Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**COLLEGE OF TEACHER EDUCATION ANDHRA MAHILA SABHA**
Name of the head of the Institution	**Dr. S. Mary Jones**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
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/UT	**Telangana**
Pincode	**500007**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**21-Nov-2006**
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/AQAR-2016-2017.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://amsteachereducation.com/pdf/ac-2017-2018.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B++**	**82.70**	**2007**	**31-Mar-2007**	**31-Mar-2012**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**18-May-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Two-day Orientation Programme	05-Dec-2017 2	20
Two- day Orientation Programme	20-Dec-2017 2	20
Three-day workshop	28-Dec-2017 3	50
Three-day workshop	08-Jan-2018 3	50
Three-day Orientation Programme	23-Jan-2018 3	50
Two- day Orientation Programme	30-Jan-2018 2	30
Three-day Orientation Programme	01-Feb-2018 3	50
State level Seminar	06-Feb-2018 2	30
Three-day Orientation Programme	14-Feb-2018 3	30
Three-day Orientation Programme	19-Feb-2018 3	50
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
College of Teacher Education Andhra Mahila Sabha	Centrally Sponsored Scheme of Teacher Education	MHRD through C& DSE & SCERT Vide letter no: Proc. Rc. No. 21/ B1/ Plg/ SCERT-TS/2017, dated: 12.09.2017	2017 37	1000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• IQAC monitors teaching learning process of the students to improve/ enhance students performance • IQAC conducts regular meetings with the staff and plan the activities and develop the strategies for active implementation • IQAC regulates the activities of all the committees to enhance the student participation in different activities. Resolves the problems in consultation with Grievance Redressal Cell • IQAC plans and organizes national and state level workshops, seminars and conferences to enhance research, communication and life skills in prospective teachers • IQAC plans the programs and strategies pertaining to use of ICT in teaching learning process.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To organise National, State level Conferences, Seminars and Workshops	A State Level Seminar on Women Empowerment in 21st century was organised by the college on 6th 7th February 2017
To Celebrate/ Observe International, National and State level days of importance on a regular basis	Celebration/ Observation of important days broadens the multi cultural horizons of the perspective teachers. Significant International, National and State level days of importance are celebrated / observed
To continue the existing add on courses 60 hr English language Proficiency course • Certificate course in Human Rights and Value Education	English Proficiency course is offered by the college to improve communication skills of the teacher trainees. Certificate course in Human Rights and Value Education course offered by the college helps teacher trainees to broaden their understanding and awareness of human rights in general and women rights in particular
To Organise faculty research meets and Gandhi Bhavan Programmes on a regular basis	Gandhi Bhavan Programmes conducted on every 4th Friday of the month help the student trainees to rejuvenate the value system propagated by Father of the Nation. The understanding of instructional concepts and teaching processes can be expanded and deepened through professional developmental

activities. To fulfil this objective the college conducts faculty research meets once in fortnight. The faculty of the college present 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.

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

Name of Statutory Body	Meeting Date
Governing Body	**25-Jun-2018**

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**
Year of Submission	**2018**
Date of Submission	**01-Mar-2018**
17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The College of Teacher Education Andhra Mahila Sabha has been using / implementing information communication technology (ICT) in all its transactions. The following modules of the college are operational. 1. Human Resources Management: Human resource is the set of people who make up the workforce of an organization. The staff of the college is recruited through a staff selection committee. The selection committee scrutinizes the qualifications of the candidates by following the prescribed norms of the affiliated university. The selection committee follows vigorous procedures of selection for the selection of candidates. 2. Finance: All the financial transactions of the college are through computerized and the latest software packages are used. Tally erp 9 package is used to deal with all income**

and expenditure transactions of the college. Tally erp 9 is one of the most popular accounting software used in India. Tally erp 9 is a perfect package with the combination of function, control, and inbuilt customizability. The salaries and the yearly increments of the staff are recorded accurately. All the accounts of the college are regularly audited quarterly. 3. Administration The administration of the college is highly transparent and all the possible methods of transparent administration are used. Certain important documents of the college are stored in digital form. The administration has been decentralized in view of the number of courses offered by the college. The college offers four teacher training courses. Each course has its own incharge and the Principal of the college conducts meetings and directs / guides the incharges of the courses to interact with the staff and students of their respective courses. 4. Admissions and Examination The admission for B.Ed is through the Convenor Ed.CET, through WEB Option. The same process is followed in M.Ed admissions also as they come through PG. CET. However in case of B.Ed Spl (H.I) and PG Dip in ECE, admission is based on order of merit Examination: Examination cell uses electronic medium in the entire examination process. • Examination Notification • Paper Setting • Scrutiny and Tabulation • Revaluation • Process of conduct of Supplementary Examination • Photocopy of answer scripts on claim • Declaration of Result 5. Library Library is a hub and pivot of any organization. College of Teacher Education Andhra Maia Sabha has a huge library comprising of 13972 books, 31 Journals and 267 Encyclopedias. The College of Teacher Education Andhra Mahila Sabha offers four teacher education courses. Considering this two library periods per week are allotted in the course timetable of each program. Every year new books are purchased in tune with the curricular changes. The library is semi atomized as on now. It has an Internet center and a browsing center. The library has a Xerox machine to supply photocopies to both students and staff for

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MEd	709	Education	18/12/2017
PG Diploma	715	Early Childhood Education	18/12/2017
[View File](#)			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Education	09/09/2015
BEdSplEd	Special Education	10/09/2015
MEd	Education	15/09/2015

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	57
BEdSplEd	Special Education	8
MEd	Education	23
PG Diploma	Early Childhood	21

Education	
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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)

Feedback Obtained
Feedback system is adopted using structured questionnaires focusing on quality improvement such as upgrading curriculum, teaching learning and evaluation process, physical facilities, students' welfare and benefits. 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 ratings obtained were analyzed to plan for activities in view of the feedback/ suggestions received from the students. 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, Utilization of Infrastructure and requirements for quality enrichment The feedback collected from the students is analyzed 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. IQAC supervises feedback activities and submits summary findings. Apart from collecting feedback in the form of rating scale the faculty collects feedback from the students instantaneously during their classes. Based on the feedback the faculty members immediately address the felt needs of the students. The planning for further teaching will be based on the feedback received at the end of each every class. This process is followed because immediate feedback always helps for further development/ improvement. The faculty collect the opinions of the students regarding their comprehension levels of the topics taught. To reach the diversified learners the members of the faculty follow different measures in the form of seminars, project based instruction, individualized instruction etc. The students are encouraged to take part in different activities organized by the college. It helps them to come out of their stage fear and other inhibitions. A clear cut change is observed among the prospective teachers after 4 or 5 months of their commencement of the course. Hence, the feedback obtained in different ways help the faculty and principal to develop strategies for better improvement

