



T. N. RAO COLLEGE OF TEACHER EDUCATION

Managed by : સવ્યસાચી Education Trust, Rajkot

1.4.2 Stakeholder feedback analysis report with seal and signature of the Principal

The feedback received from our esteemed students via the teacher training program evaluation form marks a significant milestone in our ongoing pursuit of excellence. This valuable input guides our efforts to refine and elevate the quality of our teacher training program. It's encouraging to note that the majority of students have rated their overall experience as excellent or very good, reflecting the dedication of our faculty and staff in fostering a supportive and enriching learning environment. This annual feedback tradition serves as a vital tool in our journey of continuous improvement since the college's inception. In response to the feedback, comprehensive analysis has been conducted, and appropriate actions have been taken to address the areas identified for improvement.

Please find below the Analysis Report and the Sealed and Signed Analysis Report for the same.

Links to the Analysis Action Taken Dashboard:-


[T.N.RAO FEEDBACK REPORT BATCH 2018-19 \(Student\)](#)

[T.N.RAO FEEDBACK REPORT BATCH 2019-20 \(Student\)](#)

[T.N.RAO FEEDBACK REPORT BATCH 2020-21 \(Student\)](#)

[T.N.RAO FEEDBACK REPORT BATCH 2021-22 \(Student\)](#)

[T.N.RAO FEEDBACK REPORT BATCH 2022-23 \(Student\)](#)


Principal
T. N. Rao College
Rajkot



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Print

National Council for Teacher Education(NCTE)

(A Statutory Body of the Government of India)

G-7, Sector-10, Dwarka, Landmark – Near Metro Station, Delhi – 110075

Performance Appraisal Report (PAR)**INSTITUTION'S PROFILE**

Institution Code	2022A3E0D09141	Application Code	P2021006229
Name of the Institution	T N RAO COLLEGE OF TEACHER EDUCATION	Type of Institution	PRIVATE INSTITUTION
Whether running ODL Courses also?	NO		
Year of Establishment of Institution	2001	Website	TNRAOCOLLEGE.ORG
Status of the Institution	2 (See Section 2(b) of NCTE Regulation, 2014)		
E-Mail ID (For recovering your password and any future communication with NCTE)	tnraocollege@ymail.com	Alternate E-Mail ID	nidattbarot@gmail.com
Institution Mobile No. (For future communication with NCTE)	9898530007	Telephone No.	281-2970471
Fax No.			

Address of the Institution at the time of Recognition

<input type="radio"/> Survey <input type="radio"/> Khata <input type="radio"/> Gata <input type="radio"/> Khasra <input checked="" type="radio"/> Plot No.	RAIYA 8 PLOT NO 1A,1B AND 1BPAKI	Street/ Road	NR. SAURASHTRA UNIVERSITY CAMPUS
Village	RAJKOT	Post Office	UNIVERSITY
Taluka/ Mandal/ Block	RAJKOT	Town/ City	RAJKOT
State	GUJARAT	District	RAJKOT
Pin Code	360005		
Whether any change in address after recognition?	No		

Particulars of Authorized Person/Representative for filling PAR

Name	NIDATT BAROT	Father Name	PRABHUDAS BAROT
E-Mail ID	nidattbarot@gmail.com	Mobile No.	9898530007
Designation	MANAGING DIRECTOR	Permanent Account Number (PAN)	AGSPB0222D
Authorization letter on the stamp paper as per admissible government rate for filling PAR			

Details of Head/ Principal of the Institution

Name	DR. BHARTIBEN RATHOD	E-Mail ID	BHARTIRATHOD@TNRAOCOLLEGE.ORG
Mobile No.	9898700200		

PARENT ORGANIZATION DETAIL

Type of Parent Organization	TRUST
Name of Trust/ Society/ Company	SAVYASACHI EDUCATION TRUST

