous college and an opportunity bestowed on the autonomous colleges is the freedom to revise its curriculum once in three years within the stipulated procedures.

The curriculum of B.Ed. and B.Ed. Spl HI was revised while following all the mandatory norms and procedures. Before presenting the changes in the curriculum officially to the statutory bodies like Board of Studies and academic council, the following spadework is undertaken.

The Principal of the college has convened a staff meeting and informed the members to go through their respective papers in-depth and suggest the changes in view of the current trends in education. The time schedules were given to them for the next meeting to present their views along with justification.

At second level the principal invited them to present their views pertaining to the curricular changes in their respective papers. Enough time is allowed for brainstorming sessions. The Board of studies and Academic Council meetings were convened and the curricular changes were presented to the members.

Board of Studies Meeting for B.Ed. Spl H.I was convened on 10th January 2017. The changes made in B.Ed. Spl H.I Syllabus were discussed in the meeting. The suggestions provided by the members of the Board of Studies committee and Academic council were incorporated and finally it is approved.

The panel of examiners was also presented for approval. Members of the committee added few names as examiners. The minutes were circulated after incorporating the suggestions.

ECCE Convocation- 3rd October 2016

The convocation for the II Batch students of ECCE was held on 3rd Oct 2016. Prof. M. Sulochana, Chairperson, Prof. K.S. Sunita, Secretary and Correspondent and Dr. Mary Jones principal, Dr. T. Sudha Director Delhi Public School and Pallavi Management Services, Mrs. Jalaja and Mrs. Rama congratulated the students on their successful completion. The Students in their reflections were full of appreciation for the Course and the Faculty

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 if any

Plan of Action	Achievement/ Outcomes
To observe Communal Harmony Week from 19th to 25th November 2016	The Communal Harmony week was observed in the college from 19th to 25th, November, 2016. In this context an essay writing competition and elocution competition were held. The students of the college sold flags and the amount was sent as a DD to the Commissioner, Communal Harmony, New Delhi. The week long observations culminated with a rally by students
To Observe World Disability Week	The world disability week is observed from 3rd to 10th December every year. On this occasion a guest lecture was arranged on 3rd December 2016 at 11 A.M. Mr. Ch. Sandeep, Audiologist, delivered a lecture on "Care and Maintenance of the EAR".
To revise B.Ed and B.Ed.Spl.Edn (HI) Curriculum	The curriculum of B.Ed. and B.Ed. Spl HI was revised while following all the mandatory norms and procedures. The Board of studies Committee and Academic Council have approved the revised curriculum after incorporating all the suggestions
To Organize Faculty Development Programmes	The College organizes Faculty meets once in fortnight. The faculty of the College presents their views on several educational topics/ issues in the faculty meet. The members of the faculty throw light and contribute their views on the topic presented by the faculty members.
Planned for the installation of CC Cameras and Biometric system	The college has installed biometric system for staff attendance. The college also installed CC cameras in the college
To conduct intercollegiate sports competitions	The College has conducted intercollegiate games and sports for the students studying in different institutions under the umbrella of Durgabai Deshmukh Mahila Sabha. The winners in different sports and games were given prizes

Upload 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 if any:

College of Teacher Education Andhra Mahila Sabha has a well designed academic calendar prepared in the beginning of the academic year and it is strictly followed.

The College incorporates both curricular and co-curricular activities covering all dimensions, to groom the personality of prospective teachers. The College plans for organizing

variety of programmes to train the prospective teachers. A teacher needs to be trained to take care of different activities to be organized in schools.

The incharges of regular committees of the college such as Games and Sports, Placement cell, Library Committee etc meet the principal and submit their requirements for the smooth functioning of the college. The Statutory Committees of the college take decisions to fulfil the requirements presented by IQAC.

Board of Studies focuses on matters of academic standards for excellence. Academic Council suggests reforms, in the revised curriculum and ratifies the curriculum revised by BOS. The overall academic functioning of the college including examination reforms is guided and monitored by IQAC.

IQAC of the college functions in collaboration with the statutory committees of the college. Governing body, Finance Committee and Purchase Committee of the college endorses and approves the activities of the IQAC and sanctions the funds required for the conduct of different programs.

The college has a well planned mechanism to collect student profiles and conducts need analysis to cater to the felt needs of prospective teachers.

14. **Whether AQAR was placed before statutory body?** : Yes

Management

22.07.2017

15. **Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?** : No

16. **Whether institutional data submitted to AISHE** : Yes

2017

19.04.2017

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)

Information Communication Technology (ICT) is a very important component in the present scenario. Information Communication Technology (ICT) plays an important role in enhancing the quality of administration. College of teacher Education Andhra Mahila Sabha is one of the premier colleges of Teacher Education. It offers four Teacher Education programs. College has an active management information system. Information and Communication Technology (ICT) in education is the mode of education that uses information and communication technology to support, enhance, and optimize the delivery of information.

Administration and management applications of ICT are currently popular in all educational institutions due to its capabilities in facilitating administration activities from data storage to knowledge management and decision making. The inclusion of ICT in various modules managed by the college. A module is a distinct assembly of components that can be easily added, removed or replaced in a larger system. Generally, a module is not functional on its own. In computer hardware, a module is a component that is designed for easy replacement.

The college has a two ways of management information system to manage day to day functioning of the institution.

1)   Academic

a).   Feedbacks forms from stake holders.
b).   Student profiles.
c).   Attendance report.
d)   Result analysis.
e)   Alumni record
f)   Stock registers.
g)   Placement record etc.

2   Administrative management

MIE have software driven system covering all financial matters like

a) Admission
b) Enrolment
c) Fee submission.

d) Students receive computer generated receipt of all the fees submitted to the institution. It is a cashless procedure in which students pay through bank challan. Students fees details are maintained by accountants

College Website: Dedicated Space on the College Website for information on several areas pertaining to college. Provide updates about the programmes organized by the college from time to time. Information about college events, student fee portal for college fee, hostel fee, examination fee etc is provided in the website to facilitate the students and the public

The college uses ICT extensively in financial administration of the college which includes internal and external audit and all other financial transactions. Receiving information about grants and submission of receipts to the concerned after utilization of funds

In today's globalized world use of electronic media especially in governance is mandatory. E- Governance helps the institute to execute their decisions swiftly. It facilitates transparency and accountability and reflects effective and efficient communication.

Admissions: The admission of B.Ed (G) and M.Ed students are through electronic media. Sliding, fee payment etc are through electronic media

The college uses electronic media extensively in correspondence for example invites, letters, agenda notes and minutes for all meetings i.e. statutory bodies like governing body, administrative committee, board of studies, academic council, NAAC, UGC, OU. All correspondence with the study centre Dr. BRAOU are through electronic media. Apart from the above, the college uses electronic media to correspond with NCTE RCI, NAAC, SCERT and other national bodies.

All income and expenditure details of the college are through the electronic media. To conduct internal and external audit electronic media is used and compliance reports are sent to central office. The examination cell uses electronic media in the areas of notification, paper setting, examination fees, condonation fee and declaration of results.

Library, the learning centre of the college uses Inflibnet software for automation. The undergraduate courses have computer project while M.Ed students have ICT as a theory paper. The language laboratory is completely digitalized. There is LCD facility for M.Ed classroom, seminar hall and conference hall. Wi-Fi facility is available all over the campus. Scholarships are sanctioned to students through online. Payment of staff salaries, increments, payment of bills are also through online.

Proceed to Part - B

Yearly Status Report - Part B

Academic Year to which AQAR has to be submitted: 2016-2017

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?

College of Teacher Education Andhra Mahila Sabha is an autonomous College and has freedom to revise curriculum in view of the current trends in education. The college revises the curriculum once in every three years where in the revision takes place in different phases.

At the outset orientation programme is conducted to discuss the revision by the Principal and faculty. The faculty comes out with their suggestions and it is followed by a one to one discussion with the related subject experts. At the third stage Board of Studies meeting is convened to finalize the revision. Ultimately the revised curriculum is endorsed by academic council.

After commencement of each program a staff meeting is convened and an almanac is prepared for the program incorporating theory and practicum component. The faculty are assigned with the maintenance of teaching diary and attendance registers.

In its endeavour, to strengthen, the competencies of the pre- service students the college organizes a school observation program, where in pre-service trainees are sent to all types of educational boards like CBSC, ICSC etc to master the techniques and nuances of teaching. The methods masters train the prospective teachers to develop both traditional and innovative lesson plans.

Micro teaching is practiced followed by reflective teaching to culminate with practice teaching. The observation, micro teaching, reflective teaching and practice teaching phases are documented. During the Micro teaching the emphasis is on the following skills enhancement.

1. Skill of probing Questioning
2. Skill of Reinforcement
3. Skill of Stimulus variation
4. Skill of Explaining
5. Skill of Illustrating with Examples

The faculty use many innovative methods to transact content like blended learning, computer aided instruction, 5E model, problem solving methods etc. for both the methodologies as per the requirement of the content

The B.Ed.Spl.Edn (HI) and ECE students are sent on school visits to observe the methodologies, approaches and strategies adopted by the senior teachers in their respective subjects.

The college has a computer laboratory, physical science laboratory, English language lab, social science laboratory, resource rooms and the resource centre. The library is open from morning 10.00 to 4.30 in the evening.

To strengthen content transaction guest lectures are arranged . Faculty research meets are conducted twice a month for staff to improve their content competence. Capacity building programmes are exchanged by the faculty.

