YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**MAHARAJA SURAJMAL TEACHERS TRAINING COLLEGE**
• Name of the Head of the institution	**DR. ANIL KUMAR SRIVASTAVA**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Alternate phone No.	**05644231576**
• Mobile No:	**9414877640**
• Registered e-mail ID (Principal)	**msttcollege_btp21@rediffmail.com**
• Alternate Email ID	**anil7640srivastava@gmail.com**
• Address	**PAKKA BAFGH, BHARATPUR**
• City/Town	**BHARATPUR**
• State/UT	**RAJASTHAN**
• Pin Code	**321001**
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	**Co-education**
• Location	**Urban**

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**MAHARAJA SURAJMAL BRIJ UNIVERSITY, BHARATPUR, RAJASTHAN**
• Name of the IQAC Co-ordinator/Director	**DR. RASHMI SRIVASTAVA**
• Phone No.	**94143919286**
• Alternate phone No.(IQAC)	**8094798901**
• Mobile (IQAC)	**8005930497**
• IQAC e-mail address	**srivastavarashmi919286@gmail.com**
• Alternate e-mail address (IQAC)	**singhneelam40473@gmail.com**
3.Website address	www.mstt.co.in
• Web-link of the AQAR: (Previous Academic Year)	https://mstt.co.in/files/pdf/AQAR_2020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://mstt.co.in/dynamic-page.php?id=18;

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.57**	**2016**	**16/12/2016**	**15/12/2021**

6.Date of Establishment of IQAC	**15/11/2014**

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NA	**NA**	**NA**	**Nil**	**NA**

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

• Upload latest notification of formation of IQAC	[View File](#)

9.No. of IQAC meetings held during the year	**03**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• (Please upload, minutes of meetings and action taken report)	[View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

• **Academic Calendar for the session 2021-22 was prepared and uploaded on Institutional website and its successful implementation was monitored by IQAC.**

• **Regular meeting for quality upgradation**

• **Feedback collection of students.**

• **Feedback from students collected, analyzed and action taken for bettermnt .**

Student Induction Programme Organized

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

13-05-2024 01:12:37

Plan of Action	Achievements/Outcomes
Preparation and follow-up of academic calendar	Academic calendar has been prepared in the beginning of the session and uploaded on the Institutional website. Its properly follow up was monitored by IQAC
Organization & Analysis of student satisfaction	Student Satisfaction Survey has been conducted by using questionnaire prepared by the team of IQAC. The findings were analyzed and uploaded on Institutional website
Organization of Student Induction Programs	One week student induction program on theme Blooms Taxonomy and Constructive Approach of Lesson Plan have been organized from 22 to 26 February 2022. In seminar hall.
Organization of various co-curricular activities for Quality Enhancement in Teachers Training	Various co-curricular activities conducted through Cultural Activity Committee, Literature Activity Committee, Sports Committees and different clubs etc. for overall development of the pupil teachers.
Encourage Faculty members for Research	06 new Faculty members registered in Ph.D. Programm., Academic support such as library facility and leaves were provided by the institution. Faculty members participated in Seminar and FDPs

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
YES	13/02/2023

15.Multidisciplinary / interdisciplinary

In view of New Educaion of Policy the manage committee introduced a new degree colleges MAHARAJA SURAJMAL MAHILA MAHAVIDYALYA for the girls students. with the vision become a cluster of Multididisciplinary.

The college college also constituted Research & Development Committee with the objectives of resource sharing and colloboration.

16.Academic bank of credits (ABC):

College is affiliated to Maharaja Surajmal Brij University . The University did not open the ABC Account yet .whenever University will adopt the same process . All the students of college will definitly have their account in Acadwemic bank of credits (ABC) .

17.Skill development:

Five skill development programme mentioned below were introduced in last academic year as value aded course. -

1. Basic Operation of MS Office

2. Creative writing in English

3. Creative wriring in Hindi

4. English Speaking

5. Visual Art

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

The institution belives in preparing best teachers for indian sociaty. various methodology are udsed for appropriate integraton of Indian knowledge system, language and culture in classess. extral discussion session, co- curricular activities. celebrations organized for the purpose.

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

Outcomes based teaching objectives of each paper deliver to student and teaching pattern in curricular and co curricular adopted in view focus on outcome based education

20.Distance education/online education:

MSTT College is a study centre of two year distance mode B.ED. program for in- service teachers Under Vardhman Mahavir Kota Open University, Kota, Rajasthan.

Extended Profile

1.Student

2.1 Number of students on roll during the year	**290**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats sanctioned during the year	**150**

File Description	Documents
Data Template	[View File](#)

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**81**

File Description	Documents
Data Template	[View File](#)

2.4 Number of outgoing / final year students during the year:	**147**

File Description	Documents
Data Template	[View File]

2.5Number of graduating students during the year	**147**

File Description	Documents
Data Template	[View File]

2.6	**149**
Number of students enrolled during the year	

File Description	Documents
Data Template	[View File]

2.Institution

4.1	**818842.78**
Total expenditure, excluding salary, during the year (INR in Lakhs):	

4.2	**30**
Total number of computers on campus for academic purposes	

3.Teacher

5.1	**22**
Number of full-time teachers during the year:	

File Description	Documents
Data Template	[View File]
Data Template	[View File]

5.2	**22**
Number of sanctioned posts for the year:	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

Maharaja Surajaml Teachers Training College has a regular in house practice of planning and reviewing, revising curriculum and adaption it to local context.