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	100	63	57
BEdSplEd	Special Education	30	9	8
MEd	Education	50	26	23
PG Diploma	Early Childhood Education	45	21	21
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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
2017	66	47	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	Numberof smart classrooms	E-resources and techniques used
18	15	72	3	1	0
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

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 students joining in a college of teacher education have peculiar problems like ? Some of them have huge gap in continuing their education (Due to discontinuation) therefore suffer from insecurities and inferiority ? Most of the students are married with children ? Many of them come from socially and economically fragile backgrounds ? The medium of instruction followed in the college is English hence the rural students suffer from language barriers ? Most of the students suffer from marital discord and familial problems ? Some students coming from rural backgrounds suffer from lack of self confidence ? Students do not have any background of teaching and research ? The student's most stressed out phase is the teaching practice. They suffer from fear of public speaking due to poor communication skills or stage fear. 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 The faculty members as mentors always stretch their helping hand to cater the needs of the students. Therefore Mentoring is mandatory in the following areas ? Projects ? Assignments ? Seminars ? School Observation ? Micro Teaching and ? Teaching Practice The ratio followed in

the college is ten mentees for every mentor in each of the four courses. The empowered faculty serves as thought partners of their mentees in their academic and personal life empowering them to scale greater heights through continuous motivation and mentoring. Apart from curricular areas, the prospective teachers are assigned several tasks and they are trained in performing those tasks successfully. Institution has formed the Guidance and Counseling cell for mentoring student's personal problems. The faculty specially qualified in guidance and counseling provide required counseling to the needy students from time to time. Mentors also guide the students at the time of admission they also mentor the students to choose the right subjects and methodologies. The students who belong to backward section do not have proper knowledge of different governmental schemes. Thus, teachers counsel them to get benefit from these governmental schemes. Mentors also guide students to appear in different competitive examinations. 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
109	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
37	16	21	2	5

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	701	Semester	05/08/2018	30/10/2018
BEdSplEd	706	Semester	04/09/2018	01/12/2018
MEd	709	Semester	01/05/2018	15/09/2018
PG Diploma	715	Year	30/08/2018	01/12/2018
[View File]()				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
No Data Entered/Not Applicable !!!		

2.6 – Student Performance and Learning Outcomes

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
701	BEd	Education	43	43	100%
706	BEdSplEd	Special Education	11	11	100%
709	MEd	Education	29	27	93.1
715	PG Diploma	Early Childhood Education	13	13	100

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2.7 – Student Satisfaction Survey

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

http://amsteachereducation.com/pdf/student-satisfaction-survey-2017-2018.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	37	MHRD through C DSE SCERT	1000000	1000000

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

No Data Entered/Not Applicable !!!

3.3 – Innovation Ecosystem

3.3.1 – 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
Two- day Orientation Programme on "Innovative practices"	Education	20/12/2017
Three-day workshop on "Action Research for School Teachers"	Education	28/12/2017
Three-day Orientation Programme on "Research Methodology"	Education	23/01/2018
Two- day Orientation Programme on "Role of ICT in Education"	Education	30/01/2018
Three-day Orientation Programme on "Inclusive Education"	Education	01/02/2018
Three-day Orientation Programme on "Quality Assurance and Accountability in Teacher Education"	Education	14/02/2018
Two- day Orientation Programme on "e-Learning"	Education	22/02/2018
Three-day Orientation Programme on "Personality development"	Education	12/03/2018
Orientation Program on "Personal Effectiveness Leadership Skills"	Education	19/03/2018
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3.3.2 – 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
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	2
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.4.6 – 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
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	1	1	8	16
Resource persons	1	1	Nill	Nill
Attended/Seminars/Workshops	Nill	Nill	13	Nill
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
College of Teacher Education	Three- month Certificate Course	Delhi Public School, Nacharam,	156000

Andhra Mahila Sabha	in Early Childhood Care and Education	Hyderabad	

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Communal harmony Week	College of Teacher Education Andhra Mahila Sabha	4	109
World Disability Week	College of Teacher Education Andhra Mahila Sabha	4	109
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3.6.2 – 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
No Data Entered/Not Applicable !!!			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
CTE Programmes	College of Teacher Education Andhra Mahila Sabha	State Level Seminar on women empowerment	15	100
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Examiner for Adjudication of Ph.D Theses	Dr. S. Mary Jones	Dravidian University, Kuppam	30
Examiner for	Dr. S. Mary Jones	Dravidian	30

Adjudication of Ph.D Theses			University, Kuppam	
Visiting Team Member	Dr. S. Mary Jones	NCTE, Banglore		2
Expert Committee Member	Dr. S. Mary Jones	UGC, Delhi		2
Chief Guest of the Graduation Day	Dr. S. Mary Jones	DPS, Hyderabad		1
Principal's meeting at SCERT	Dr. S. Mary Jones	SCERT, Hyderabad		1
Judges for English programmes	Dr. S. Mary Jones	Little Flower Degree College, Uppal, Hyderabad		2
Judges for English programmes	Mrs. L. Jalaja	Little Flower Degree College, Uppal, Hyderabad		2
Chief Guest	Dr. S. Mary Jones	Little Flower Degree College, Hyderabad		1
Chief Guests for the School Annual Day function	Smt. M. Rama	Sri Aurobindo International School, Hyderabad		1

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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	B.Ed (G)	Jame Osmania, Principal- 7207197513	05/10/2017	29/03/2019	57
Internship	B.Ed.Spl.Edn (H.I)	DDVTRC, Principal- 9849057800	13/12/2017	22/11/2019	8
Internship	B.Ed.Spl.Edn (H.I)	Ashraya Akhruthi, Principal- 9000111148	13/12/2017	22/11/2019	8
Internship	Post Graduate Diploma in Early Childhood Education	SRC- Lab School, Director- 9848814447	22/01/2017	28/03/2018	21
Internship	Post Graduate	Andhra Yuvathi	22/01/2017	28/03/2018	21