1.**1.2 – Certificate/ Diploma Courses introduced during the academic year**

Name of the Certificate Course	Name of the Diploma Courses	Dates of Introduction	Duration in day	Focus on employability / entrepreneurship	Skill Development
-	-	-	-	-	-

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
-	-	-

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
B.Ed (G)	Education	09/09/2015
B.Ed.Spl.Edn (HI)	Special Education	10/09/2015
M.Ed	Education	15/09/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No. of Students	15	20

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
-	-	-

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
B.Ed (G)	Education	44
B.Ed.Spl.Edn (HI)	Special Education	11
M.Ed	Education	29
P.G.Dip.ECE	Early Childhood Education	15

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

- Students   Yes

- Teachers   Yes

- Employers   No

- Alumni   Yes

- Parents   No

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

The institution collects the structured feedback from the students on several aspects pertaining to the institution. Feedback is the process of knowing the self for every educational institution to rate its service towards its stakeholders. Educational Institutions shall establish and adopt Feedback Management System (FMS) to detect the best practices and defects existing in its system. The feedback system is adopted using structured questionnaires with criteria focusing on quality improvement such as upgrading of the curriculum, teaching learning and evaluation process, physical facilities, students' welfare and benefits. Suggestion boxes are placed at different locations on campus to ensure that students can register their feedback as well as grievances.

The college constituted college maintenance committee headed by the principal as chairperson. The college maintains an IQAC as a quality consistency and quality enhancement measure. Periodical analysis is made from the following:

Students' performance,

Faculty Performance in every semester,

Utilisation of Infrastructure and requirements for quality enrichment

The feedback collected from the students is analysed and an action plan is chalked out to improve the identified areas. IQAC analyses the feedback, interprets strategically and reports the findings and documents for further action.

Feedback is communicated to the faculty during personal meetings. Feedback is also communicated to the management for further improvement in the infrastructural and other facilities.

Criterion II- Teaching – Learning and Evaluation

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

S.No	Course	Department	Seats available	Enrolment	Joining
1	B.Ed (G)	Education	100	44	44
2	B.Ed.Spl.Edn (H.I)	Education	30	13	11
3	M.Ed	Education	50	29	29
4	P.G.Dip.ECE	Education	45	13	13

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
2016-2017	B.Ed (G) 44 B.Ed.Spl.Edn – 11	M.Ed- 29 P.G.Dip.ECE-13	11	7	18

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	Number of smart classrooms	E-resources and techniques used
18	15	Computers	3	1	Language Lab
		Slide projectors			Computer Lab
		Mikes			Library
		CC TV Cameras			
		LCD PROJECTORS			
		Wi-Fi connection			
		Virtual Teaching Platforms			
		Laptops			

E-resources and techniques used   :   Nil

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

Yes, Mentoring system is available in the college. Mentoring is an important component of teaching learning process, and overall care and development.

The students of the college join the four programs namely B.Ed, B.Ed.Spl.Edn (HI), M.Ed and P.G.Dip.ECE are either graduates or post graduates in different disciplines.

The objective of mentoring is to create a harmonious environment where students are free to approach the mentor to clarify their professional and personal issues/ doubts. The doubts are related to micro teaching, teaching practice, classroom management etc.

The teacher trainees come across several challenges during their training period. Their interaction with their mentors enhances their strength to face the challenges. Mostly mentoring helps them to overcome their phobias. A very clear change is found among teacher trainees after two or three months of the commencement of their courses through phased mentoring. The faculty members are very cooperative and very patient to clarify the queries posed by teacher trainees. Most of them have stage fear in the initial stages and this is reduced through the practice of

1 Assembly activities

2 Self Introduction

3 Classroom seminars

Due to the continuous monitoring of the faculty members they come out of their phobia and handle the situation confidently. The faculty members as mentors always stretch their helping hand to cater the needs of the students.

Mentors are always available to the students. The mentor is available as a guide and a role model. Mentor provides additional social, academic and cultural support. Institution has formed the Guidance and Counselling cell for mentoring student's personal problems. The faculty specially qualified in guidance and counselling provide required counselling to the needy students time to time. Mentors guide the students for their queries and provide solutions for the problems of the pupil teachers that they face during teaching and learning process. Mentors also guide the students at the time of admission, they also mentor the students to choose the right subjects and methodologies. Students in the institution belongs to backward section thus they don't have proper knowledge of different governmental beneficial schemes. Thus, teachers counsel them to get benefit from these governmental beneficial schemes. Mentors also guide students to appear in different competitive examinations to get respectful jobs. During teaching the faculty prepare the students not only for the theory examinations but also to face the competitive examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
94	15	1:7

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
Grant in aid posts sanctioned for B.Ed Course 17	02	15	Un aided posts filled by Management 03	02
Unaided				
M.Ed Course 10	06	04	02	03
B.Ed.Spl.Edn (HI) 05	03	02		
P.G.Dip.ECE 05	05			

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
-	-	-	-

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

S.No	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
1	B.Ed (G)	701	Semester	14.08.2018	30.10.2018
2	B.Ed.Spl.Edn (H.I)	706	Semester	15.09.2018	01.12.2018
3	M.Ed	709	Semester	05.03.2018	17.09.2018
4	P.G.Dip.ECE	715	year	13.10.2017	12.12.2017

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

Continuous Comprehensive Evaluation helps the prospective teachers to understand teaching-learning strategies on the basis of regular diagnosis followed by remedial measures. CCE is used as a quality control devise to raise standards of performance. Continuous internal evaluation system is designed depending upon course objectives and learning outcomes.

Various components for continuous assessment are defined and used. Following components are well designed as a part of continuous internal evaluation.

Projects, Seminars, Tests, Competitions, Practicum, Leadership activities etc.

Subsequent to allocation of subjects to faulty a teaching plan is prepared. The plan of action includes assignments, seminars i.e. internal assessment, semester examination dates, school observation, micro and macro teaching project evaluation, practicum, viva voce etc. The examination dates for both certificate courses i.e. English Proficiency and Human Rights are also included.

The students who are slow in their grasping when compared to their counterparts are indentified on the basis of their participation, pass percentage, performance, and regularity in submission of assignments. The faculty of the college develop strategies to help and guide the students to develop their personal interactions. The faculty members handle the sensitively issues, and pay required attention to learners with various paces. Repetition/revision of lectures help the students to have insight into the previously covered topics and connecting with the new topics. Faculty help the students through numerous mechanisms along with ordinary interaction. Regularity of the students in different activities is taken care. The students are assessed on regular basis and necessary and timely inputs are provided for further improvement.

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

Our college is autonomous .It offers four teacher Education programs B.Ed (G) B.ED Spl (H.I) M.Ed and PG dip in ECE. The college is affiliated to Osmania University Hyderabad, Telangana State.

By virtue of being an autonomous college it prepares its own academic calendar. The calendar encompasses the curricular and co curricular activities of the college, which include Gandhi Bhavan programs, college annual day, IQAC calendar of events and IQAC meetings. The Academic calendar also incorporates the certificate courses, 60 Hour English language Proficiency add on course, three month certificate course in Human Rights & Value Education

The academic calendar incorporates the semester wise examination schedule for the three programs (M.Ed, B.ED (G) B.Ed Spl (H.I). PG dip is a one year program.

The college tries to maintain compliance with the academic calendar to a large extent, keeping it flexible for any unexpected changes that are likely to arise (Like Natural calamities, heavy rains etc.)

The schedules of Internship, School Observation, Micro teaching, Reflective Teaching, Macro Teaching and Practice teaching are sometimes modified to be in tune with the practice teaching school calendars. Schedule for theory and practicum component are a part of the academic calendar and steps are taken to strictly adhere.

The Internal Evaluation is for thirty marks. It consists of Assignments, Class room seminars, Project showcasing, M.Ed Viva Voce (dissertation) Computer project Evaluation, Art and Drama Project show casing.

ACADEMIC CALENDER 2016-2017

Month & Days	Curricular Activities	No. of days
12th February 2016	MOU Singed to Pallavi Edu Com Society	1
June 2016	Installation of Bio -Metric	1
August 2016	Installation of CC Cameras	1
3rd October 2016	ECCE Convocation	1
27th October 2016	Sports day	1
2016	Press Meet	
7th November 2016	Students induction programme for B.Ed & B.Ed Spl. Edn (H.I)	1
November, 2016 7th November 30th (19days)	Course Inaugural Theory classes	19
11th November 2016	National Educational day	1
19th to 25th November 2016	Communal harmony day	7
25th November 2016 to 7th February 2017	Faculty development programme Faculty Meet	Twice in a month
December, 2016 1st to 31st (23 days)	Theory Classes	23
3rd to 10th December 2016	World disability week	7
10th December 2016	Human Rights day	1
January , 2017 1st to 31st (23days)	Theory Classes	23
6th January 2017	Guest lecture on" Good Teaching in Action "	1
26th January 2017	Republic Day celebrations	1
28 January 2017	Job Mela	1
31st January 2017	Inter collegiate Sports competition	1

February, 2017 1st to 25th (22 days)	Practicals Observation School visits Theory	 5 10 7
10th February 2017	Medical Camp	1
28th February 2017	National Science day	1
March, 2017 1st to 16th (13 days) 16th, March	Theory Classes Last working day	 13
March,9th 2017	International Women's day celebrations	1
March, 2017 20th to 31st	I-Semester Examinations	15
April, 2017 1st to 30th (21 days)	Theory Classes	21
22nd April 2017	Earth Day	1
May, 2017 1st to 15thJune	Summer Vacation	35
June,2017 16th June. 2016 to 30th June, 2017 (11 days)	Theory classes	11
June 15th 2017	IQAC Meeting	19
21st June 2017	International Yoga Day	1
21st June 2917	Introduction of Add on Courses	1
2017	Administrative Audit	7
2017	Participation of AISHE Survey	2

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 web link)

http://amsteachereducation.com/pdf/iqac-po-2016-2017.pdf

2.6.2 – Pass percentage of students

S.No	Programme Code	Programme Name	Programme Specialization	No. of students appeared in the final year Examination	No. of students passed in the final semester/ year Examination	Pass Percentage
1	701	B.Ed (G)	Education	43	43	100%
2	706	B.Ed.Spl.Edn (H.I)	Special Education	11	11	100%
3	709	M.Ed	Education	29	27	93%
4	715	P.G.Dip.ECE	Education	13	13	100%

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 web link)