Planning committee working under IQAC for planning and reviewing curriculum implementation time to time. Academic calendar prepared in the beginning of new session every year. Follow up of academic calendar monitor by IQAC through academic planning committee. Feedback collection about the curriculum done and analyzed time to time for revieing curriculum delivery and completion. Student provided chance through micro teaching, teaching practice in local school to enhance their skills of adoption of curriculum in local context. Community engagement related activities also organized for the purpose.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	No File Uploaded
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni	D. Any 2 of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers	**A. All of the Above**

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://mstt.co.in/files/pdf/PLOS%20&%20CLOS.pdf
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	No File Uploaded
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives

including pedagogy courses for which teachers are available

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

12

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

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

1

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

1

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

149

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

149

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	**No File Uploaded**

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	**One of the above**

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	**No File Uploaded**

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

2

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

2

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

fundamental or coherent understanding of the field of teacher education

Curriculum planning and implementation provides opportunities to students a- A fundamental understanding of the field of teacher education to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas of teacher education for its academic calendar prepared in the beginning of the session and followed. Regular mentoring session with theory and practical work organized as per time table.

Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization

Students gets the opportunities for procedural knowledge and demonstration of teaching skills in specific two teaching subjects one in B.Ed. part-I and other in B.Ed. part-IIchosen by them as teaching subject during teaching practice in the schools. The Institutions made arrangements for teaching practice to build their teachings competencies with collaboration of local schools.

Capability to extrapolate from what one has learnt and apply

acquired competencies

Various curricular & co-curricular activities such as departmental seminar, workshop, group discussion, project and sessional work, community engagement, participation of students as member in committees of institution, cultural and literaryactivities, and sports etc. organized to enhance professional competencies of the students.Students also built their capacity apply learnt knowledge and acquired competencies.Students also nutrients with value & ethics of communal responsibilities through community engagement activities.

Competencies like critical thinking, emotional intelligence and communication skill are also reflected in student's teaching practice, group discussion, co-curricular activities and internship.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File
Photographs indicating the participation of students, if any	No File Uploaded

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations   International and comparative perspective

Institution familiarize students with the diversities in school system in India as well as international and comparative perspective.The vision of the institution – To emerge as globally recognized leading educational institution by setting the standards of innovations and excellence in teaching research and training reflecting the above-mentioned statement. Institution familiarized students with the diversities in school system in India and also familiarized with diversities among the students through theory classes. All the theory of papers in perspective in education specially Assessment for learning, Learning and teaching, Creating and Inclusive School and Gender School and Society are teaching to

make students well aware towards diversities in school system in India. Students gets more awareness about the diversities in school system like - development of school system, Functioning of various Boards of School Education, Functional differences among them, Assessment systems, Norms and standards, State-wise variations, International and comparative perspective in teaching practice and internship in various government schools.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Our Institution made strong efforts to enable students to develop understanding of the interconnectedness of the various learning engagement and make them use the above knowledge in their professional field, for it various activities were organized during the session. Students were engaged in community services with community engagement committee as a mandatory part of teacher education programme of the institution. .Other cultural, literary and sports activities were organized in open air session as mandatory part of teacher education program in the view to professional acumen from the wide range of curricular experience.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.4 - Feedback System

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

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected, analyzed, action taken and available on website

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

149

2.1.1.1 - Number of students enrolled during the year

149

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	**No File Uploaded**

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

121

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

121

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	**No File Uploaded**

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

17

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

17

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	View File
List of students enrolled from EWS and Divyangjan	View File
Any other relevant information	**No File Uploaded**

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

Students' knowledge is assessed through Pre teacher eligibility test (PTET) conducted by state government of Rajasthan through any one of the state government university. From previous few years Rajkiya Dungar Mahavidyalya, Bikaner, Rajasthan is organizing the same. All the students are admitted through PTET on the basis of cut of marks scored in the test. Our collegeis known as the best teacher education institution in the region so the high scorer chooses it as first priority. Apart it students get admission from various different categories as per the policies of state government. In the beginning of session fresher's talent hunt program is organized as praveshotsav. Strength and weakness of every individual are identified in this brief introduction cum interaction namely Praveshotsav. Academic support is provided to enhance skills through various activities such as micro teaching, guidance and counseling session, individual and peer mentoring, participation in institutional committees, various co-curricular activities etc. for the purpose to ready the students to undergo professional programme with their skills.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	No File Uploaded
Any other relevant information	No File Uploaded

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

All of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.2.4 - Student-Mentor ratio for the academic year

1:14

2.2.4.1 - Number of mentors in the Institution

22

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Multiple mode of teaching such as experimental learning is used in Micro teaching, Teaching practice, Internship and Block teaching. Participative learning is used in departmental workshop, various competitions organized throughout the session and in Open air session (cultural, literary and sport activity week and community engagement week) as per B.Ed. syllabus prescribed by the University. This actively participative is also evaluated internally and the marks of students communicated to university portal in online mode.