	Diploma in Early Childhood Education	Mandali, Principal-040-27560548				
Internship	M.Ed	C.Ramchand Girls High School, Principal-9391453945	26/04/2018	30/09/2018	23
Internship	M.Ed	Jame Osmania, Principal-7207197513	26/04/2018	30/09/2018	23

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
50000	14000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Inflibnet	Fully	Latest	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10096	880754	50	7012	10146	887766
Reference Books	3121	32092	Nill	Nill	3121	32092
Journals	17	46790	Nill	Nill	17	46790

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	45	25	5	2	3	5	5	128	5
Added	0	25	0	0	0	0	0	0	10
Total	45	50	5	2	3	5	5	128	15

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

128 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
409600	409593	50000	14000

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)

It is mandatory for every organization to have a policy, a plan and a set of principles to ease governance within the organizational set up. The policy of the college is primarily focused on quality of education. Physical facilities Infrastructure reflects the status and quality of the establishment. To decide on major purchases the immediate management takes a decision. Budget committee meeting is convened and subject to availability of funds the decision is taken. In the next stage the finance committee meeting is convened and if the proposal is viable it is recommended to the purchase committee. Finally if it is a minor requirement, the purchase is out rightly made. In case of massive renovation or construction it is placed in the Administrative committee and Governing body meetings for their approval. For all these meetings agenda is prepared, meetings are conducted and minutes are circulated to the members. Physical facilities related to maintenance are undertaken regularly as per the institutional requirement. There are totally four Xerox machines, some printers, Bio-metric system, Digital cameras and two inverters. 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. Academic and Support facilities: The teaching staff, non- teaching staff and students are provided with ICT materials. Academics is the epicenter 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. Laboratory facilities: The college by virtue of offering four education programs has to maintain science laboratory, audiology laboratory and psychology laboratory. The maintenance includes purchase of material and service Library: The library, our college learning center, 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. A library committee is constituted to look into the requirements of the Library in view of the curricular changes. Its composition includes Principal, Librarian and all course in-charges. The course in-charges recommend the books required by the course, subject to changes in curriculum. 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 Sports committee will recommend the material required, to the Principal 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 full fledged paper. The computer laboratory incharge, course incharges and the principal discuss the requirements and place it before the purchase committee to buy more computers or to update and maintain the college website. Classrooms: The maintenance and hygiene of the classrooms is followed in accordance with NCTE norms

http://amsteachereducation.com/pdf/procedures-policies-2017-2018.pdf

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	52	817550
Financial Support			

from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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 implemetation	Number of students enrolled	Agencies involved
Orientation Program on "Personal Effectiveness Leadership Skills"	19/03/2018	109	JCI Organization
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
30	30	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
25 Managements of reputed schools in Hyderabad and Secuderabad	109	60	Nill	17	14
View File					

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

Year	Number of students enrolling into	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

	higher education				
2017	1	B.Ed (G)	Education	Nill	M.Ed
2017	1	B.Ed (G)	Education	Nill	M.Sc Biochemistry
2017	1	B.Ed (G)	Education	Nill	M.Sc Maths
2017	1	B.Ed (G)	Education	Nill	M.Sc Maths
2017	1	B.Ed (G)	Education	Nill	M.Sc Maths
2017	1	B.Ed (G)	Education	Nill	M.A Telugu
2017	1	B.Ed (G)	Education	Nill	M.Sc Physics
2017	1	B.Ed (G)	Education	Nill	M.Sc Physics
2017	1	B.Ed (G)	Education	Nill	M.Sc Organic Chemistry
2017	1	B.Ed.Spl.Edn (HI)	Special Education	Nill	M.A Telugu
[View File](#)					

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

Items	Number of students selected/ qualifying
NET	4
SET	1
Any Other	4
Any Other	2
[View File](#)	

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

Activity	Level	Number of Participants
Sports Competitions	College	30
Fancy Dress Competitions	College	20
Dance competitions	College	20
Anthyakshari Game	College	12
Art and Drama Project evaluation	College	57
Rangoli and Flower arrangement competitions	College	10
Essay writing Competition on Durgabai Deshmukh	College	10
[View File](#)		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The Students are the most important stakeholders in an educational institution. Hence, involvement of the students in any planning or developmental activity assumes importance, especially in the age of information explosion. Students are well informed of the developments and consequently develop greater awareness of their needs and expectations. Our college offers four teacher education programs. The courses commence at different points of time. Therefore each course has its own student council. The course in-charge and faculty of each program conducts the elections in a democratic manner. After taking oath the student council members take active part in all activities of the college. Vision: To promote a sense of service and raises funds for charitable causes. Student council acts as a voice for students. Mission: Student Council motivates students to attend college regularly to achieve academic, professional and personal development, both individually and as a group, to achieve overall excellence. Objectives: The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out co curricular activities and service projects. The students of all courses come together and shoulder the responsibilities of the college. The student members of the association are elected through democratic process. The student council comprises of 1. President 2. Vice- President 3. Secretary 4. Treasurer 5. Cultural Secretary 6. Games Sports Secretary 7. Course representative 8. Class representatives for all methodology subjects Student Council takes active part in developing healthy relationships among the students of all courses and helps in addressing students grievances, by negotiating with administration in areas of attendance, absenteeism, delay in payment of dues and other curricular activities. Student council represent certain issues pertaining to internship at schools, changes in Almanac, submission of dissertation and examinations. The student leaders put forth all their trepidation of every aspect of implementation and functioning of the institution. They regularly report to the course in charge with their concerns who in turn arranges for a one to one meeting with the principal with regard to payment of dues, infrastructural facilities and the like. Peer teaching is a regular process during micro, reflective teaching and macro teaching. During practice teaching a lot of peer teaching is undertaken by the pre-service trainees to strengthen the cognitive skills of each other. The clubs of the college actively participate in coordination and organizing the co-curricular activities like Gandhi Bhavan Programs, Celebration/observation of important National and International days Taking into cognizance these factors the following are implemented. • Better sanitation and hygiene in washrooms • Greater participation in extension programs • Promotion of ethical values • Rally on Environmental safety and protection • Information dissemination and encouraging students to participate in various student activities. • Modalities of examinations / Internships/ Organizing events • Creativity based activities like Rangoli, Anchoring The student council is monitored by senior faculty members who are responsible for the smooth conduct of the council meetings and events. The student association plays a dominant role in mediating the activities