		Strongly agree	Agree	Neutral	Disagree	Strongly disagree
1	Teachers come to class in time	63	31	6	0	0
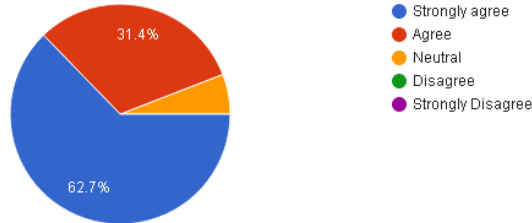
		Strongly agree	Agree	Neutral	Disagree	Strongly disagree
2	Teachers are well planned	61	35	4	0	0
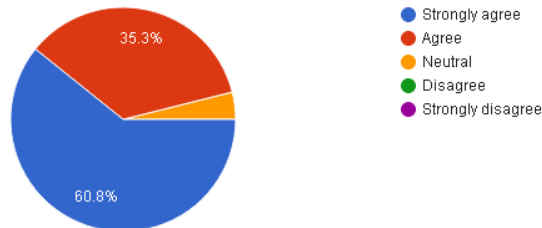
		Strongly agree	Agree	Neutral	Disagree	Strongly disagree
3	Aims and objectives made clear	43	53	4	0	0

25
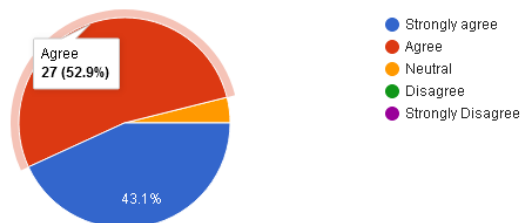
4	Subject matter organized in logical sequence	41	51	8	0	0

Strongly agree
Agree
Neutral
Disagree
Strongly Disagree
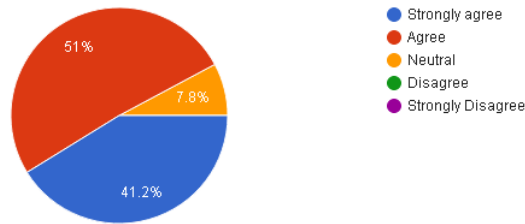
5	Teachers speak clearly	55	39	6	0	0

Strongly agree
Agree
Neutral
Disagree
Strongly Disagree
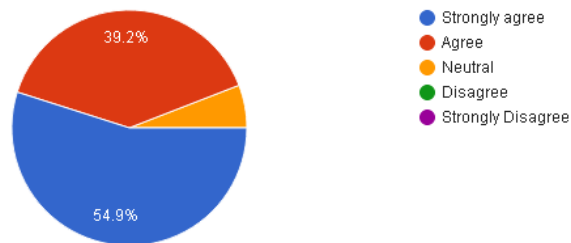
6	Teachers write and draws legibly	39	45	16	0	0

Strongly agree
Agree
Neutral
Disagree
Strongly Disagree
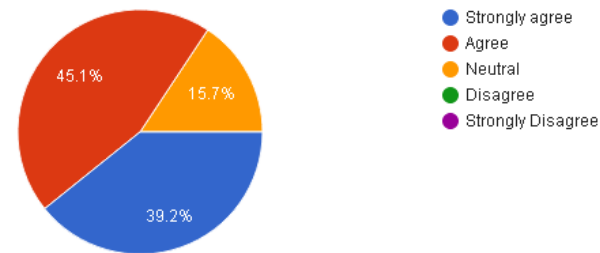
7	Teachers provide examples of concepts. Explanation is clear.	59	41	0	0	0

Strongly agree
Agree
Neutral
Disagree
Strongly Disagree
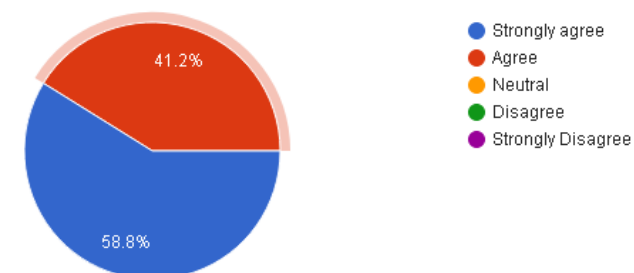
8	Teachers pace and level of instruction are suited to the levels of students	37	59	2	2	0
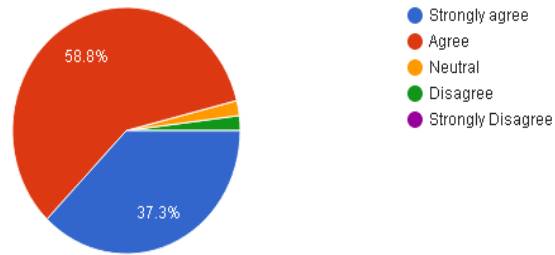
9	Teachers offer assistance and counselling to the needy students	49	35	8	4	4
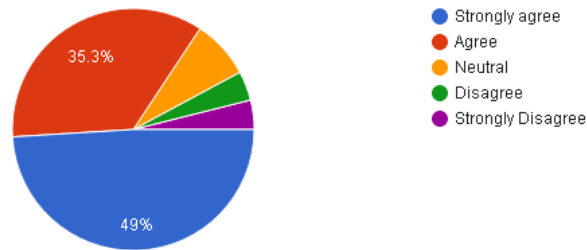
10	Teachers ask questions to promote interaction	49	49	2	0	0
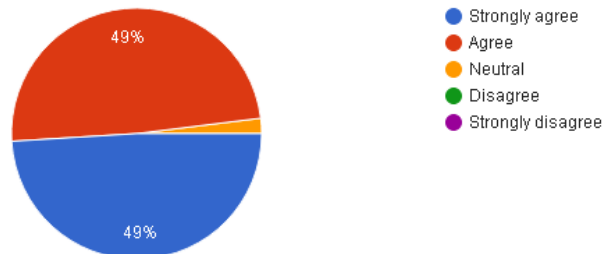
11	Teachers encourage questioning and answers them well	43	55	0	0	2
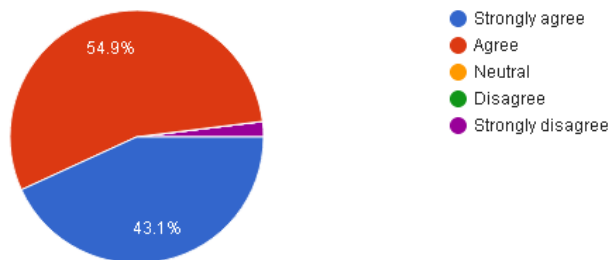
| 12 | Teachers ensure learner activity and problem solving ability in the class | 45 | 53 | 2 | 0 | 0 |

| 13 | Teachers encourage and complement originality and creativity displayed by the students in the class | 41 | 55 | 4 | 0 | 0 |

| 14 | Teachers engage classes regularly and maintain discipline | 49 | 49 | 2 | 0 | 0 |

| 15 | Teachers cover the syllabus completely and at appropriate pace | 47 | 45 | 4 | 4 | 0 |

| 16 | Teachers hold seminars and tests regularly | 45 | 51 | 4 | 0 | 0 |
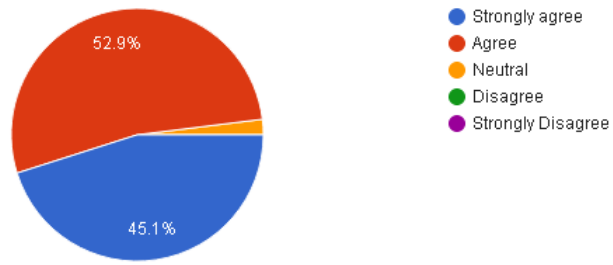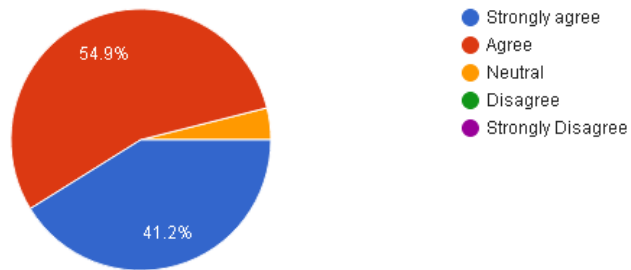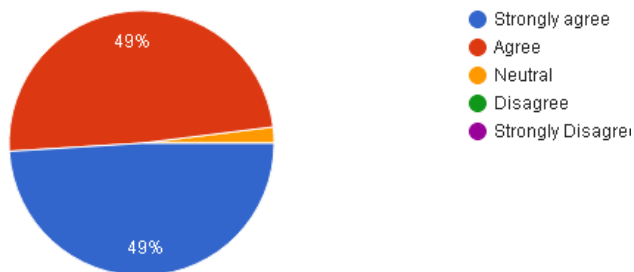
Legend:
- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

(51%, 45.1%)

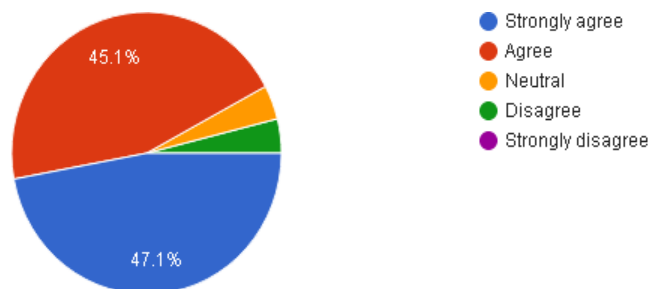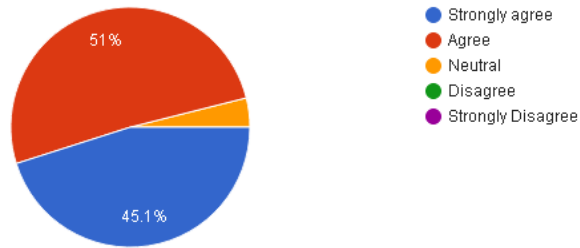| 17 | Teachers are prompt in valuing and returning answer scripts providing feedback on performance | 39 | 53 | 8 | | 0 |