The total marks for Open Air Session are 100 and distributed in 4 compulsory parameters as- 1. 25 marks for Community Services, 2. 25 marks for Survey (based on social education events), 3. 25 marks for participation in Co-curricular activities, 4. 25 marks for Health and Social Awareness Programme (disaster management and cleanliness). Problem solving method is used by each teacher educator in its teaching for it sessional and project work is given as per prescribed syllabus. Evaluation of sessional and project work done internally and marks uploaded on University portal and reflected in final award sheet. Brain storming, focused group discussion, debate, laboratory method etc. are used in regular classes according to nature of content. During lockdown period due to corona all the teachers taken regular online classes as per time table on google meet platform. Apart it pupil teacher are also used google meet platform in micro teaching and in presentation of their teaching.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	[View File](#)
Any other relevant information	No File Uploaded

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

19

File Description	Documents
Data as per Data Template	No File Uploaded
Link to LMS	Nil
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

299

File Description	Documents
Data as per Data Template	*View File*
Programme wise list of students using ICT support	*View File*
Documentary evidence in support of the claim	**No File Uploaded**
Landing page of the Gateway to the LMS used	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports	**Four of the above**

File Description	Documents
Data as per Data Template	*View File*
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	*View File*
Geo-tagged photographs wherever applicable	**No File Uploaded**
Link of resources used	https://mstt.co.in/computer_lab.php
Any other relevant information	**No File Uploaded**

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Continual mentoring is provided to pupil teachers by the students by mentors for developing their professional attributes. During various co-curricular and community engagement they are motivated to working in teams. Students are also divided in 6 houses and at every Saturday house meeting is organized with the house incharge teacher. By the teachers of pedagogy subject, they students understandhow to

identify the student's diversity and how to plan and teach in accordance to students' diversity for the purpose of wholedevelopment of each and every student of class. They also provided a natural workingenvironment during practice teaching and school internship in government schools allotted by government of Rajasthan to conduct of self with colleagues and authorities and balancing home and work stress. Students gets opportunities to keeping oneself abreast with recent developments in education and life by their mentors in mentor-mentee sessions by attending seminars and export lecturers organized by the institution.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global	Five/Six of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

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

Teaching learning process of the institution nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students. Various curricular and co-curricular activities organized throughout the year for the purpose. Teachers

always encourages to for creative and conceptual thinking. Students are always are motivated to use innovative practices during teaching practice. Curriculum resource center, Art & Craft and Music lab, ICT labare available in the institution to develop life skills. Various activities like cultural, literary and sports were organized to develop professional skills in students. Students are also engaged in community services with association of community engagement committee.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized	Ten/All of the above

Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	No File Uploaded
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning

suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	**No File Uploaded**

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	**No File Uploaded**

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution

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

File Description	Documents
Data as per Data Template	**No File Uploaded**
Documentary evidence showing the activities carried out for each of the selected response	<u>View File</u>
Report of the events organized	**No File Uploaded**
Photographs with caption and date, wherever possible	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study

File Description	Documents
Data as per Data Template	**No File Uploaded**
Samples of assessed assignments for theory courses of different programmes	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Internship Programme is organized by the State Government of Rajasthan. Selection/Identification of schools for internship done by the interns particularly on Govt. Internship portal. The faculty in charge of internship of institution makes arrangement to communicate relevant information timely to the students for the same. Orientation program about the Internship/Block Teaching Activities, Action Research, Case Study etc. done by the group of

teachers before internship. Before to going internship Pupil Teachers also provided blank format prescribed by the institution in form of diaries to keep record of internship activities. The assessment of student's performance during internship does on the basis of record which they submit to concern committee and on the basis of certificate provided by the school.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

148

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	No File Uploaded

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports	Nine/All of the above

File Description	Documents
Data as per Data Template	**No File Uploaded**
Sample copies for each of selected activities claimed	**No File Uploaded**
School-wise internship reports showing student engagement in activities claimed	**No File Uploaded**
Wherever the documents are in regional language, provide English translated version	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

The Internship programme for B.Ed. is organized by Govt. Of Rajasthan. The students fill their choice of schools where they are willing to do internship. After the filling choice of school on govt. portal in online mode students are allotted schools for internship and all the activities during internship are monitored by concern school Principal and teachers. There is no provision of monitoring of interns by teacher educators during internship. Apart it Institution trend pupil teachers in certain skills before internship like micro teaching, teaching practice with collaboration of local private school assessment planning and implementation etc. Students also trend in block teaching, case study and action research before internship and task are given to complete for the same during internship.

File Description	Documents
Documentary evidence in support of the response	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal	**Four of the above**

B. Ed Students / School* Students (* 'Schools' to be read as "TEIs" for PG programmes)

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	No File Uploaded
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness	**Four of the above**

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

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

22

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

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

07

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	No File Uploaded

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

35+25+16+12+11+9+10+8+11+9+11+8+8+8+8+12+10+6+6+3

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

35,25,16,12,11,9,10,8,11,9,11,8,8,8,8,12,10,6,6,3

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1.   In house discussions on current developments and issues in education 2.   Share information with colleagues and with other institutions on policies and regulations

Teachers of Maharaj Suralmal Teachers Training College are well qualified and update. Teachers always put-forth to keep themselves update professionally. In house discussion on current developments

and issues are the general part of institutional culture and environment. Current innovative issues are raised in and discussed in general staff meetings and knowledge is also shared. In this reference webinar on New Education Policy was also organized for same Faculty Development Program with collaboration of Teaching Learning Centre Under Madan Mohan Malviya Mission Shri Lal Bahadur Shashtri National Sanskrit University A Central University was also significant initiative of the IQAC for the purpose. Teachers of Maharaj Suralmal Teachers Training College are well qualified and update. Teachers always put-forth to keep themselves update professionally. In house discussion on current developments and issues are the general part of institutional culture and environment. Current innovative issues are raised in and discussed in general staff meetings and knowledge is also shared. In this reference webinar on New Education Policy was also organized for same Faculty Development Program with collaboration of Teaching Learning Centre Under Madan Mohan Malviya Mission Shri Lal Bahadur Shashtri National Sanskrit University A Central University was also significant initiative of the IQAC for the purpose. T