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

One of the main purposes of alumni association is to support a network of former students who will, in turn help to raise the profile of the college. Being a part of an association can open many doors to reap a lot of different benefits. The major objectives of the alumna association are to promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them and to provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues by organizing reunion activities of the Alumni. All most all the students finished their courses (B.Ed, B.Ed.Spl.Edn (HI), M.Ed and P.G.Dip.ECE) from College of Teacher Education, Andhra Mahila Sabha, are occupying key positions in public and private sectors in India and abroad and brought laurels to the institute. Many of them are well placed in highly reputed Universities, Colleges and Schools. It is a proud moment to the college to endorse the achievements of the Alumna as employees working in National Institutes like Ali Yavar Jung National Institute for Speech and Hearing Disabilities. All the students of College of Teacher Education Andhra Mahila Sabha, contribute an amount of Rs. 500/- at the time of their admission, to get eligibility to register themselves as members of alumni association. A registration form is available in college website, inviting the alumni to register themselves in alumni association. This Registration form is meant for creating the database of Alumna Association of CTEAMS. Whenever, college conducts alumni association meetings the students attend and take part in different activities organized by the college. The alumna of the college who are placed in well defined positions are invited to the college as guest speakers on different occasions. The college creates Whatsapp groups of alumna members and maintains regular contacts with the members. Whenever the college conducts National and State level seminars/conferences, the college invites the members of alumna association to present papers on the recent trends in education. The members of the alumna are nominated as members in the statutory bodies of the college like Internal Quality Assurance Cell (IQAC) and Board of Studies (BOS) of the College. The office bearers of the association are President, Vice- President, Secretary, Treasurer and Cultural Secretary. The alumna network of the college plays major role and helps to place their juniors in their respective institutions. The in charges of the courses coordinate with the office bearers of the alumni association and finalize the time, date and other programmes for alumni association meetings. The members of alumni association always come forward to contribute generously for different purposes introduced by the college from time to time. Ms. Meena, student of M.Ed. course during the academic year 2017-18 instituted Gold medal to be awarded to the topper in M.Ed. course. The college always intends to develop everlasting relations with our alumni which in turn will give rise to mutual benefits

5.4.2 – No. of registered Alumni:

109

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

54500

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 administration of our college is fairly decentralized. In our college Principal has a free hand in the day to day administration. Our college offers four teacher education programs. Decentralization in curricular aspects. Transfer of power is practiced within the set up .The principal and her team operate in close network thus forming a close chain structure of operations. Soon after commencement of the course principal convenes a staff meeting with faculty. The subjects are distributed among the faculty bound by their specialization. The in charges in consultation with the principal prepares the Almanac. The principal supervises and monitors classroom work, syllabus completion, endorses academic diaries and attendance registers. She organizes the co curricular activities with the support of staff and student council members. She appoints in charges .for the following. 1 Four Courses 2 Teaching Practice 3 Certificate Courses and 4 Faculty Research meets. 5 Games Sports The Principal of the college maintains harmonious relationship with the heads of Practice Teaching schools and corresponds with them on a regular basis. She also maintains cordial relationship with sister institutes. She organizes guest lectures, remedial classes and staff picnics. The principal convenes staff meetings frequently to clarify doubts and monitor student attendance and completion of syllabus. She monitors the activities of the college maintenance committee . The principal supervises staff attendance and leaves. As chief coordinator of study center, appoints the additional coordinator and monitors the activities of the study center. Subject to sanction and release of grants she develops the schedule to conduct Seminars, Orientation programs and workshops. As chairperson of IQAC, she monitors the cell activities and the IQAC coordinator develops the IQAC calendar in consultation with the Principal. Participative Management Participative management is a democratic procedure to empower the employees in an Institution's decision making process. It increases communication. Cooperation helps in Joint decision making process. It is a strategy effected to value the relevance of human intellect, it is a management technique to develop and maintain good relationship with the personnel of the Institution. The objective In our college participatory management is practiced to a large extent. All academic activities are the outcome of participatory management. Subject to sanction and release of grants the management actively participates in the conduct of workshops, orientation programs, and seminars. The management takes initiative in the conduct of annual days, convocation, governing body meetings, Board of studies committee meetings, Academic Council meetings and inspections. The management involves the Principal and the staff in all activities. Internal Audit and External audit is also in compliance with the accountants of the college. To boost the morale of the Staff, Incentives and increments are given from time to time. In short the management of our college is very democratic and takes the college ahead with friendship and leadership. The vision of the forerunner Padmavibhushan Durgabai was to work towards a valued goal "a Happy AMS Family". It has inspired her band of workers to carry the baton forward

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 an autonomous college. It is affiliated to Osmania University. As an autonomous college we have the

		freedom to incorporate changes within the permitted limit. The curriculum is revised once in three years. In its pursuit to improve the quality of the curriculum, Institution organizes staff meeting with experienced experts as a brain storming process. The statutory bodies finalize and endorse the curriculum in different phases. The following innovative internal assessment strategies are incorporated to maintain and improve the quality of the given curriculum. . 1.Book review 2.Classroom seminars 3.Brain storming sessions 4.Action Research 5. Assignments
	Teaching and Learning	The quality of a learner and the quality of a teacher is the reflection of teaching and learning process. After renaissance of humanism, rational thinking and questioning became the order of the day. Reasoning is the most important element of the teaching learning process. Teaching has become learner centred, therefore, the main focus is to cater and satisfy the felt needs and interests of the learner. Our college has adopted many learner' centred methods of teaching the content like 1.5E model 2.Project Method 3.Problem Solving Method 4.Computer aided instruction The faculty give qualitative inputs to develop Micro, Reflective and Macro teaching skills in the prospective teachers. In the case of M.Ed. students valuable inputs are given by the staff to submit qualitative dissertations. Guest lectures are arranged in research and expository writing. B.Ed. Spl. (H.I) students are sent on school visits to observe and learn the techniques of Special education. Lectures are delivered by experts in the field of Audiology and Speech Therapy. An activity assistant is appointed to train the PG. Dip ECE students in early child hood areas. Certificate Courses Two certificate courses are offered to augment the student support system in communication and value education. The college offers a 60 hour English Language Proficiency course and a three month certificate course in Human Rights and Value Education to develop moral values in the Prospective teachers and teacher educators