Legend:
- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

(52.9%, 7.8%, 39.2%)
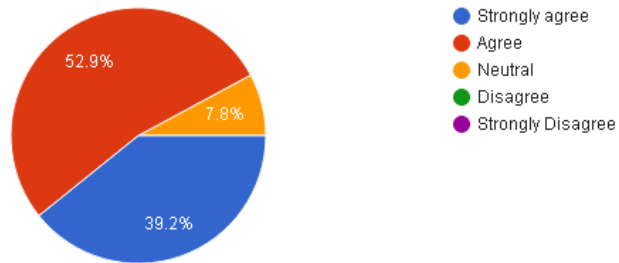
| 18 | Percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching | 14 | 59 | 24 | 2 | 1 |

Legend:
- Above 90%
- 70 – 89%
- 50 – 69%
- 30 – 49%
- Below 29%

(23.5%, 58.8%, 13.7%)
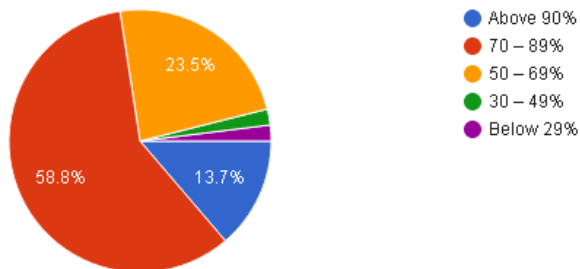
| 19 | Teachers encourage to participate in extracurricular activities | 57 | 39 | 4 | 0 | 0 |

Legend:
- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

(39.2%, Strongly agree 29 (56.9%))

29
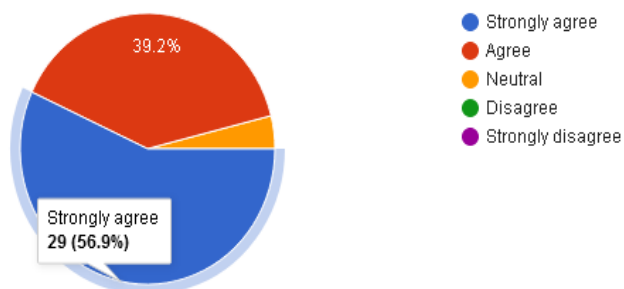
20	The institute takes active interest in promoting internship and field visit opportunities for students.	59	24	14	3	0

Legend:
- Regularly
- Often
- Sometimes
- Rarely
- Never

23.5%
13.7%

Regularly
30 (58.8%)
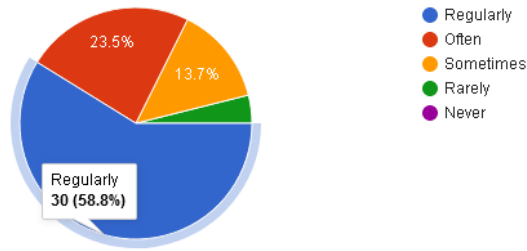
21.	The teachers use student-centric methods such as experiential learning, participative learning and problem-solving methodologies for enhancing learning experiences.	57	39	2	2	0

Legend:
- To a great extent
- Moderate
- Somewhat
- Very little
- Not at all

39.2%
56.9%
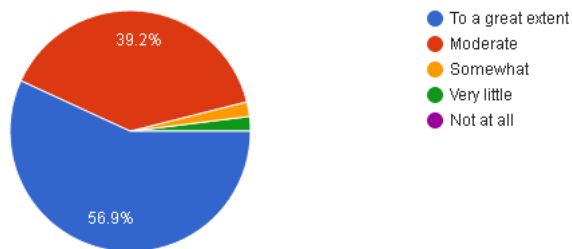
22.	Teachers are able to identify your weaknesses and help you to overcome them.	55	33	6	6	0

Legend:
- To a great extent
- Moderate
- Somewhat
- Very little
- Not at all

33.3%
54.9%
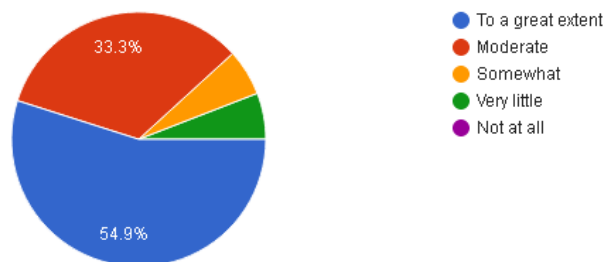
23	The teachers illustrate the concepts through examples and applications.	53	37	4	2	4

Legend:
- Every time
- Usually
- Occasionally/Sometimes
- Rarely
- Never

37.3%
52.9%

30
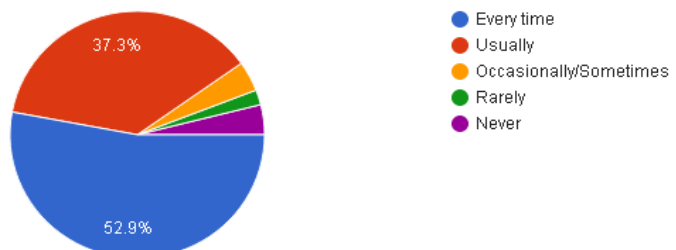
24.	The teaching and mentoring process in your institution facilitates you in cognitive, affective and psychomotor aspects of development.	43	49	8	0	0

Legend:
- Significantly
- Very well
- Moderately
- Marginally Not at all
- Not at all

(49%, 7.8%, 43.1%)
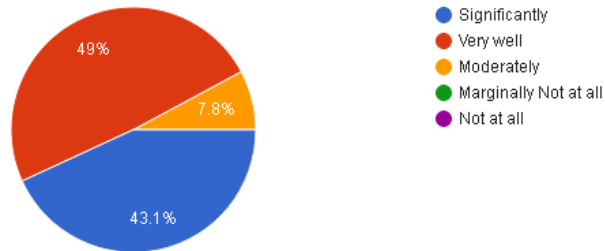
25	The overall quality of teaching learning process in your institute is very good	55	41	4	0	0

Legend:
- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

(41.2%, 54.9%)
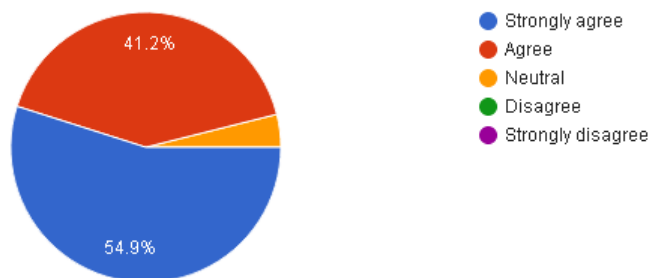
26   Give three observations / suggestions to improve the overall teaching learning experience in your institution

Majority of the students opined that they are highly satisfied with the teaching learning process adopted by the faculty of the college. Some of the students expressed that there is a need of improving ICT facilities in the process of teaching and learning.

Criterion III- Research, Innovation 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 in day	Name of the funding agency	Total grant sanctioned (Rupees in Lakhs)	Amount received during the year (Rupees in Lakhs)
-	-	-	-	-

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
-	-	-

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
-	-	-	-	-

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
-	-	-	-	-	-

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
-	-	-

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

Name of the Department	No. of PhD's Awarded
-	-

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

Type	Department	No. of Publication	Average Impact Factor (if any)
-	-	-	-

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

Department	No. of Publication
Education	01

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ 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
-	-	-	-	-	-	-

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
-	-	-	-	-	-	-

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International	National	State	Local
01		01		

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 coordinated in such activities	Number of students participated in such activities
Communal harmony Week	College of Teacher Education Andhra Mahila Sabha	04	94
World Disability Week	College of Teacher Education Andhra Mahila Sabha	04	94

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
-	-	-	-

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 coordinated in such activities	Number of students participated in such activities
-	-	-	-	-

3.5 – Collaborations

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

S.No	Nature of activity	Participant	Designation	Source of Financial Support	Duration of Day
1	External Examiner	Dr. S. Mary Jones	Principal	Dravidian University, Kuppam	2days
2	External Examiner	Mrs. K.S.Vijayalakshmi	Faculty	Aura Rehabilitation Centre	1 day
3	Visiting Team Member	Dr. S. Mary Jones	Principal	NCTE, Banglore	1 day
4	Visiting Team Member	Dr. S. Mary Jones	Principal	NCTE, Tamilnadu	2 days
5	Visiting Team Member	Dr. S. Mary Jones	Principal	Bihar	2 days
6	Intercollegiate Sports Competitions	Ms. Veena	Student	CTE AMS	1 day
7	Intercollegiate Sports Competitions	Ms. Mythri Vilma	Student	CTE AMS	1 day
8	Intercollegiate Sports Competitions	Ms. Meena	Student	CTE AMS	1 day

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	Partic ipant
Internship	B.Ed (G)	C. Ramchand Girls High School, Principal- 9391453945	10.12.2016	30.06.2018	43
		Jame Osmania, Principal- 7207197513			
		Mothers Integral, Principal- 040-27090726			
		Gadi High School, Lalapet, Principal – 9963912100			
		SVES Boys & Girls High School, Principal- 8985038775			
		Sathya Sai Vidya Vihar, Principal- 9848291284			
		Madapati Hanumantharao High School, Principal- 9949015667			
Internship	B.Ed.Spl.Edn (H.I)	DDVTRC, Principal- 9849057800	01.09.2017	04.09.2018	11
		Ashraya Akhruthi, Principal- 9000111148			
		Malakpet Government School, Principal-			
		Malakpet SPDC Government School, Principal- 9849084005			
		Government School Musheerabad, 9247872535			
Internship	Post Graduate Diploma in Early Childhood Education	SRC- Lab School, Director- 9848814447	02.01.2017	14.07.2017	13
		Jyothi Balamandir, Principal- 9246222417			
		Andhra Yuvathi Mandali, Principal- 040-27560548			
		Aurobindo International School, 040 2707 1012			
Internship	M.Ed	C.Ramchand Girls High School, Principal- 9391453945	10.12.2016	30.06.2018	27
		Jame Osmania, Principal- 7207197513			
		Mothers Integral, Principal- 040-27090726			
		Gadi High School, Lalapet, Principal – 9963912100			
		SVES Boys & Girls High School, Principal- 8985038775			
		Sathya Sai Vidya Vihar, Principal- 9848291284			
		Madapati Hanumantharao High School, Principal- 9949015667			