File Description	Documents
Documentary evidence to support the claim	[View File](#)
Any other relevant information	**No File Uploaded**

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Continuous Internal Evaluation (CIE) of student's learning is done by the teachers through a systemic process In B.Ed. part – I paper no. 01, 02, 03 and 06 (a/b) are of 100 marks in which 20 marks are assessed internally. Paper no. 04, 05, EPC- I, EPC – II are of 50 marks in which 15 marks assessed Internally. Same as in B.Ed. part -II. Paper no. 06 (a/b), 07, 09 and 11 are of 100 marks in which 20 marks evaluated internally and paper no. 08, 10, EPC- 04 are of 50 marks in which 15 marks are evaluated internally. 125 marks in B.Ed. part – I and 175 marks in B.Ed. part – II for all over other activities and practical including internship are allotted for internal evaluation in curriculum declared by University. 100 marks for co-curricular activities also allotted in curriculum for internal evaluation.

All the internal assessment done through systemic manner. Academic

calendar and adheres for interna evaluation. Marks of internal assessment are communicated to students and displayed on notice board for transparent mechanism. The valuation of teacher students does continuously.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually	**Five of the above**

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	[View File](#)
Annual Institutional plan of action for internal evaluation	[View File](#)
Details of provisions for improvement and bi-lingual answering	[View File](#)
Documentary evidence for remedial support provided	[View File](#)
Any other relevant information	**No File Uploaded**

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

Grivance redressal related to examination are opend to grivance redressal cell. Grivance box are allocated on the wall of administrative block. If any student have any grivance cal put it in writing formate in grivance box or directly can cotact contact to incharge of Grivance cell.b

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The Institution adhered its own academic calendar prepared by concern In charges and approved by the Principal. The academic calendar prepared as per the norms of NCTE for more than 200 working days excluding examinations. The schedule of Examinations is decided by the Maharaja Surajmal Brij University, Bharatpur (Raj.) and adhered by the Institution. The academic calendar for various activities and Internal Examination is uploaded on the Institutional website and followed by the Institution. The timely follow up of the academic calendar is monitored by the IQAC.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

PLOs and CLOs are well defined and uploaded on institutional website to view stakeholders. The Teaching learning process of MSTT college is aligned with the stated PLOs and CLOs. PLOs of B.Ed. two-year program is communicated to all students in the orientation program organized in the beginning of the session for B.Ed. first year and B.Ed. Second year separately. The CLOs are well explained by the teachers of particular course. The teacher educators plan for course and teach accordingly to achieve CLOs. As B.Ed. is a training program for pre service teachers and various practicum work is included to develop professional competencies in pupil teachers along with theoretical knowledge. continuous evaluation process is adopted by teachers to ensure the alignment of PLOs and CLOs with the teaching learning process.

File Description	Documents
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	[View File]

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	[View File]
Result sheet for each year received from the Affiliating University	[View File]
Certified report from the Head of the Institution indicating pass percentage of students program-wise	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The Progressive performance of students and attainment of professional and personal attributes in line with PLOs and CLOs is regular monitored by teachers, monitored through continuous and comprehensive evaluation process. Various curricula and co-curricular activities organized for the same. The achievement and performance of students in line of PLOs and CLOs is analyzed and discussed. Further more opportunities to progressive performance and remedial support are provided so PLOs and CLOs for each and every student could be achieved. For example, extra guidance and counseling is provided to excellent performer and support in placement, same as extra remedial support is provided to low performer due to any reason for further improvement.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

147

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	No File Uploaded
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

Performance of students on various assessment tasks that how far their initially identified learning needs are catered. On the basis of performance of students in diagnostic assessment through various activities like class test, assignments, Micro teaching, Teaching Practice etc. diagnose well and discussed in staff council meetings to provide remedial support.

Ex. Some students were performing not well during micro teaching but after the task of replan and re-teach given by the teacher educators as group supervisor till they did not acquire the specific skill is the example of the support provided by the teachers to students to cater their learning needs. Same as students those were not performing well in theory and practicum of teaching practice guided by their mentors. As the result in final internal assessment 100 percent student scored more than 70 percent marks.