Examination and Evaluation	Our college has semester system for three of its courses (B.Ed (G) B.Ed. Spl.Edn (H.I) and M.Ed. PG Dip in ECE is a one year program hence does not come under the gamut of semester system. By virtue of following semester system each academic year is divided into equal parts of about six months for every semester.. On completion of teaching i.e. after six months, examinations are held, there by facilitating continuous comprehensive evaluation. While the final examination is for 70 marks, thirty marks are earmarked for internal assessment. In this way the college is able to standardize the examination and evaluation by standardizing its practices. The following are the responsibilities of the examination branch • Notification • Paper setting and paper valuation by external examiners • Revaluation • Double valuation • Photocopy of answer scripts on claim • Declaration of results within forty five days from the conduct of examination
Research and Development	The college conducts faculty research meets once in a fortnight. The faculty of the college are encouraged to present papers in their respective subjects. After presentation the brainstorming sessions take place. The other faculty members actively participate and it leads to fruitful deliberations College offers Master of Education (M. Ed) programme. M.Ed. Programme aims to equip the knowledge and skills needed to become an educationist and an able administrator. It develops the professional competencies and leadership qualities of students. The program will encourage and develop individual's research skills and capacity for critical analysis. It is a combination of course works teaching and research, seminars, and self reading. It is the most valuable tool to understand the complexities of a problem, disapprove lies, and uphold truth and build on to create knowledge that is reliable and authentic. Conducting research develops a better understanding and enhances decision-making capabilities. The M. Ed students are trained in expository writing and are generally trained to develop writing skills to become adept

	in dissertation. The viva voce helps them to face interviews and improves their communication skills. Though B.Ed (G) does not have research as a paper, action research has been introduced in B.Ed program to develop research skills and scientific temper in the pre-service trainees. Action research projects influence thinking skills, sense of efficacy, willingness to share and communicate, and develop positive attitudes towards the process of change. Through action research, teachers learn about themselves, their students, their colleagues, and can determine ways to continually improve. The Pre service trainees conduct action research during their fourth semester as part of practice teaching. In the case of B.Ed special (H.I) there is a theory paper on basic research and statistics, to get an introduction into the nuances of research
Library, ICT and Physical Infrastructure / Instrumentation	Library is the focal point of learning resources. As the college offers four teacher education programs it has a huge Library with thousands of general subject books, method books, Dictionaries, Encyclopaedias, Magazines, Journals, Buch Volumes and newspapers. Each program has two library hours in a week. Students are issued two books at a time. It has computers where browsing can be undertaken. ICT: ICT is offered as a project for B.Ed and PG.Dip. In ECE program and as a full fledged paper in M.Ed to help the future teacher educators in their dissertation work. The B.Ed and P.G students have slots allotted to prepare lesson plans for teaching content during their teaching practice. Information Communication Technology is the most happening component of a tech savvy world. ICT is offered to 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. The M.Ed students use computers extensively for their Dissertation. The English language laboratory is the most tech savvy feature of the college. It has all features required for a language lab.

	The laboratory is widely used by the under graduate English methodology students and M.Ed students. Physical Infrastructure: The infrastructure of a college plays a vital role in the development of the college. The students focus on the labs, class rooms, etc while selecting a college. It is important that the colleges have very good infrastructure with advanced laboratories equipped with equipment etc. The College of Teacher Education Andhra Mahila Sabha has two huge buildings. The main building houses the huge library, conference hall, management room, principal's office, staff room, class rooms, examination branch, physical science laboratory and bio-science laboratory. The other building accommodates a seminar hall, a huge computer laboratory, PG. resource room, psychology lab, couple of staff rooms and social studies laboratory
Human Resource Management	Human resources is a set of people who make up the workforce of an organization, Human resources are the backbone of a nation, organization or institute. Human resources management is both an art and a technique or science. It needs lot of patience, wisdom and technique to manage the existing human resources. The college management practices compassion and empathy towards the staff. The teaching and non teaching staff' requirements are taken care off and a lot of training is given to develop the cognitive and psychomotor skills. Staff are given opportunity to improve their academic skills by permitting them to attend refresher/ orientation programmes
Industry Interaction / Collaboration	CTE AMS being a college of teacher training maintains very good relation with the Industry. For decades together the B.Ed (G) B.Ed Spl (H.I) and PG Dip students go for teaching practice to reputed Government and Private Schools in the twin cities. Apart from this, the college is a study centre for DR.BR Ambedhkar Open University. The college conducts workshops for B.Ed. (DM) in-service teachers. It was also the study centre for Diploma in Elementary Education, (D.El.Ed.). A Job Mela is conducted every year to strengthen and maintain good relations with reputed

	schools and to create employment opportunities for its students
Admission of Students	The college offers four teacher education programs. B.Ed (G): Admission for this course is through the common entrance test i.e. Ed.CET. The students seeking admission are rank holders and join the college through counselling. M.Ed: M.Ed students have to clear PG CET to seek admission B.Ed Spl (H.I): Graduates from any discipline can apply and admissions are based on order of merit. PG DIP In ECE: Graduates from any discipline can apply and admissions are based on order of merit

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

E-governace area	Details
Planning and Development	E-Governance is the application of information and communication technology (ICT) for providing management services, exchange of information, transactions, integration of previously existing services and information portals. The term "e" in e-Governance stands for 'electronic'. Planning Development: Planning for development is mandatory to every Institution. Without planning, no task can be completed with perfection. Our College Plans its developmental activities in every sphere of activity using electronic medium E-governance -Management The management of the college corresponds with central Government organizations like MHRD, NAAC, UGC and Rehabilitation Council of India and State Government organizations like DSC and SCERT, using only electronic medium. All the submissions and transactions are through online. The college management uses electronic medium to correspond with the Central Office. The college uses electronic medium in all its correspondence with statutory committees and other committees like Governing Body Administrative committee Finance Committee Purchase Committee Academic Council Board of Studies Osmania University The letters of communication, agenda and minutes of the meetings are sent through email Ujwala the College Magazine Our college publishes UJJWALA the college magazine at the end of the academic year. The magazine is developed as a soft copy