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
-	-	-	-

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 (Rupees in lakhs)	Budget utilized for infrastructure development (Rupees in lakhs)
Rs. 50,000/-	Rs. 22,148/-

4.1.2 – Details of augmentation in infrastructure facilities during the year

S.No	Facilities	Existing	Newly added
1	Campus area	Existing	
2	Classrooms	Existing	
3	Laboratories	Existing	
4	Seminar Halls	Existing	
5	Classrooms with LCD facilities	Existing	
6	Seminar Halls with ICT facilities	Existing	
7	Video Centre	Existing	
8	Value of the equipment purchased during the year (Rs. in Lakhs)		
9	Others		
	CC Cameras & Biometric system	85419.00	Newly added
	Building repairs & beautification of the campus	492475.00	Newly added
10	Number of equipment purchased (Greater the 1-0 lakh) during the current year		
11	Classrooms with Wi-fi or LAN	Existing	

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 partially)	Version	Year of automation
Inflibnet	Partially	Latest	2015

4.2.2 – Library Services

S.No	Library Service	Existing		Newly added		Total	
		No.	Value	No.	Value	No.	Value
1	Text Books	9896	830923.00	200	44480.00	10096	875403.00
2	Reference Books	3023	296000.00	58	10000.00	3081	306000.00
3	e- books	-	-	-	-	-	-
4	Journals	16	46790.00	-	-	16	46790.00
5	e-Journals	-	-	-	-	-	-
6	Digital Database	1	25000.00	-	-	1	25000.00
7	CD & Video	-	-	-	-	-	-
8	Library Automation	partially	-	-	-	-	-
9	Weeding (hard & soft)	-	-	-	-	-	-
10	Others (specify)	-	-	-	-	-	-

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
-	-	-	-

4.3 – IT Infrastructure
4.3.1 – Technology Up gradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Department	Others
Existing	45	25	5	2	3	5	5	5
Added		25	-	-	-	-	-	10
Total	85	50	5	2	3	5	5	15

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

Beam Internet Connection – 128 MBPS

MBPS/ GBPS

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 (Rupees in lakhs)	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities (Rupees in lakhs)	Expenditure incurred on maintenance of physical facilities
308500/-	308439/-	1300900/-	1300820/-

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)

For an institution to function effectively procedure and policies are equally important. While the policy directs the prudent action the procedure is the surgical intervention in the implementation of policy. The College policy on physical, academic and support facilities is in consonance with the statutory norms pertaining to UGC. NCTE, OU, norms. The Policy of the college is primarily focussed on quality of education.

Physical:
The College policy is to provide adequate technology development and maintenance. Physical facilities are the most important component of an educational institution. It helps to create a learning environment and furnishes inviting ambience. Our college has a sprawling campus with a small garden and three massive buildings. The B.Ed building, M.Ed Building and the hostel building. The B.Ed building is the first to be constructed. It accommodates Conference hall, Management room, Principal's office, Library, Science laboratories, Office, Staff room and couple of classrooms. While the CTE building accommodates Seminar hall, Language laboratory, classrooms, two staff rooms, Social studies laboratory and ECE Resource room. As a policy the buildings are painted at regular intervals, major and minor repairs are undertaken from time to time.

As per policy cleanliness and hygiene of the buildings are maintained. The details of the policy with regard to systems and procedures for maintaining and utilizing physical, academic and support facilities are approved by the Governing Body and other statutory bodies.

In order to maintain and upkeep the above said facilities, every year the college maintenance committee reviews all the facilities that are available. The committee takes feedback from all the incharges of the courses regarding facilities required and recommends to the Governing body of the institution. The Statutory committees of the college sanctions the budget and further ensures that the amount is utilized optimally.

Academic and Support facilities:

The teaching and non- teaching staff and students are provided with ICT materials. Academic facilities are the epicentre of any educational institute. Our college offers four teacher education programs and two certificate courses to enhance the skills of the prospective teachers. As such it has a well established system and procedure for maintenance and utilization of available supporting facilities.

Library:

The library, our college learning centre, is partially automated with Inflibnet software for automation of books, with facility for bar coding. To handle issues/ problems regarding software package the software package personnel are called to offer their services. Pest control is taken care of

Electricity and Physical facilities:

Electricity and physical facilities related to maintenance are undertaken regularly as per the institutional requirement. There are totally four Xerox machines, some printers, Biometric system, Digital cameras and two invertors. Annual maintenance is paid for the upkeep of the facilities. The college has water purifiers and AC's. LCD projectors are installed for power point presentations for staff and students.

Sports:

The students of our college are encouraged in both curricular and extracurricular activities. One of the senior faculty members is appointed as sports secretary. The college has both indoor and outdoor sports equipment. Sports are conducted annually for all students of the college. A number of Gold Medals and Proficiency prizes are constituted to facilitate the toppers. Akkineni Manoharamma Prasad has constituted fund to award scholarships to meritorious economically weak students.

IT Facility:

Our college has a large computer laboratory as each of the programs offered by the college has ICT either as a project or as a fully fledged paper. The faculty of the College are provided with a separate system along with browsing facility. There are two scanners.

The objective of management is to supervise and monitor smooth functioning of the institute. The management assures optimum utilization and proper maintenance with a standard required specification of physical, academic and support services. Initiatives are taken from time to time to improve the physical ambiance of the campus

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	E-pass, TS	57	906820.00
Financial Support from Other Sources			
a) National	-	-	-
b)International	-	-	-

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 enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Awareness Programme on Yoga	19.06.2017	94	Mr. Vitaleshwar Rao, Yoga Instructor

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 counselling activities	Number of students who have passed in the comp. exam	Number of students placed
-	-	-	-	-	-

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. no. of days for grievance redressal
40	40	Within one week

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus

Name of organizations visited	Number of students participated	Number of students placed
Spring Ahead Education Private Limited	B.Ed- 43, B.Ed.Spl.Edn(H.I)- 11, M.Ed- 27, P.G.Dip.ECE- 13, Total- 94	40 students
Akshara International School		
St. Mary's High School		
Oakwood International School		
Foster Billa Bong High School		
Sri Narayana Global High School		
Sri Sai School		
Sri Aurobindo International School		

Off campus

Name of organizations visited	Number of students participated	Number of students placed
St. Pious high school	1	1
BRAHM Prakash DAV School, Midhani, Kanchanbagh	1	1
TSWRDCW, Vikarabad	1	1
Sri Kaktiya Grammar High School	1	1
Unicef School, Nagole	1	1
Mahatma Jyothiba phule BC residential School, Keesara	1	1
Global International School	1	1
Zee Laern Ltd	1	1
Saradhi Public School	1	1
Academic Heights Public School	1	1
Malakpet Government High School (tie up with Tech Mahindra)	1	1
TSWRDCW, Nirmal	1	1

5.2.2 – Student progression to higher education in percentage during the year

Year	No. of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	6	B.Ed (G)	Education		M.Sc Physics
					M.A Telugu
					M.Sc Maths
					M.A Telugu
					M.Sc Psychology
					M.A English
2016	5	B.Ed.Spl.Edn (HI)	Education		M.A Telugu
					M.Sc Zoology
					M.Sc Physics
					MCA
					M.Sc Psychology

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	No. of students selected/ qualifying
NET	M.Ed- 3
SET	B.Ed(G)- 1
SLET	
GATE	
GMAT	
CAT	
GRE	
TOFEL	
Civil Services	
Any other	TET - 8 (B.Ed.(G)), CTET- 4(B.Ed.(G)), TET-5 (B.Ed.Spl.Edn (HI))

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

Activity	Level	Participants
Inter collegiate Sports competitions of sister units	Inter collegiate Sports competitions of sister units of the DDMS	120

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
2016-17	-	-	-	-	-	-

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

Student council is a very important component of an educational institute. They are the strength of the college. Student council assists in planning, development of various cultural, sports, social, recreational and academic interests of students in the institution.

The college offers four teacher education programs. Each one of them commence at different point of time. Therefore, it does not have a college student's council instead every course/program elects its own council members. Students of B.ED (G) and M.ED join college after clearing entrance test. Students of B.ED Spl (H.I) and PG Dip in ECE are admitted on the basis of merit.

Each course has a student quality council. The election is conducted democratically under the supervision of course incharge and faculty of the course.

The office bearers of the council are as follows

 President

Vice President

Secretary

Treasurer

Cultural Secretary

Sports Secretary

Course Representatives

Method wise representatives

The duties of Student Council

 Check and arrest absenteeism

Advice on Punctuality

Take Responsibility for Class Room Cleanliness

Negotiate on other physical facilities like wash room cleanliness

Drinking water facilities

Monitor completion of syllabus

Submission of assignments, records, class room seminars

Negotiate dates of submission of written work

Teaching practice schedule

Project showcasing

Payment of fees

 Release of scholarships

Supplementary examinations

Photo copy of answer sheets

Condonation of attendance

Supervise the student attendance for certificate courses

Development of student's leadership skills

Program planning

Volunteering

All the office bearers are instrumental in decision making. The course representatives of the four programs come together to organize co-curricular activities i.e. Gandhi Satabdhi Bhavan Programs, celebrations and observations. The student council is monitored by senior faculty members who are responsible for the smooth conduct of the council meetings and events.