File Description	Documents
Documentary evidence in respect to claim	No File Uploaded
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

Nil

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	View File
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

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

0

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	Four of the above

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	View File
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	**No File Uploaded**
Documentary evidence for each of the claims	View File
Any other relevant information	**No File Uploaded**

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	**No File Uploaded**
Reports of innovations tried out and ideas incubated	**No File Uploaded**
Copyrights or patents filed	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.2 - Research Publications

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

10

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

00

File Description	Documents
Data as per Data Template	**No File Uploaded**
• First page of the published book/chapter with seal and signature of the Principal	**No File Uploaded**
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

35

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

295

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

298

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

298

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The MSTT College is commited to it's social responsibility tomake student teachers as socially responsible human being . Outreach activities in the terms of influencing and sensitizing to social issues like Swachhata Abhiyan, Awareness Program Comminity Survey is an essentional aspect of Open Air Session. Students visited to villeges during 21/02/2022 to 28 / 02/ 2022 in every mornig to collect the information about the villages, villagers and their issues

File Description	Documents
Relevant documentary evidence for the claim	**No File Uploaded**
Report of each outreach activity signed by the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

02

File Description	Documents
Data as per Data Template	[View File](#)
Appropriate certificates from the awarding agency	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.4 - Collaboration and Linkages

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

02

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

02

File Description	Documents
Data as per Data Template	[View File](#)
List of teachers/students benefited by linkage – exchange and research	**No File Uploaded**
Report of each linkage along with videos/photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Nil

File Description	Documents
Data as per Data Template	**No File Uploaded**
Copies of the MoU's with institution / industry/ corporate houses	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges	**Five/Six of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Report of each activities with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

Facilities: -

1. **Class room**
2. **Multipurpose hall (seating capacity of 250)**
3. **Seminar Room**
4. **Library-Cum-Reading Room**
5. **Science and Math Lab**
6. **Educational Technology Lab.**
7. **Work Experience Lab.**
8. **Art and Craft Resource**
9. **Computer Lab**
10. **Psychology Lab**
11. **Games and Sports Resource Room**
12. **Girl's Common Room with Separate Toilet**
13. **Store Room - 02**
14. **Principal Office**
15. **B.S.T.C. HODOffice**
16. **Staff Room**
17. **Separate Toilet Facilities for boys and Girls**
18. **Canteen**
19. **Parking Space**
20. **Safe Guard Available in all parts of building.**
21. **Photocopy Machine**
22. **R.O. Plant for Drinking Water**
23. **Furniture**

File Description	Documents
List of physical facilities available for teaching learning	[View File](#)
Geo-tagged photographs	[View File](#)
Any other relevant information	**No File Uploaded**

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

04

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://mstt.co.in/computer_lab.php
Any other relevant information	No File Uploaded

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

818842.78

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The library of the institution is partially automated the ILMS of library is rajweb, includs assessing cataloge and circulation of documents.

File Description	Documents
Bill for augmentation of library signed by the Principal	[View File](#)
Web-link to library facilities, if available	https://mstt.co.in/library_books.php
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

Nil

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	No File Uploaded
Any other relevant information	No File Uploaded

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases	

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	No File Uploaded
E-copy of the letter of subscription /member ship in the name of institution	No File Uploaded
Any other relevant information	No File Uploaded

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

32,300

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

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

219

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	No File Uploaded

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College

File Description	Documents
Data as per Data Template	**No File Uploaded**
Any other relevant information	**No File Uploaded**

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The college has a computer laboratory with internet connectivity. There are 30 computers with internet connectivity availabe in for academic purpose. some Other facilities such as -

LCD Projectors

OHP

Tape Recorder

Digital Camara

are also available as ICT facilities.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	[View File](#)
Any other relevant information	**No File Uploaded**

4.3.2 - Student – Computer ratio during the academic year

15:1

File Description	Documents
Data as per data template	[View File](#)
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	[View File](#)
Any other relevant information	**No File Uploaded**

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

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during theacademic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	No File Uploaded

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	Nil
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	Nil
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

1,663,000,858

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

The incharges and members of the committees regularly takes care the maintenance and utilization of physical, academic and support facilities -

- The in charges and member of other committees submits the demand related to maintenance and equipment's for the labs.
- Grievances related to maintenance, demand of new equipment's, and cleanliness etc. collected through grievance cell and forwarded to Principal for action.
- Regular maintenance of lab equipment's does by lab assistants and incharges with the student members of concern committee.
- Regular cleaning of water tank, proper garbage disposed, pest control, and maintenance of lawns does by the IV class employees of the institution.
- Regular cleaning of classes, labs office and toilets does by the sweeper of the institution.
- Maintenance of electrical supply and electronic appliances does through electrician.
- Maintenance of ICT resources and computers does by computer lab incharge or outsourcing agent, when required.
- All the maintenance monitored through regular inspection by committee under Principal.

The optimal use of infrastructure and academic support facilities ensured by the management that facilities smooth and regular functioning of college. Maintenance committee ensure that the budgetary allocation for the maintenance of physical and academic support facility is used optimally.

File Description	Documents
Appropriate link(s) on the institutional website	https://mstt.co.in/files/pdf/procedure_of_maintance_of_physical_and_academic_facility.pdf
Any other relevant information	**No File Uploaded**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning	**Three of the above**

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	**No File Uploaded**
Photographs with date and caption for each initiative	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	**Nine or more of the above**

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	**No File Uploaded**

5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	**No File Uploaded**

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	**No File Uploaded**
Report of the Placement Cell	View File
Any other relevant information	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
15	**147**

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	**No File Uploaded**

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

18

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	**No File Uploaded**

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

15

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

Nil

File Description	Documents
Copy of constitution of student council signed by the Principal	**No File Uploaded**
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

35

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	No File Uploaded
Any other relevant information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution   Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Alumni Association of the institution is not registered but functional with registered alumni. Association keeps in contact with alumni's and encourage them to register themselves by filling prescribed registration form and become an active member of alumni committee of MSTT college. The association invites alumni for meetings. In session 2021-22 career and personal counseling sessions were organized on 6 September 2022 to 07 September 2022 to get alumni support in students' progression. Alumni Smt. kamlesh and Narendra satruk both are Government teachers came to college and interact with students. Them demonstrated how we could enhance our skills for professional development and how we should make strategies for competitive examination. Apart alumni came in meetings and takes part in decision making for the development of institution. Feedback from alumni is also collected by the association, analyze and their suggestions always kept in minds during decision making. so, the alumni contributes by their academic support, feedback and suggestions.