		and then converted into the hard copy. The entire in house correspondence uses electronic medium to organize all celebrations and observations. Whats app Groups Whats app groups are formed for swift communication
	Administration	The parent administration extensively uses electronic medium to correspond with the university, practice teaching schools, Government Bodies like DSC and SCERT, affiliated University, Central Office, Sister institutes etc., . The execution is in the following manner • Preparing, organizing and storing information in digital form. • Dealing with queries on phone and by email. • Filing various documents and maintaining student database • Creating filing systems. • Updating spreadsheets and other data entry tasks. • Creating e-mail templates. The entire Administrative duties are computerized
	Finance and Accounts	Tally ERP 9 Package is used to deal with all income and expenditure transactions of the college. Tally ERP 9 is one of the most popular accounting software used in India. It is complete enterprise software for small and medium organizations
	Student Admission and Support	The College of Teacher Education offers four Teacher Education Courses B.Ed, B.Ed Spl (H.I) M.Ed P.G Dip in ECE. The admissions for B.Ed. are through the Convenor, Education Common Entrance Test (Ed.CET) through WEB Option, The same process is followed in M.Ed admissions also, as they come through Post Graduate Common Entrance Test (PG. CET). However in case of B.Ed Spl (H.I) and PG Dip in ECE, admission is on the basis of merit. The college practices online fee payment for admissions. Student Support Electronic medium is used in the grant of welfare scholarships to the students of the college. The Central Office of Andhra Mahila Sabha corresponds through electronic medium in the award of Akkineni Manorama Scholarship to the needy and meritorious students of all the four programs.
	Examination	The Examination Branch of our college uses only electronic governance for the entire examination process. Examination Notification Paper Setting, valuation by externals Scrutiny Tabulation

	Revaluation Conduct of Supplementary Examination Photocopy of answer scripts on claim and Declaration of Result (Correspondence with Controller of Examinations of Affiliated University (OU)

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	1000
2017	Mrs. M. Rama	Workshop on syllabus revision for Pre- schools and Anganwadis	State Resource Centre Early Childhood Education, AMS	500
[View File](#)				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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	Two-day Orientation Programme on "Activity Based Teaching"	Nill	05/12/2017	06/12/2017	18	Nill
2017	Two- day Orientation Programme on "Innovative practices"	Nill	20/12/2017	21/12/2017	18	Nill
2017	Three- day workshop on "Action Research	Nill	28/12/2017	30/12/2017	18	Nill

	2018	for School Teachers"					
	2018	Three-day workshop on "Use and Administration of Psychological Tests"	Nill	08/01/2018	10/01/2018	18	Nill
	2018	Three-day Orientation Programme on "Research Methodology"	Nill	23/01/2018	25/01/2018	18	Nill
	2018	Two-day Orientation Programme on "Role of ICT in Education"	Nill	30/01/2018	31/01/2018	18	Nill
	2018	Three-day Orientation Programme on "Inclusive Education"	Nill	01/02/2018	03/02/2018	18	Nill
	2018	State level Seminar on "Women Empowerment"	Nill	06/02/2018	07/02/2018	18	Nill
	2018	Three-day Orientation Programme on "Quality Assurance and Accountability in Teacher Education"	Nill	14/02/2018	16/02/2018	18	Nill
	2018	Three-day Orientation Programme on "Value Education	Nill	19/02/2018	21/02/2018	18	Nill

for School Teachers"				
		[View File](#)		

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
Orientation Program on "Personal Effectiveness Leadership Skills"	18	19/03/2018	24/03/2018	6
		[View File](#)		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	Nill	Nill

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)

Every Institute /Organization runs with two resources i.e., human resources and financial resources. College of Teacher Education Andhra Mahila Sabha is no exception to it. The college offers four teacher education courses out of which PG Dip in ECE, B.Ed.Spl.Edn (H.I) and M.Ed. are self financed. B.Ed course is an aided course. Every financial year, the accounts department experiences the exercise of two internal audits and one external audit. The Internal Auditing Company of the College is Veda and Associates while Anandam and CO, Secunderabad. are the External auditors. While the Internal audit is conducted two times the external audit is conducted as a closure. The Internal auditors guide the accountants to file Income tax returns in time and help them to balance Income and expenditure. The external auditors help in the area of development of balance sheet and compliance reports

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

438839

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	Nill	Nill
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 admissions. 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

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

1. M.Ed and P.G.Dip.ECE courses were brought under autonomous fold 2. Our College signed an MOU with Pallavi Edu.com management services and started Three Month Certificate Course in Early Childhood Care and Education 3. The college Conducts Job Mela for the final year students of all the courses i.e. B.Ed (G), M.Ed, B.Ed.Spl.Edn (HI) and P.G.Dip.ECE run by the college. 4. Every year medical camp is organized as wellness measure. A free Medical camp was organized for the students and staff of the college on 28th March, 2018 5. The Graduation ceremony was conducted for the first time in the history of the college, on 4th of April, 2018

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
2017	To conduct Orientation/ Workshops/ Refreshive Programmes	30/07/2018	05/12/2017	24/03/2018	560
2017	To continue add- on courses to inculcate	30/07/2018	Nill	Nill	200

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
State level Seminar on "Women Empowerment"	06/02/2018	07/02/2018	21	4

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

Percentage of power requirement of the University met by the renewable energy sources