The student council plays a pivotal role in many activities related to curricular and other co-curricular activities of the college. Various activities monitored by the council include seminars, workshops, and inter-collegiate sports to develop the personality and skills of the student's ability. Student members of the council also observe important days like National festivals, Birth/Death Anniversaries of important leaders, International Women's Day, Sport's Day, Teacher's Day, Fresher's Day, Aids Awareness Day, Communal Harmony week, International Yoga Day, Farewell Party etc. They also motivate other students to take part in the activities conducted by the college. They work as a medium between faculty and students. Contribution of the student council in academic administration

(1) Co-Ordination in communicating the information between students and teaching faculty.

(2) Co-Ordination in organising cultural events.

(3) Co-Ordination in organizing sports and games for the Students.

College provides necessary support to the Council members in organizing and Co-ordinating the events. It encourages the students to develop their leadership skills to develop these activities. Student members in this council can become competent persons in future by learning all these Skills.

Grievance Redressal Cell

The college has a Grievance Redressal Cell. The students are informed to post their grievances in the boxes in anonymity. The grievance cell comprises of Principal, Course Incharges, and other faculty members. They meet frequently to offer solutions to student grievances

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

95

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

47,500/-

5.4.4 – Meetings/activities organized by Alumni Association:

2

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)

The college practices the decentralization and participative mode of decision making for effective administration. The principal acts as a liaison. She is given freedom to take decisions within the limits of the curricular and administrative frame work. She is largely responsible in the provision of leadership, guidance to develop and maintain an effective educational program, by improving teaching and learning. The principle of decentralization is practised in the college in the following way.

At the beginning of the academic year the principal of the college convenes a staff meeting and decide the schedule for the academic year and assigns various duties to the faculty. The teachers are the convenors or members in various academic and non-academic committees of the college.

The Almanac committee under the chairmanship of the principal develops the academic calendar on the lines of the curriculum of the affiliated university with a permissible deviation. The Principal and her team of course in charges prepare time table for each program separately for effective functioning of the college.

The Principal assigns papers to faculty on the basis of their subject specialization and experience. The Principal convenes separate staff meetings with the course Incharges after the commencement of the program at regular intervals especially before special programs like school observation, school visits, micro, reflective and macro teaching programs.

To encourage research acumen in the staff she conducts faculty research meets once in a fortnight. She engages in continuous correspondence with practice schools for conducting school observation and Macro Teaching Phase I and II teaching practice.

The Principal of our college motivates and guides staff in content transaction and monitors the timely completion of syllabus. She endorses the academic diaries of the faculty. She assigns different responsibilities to the course In charges like co-ordination of co-curricular programs, celebrations and observations, organizes guest lectures. Principal schedules remedial classes to help the slow learners. She plans college picnic, annual day in consultation with the

student council members. She also monitors the examination branch activities along with the controller of examinations.

The students of an Institution have various grievances, like late coming, absenteeism, issues in fee payment; academic issues etc .The principal of our college addresses these issues through the grievance redressal cell. Apart from these, she monitors cleanliness and upkeep of college buildings and staff rooms, staff attendance and punctuality. The Principal supervises college work like managing staff and handling student problems, like condonation of attendance, issues in award of scholarships etc.

The common grievance of the students is attendance and completion of syllabus on time.
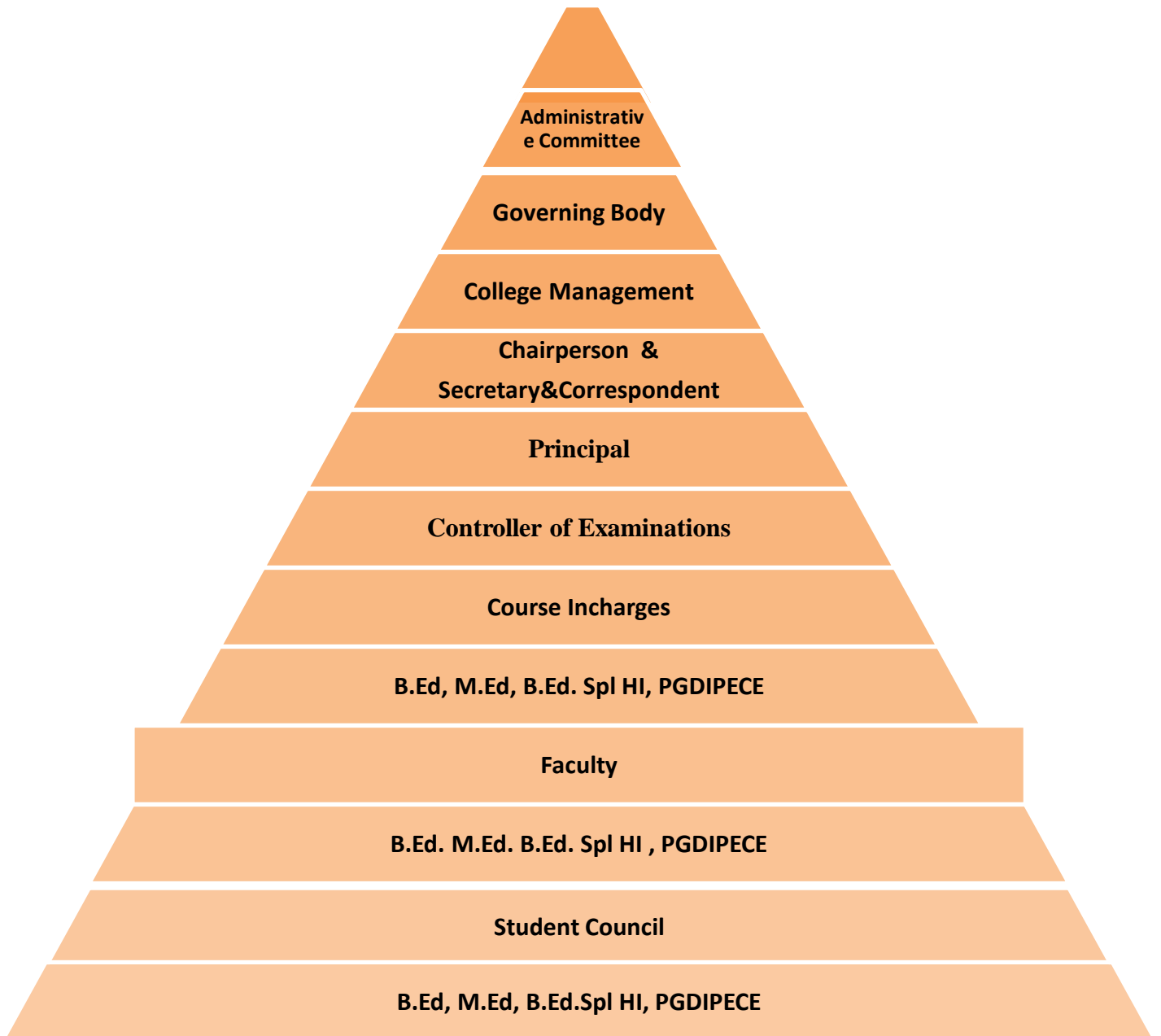
Participative management

The principal is given a free hand to plan, decide and execute them in curricular and co curricular activities of the college. In all other matters she seeks the advice of the management for eg. declaration of holidays, purchases, organizing statutory committee meetings, utilizing grants (if any) and organizing Seminars, workshops and other programs in coordination with the management. In case of major Inspections like University, Rehabilitation Council of India and Autonomy etc the college functions purely on the principle of participative management.

The principal as coordinator of study centre activities takes care of all the correspondence with the study centre. She then convenes a staff meeting to announce the workshop dates. A register is circulated to the faculty regarding the choice of papers. She allots papers to the staff judiciously in consultation with the management.

Major concerns of the college like faculty recruitment, increments, and developmental activities like MOUs are taken up in tune on the principle of participative management. The immediate management advices/ offers productive and practical advice, guidance to the principal on almost all issues i.e. infrastructural development, repairs, maintenance, purchases etc. Therefore the Principal functions as an overall Proof runner of the Institute

Organogram

Administrativ
e Committee

Governing Body

College Management

Chairperson &
Secretary&Correspondent

Principal

Controller of Examinations

Course Incharges

B.Ed, M.Ed, B.Ed. Spl HI, PGDIPECE

Faculty

B.Ed. M.Ed. B.Ed. Spl HI , PGDIPECE

Student Council

B.Ed, M.Ed, B.Ed.Spl HI, PGDIPECE

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

Yes

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
Curriculum Development	Our College is autonomous and has the freedom to revise the curriculum once in three years. Institution organizes staff meeting with experienced faculty and juniors as a brain storming process to seek, faculty suggestions in the subjects they teach. The revised curriculum is placed in Board of Studies committee meeting.
	The recommendations of the Board of Studies committee will be incorporated and placed before the Academic Council for approval. In the final stage Statutory Bodies endorse the revised curriculum. The letters, agenda and minutes of all the meetings are documented.
Teaching and Learning:	Teaching and learning are the essential elements of an educational institute. This endeavour starts / commences/ spreads out right from selection of staff to evaluation. The Principal convenes staff meeting with the respective staff of each programme. The subjects are allocated to staff on the basis of their specialization. Instructions are given to maintain teaching diary and attendance registers. Every course has an induction program and a need analysis is conducted to estimate the level of their understanding. The staffs use both traditional and innovative methods in content transaction. Students are trained to develop micro, reflective and macro lesson. Before students take up micro teaching they are sent to different boards of education to observe and learn the art of teaching from the real life scenario.
Examination and Evaluation:	Examination and evaluation are key components of education. Our college follows CCE method to help students score better grades. College follows semester system for B.Ed (G), B.Ed.Spl.Edn (HI) and M.Ed. P.G.Dip.ECE has internal assessment and one final

examination as it is only one year duration course. The other courses have semester system, so semester end examinations are held. Internal assessment comprises of assignments and classroom seminars, project show casing etc. The Scholastic achievement record is prepared keeping in tune with the guidelines. The faculty who teaches the general paper on assessment delivers a special lecture to train the learners to prepare scholastic achievement record. The college offers two certificate courses, a 60 hour English language Proficiency course and a Three month certificate course in Human Rights and value education.