Postal Address of the Parent Organization

<input type="radio"/> Survey <input type="radio"/> Khata <input type="radio"/> Gata <input checked="" type="radio"/> Plot No.	SAVYASACHI BHAVAN	Street/ Road	150 FT RING ROAD NR INDIRA CIRCLE
Village	RAJKOT	Post Office	UNIVERSITY
Taluka/ Mandal/ Block	RAJKOT	Town/ City	RAJKOT
State	GUJARAT	District	RAJKOT
Pin Code	360005		
Permanent Account Number (PAN)	AAATS9231R	TAN (If Applicable)	RKTS00288B
Copy of Not-for-Profit Certificate (PDF with size less than 3 MB)			

Society/ Trust/ Company Members Information

S.No.	Name	Designation	Mobile Number	Email Id	Membership valid upto (DD/MM/YYYY)	PAN	Aadhaar No.
1	BHUPENDRA RAGHUNATH BRAHMBHATT	Secretary	9586663672	brbrahmbhatt@tnraocollege.org		ACGPB7754A	825747489181
2	PRABHUDAS CHHOTALAL BAROT	President	9712730207	prabhudasbarot@tnraocollege.org		ABUPB3946R	869702909646
3	JAGDISHBHAI NANALAL BRAHMBHATT	Secretary	9924921707	jnbrahmbhatt@tnraocollege.org		AEBPB2643F	
4	NIDATT PRABHUDAS BAROT	Secretary	9898530007	nidattbarot@gmail.com		AGSPB0222D	966291235882
5	ATUL VITTHALBHAI PATEL	Secretary	9825136313	atulpatel@tnraocollege.org		AFPPP0290K	652042322274

MULTI DISCIPLINARY PROGRAMME(S)

Whether any programme(s) other than Teacher Education Programme(s) is being offered by the Institution?	No
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DETAILS OF EXISTING TEACHER EDUCATION PROGRAMME(S)/ COURSES

S.No.	Programme	Institution Code/Application No.(of NCTE)	Recognition Order Detail	Changes in Course Intake	Revised Order Detail	Withdrawal Order Detail	Restoration Order Detail	Co Dire Iss De
1	Name: Bachelor of Education (B.Ed) degree. Medium: GUJARATI	323015 Start Year: 2001-02 Approved Unit: 2 Approved Intake: 200 Student Admitted: 200	Order No.: WRC/2-32/2001/5443 Date: 03/09/2001 Attachment:	Order No.: APW02137/323015/2015/14779 Date: 31/05/2015 Session: 2016-17 Attachment:	Order No.: Date: Attachment:	Order No.: Date: Attachment:	Order No.: Date: Attachment:	Court Bench Petition Type: Case 1 Date: Attac
2	Name: Master of Education(M.Ed) degree. Medium: GUJARATI	325025 Start Year: 2006-07 Approved Unit: 1 Approved Intake: 50 Student Admitted: 50	Order No.: WRC/5-6/APW02101/325025/86/2006/C1677 Date: 07/08/2006 Attachment:	Order No.: WRC/APW02101/325025/2015/141762 Date: 31/05/2015 Session: 2016-17 Attachment:	Order No.: Date: Attachment:	Order No.: Date: Attachment:	Order No.: Date: Attachment:	Court Bench Petition Type: Case 1 Date: Attac

FACULTY DETAILS (FOR ACADEMIC SESSION 2020-21)