File Description	Documents
Details of office bearers and members of alumni association	View File
Certificate of registration of Alumni Association, if registered	**No File Uploaded**
Any other relevant information	**No File Uploaded**

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support — **Five/Six of the above**

File Description	Documents
Documentary evidence for the selected claim	**No File Uploaded**
Income Expenditure statement highlighting the alumni contribution	**No File Uploaded**
Report of alumni participation in institutional functioning for the academic year	**No File Uploaded**
Any other relevant information.	**No File Uploaded**

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

3

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	**No File Uploaded**

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism

through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Alumni Association of MSTT college acts as an effective support system to the institution.The representative of alumni are the member of IQAC and others committees of the institution and takes part in decision amking and institutional functioning. The alumni are also takes part in student orientation program organize on the beginig of new session that is also a talent hunt. They shared their experience of institution and encourage new students to grap the opportunities of talent and skill development they get in MSTT.

The aumni came to career guidance program and other sessiont to nurthering the talent of students and motivate them for bright future

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

Vision of the Institution -

'To emerge an globally recognized leading educational institution by setting the standards of innovation and excellence in teaching, research and training'

Mission of the Institution:-

- To offer students an access to quality education to quality education in teacher education and other in other carrer building areas of national and international relevance.
- To motivate students to acquire highest level of intellectual , analytical, interpretative, and exceptional competencies with an attitude of lifelong learning and serving the society .

- To embrace a culture of service and engagement with our communities and professions.
- To create world class facilities and ambience foe advance level of teaching and practical training .

Thegovernance of the instution is reflective of an effective leadership and participatory mechanism in tune with vission and mission . in tune with it's vission to setting the dtandards on innovations and excellence in teaching research and training the management committee through principalencorage the participtory mangement . Various decision making bodies like IQAC, Curriculum planning Committee, Staff Council, Student Council are exist and functional. Teachers, non teaching staff and students are the coordinators, co-cordinators and members of the decions making bodies and work together for quality enhancement of the institution. Variou activities through various committees like cultural and literary committee, games and Sports committee, Guidance and Council Cell, Publication Committee, Science and Eco-Club, Community engagement committee etc. various activities to resperct innovative ideas and standard of excellence.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

MSTT College believes in decentralization of power for its vision 'To emerge as globally recognized leading educational institution by setting the standards of innovation and excellence in Teaching, Research and Training.'

The management and head of the Institution discuss, decide, assign and allocates the role and enumerates the responsibilities of the staff members on the basis of their academic record, potential aptitude and interest as well as institutional regime, experience in

curricular, co-curricular & extracurricular activities, creative and constructive aspects of personality, specialization, communication style and motivation level. The allocated responsibilities are communicated to the staff through staff meeting and circulars.

The management supports in all activities of the institution for quality enhancement. The activities are reviewed by the management with the Principal periodically. Necessary guidance and valuable suggestions are given for effective functioning of the institution. The feedback of the pupil teachers and other stakeholders are also taken for this purpose. This feedback helps the college to keep abreast of the changing time.

File Description	Documents
Relevant documents to indicate decentralization and participative management	[View File](#)
Any other relevant information	**No File Uploaded**

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The institution maintains transparency in its financial, academic, administrative and other functions for the purpose, various committees in association of IQAC are constituted in joint consolation of head of the Institution, faculty members and pupil teachers. Committees are framed in democratic way. Meetings of the various committees are held in order to plan and execute various programs of the institution. The academic work is decentralized and transparent. All the necessary decisions are well communicated to all stalk holders. Minutes of Meeting of meetings of IQAC and other relevant information related to financial, academic and administrative and other functioning of institution are uploaded on institutional website to view all stalk holders for the purpose of transparency.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<u>View File</u>
Any other relevant information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

he IQAC of the institution prepare Strategic plan for quality enrichment in overall functioning. IQAC prepared plan under Human Resource development to organize Faculty Development Program and Seminars etc. This was decided that if the college will organize the same with collaboration of a leading educational organization, so the participants will get benefits for career advancement under career advancement scheme. To implement a proposal sent to Vice Chancellor of Shri Lal Bahadur Shashtri National Sanskrit University to organize a FDP with collaboration of Teaching Learning Centre Under Madan MohanShri Lal Bahadur Shashtri National Sanskrit University, Central University. The event was successfully completed. The financial assistance as remuneration of resource persons was provided by the Management Committee of the college.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	<u>https://mstt.co.in/files/pdf/Deployment%20Strategies.pdf</u>
Documentary evidence in support of the claim	<u>View File</u>
Any other relevant information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

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

- **Teachers in the institution are recruited by giving advertisement in Regional and National news pears.**
- **The shortlisted eligible candidates are called for interview.**
- **Minimum three candidate are mandatory to attend the interview to fill a vacant post.**
- **Interview are conducted by the panel constituted by the University constituted by the University comprises of V.C nominee educationist and subject experts.**
- **Candidates are selected as per desired qualification and subject knowledge.**
- **All the faculty members are full time and approved by University.**
- **Salary is given to staff members by A/c payee cheques and salary structure is as per norms of NCTE and State Govt. of Rajasthan.**
- **Every appointed staff member got confirmation letter after a certain period of appointment.**
- **Institution recognized as a good place to work . Other facilities such as study leaves and duty leaves are also provided for staff welfare.**

File Description	Documents
Link to organogram on the institutional website	mstt.co.in
Documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students	

File Description	Documents
Data as per Data Template	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	**No File Uploaded**
Geo-tagged photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

The governance and leadership of institution is participative and decentralized. various committees are existing for qualitative functioning of institution. every committee is effective and takes meeting on specific interval. decisions taken in meetings implemented for ex.