The college runs a three month certificate course in ECCE in collaboration with Pllavi.edu.com.

Research and Development:	Research and development are key components of higher education. The undergraduate students of B.Ed (G) have action research project that helps them to identify and resolve classroom issues. B.Ed.Spl.Edn (HI) has a full theory paper on basic research and statistics. P.G.Dip.ECE students have huge training in trying to understand the felt needs of the pre-primary children.

M.Ed students have theory papers in Research Methodology. They are trained in expository writing and research acumen is developed to submit their dissertation. To develop a model learning environment the faculty of the college are encouraged to present papers in National and International Seminars.

Library, ICT and Physical Infrastructure / Instrumentation:	Library is the resource centre of any institution or organization. Our library is very well equipped with text books for all disciplines, encyclopaedias, dictionaries, reference books, journals, magazines, newspapers,

dissertations and Buch volumes. The library has internet facility and is semi automated. Inflibnet software is used. It has a very huge hall with good seating arrangement and another room for storage. The library books are recommended by staff of each program on yearly basis and based on the requirement they are purchased. The college co-ordinates with libraries of sister units in the Vidyapeetham. The students of B.Ed (G) and B.Ed Spl (H.I) are sent to the Degree College, AMSOI and Fame libraries to refer books on English and Telugu Literature, Botany, Zoology, Physics, Chemistry, Political Science, Economics to develop deeper insights in content. To develop their artistic disposition they are sent to fame for the project on Art and Drama Education. The faculty in

charge of the paper arranges guest lecture on Art and Drama. Literacy house staff are sometimes invited to conduct a workshop on puppets to develop Innovative lesson plans.

ICT:

Quality education is a universal goal. Information Communication Technology is the most happening component of a tech savvy world. Institutions of higher learning prepare students for an era of explosive change, hence curricula and literacy must also reflect the expanding frontier of knowledge. Technology has the capacity to promote and encourage the transformation of education from a very teacher directed enterprise to one which supports more student-centred models.

ICT is offered to under graduates B.Ed (G) as a computer project. As part of the project they are trained in MS office i.e. Word, Excel, Power Point and Publisher to help them in their practice teaching. M.Ed program has a full-fledged paper on Information Communication Technology. As future Teacher Educators M.ED students have to be equipped with ICT to transform education.

The aim of introducing ICT in M.ED is to develop skills in collaboration and leadership.

The other important reason to offer ICT as a theory paper at the M.ED level is that it considerably develops and transforms learners' views towards education, hence brings changes in application of societal spectrum. As future Administrators and leaders knowledge of ICT helps them to execute e Governance in administration and develop Research.

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

E- governance area	Details
1. Planning and development:	Planning is the most important aspect of running an Institution. Our college has meticulous plans to develop the Institution. The Management extensively uses electronic medium in the Governance of the college. All the correspondence with the National bodies like NAAC, UGC RCI, MHRD and State Bodies like DSC, SECERT is through electronic medium only.
2 Administration:	The parent administration extensively uses electronic medium to correspond with the university, Practice Teaching schools, Government Bodies like SCERT, Central Office, sister Institutes and affiliated university, (OU)
	The electronic media is extensively used to coordinate with regular and statutory bodies of the college; the correspondence is forwarded through the electronic medium to members of Administrative Committee, Governing Body, Academic Council and Board of Studies.
Finance and Accounts:	The college offers four Teacher education programs. Hence there is requirement for financial transactions. The accountants of the college use Tally ERP 9 the latest soft ware package in internal and external financial transactions. Electronic media is used for online fee payment, generation of receipts and in the processing of student scholarships.
Student Admission and Support:	College offers four Teacher education programs. B.ED (G) students seek admissions by clearing Education Common Entrance Test (EDCET) The M.ED students join the college by clearing Post Graduate Common Entrance Test. The college continuously monitors the website of the

convenors. Downloads list of admitted candidates, uploads the details of the candidates who do not report to the college for admissions on or before the dates mentioned by the University. The students of B.ED Spl (H.I) and students of Post Graduate Diploma in ECE are admitted directly on the basis of merit.

Student Support: The Central Office AMS corresponds through electronic medium in the award of Akkineni Manoharamma Scholarship to the needy and meritorious students of the four programs.

Examinations: College of teacher education, Andhra Mahila Sabha is an autonomous college. It has its own examination branch. The Examination branch uses electronic medium for correspondence right from semester wise examination notification, letters to papers setters, letters to paper valuators and finally results declaration. The result analysis is presented in the form of a CD to the controller of examinations at the time of declaration of results. College uses electronic medium for notification of backlog examinations.

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
2017	Dr. S. Mary Jones	International Conference "Psychology and Counselling in Education"	IASE, Osmania University, Hyderabad	Rs. 1,000
2017	Mrs. M. Rama	Workshop on syllabus revision for Pre- schools and Anganwadis	State Resource Centre Early Childhood Education, AMS	Rs. 500

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)
2017	Dr. Rama Krishna Adury, Advisor of International Schools delivered a lecture on "Good Teaching in Action"		06.01.2017	06.01.2017	100	

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 in day
Dr. Rama Krishna Adury, Advisor of International Schools delivered a lecture on "Good Teaching in Action"	15	06.01.2017	06.01.2017	One day

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

Teaching

Permanent	Full Time
04	04

Non-teaching

Permanent	Full Time
-	-

6.3.5 – Welfare schemes for

Teaching	Non- Teaching	Students
EPF	EPF	Scholarship

6.4 – Financial Management and Resource Mobilization

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

Yes, the college conducts both internal and external financial audits at regular intervals. The two most important entries are the income and expenditure statements.

The college offers four teacher education programmes B.Ed (G), B.Ed.Spl.Edn (HI), M.Ed and P.G.Dip.ECE. B.Ed (G) is under the aided category. The college is the study centre for Dr. BR Ambedkar Open University and it also offers two certificate courses.

As per the guidelines of central office of Andhra Mahila Sabha the internal audit is conducted by Veda and Associates, a chartered accountant firm. The final audit is conducted by Anandam and Co. The college has two accountants to manage the finances. The college uses Tally ERP 9 software which is the latest soft ware package to simplify and manage critical aspects of the financial transactions i.e. accounting

Internal audit:

Internal audit is to provide independent assurance to take care of the institutions risk management governance and internal control processes. Internal audit is conducted at the end of every quarter. This guides and directs the institution to pay the statutory payments like professional tax, EPF, TDS on time.

External audit:

The external audit or final audit is conducted at the end of the financial year. It helps the college to identify risks and highlight opportunities to enhance institutional compliance process. It helps the college to improve financial strength by increasing productivity and reducing wastage. In a way it acts as the balance mechanism.

The college submits opening balance and closing balance of the previous financial year i.e. on 31st March. The final audit is conducted by Anandam and co.

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/ Grants received in Rs.	Purpose
-	-	-

6.4.3 – Total corpus fund generated:　　　Rs. 4, 38, 839/-

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	Osmania University	Yes	
Administrative	Yes	Anandam & Company	Yes	Vedam & Associates

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

1.　The parents of the students of our college accompany their wards during the orientation/ Induction programme.

2.　Some parents meet principal to negotiate personal issues of their wards like long absenteeism, health issues etc. In some cases Principal of the college invites parents to discuss certain issues of their wards.

3.　Parents attend the celebrations of the college like Annual Day.

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

1.　The support staff of the college are trained in accounting by the Central office Andhra Mahila Sabha. Tally ERP 9 is used

2.　The Internal and external audit companies Veda & Associates and Anandam & company offer financial Inputs to the college accountants.

3.　The other support staff of the college like attenders are encouraged to pursue higher education. They are given basic training in computers and   are trained to co-ordinate and pursue the matters pertaining to scholarships

6.5.4 Post accreditation Initiatives. Mention at least three.

1. To continue the existing Study Centre Activities of DR. BR. Ambedhkar Open University B.Ed (D.M) for in service primary school teachers

2. To renew MOUs with Pallavi.edu.in and Juvenile Justice Home for boys and girls.

3. To pursue Minor Research Projects, conduct seminars, workshops and orientation programs, faculty orientation programs in Research, ICT, and Innovative Methods of Teaching to in-service teachers subject to release of grants by MHRD.

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
2016-17	Faculty Development Programme Faculty Meets		25th Nov, 2016	7th February 2017	10
2016-17	Communal Harmony week		19th November 2016	25th November 2016	100
2016-17	World disability week	15th June 2017	3rd December 2016	10th December 2016	55
2016-17	Human Rights Day:		10th December 2016	10th December 2016	90
2016-17	Awareness Programme on Yoga		19th June 2016	19th June 2016	90

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	Participants	
			Female	Male
-	-	-	-	-

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

The College of Teacher Education, Andhra Mahila Sabha is located in the Durgabai Deshmukh Vidyapeetham at the entrance of O.U Khaman from Vidya Nagar towards Taranaka. There are 9 educational institutions in the academic campus. The college is ideally located in an Eco friendly atmosphere. By virtue of its location and due to lot of greenery, maximum oxygen is generated. The college maintains its own garden in the college premises

There is an Academic Campus Committee to maintain the hygiene, cleanliness and beauty of the campus. All the chairpersons are members of the campus beautification committee and they meet from time to time to discuss the further development.

The Gandhi Satabdhi Bhavan is the epicentre of the Vidyapeetham. Therefore the ambience reverberates with Gandhian simplicity and values. The institutes in the Vidyapeetham conduct Gandhi Satabdhi Bhavan programs on every Friday.

The college has two massive buildings B.Ed and CTE Building. Our college has huge expanse filled with eco friendly trees, shrubs, bushes and flowering plants, thus making it an eco-friendly entity. We have a rain harvesting pit to store the exodus during the rainy season.