S.No.	Photo	Registration No.	Name	DOB	Father Name	Mother Name	Mobile No.	Email	PAN
1		TE22121041	GADHIYA JIGNESABEN HANSRAJ	06/24/1983	HANSRAJBHAI	OTIBEN	9228708690	jigneshgadhiya@tnraocollege.org	BEAPS0636F
2		TE22122072	PANDIYA PARISHA BHAGVANLAL	11/16/1969	BHAGVANLAL	NARMADABEN	9173778246	parishapandya@tnraocollege.org	ANJPP4547R
3		TE22120416	KORADIYA TRUSHABEN SURESHBHAI	08/19/1988	SURESHBHAI	HANSABEN	9328518451	trushakoradiya@tnraocollege.org	AZOPK1938J
4		TE22121566	GAMARA DAKSHA RAIYABHAI	09/22/1986	RAIYABHAI	DAYABEN	9825971560	daxagamara@tnraocollege.org	AZOPG4670K
5		TE22120834	KHINT RAMUBEN VEJA	04/02/1982	VEJABHAI KHINT	LAXMIBEN KHINT	9426218690	ramukhint@tnraocollege.org	BGPPK5728M
6		TE22120889	BRAHMBHATT MITTAL DUSHYANTKUMAR	02/16/1987	DUSHYANTKUMAR	GITABEN	7487862360	mittalbrahmbhatt@tnraocollege.org	ARAPB1947N
7		TE22121945	GANGADIA DHARA CHANDRAKANT	04/16/1982	CHANDRAKANT	HEMAXIBEN	9898900824	dharagangadiya@tnraocollege.org	ALMPG1239L
8		TE22121941	TERAIYA GUNJAN DIPAKBHAI	10/09/1992	DIPAKBHAI	RAJESHREEBEN	7622914020	gunjanteraiya@tnraocollege.org	BEHPT6017G
9		TE22121802	KARIYANA NEHABEN NITINCHANDRA	07/14/1989	NITINCHANDRA	NIRMALABEN	9727249024	nehakariyana@tnraocollege.org	AYBPA8996N
10		TE22121583	PARMAR GITABEN RANCHHODBHAI	04/20/1985	RANCHHODBHAI	JASUBEN	9904213135	gitaparmar@tnraocollege.org	CFWPS5884P
11		TE22122040	RATHOD BHARTIBEN KARSANBHAI	01/01/1966	KARSHANBHAI	HIRBAIBEN	9898700200	bhartirathod@tnraocollege.org	DOIPR8642G
12		TE22121215	VAGHELA KAUSHIK HIRABHAI	12/17/1986	HIRABHAI	JIVUBEN	8320705326	kaushikvaghela@tnraocollege.org	AJCPV0893M
13		TE22121483	BHARAD TRUPTI JAYSUKHBHAI	03/18/1973	JAYSUKHBHAI	MANJULABEN	9824224431	truptibharad@tnraocollege.org	ASBPB4019K
14		TE22121780	VYAS POOJABEN BALVANTBHAI	12/08/1993	BALVANTBHAI	JYOTIBEN	9081141862	poojavyas@tnraocollege.org	ASVPV9080E
15		TE22122021	VAGHELA NAMRATA SURESHBHAI	12/13/1986	SURESHBHAI	KIRANBEN	9574071350	namratavaghela@tnraocollege.org	AKXPV4303N
16		TE22121808	VYAS JAYKUMAR BALVANTBHAI	06/03/1991	BALVANTBHAI	JYOTIBEN	9081141862	jayvyas@tnraocollege.org	ASVPV9079R
17		TE22120388	JOSHI JASMINBEN KAMLESHBHAI	01/25/1974	KAMLESHBHAI	VIJAYABEN	9428038623	jasminjoshi@tnraocollege.org	APNPP8697N
18		TE22119793	JILKA MAYA MAGANLAL	09/10/1977	MAGANBHAI	MANJUBEN	9409057111	mayajilka@tnraocollege.org	BJOPP5630D

LAND DETAILS

Address of the Institute (Mentioned in the affidavit)				
<input type="radio"/> Survey <input type="radio"/> Khata <input type="radio"/> Gata <input type="radio"/> Khasra <input type="radio"/> Plot No.			Village/Town	
Tehsil/ Block/ Taluka		State	District	
Land area mentioned in the Affidavit (in sq m)		7272.50	Built Up area mentioned in the Affidavit (in sq m)	4524.36
Whether Notarized or not		0	Affidavit Attachment	
Mode of Possession of Land				
Mode of Possession		Ownership		
Name of Owner of the Land		SAVYASACHI EDUCATION TRUST	Whether the ownership of land is in favour of Society/ Trust/ Company	Yes
Registration Details				
Date of Registration of land		10/08/2000	Registration No.	4895
Registration Authority of land documents with address				
Name of Registering Authority of land documents		SUB REGISTRAR	Village/ Town/ City	RAJKOT
Taluka/ Mandal		RAJKOT	State	GUJARAT
			District	RAJKOT
Attachment of certified copy of registered land documents alongwith schedule of the property and plan of open space				