The institution has curriculum planning committee which takes initiatives for best curriculum planning and implementation. The decision taken in the meeting of curriculum planning held on 08/12/2021 for academic planning for new session. the academic planning had done, approved and uploaded on institutional website within a week.

The decision taken in the meeting held on 08/08/2022 for mid correction due to internship program. Mid-course corrections done by committee in academic calendar and extra classes were organize in month of May and June.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their

implementation in not more than 100 - 200 words

Welfare measures provided by the institution for teaching and non-teaching staff –

1. All leaves such as C.L and, Medical leave and privilege leave are given as per norms.
2. All Teaching and Non-teaching staff is permanent and full time.
3. Provision for Maternity leave is also existing for female staff members.
4. Daily tea and refreshment facility are provided to all staff members by college canteen.
5. Teachers are awarded for their contribution on teacher's day.
6. All the faculty members are encouraging to attend faculty induction programs, seminar, work shop etc., Study leaves are provided for the same.
7. Uniform is given every year to non-teaching staff.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

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

11

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	No File Uploaded

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

01

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

12

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	No File Uploaded
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff
Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Nil

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	**No File Uploaded**
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

MSTT college conducts the external financial for every economic by C.A..

File Description	Documents
Report of Auditors of during the year signed by the Principal.	[View File](#)
List of audit objections and their compliance with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

00

File Description	Documents
Data as per Data Template	**No File Uploaded**
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	**No File Uploaded**
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

Institution adopted well planned strategies for mobilization of funds and the optimal use of resources. AS Institution gets fund from student's fee transferred by coordinator PTET (Pre-Teacher Entrance Test Agency of Government) for B.Ed. part-I in institutional account and fee for B.Ed. art – II deposited by students directly in Institution's bank account through Demand Draft. 80 % of total fund is used for staff salary rest 20% used for other expenses prescribed by the government for students teaching learning process and other cafeteria of the expenditure. All the Income & Expenditure of coming session are well planned before the beginning of the session and budget has been made by the Principal with accountant of the college. All the fund has been used as per budget and audit of Income & Expenditure done by C.A. The report of Income Expenditure of financial year with Seal & Signature of the Principal, President and C.A is uploaded on Institutional website to view all stakeholders.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution

for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

MSTT college has adopted strategy for quality assurance through IQAC. No. of quality initiative initiatives has taken by IQAC in the beginning of session as Preparation of academic calendar and course wise academic plan. IQAC has organized Student Satisfaction Survey, the questionnaire prescribed by NAAC has been used for the same. IQAC also collected feedback from teaching and non-teaching staff, parents' alumni and Principal of teaching practice or school of internship of students is also collected for quality assurance. Departmental seminar and workshop organized to provide learning exposure to students of MSTT. One week faculty development program with collaboration is also organized to enhance the quality and skills of teachers. institution also organized various co-curricular activities to provide a best platform for all round development of students. visit in adopted village were organized for development social and human values and ethics in students. etc.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

Mechanism for reviewing Teaching-Learning Process

The teaching learning process is reviewed periodically through Academic committee under IQAC. To monitoring and reviewing the teaching learning process Academic Calendar has been prepared and uploaded on Institutional website to view all the stakeholders. Timely adherence of academic calendar is monitored by academic committee and IQAC. Report has been communicated to Principal for decisions if required. Feedback regarding teaching learning process has been collected from teachers and students. Feedback analyzed important decisions has been taken in staff meetings for improvement.

The institution reviews its teaching-learning process periodically through IQAC. Curriculum planning committee, Academic committee, and other committees are worked under monitoring of IQAC. The IQAC ensured to timely preparation of academic calendar before the

beginning of session. The IQAC also monitored the adherence of Academic calendar. All the theory and practical work is reviewed periodically by IQAC necessary action has been taken for the best outcomes of teaching learning.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

10

File Description	Documents
Data as per Data Template	<u>View File</u>
Report of the work done by IQAC or other quality mechanisms	<u>View File</u>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	**No File Uploaded**
Any other relevant information	**No File Uploaded**

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF	**Four of the above**

File Description	Documents
Data as per Data Template	**No File Uploaded**
Link to the minutes of the meeting of IQAC	https://mstt.co.in/files/pdf/Minutes%20of%20meetings%20of%20IQAC.pdf
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://mstt.co.in/files/pdf/AQAR_2020-21.pdf
Consolidated report of Academic Administrative Audit (AAA)	**No File Uploaded**
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	**No File Uploaded**
Feedback analysis report	View File
Any other relevant information	**No File Uploaded**

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives foe example - 1. Regular meeting of IQAC, organized for the purpose the purpose and other mechanism adopted . 2. Feedback collected and analyazed and action taken time to time.