Menial staff takes care of the college buildings and infrastructure. Cleaning material is supplied to keep the classrooms, laboratories neat and clean. Once in a while deep cleaning services are hired.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical Facilities	Yes	01
Provision for Lift	-	-
Ramp/ Rails	Yes	01
Braille Software/ facilities	-	-
Rest Rooms	Yes	01
Scribes for examination	-	-
Special skill development for differently abled students	-	-
Any other similar facility	-	-

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 in day	Name of initiative	Issues addressed	Number of participating students and staff
2016	01	01	25.11.2016	01	Awareness rally for Communal Harmony	Communal Harmony	112
	01	01	10.12.2017	01	Awareness rally for Human Rights	Human Rights	112

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

Title	Date of publication	Follow up(max 100 words)
professional ethics Code of conduct	14th June 2017	The founder of every institution has a vision and a mission on which the institution functions. The founder of our college Padmavibhushan Dr. Durgabai Deshmukh was a Gandhian. During her life time she practised highest ethical values. We follow and imbibe Gandhian philosophy in the future teachers. Women are the strength of a nation. We operate on the principle of woman empowerment. Our founder believed and dedicated her life to woman empowerment A specific initiative taken by the college to develop the value system in teacher trainees is, to offer a Certificate course in Human Rights and value education. Both in-house faculty and guest speakers enlighten the students to implement the human values during practice teaching and in their professional life. Another initiative taken by the college is to conduct Gandhi Satabdhi Bhavan programs once in a month. These programs help the prospective teachers to inculcate values and transform the same to the stake holders.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness rally for Communal Harmony	19th November 2016	25th November 2016	112
Gandhi Satabdhi Bhavan Programme	23rd September 2016	30th June 2016	112

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

1 Durgabai Deshmukh Vidyapeetham has a campus committee. The chairpersons and secretaries of the sister units are members of the Committee. One of the chairpersons becomes the chairperson of the campus committee. Each unit in the Vidyapeetham take care of their immediate surroundings. Each of them has its own garden.

2 The committee inspects the campus once in a fortnight to identify the gaps, requirements and arranges provision for obtaining the required resources

3 Our college has a beautiful garden in front of the B.ED building. To sustain the green ambience, the college makes it a point to plant saplings. The college ensures the maintenance of the existing trees and plants by undertaking pruning as and when the need arises

4 The college strictly follows the "Go Green" Policy. The college as a whole, each unit by itself has committed to sustainability and environmental management. Having a Go green policy ensures the management and employees, safety, security and pleasant feeling.

5 The college realizes that managing environmental issues is the highest priority. The Go green policy has increased our productivity and brand image. In today's urban setting our college maintains an eco-friendly campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A best practice is the wide range of individual activities, policies and approaches to achieve positive changes in the organizational culture. They have been worked out through trial and error and are found to be the most sensible way to proceed.

Best practice- I

Organizing Medical Camp:

The students are the strength of an educational institute. Their welfare and health are of prime concern of both administration and management. A healthy mind and body can perform better in all aspects of life in both their professional and personal life

- The main objective of a medical camp is to provide initial care and create awareness about health
- Provide high quality medical services for the well being of the student body
- Provide an organized activity within a specified campus to provide free dental and diagnostic services

With this objective, inspired by the health and physical education project, the college mainly started organizing medical camp to check the health status of students. The purpose is to check the mental and physical health of students and to diagnose any hidden issues so that preventive measures are taken to protect student's health. In this context a blood donation camp was conducted at College of Teacher Education Andhra Mahila Sabha. Students participated in HIV aids awareness cum blood donation camp conducted by Red Cross Society.

The college continues the medical camp every year as a welfare measure either in association with Red Cross or in collaboration with Durgabai Deshmukh Hospital.

Apart from this college observes World Aids Day, Doctors Day and World health day. In the year 2008-2009 Indian Red Cross Society, AP state Branch Society conducted a one-day workshop on "protecting health from climate change'. In this context Mrs. Jerusha Thomas,

Coordinator, Public health in emergency generated awareness among the prospective teachers on a variety of environmental hazards and concerns.

Best Practice- II

Faculty research meets:

Teaching and learning is the most important component of an educational institute. An educational institute's reputation depends on the quality of instruction.

Objective:

- It intends to provide opportunities for induction

- To offer scope to explore the unknown areas and unlock new possibilities

- To gain expertise in their disciplines

In view of the importance, the college started faculty research meets twice in a month to make interesting presentations on the topic of their choice.

The faculty research meets were initiated from 2008 onwards. The main objective of the meet is to share and discuss the content with other faculty members. This healthy informal discussion leads to constructive insights. A senior faculty is appointed as in charge of faculty research meets. It is the duty of the in charge to negotiate with the staff to volunteer their names.

Two faculty members make their presentation in every meet. Each meet has a brain storming session and exchange of views on the topics presented. The faculty enjoys the research meet, as it is arranged in the last hour of the day. In this way the college offers scope for faculty to expand their insight and awareness of the subjects.

It gives them an impetus to browse the web and collect relevant information pertaining to their topics. Faculty meets are documented. Most of the faculty make the presentation through electronic media i.e. Power Point Presentations.

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

Every Establishment has a distinctive trait. Largely founders start their foundation with a dream in their eyes and zeal to realize their passion. The realization of the founder's dream brings the distinct distinctiveness to an establishment. Padmavibhushan Dr. Durgabai Deshmukh, the founder of Andhra Mahila Sabha established a unique voluntary organization to empower the downtrodden and destitute women of Andhra Pradesh.

Dr. Durgabai Deshmukh, the founder of the institution realized that literacy is vital for self reliance. During her confinement in the prison she understood that the women convicts had no inkling of their imprisonment. It was an eye opener. Durgabai decided to find educational institutes for girls. It was her strong belief that a woman teacher is closer to her wards that drove her to establish College of Education one of the educational institutes in Durgabai Vidyapeetham in the year 1971.The college was established to empower girls to attain self reliance.

The College established as a College of Education in 1971, was elevated to the status of College of Teacher Education. The college was conferred the status of Autonomy in 2007. The college offers four Teacher Education Programs. The college caters to the educational needs of all age groups i.e. KG to PG.

What makes College of Teacher Education gain its distinctiveness?

The vision of the founder was to see the college grow as a centre of excellence in Teacher Education. The vision of the founder was realized, The College which was established as a College of Education in 1971 was elevated to a CTE, a unique Privilege conferred on a Private aided college (1997)

College of Teacher Education AMS is the only college that offers Post Graduate Diploma in Early Child Hood Education (1984). The college started M. Ed. Program in 1991. It started B.ED Spl (H I) in 2000. The college is accredited by NAAC with B++ Grade in 2007.

The college leaves no stone unturned to grow as a centre of excellence in Teacher Education. As a CTE it continues to organize Orientation Programs, Workshops, Seminars and Content Enrichment programs for the in service teachers. MHRD sanctions grants for the programmes.

The college in its pursuit to attain excellence in Teacher education has been the study centre for DR. BR. Ambedhkar Open University in service M.Ed and B.Ed. (Distance Mode) courses from 2009 onwards. The college was also the study centre for Sri Padmavathi Mahila Viswavidyalayam B.Ed. (DM) till bifurcation of the state and Kakatiya University M.Ed. for two summer workshops. The college offers its services to the community. It signed an MOU with Pallavi Educom for a three month certificate course in Early Childhood Care and Education ECCE.

The college is proud of its distinctive distinctiveness. The distinctiveness was attained due to the cultural and ethical values imbied by the founder. The Gandhi Satabdhi Bhavan programs are organized and conducted on every fourth Friday of the month in rotation by the students of the four programs offered by the college. The Gandhi Bhavan programs incorporate Auto Biographical readings, skits and songs on Gandhi's life. The management and Principal address the student body on the need to practise Gandhian values of non violence and honesty. The program concludes with Ramdhun

The Management, administration and faculty treat the students with love, affection and empathy.

8. Future Plans of action for next academic year (500 words)

Every founder of an organization has to make future plans for its growth to realize the vision of the founder. An action plan provides instructional support and is a comprehensive way to monitor change and progress across a variety of objectives and goals within multiple areas (e.g. student, classroom, professional, etc.).

The college of teacher Education Andhra Mahila Sabha, as of now, offers four Teacher Education courses. M.Ed, B.Ed (G), B.Ed Spl (H.I) and PG Dip in ECE. There are about 150 to 200 students aspiring to either become Teachers or Teacher Educators. Except PG.DIP.ECE (Duration one Academic Year) other courses are for two years with four Semesters. Hence the college has to undertake the onus to conduct the courses smoothly.

As an Autonomous College it has a huge responsibility of conducting four semester examinations for the courses and one final examination for P.G.Dip.ECE. Thereby making it very alert and active i.e. the college has to ensure the detailing for smooth conduct of internal and external examinations. College is now conducting its own Convocation, after successfully completing the phases of paper setting, valuation, tabulation and declaration of results.

The Examination Branch of the college has to make advanced plans for the smooth conduct of examinations. The Examination Branch prepares Time tables in advance for Internal and External Evaluation and places on the notice board.

Continuous planning is required as the college offers four teacher training programmes and two Certificate Courses. The college also plans meticulously for the celebration and observation of days, Gandhi Satabdhi Bhavan programs etc. in the process of training the prospective teachers.

While the above mentioned are the regular areas of planning the following are for the Future.

- To secure NAAC Accreditation

- To retain autonomous status

- To revive the MOU of Boys & Girls Juvenile Homes

- To take up Community Service Programs like visits to orphanages and old age homes

- To activate Guidance and Counselling cell services

- To upgrade the activities of women's cell

- To undertake Minor Research projects in rural areas

- To start Research Centre

- To extend the placement cell activities to other qualified candidates

- To ensure Cent Percent attendance of students

- Strengthen ECCE program

- Ensure Gender safety through organizing Awareness camps.

- Augment evaluation procedures

- To conduct regular alumna meetings

- To conduct National and International Seminars

- To continue to publish college magazine Ujwala

- To continue to conduct Convocation