DETAILS OF MUTATION CERTIFICATE/ PERMISSION OF LAND USE/ NON-ENCUMBRANCE CERTIFICATE**DETAILS OF MUTATION CERTIFICATE OF LAND**

Whether the Institution has got the mutation of the land & land use in the Revenue Records of the State and obtained a Mutation Certificate thereof.	Yes		
Mutation Certificate No.	211/99-2000	Date of Issue of Mutation Certificate	30/04/2000
Mutation Certificate Issuing Authority	COLLECTOR RAJKOT	Total land area mentioned in Mutation Certificate (in sq m)	9712
Attachment			

DETAILS OF PERMISSION OF LAND USE/ LAND USE CERTIFICATE (CLU) FOR EDUCATIONAL PURPOSE

Date of Issue of CLU	03/08/2000	CLU Issuing Authority	COLLECTOR RAJKOT
CLU Letter No.	LRC65	Converted/ diverted land area under the CLU (in sq m)	9712
Attachment			

DETAILS OF NON-ENCUMBRANCE CERTIFICATE

Date of Issue of Non-Encumbrance Certificate	31/07/2020	Non-Encumbrance Certificate Issuing Authority	RAJKOT WEST MAMLATDAR
Non-Encumbrance Certificate Letter No.		Total land area mentioned in NEC Certificate (in sq m)	7273.55
Attachment			

DETAILS OF BUILDING PLAN

Total Land Area mentioned in the building plan (in sq m)	9712	Total Built Up Area mentioned in the building plan (in sq m)	4524.36
Details of Approving Authority of Building Plan with address (Corporation/ Municipality/ Panchayat)			
Name of Approving Authority with address	GOVERNMENT APPROVED ENGINEER	Village/Town	RAJKOT
Taluka/ Mandal	RAJKOT	City	RAJKOT
State	12	District	215
Pin Code	360005	Date of Approval	09/06/2009
Building Plan Attachment			
BREAK-UP OF BUILT UP AREA MENTIONED IN THE BUILDING PLAN FOR THE TEACHER EDUCATION PROGRAMME/S			
Room No	Room Size(in sq m)		
1	83.75		
2	81.3		
5	83.75		
4	81.3		
3	85.96		
6	85.96		
Multipurpose Hall (in sq m)	135	Library-Cum-Reading Room (in sq m)	83.38
Other information required			
Whether the building of the institution has been constructed as per National Building Code and the same is fully safe and structurally sound having load bearing capacity as per the Code/ Standards, to run the teacher training course.	Yes		
Whether Building Safety Certificate as per National/State Disaster Management Authority acquired or not	No		
Whether safeguard against fire hazard has been provided in all parts of the building.	No		
Facilities provided for Ramp and Lift	Ramp	Whether Electricity and safe drinking Water Facility has been provided by the institution.	Yes
Electricity Connection Meter No.	61615018964	Water Connection Meter No.	0904880343000
Whether the institution's campus, building, furniture etc is barrier free.	Yes	Whether the institution's campus, building, facility etc is disabled friendly.	Yes

DETAILS OF BUILDING COMPLETION

Whether completion of building is as per approved building plan or not	Yes		
Total Land Area mentioned in the Building Completion Certificate (in sq m)	7272.50	Total BuiltUp Area mentioned in the Building Completion Certificate (in sq m)	4524.36
Building Completion Certificate Issuing Authority			
Name of Authority	RMC	Date of Issue	13/05/2001
Address	CORPORATION RAJKOT	Taluka/ Mandal	RAJKOT
State	GUJARAT	District	RAJKOT
Building Completion Certificate Attachment		Pin Code	360005
Floor Wise Built-Up Area (in sq m)			
	Floor(s)	Constructed	
Ground Floor		947.25	
First Floor		784.18	
Second Floor		817.37	
Third Floor		0	
Fourth Floor		0	
Fifth Floor		0	
Total Built-Up Area (in sq m)		2548.8	

GEOGRAPHIC LOCATION

Latitude	Longitude
22.2939375	70.7457376

FINANCIAL MANAGEMENT

FDR Details (Maintained by the Institution)