It is the duty of humanity to sustain the eco system and protect the fragile environment. Our college is located amidst a cool green campus, i.e. the Osmania University campus. The university has beautiful gardens like the landscape garden creating the much requisite green belt. Our college is part of Durgabai Vidyapeetham. The Vidyapeetham houses eight educational units. The Gandhi Satabdi Bhavan built in the center of the campus helps to add the beauty, to the ambience. The campus has some very good medicinal plants and trees like Neem, Aegle Marmelos, Ashoka, Mango and Eucalyptus trees. Apart from these trees, there is a herbal garden developed by the Arts and Science college and a Green House. The shrubs, crotons and flowering plants add to the beauty of the campus. The college campus committee is responsible for the maintenance, hygiene, cleanliness, and beauty of the campus. The chairpersons and secretaries of the eight units of the Vidyapeetham are members of the campus committee. The Central office appoints one of the chairpersons of the units as chairperson of the campus committee on a rotational basis. .The members of the campus committee meet to discuss the improvements and modifications to be undertaken from time to time. Our college has developed a mini garden in front of the B.Ed. building, It has many saplings and flowering plants. Teachers are the architects of the Nation. Hence the prospective teachers are to be trained to develop an awakening of the Eco system, ecological balance and its sustenance. Understanding the impending need, a paper on Environmental Education is introduced both at the under graduate and post graduate level. The objective of the subject is to awaken the consciousness on the fragility of the Bio sphere and take immediate steps to develop a cool green Globe. Apart from this paper, the B.Ed (G) and B.Ed Spl (H.I) prospective teachers are offered a paper on methods of teaching Bio Sciences. The students opting for Methods of teaching Bio Sciences conduct many experiments on sustainable development, Carbon omissions, water pollution etc. They practice these concepts during practice teaching. The college arranges guest lectures on sustainable development. Alternate Energy Initiatives College is making every effort to take initiative to install solar panels as alternative energy, firstly to reduce power consumption and secondly to make the premises more eco friendly. Besides the above the college observes and celebrates important days like World Environmental Day and Earth Day. The college adopts the National theme given by Central Government. The theme given for 2017-18 is "Environmental and Climate Education" The Earth day was observed on 22nd April 2017 and a guest lecture by Prof Sunita, Honorary Secretary and Correspondent, was arranged on the theme

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nill
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nill
Rest Rooms	Yes	1
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	25/11/2017	1	Awareness rally for Communal Harmony	Communal Harmony	135
2017	1	1	10/12/2017	1	Awareness rally for Human Rights	Human Rights	135
				View File			

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics Code of conduct	25/07/2018	Human values and professional ethics are complementary to each other. Whereas human values convey personal conviction, ethics describe the accepted principles and standards of conduct about moral duties and virtues The

core values of College of Teacher Education Andhra Mahila Sabha are as follows • Continue pursuit for excellence • Follow Gandhian moral and ethical values • Recognizing teaching as a Unifying activity. Women are the strength of a nation. 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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Satabdi Bhavan Programme	28/07/2017	28/07/2017	135
Gandhi Satabdhi Bhavan Programme	22/09/2017	22/09/2017	135
Gandhi Satabdi Bhavan Programme	27/10/2017	27/10/2017	135
Communal Harmony week	19/11/2017	25/11/2017	135
Human Rights Day	10/12/2017	10/12/2017	135
Gandhi Satabdi Bhavan Programme	29/12/2017	29/12/2017	135
Gandhi Satabdi Bhavan Programme	23/02/2018	23/02/2018	135
Gandhi Satabdi Bhavan Programme	23/03/2018	23/03/2018	135
Gandhi Satabdi Bhavan Programme	27/04/2018	27/04/2018	135
Gandhi Satabdi Bhavan Programme	22/06/2018	22/06/2018	135

[View File](#)

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

Today we are living in a fragile environment. Care and need to protect the delicate fabric of environment is possible if we create awareness to practice sustainability. The college has taken the following initiatives to protect the fragile earth. ? A small garden has been developed in the immediate premises of the college. The campus committee inspects the campus once in a fortnight to identify the gaps, requirements and arranges provision for obtaining the required resources ? Environmental consciousness is included both in B.Ed and

M.Ed Programs. ? The college celebrates Environmental Day and Earth Day to reiterate the immediate need to conserve the nature for the progeny. ? Awareness programs are conducted to avoid use of plastic ? A rain harvesting pit has been dug to conserve water

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A best practice is a standard set to produce good outcomes. A best practice usually presents the optimal way to work. It was the founder Dr. Durgabai Deshmukh's vision to nurture an environment which empowers women towards social, economic, cultural and educational self reliance, to lead an empowered life. To be in tune with the founder's mission the college selected capacity building for women as one of the best practices. Individuals are not always born with the requisite capacities. They have to be built over a period of time to make themselves successful in their personal and professional life. Best practice I. Capacity Building in Teacher Trainees Capacity-building is defined as the process of developing and strengthening the skills, abilities, processes and resources that organizations and communities need to survive, adapt, and thrive in a fast-changing world. To begin with, capacity building as a concept is closely related to education, training and human resource development. This conventional concept has changed over recent years towards a broader and more holistic view, covering both institutional and country based initiatives. Background of Students of the College The eligibility criteria for students of B.Ed (G) and M.Ed. are to clear Ed.CET and P.G CET. These students are rank holders. The students of B.Ed are either graduates or Post Graduates, while most of the M.Ed. students are Post graduates. In the case of B.Ed. Special Education and Post Graduate Diploma in Early Childhood Education, the students are graduates. They enter the college with a particular schema in their own specializations. However they have no idea of teaching especially in the case of B.Ed, B.Ed Spl (H.I) and P.G diploma students What does the college do? At the outset an induction program is conducted by the course lecturers, to offer an insight into the papers offered in the program and the practicum component i.e. practice teaching which involves school observation, micro teaching, reflective teaching and teaching practice Phase I and II. They are also educated on projects and add on certificate courses, attendance etc. Following which a need analysis is conducted to the students of all the courses. Objectives of Induction Programme 1. Understand short and long-term program goals 2. Identify the desired performance outcomes. 3. Awareness about the Program structure 4. Understand the need and importance of Add on courses 5. Understand the role of Gandhi Satabdi Bhavan Programs in the development of value system among prospective teachers The Students who graduate from Telugu medium suffer from a deficiency i.e. normative need as they fall below the expectations of the standard set by the program. The instruction is in English. Students coming from rural and semi urban areas suffer from this deficiency How Capacities are built in CTEAMS? Though the instruction is in English medium in the classroom setting as per the college guidelines, the students are permitted to seek guidance from the faculty to clarify their doubts outside the classroom by meeting faculty in their chambers. Almost all faculty are fluent in Telugu also. The major problem of the Pre-service trainees is language. Most of the students are either new to cities or they belong to rural and semi urban backgrounds. As the college follows English as medium of instruction, the students from Telugu medium background experience language problem. Hence, the college has introduced a 60 hour program in Proficiency in English course offered to all students of the college as an add on course. This course strengthens the English language and communication skills of the trainee teachers. This helps them to understand the content of both general and methodology papers. It helps them to handle class room seminars, micro