File Description	Documents
Relevant documentary evidence in support of the claim	**No File Uploaded**
Any other relevant information	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy

policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

The has a stated energy policy streamlining ways of energy conservation. The campus of institution is surrounded with greenary . The Administration, Teaching and non Teaching Staff, Students follows the Energy policy of college. Energy conservation related stickers are pasted with important switchboards. Energy conservation is monitered by discipline by descipline committee. Every student take concern about the switch off the electronic appliancwes when those are not in use. Guidance about the energy conservation provided by the descipline incharge. Various activity like discussion session, poster making to encourage energy conservation are also organize by Science and eco club of th college.

File Description	Documents
Institution's energy policy document	[View File](#)
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

Institution has a stated policy and procedure for waste management. The solidwaste is collected in twoforms Biodegradable (kitchen waste) or Non -Biodegradable (other than kitchen waste) in separate dustbins located on the different corners of the institution. 04 composite pit are installed in the garden of college to decompose biodegradable and convert into manure through herbal processing. Paper waste like old recodes etc. sold to vendors for recycling. Other waste handed over to van of municipal corporation for waste collection. All the teachers and students are strickly instrucuted to throw the waste material in the perticular labled dustbin.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	No File Uploaded

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

File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	No File Uploaded
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage	**Three of the above**

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Institution is committed to maintainance of cleanliness, sanitation, green cover and providing a pollution free healthy environment. Some keyy featurs of institutional environment are-

Cleaning of college building classrooms,offices , toilets and other area does by Sweaper on regular basis. Maintainance of college gardens and plants does by the IV class of the college on regular basis. The students divided into 06 houses as Anvind house, vivekanand house etc. Each house gets duty on one predecided day of week to orgaize all activities like assambely, classrrom management, decipline and cleaning of college building. If the cleaning not does throughand monitering of cleaning and sanitation does by house incharges.

The building of college is surrounded by lush green gardens. The college is plastic free and the use of plastic in college campus is punishable in form of fine. The office is promoting to become paper less, most of the communication does through digital form as environment conciouesness.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	**No File Uploaded**

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	View File
Income- Expenditure statement highlighting the specific components	**No File Uploaded**

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

Nil

File Description	Documents
Data as per Data Template	**No File Uploaded**
Income Expenditure statement on green initiatives, energy and waste management	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

Community engagement committee is existing in the institution which organize various activities to make student competent for leveraging local environment, location knowledge and resources, community practice and challenges. Institution has been adopted a neighborhood village namely "Kachcha Bagh" for development. Community services is an essential part of institutional B.Ed. programme run in the Institution. Every year compulsory services and survey done by each student in open air session. Apart it awareness rallies, cleanliness derive in community under Swachhta Bharat Abhiyan, Plantation on community places and random visit to the village and conversation to build the relationship between the students and community are core values of curriculum planning of the institution.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized	B. Any 3 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	[View File](#)
Web-Link to the Code of Conduct displayed on the institution's website	[View File](#)
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	**No File Uploaded**
Details of the Monitoring Committee, Professional ethics programmes, if any	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

MAHARAJA SURAJMAL TEACHERS TRAINING COLLEGE

PAKKA BAGH, BHARATPUR (RAJASTHAN)

SESSION 2021-22

INSTITUTIONAL BEST PRACTICES

Become a participating institution of Unnat Bharat Abhiyan

OBJECTIVES – 1. To sensitize students about their responsibilities for community.

2. To make a strong relation ship between youth of India and villages.

Institution has successfully registered for PI under Unnat Bharat Abhiyan. The institution has adopted 05 villages nearby – Bhajhera, Bachhamdi, Undra, Chack Undra and Nagla Gopal. The principal, coordinating faculty member and students visited to villages, interact with them and acquired knowledge about the community,

skills, exists resources and problems of community. It was planned that community engagement will be introduced as Value Added Course from upcoming session.

1. ORGANIZATION OF Faculty Development Program

OBJECTIVES – 1. To provide wide knowledge and experience to Teachers under career advancement scheme.

1. To take initiative for collaborative activity. .

A faculty Development program was organized by the IQAC of the institution with collaboration of Teaching Learning Centre, Pandit Madan Mohan Malviya Mission, Shri Lal Bahadur Shashtri National Sanskrit University, Central University, New Delhi. The FDP was organized in online mode from 12 to 16 Sep. 2022.

File Description	Documents
Photos related to two best practices of the Institution	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

MSTT college believes in qualitative functioning and enhance the quality in it's students. The performance of the institution reflects in the vision ' To emerge as globally recognized leading educational institution by setting the standards of innovation and excellence in teaching, research and training. For teaching- well qualified teachers as per the norms of statutory body are available in the intuition. All the sanctioned post are filled and all the teachers are permanent. Teachers used appropriate methods to achieve PLOs and CLOs and cater learning needs of student. Teaching learning process is effective and well planned. teaching learning monitored

by curriculum planning committee. As B.Ed. is a teacher training program so, regular and well-planned training provided to student teachers to build their teaching skills and professional attributes. Action research is an essential criteria of internship program in B.Ed. part - II to enhance the research skills of student teachers. Students are also encouraged to write and present seminar articles in the departmental seminar. All the students of specific academic year 2021-22 completed the theory and practical internal and external examination and the pass percentage is 100 percent that shows the performance of the institution.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	No File Uploaded