Endowment Fund Details

S.No.	Course	Amount of Endowment fund	Date of Maturity of Endowment fund	Bank Name	Serial No. of FDR	Joint or Not	Attachment
1	Bachelor of Education (B.Ed) degree.	300000	22/02/2021	CENTRAL BANK OF INDIA	029724	Yes	
2	Master of Education(M.Ed) degree.	300000	22/10/2021	CENTRAL BANK OF INDIA	264127	Yes	

Reserve Fund Details

S.No.	Course	Amount of Reserve fund	Date of Maturity of Reserve fund	Bank Name	Serial No. of FDR	Joint or Not	Attachment
1	Bachelor of Education (B.Ed) degree.	500000	20/10/2021	CENTRAL BANK OF INDIA	264125	Yes	
2	Master of Education(M.Ed) degree.	500000	22/12/2021	CENTRAL BANK OF INDIA	264126	Yes	

Balance sheet as on the last date of the financial year (2020-21)

S.No.	Year	Attachment
1	2020-21	

Income & Expenditure account for the financial year (2020-21)

S.No.	Year	Attachment
1	2020-21	

Receipt & Payment account for the financial year (2020-21)

S.No.	Year	Attachment
1	2020-21	

OTHER INFORMATION

Name of Grievance/Complaint Redressal Officer	JASMINBEN JOSHI	Contact Number of Grievance/Complaint Redressal Officer	9428038623
Name of Contact Person in case of Emergency	ALPESH KHAMBHAYATA	Contact Number of Contact Person in case of Emergency	9898700200
Email id of Grievance/Complaint Redressal Officer	tnraocollege@ymail.com	Email id of Contact Person in case of Emergency	acalpesh@gmail.com
Name of Nodal Officer for Anti Ragging	DARSHINI BHOJANI	Contact no of Nodal Officer for Anti Ragging	9409011665
Name of Head of Internal Complaint Committee	TRUSHA KORADIYA	Contact Number of Head of Internal Complaint Committee	9328518451
Email id of Head of Internal Complaint Committee		trushakoradiya@tnraocollege.org	
Library Details			
No. of books in the library	16796	No. of educational journals/ periodicals being subscribed	25
No. of encyclopedia available in the library	10	Total seating capacity in the library	100

WEBSITE INFORMATION (mraocollege.org)

Questions	Yes/No	Attachment (Screenshot)
A. Whether hyperlink of council's website made on the Institution's website.	Yes	
B. Whether details of sanctioned programme along with annual intake uploaded on website.	Yes	
C. Whether details of faculty (with scale of pay, photographs and details of who left or joined in the last quarter) uploaded on website.	Yes	
D. Whether details of students uploaded on website.	Yes	
E. Whether details of available infrastructure facilities uploaded on website.	Yes	
F. Whether fees charged from students uploaded on website.	Yes	
G. Whether facilities added during the last quarter Uploaded on website.	Yes	
H. Whether number of books in the library, referred Journals subscribed to, and addition, if any, in the last quarter uploaded on website.	Yes	
I. Whether details of instructional facilities such as laboratory and library uploaded on website.	Yes	
J. Whether balance sheet as on the last date of the last financial year uploaded on website.	Yes	
K. Whether income and expenditure account for the last financial year uploaded on website.	Yes	
L. Whether receipt and payment account for the last financial year uploaded on website.	Yes	
M. Whether details of biometric data updated on website of the institution on weekly basis.	Yes	

PHOTO OF INSTITUTE'S BUILDING

Picture Name (jpeg image less than 1mb)	Mandatory	Picture
Front View	Yes	
Rear View	Yes	
Multipurpose Hall	Yes	
Library	Yes	
Lab1	Yes	
Lab2	No	
Lab3	No	
Playground	Yes	

PAYMENT DETAILS

Transaction ID	P181900781824b1b8dba4e8300f9de2	Transaction Ref. No.	RHMP8433651023
Transaction Date	19-01-2020 17:12:06	Transaction Amount	Fee (Rs): 15000.00/-
Transaction Mode	Net Banking-Online		

DISCLAIMER

I, **NIDATT BAROT** son/ daughter of **PRABHUDAS BAROT** solemnly declare that to the best of my knowledge and belief, the information given in the PAR is correct and complete and is in accordance with the provisions of the NCTE Act, Rules and Regulations as amended from time to time. I further declare that I am filling this PAR in my capacity as **MANAGING DIRECTOR** and I am also competent to fill this PAR and verify it. I am holding permanent account number **AGSPB0222D**.