teaching, reflective teaching and macro teaching in the practice teaching schools as B.Ed and B.Ed Spl Edn (H.I) students teach content for secondary classes. Information Communication Technology Information Communication Technology is offered at the undergraduate level as a project whereas for M.Ed. students it is offered as a full paper to help them in their Research and submission of dissertation. The expository writing is a paper offered to M.Ed students. It helps them to improve their writing skills. Other than these curricular aspects which strengthen their cognitive skills, the mentors help and guide the prospective teachers from time to time to strengthen their class room management competencies. Gandhi Bhavan Programs: Morality and ethics define an individual's personality. Dr. Durgabai Deshmukh, the founder, was a follower of Gandhian principles. Hence, she made it her mission to inculcate moral, ethical and Gandhian values among the students. The entire college premises reverberate with Gandhian values. Personality Development: Students are unique with a lot of individual differences. The Curriculum offers papers in Philosophy, Psychology and Sociology to sculpt their behavior and strengthen their demeanor. The college organizes several programs like celebrations and observations of National and International days wherein the Pre-service students are trained to take up anchoring, skits, songs and readings from Gandhiji's autobiography. The paper on art and drama in education helps them and trains them to participate in both visual and performing arts. All these activities help students to shed their inhibitions. Consequently by the end of the fourth semester the Pre -Service trainees are capacitated to lead an empowered life. Best Practice II Building Better Lives for Women Padmavibhushan Durgabai Deshmukh the founder of Andhra Mahila Sabha (1937) was committed to the cause of women empowerment. She was a champion of women's rights. She led the salt satyagraha movement in Madras. She was arrested and imprisoned for three years (1930-33). In fact, she spent one year in solitary confinement. Her time in prison was an eye opener to the circumstances under which many illiterate women were incarcerated for crimes they did not commit, but would confess to, due to the lack of access to education or a social network. This was the spark that inspired her not only to become a criminal lawyer in the future, but also to take up numerous initiatives dedicated to the cause of women empowerment through education. To quote Durgabai "It was a dream of mine from a very early stage that the whole system of education should be a continuous process providing for a complete chain of opportunity under which a girl joining at the nursery stage of education in the Mahila Sabha should at least end with B.Ed course if not M.Ed, when they become completely empowered to lead a life of self reliance". The founder managed to realize her dream. Durgabai's belief that a woman teacher is closer to her students made her to establish College of Education in 1971. Today in 2022 the college offers four teacher education programs All the students are meritorious and procure good employment. Many alumna of the college have not only entered Central and State Government Services but also gainfully employed in the private sector. Many other students have spread their wings across the Globe. The Curricular and Co Curricular activities and the general papers like Philosophy, Psychology and Sociology train the Pre -Service trainees to develop self confidence and self respect. The add on courses like certificate course in Proficiency in English enhances the students employability, whereas the Certificate course in Human Rights and Value Education and Gandhi Bhavan Programs enhance the ethical values to handle the challenges of their profession. The celebrations and observations of various days in the college enhance their skill of anchoring and public speaking. In this way the college of teacher education tries to better the lives of women by building their capacities and enhancing their professional gains

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

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. It is due to the unique vision and mission of the founder. 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 established, Andhra Mahila Sabha, a unique voluntary organization, to empower the downtrodden and destitute women. Dr.Durgabai realized that literacy is the most important quotient for self reliance. During her confinement in the prison she understood that the women convicts had no inkling of their imprisonment. Hence, the founder decided to start educational institutes for girls. The strong belief of the founder that, woman teacher is closer to her wards, drove her to establish College of Education, one of the educational institutes in Durgabai Vidyapeetham. The college was established to empower girls to attain self reliance. The college which was established as a College of Education in 1971 was elevated to the status of College of Teacher Education, a unique privilege conferred on a private aided college in 1997. The College, has now grown into an Autonomous college offering, four Teacher Education Programs. The college prepares teachers for all levels of education i.e. KG to PG. What makes College of Teacher Education gain its distinctiveness? The vision of the founder was to see the college to grow as a center of excellence in Teacher Education. College of Teacher Education Andhra Mahila Sabha is the only college that offers Post Graduate Diploma in Early Childhood Education (1984). The college started M. Ed. Program in 1991 and B.Ed Spl. (H I) in 2000 Today the Institution as an Autonomous College offers four Teacher Education Programs. The college was conferred the status of Autonomy in 2007. The college is accredited by NAAC with BGrade. In its pursuit to grow as a center of excellence in Teacher Education the college leaves no stone unturned. As a College of Teacher Education, the college receives grants from MHRD to organize Orientation Programs, Workshops and Seminars to the in service teachers. The college has been identified as study center for DR.BR. Ambedkar Open University B.Ed course (DM) from 2009 onwards. The college was also the study center for Sri Padmavathi Mahila Viswavidyalayam B.Ed. (DM) till bifurcation of the state and Kakatiya University M.Ed. for two summer workshops. The The college offers its services to the community, for example it signed an MOU with Pallavi. Educom. for a three month certificate course in ECCE. The college is proud of its distinctive distinctiveness and it is attained due to the cultural and ethical values imbibed by the founder. The Gandhi Satabdi Bhavan programs are organized on every fourth Friday of the month as such the campus reverberates with Gandhian values of honesty, non violence and sacrifice. The Management, administration and faculty treat the students with love and affection

Provide the weblink of the institution
http://amsteachereducation.com/pdf/institutional-distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Every individual and organization have to make future plans for their growth and 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. 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.

in 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 huge responsibility of conducting four semester examinations for the courses and one final examination for PG. Dip. in ECE. Thereby making it very alert and active to plan internal and external examinations, paper setting, valuation, tabulation and declaration of results. The college is now conducting its own Convocation. Apart from activities of the examination branch the college has to make advanced plans for the smooth conduct of the academic work like completion of syllabus, arranging for internship (Teaching Practice for all courses) planning for conduct of certificate courses, celebration and observation of days, Gandhi Satabdi Bhavan programs etc. While the above mentioned are the regular areas of planning the following are for the future. • To get NAAC Accreditation • To obtain extension of Autonomous status • To revive the MOU of Boys and Girls Juvenile Homes • To take up community service programs like visits to orphanages and old age homes • To extend the services of Guidance and Counseling cell to the students of sister institutions. • To restart the activities of Women's cell • To undertake minor research projects. • To ensure cent percent attendance of students • Celebrate college annual day • To conduct regular alumna meetings • To conduct National Seminar on Women Empowerment • To Publish college magazine Ujwala • To conduct Convocation • To undertake painting and beautification of the College