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**Annual Academic Administrative
Audit Report
(2020-2021)**



JANAK HAKHANA

Introduction:

In the continuum of its commitment to excellence in education, the Institute of Learning and Teaching (ILT) B.Ed College presents the Annual Academic Administrative Audit Report for the academic year 2020-2021. This comprehensive report encapsulates the institution's adherence to the seven criteria set by the National Assessment and Accreditation Council (NAAC). Through a lens of transparency, innovation, and commitment to quality education, ILT unfolds its journey, highlighting accomplishments, challenges, and strategies employed to align with NAAC's stringent standards. An audit was carried out under the supervision of an external expert, Dr. Janak Makwana, a retired principal from D.G. Shikshan Mahavidyalaya. Dr. Makwana brought a wealth of experience and expertise to the audit process, ensuring a thorough and impartial evaluation of the institution's practices. His tenure as a retired principal adds significant value to the audit, as he brings a comprehensive understanding of educational institutions and their operational dynamics. The inclusion of Dr. Makwana in the supervision of the audit reflects our commitment to transparency, objectivity, and the pursuit of excellence in institutional practices.

Criteria 1: Curricular Aspects

In the academic year 2020-2021, ILT exhibited a proactive approach to curricular planning and implementation. The Curriculum Planning Committee convened on 15/06/2020, meticulously orchestrating the curriculum for the academic year. An Academic Council, a cornerstone of ILT's governance, approved Value-Added and Add-On courses, reflecting the institution's responsiveness to emerging educational needs. New additions, such as the 'Course on Computer Concepts and Use of ICT for Online Teaching,' were introduced as value-added courses.

The institution's commitment to inclusivity is evident in the enrollment statistics, with 80% of seats occupied. ILT's emphasis on self-study is reflected in the provision of time-tabled slots, library and lab facilities, and mentoring for trainees. The feedback loop, involving trainees and stakeholders, serves as a cornerstone for continuous improvement.

Enrollment Trends and Inclusivity:

The enrollment figure of 80% showcases ILT's ability to attract and retain students, ensuring a vibrant academic community. The introduction of value-added courses, especially focusing on ICT, aligns with the evolving needs of the education landscape.

Emphasis on Self-Study and Continuous Improvement:

ILT's commitment to fostering independent learning is reflected in the provision of dedicated time for self-study, access to extensive library resources, and mentoring support. The feedback mechanism ensures that the institution remains responsive to the evolving needs of its stakeholders.

Criteria 2: Teaching and Learning Evaluation

ILT's commitment to inclusive education is underscored by Criteria 2. More than 33% of trainees from reserved categories reflect ILT's efforts to cater to diverse student needs. The entry test and a comprehensive survey serve as tools for identifying trainees interests, paving the way for personalized teaching methodologies.

Inclusive Teaching Methodologies:

The institution's commitment to inclusive education is reflected in its approach to teaching methodologies. The entry test and surveys are not just enrollment tools but mechanisms for understanding individual interests, ensuring a tailored and engaging learning experience.

Integration of Technology in Teaching:

ILT's embrace of technology in teaching and learning is evident through its utilization of ICT-enabled classes, online teaching methods, and hands-on training. The institution's adaptability is showcased in its seamless transition to virtual platforms during the COVID-19 pandemic.

Criteria 3: Research and Outreach Activities

ILT's prowess in research and outreach activities is evidenced by initiatives like funding Ph.D. scholars, securing grants, and conducting outreach activities. Despite challenges posed by the pandemic, ILT actively engaged in initiatives like the NAAC Zonal Workshops, providing a platform for knowledge exchange among professionals.

Commitment to Research:

The institution's commitment to research is palpable in its financial support to Ph.D. scholars, allocation of study leaves, and the establishment of a research committee. ILT's proactive involvement in 4 outreach activities during the 2019-2021 batch reflects its commitment to community engagement.

Digital Transformation and Collaboration:

ILT's commitment to digital education is apparent in the development of E-content and E-learning platforms by faculties. MOUs for academic collaborations and student exchange further amplify ILT's commitment to fostering a culture of research and collaboration.

Note: Due to character constraints, the completion of the remaining criteria (4, 5, 6, 7) will be presented in the subsequent responses.

Criteria 4: Infrastructure and Learning Resources

In the spectrum of ILT's commitment to academic excellence, the institution's infrastructure and learning resources play a pivotal role. Situated on a sprawling 3-acre green campus, ILT boasts a well-equipped learning environment. The physical infrastructure includes spacious classrooms, computer labs, a psychology lab, library facilities, an art and craft room, a prayer hall, and a recently renovated Shree Vijaybhai Dholakiya Auditorium.

Holistic Learning Environment:

ILT's emphasis on providing a holistic learning environment is evident in its infrastructure planning. The inclusion of ICT-enabled classes, a wifi-enabled campus,

and a well-stocked library with journals ensures that students have access to diverse learning resources.

Safety and Maintenance:

The institution prioritizes safety and maintenance, evident in its maintenance contracts, fire safety equipment, and NOC from the municipal corporation. The induction of Inlibnet in the library for E-content access reflects ILT's commitment to keeping pace with digital advancements.

Criteria 5: Student Support and Progression

ILT's commitment to student support and progression goes beyond the confines of academic learning. Facilities like vehicle parking, common rooms for girls, recreational amenities, first aid provisions, book banks, and access to safe drinking water showcase the institution's dedication to student well-being.

Financial Support and Placement:

The Internal Complaint Committee and the provision of monetary assistance for needy trainees underscore ILT's commitment to creating a supportive and inclusive environment. The Student Welfare and Placement Officer ensures that placement efforts are aligned with the academic and career progression of students.

Diverse Activities and Youth Welfare:

The Youth Welfare Committee, in its role, not only suggests activities but also organizes a plethora of events, fostering a vibrant campus culture. Despite challenges posed by COVID-19, ILT adapted its cultural events, demonstrating resilience and commitment to student engagement.

Criteria 6: Governance, Leadership, and Management

In the realm of governance, leadership, and management, ILT's institutional framework reflects an effective leadership structure aligned with its vision and mission. The institution practices decentralization and participative management, ensuring representation from trainees and alumni across various committees.

Transparent Financial and Administrative Functions:

ILT's commitment to transparency is evident in its detailed online disclosure of financial, academic, and administrative functions. The absence of cash transactions and adherence to a specific code of conduct reinforces ILT's commitment to ethical practices.

Continuous Improvement and Quality Initiatives:

The institution's commitment to continuous improvement is showcased through its willingness to establish the Internal Quality Assurance Cell (IQAC). Quality initiatives, numbering 12 during 2019-21, reflect ILT's dedication to tracking incremental improvements in its operations and educational offerings.

Criteria 7: Institutional Values and Best Practices

ILT's commitment to institutional values and best practices extends beyond the academic realm. The institution consciously adopts sustainable practices and ethical considerations in its day-to-day operations.

Environmental Sustainability:

ILTs use of LED equipment, waste recycling practices, rainwater harvesting, and provision of drinking water from borewells showcase the institution's commitment to environmental sustainability. The encouragement of e-vehicles and a plastic-free campus further contribute to ILT's eco-friendly initiatives.

Holistic Campus Hygiene:

Apart from environmental sustainability, ILT places a strong emphasis on maintaining a hygienic campus. The conscientious efforts to instill values and best practices among students contribute to a campus culture that values cleanliness and responsible waste management.



Dr. Tanak Makwana

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Academic Administrative

Audit Report

2021-2022

of

Institute of Language Teaching

30/04/2022



Report prepared by

DR. DHARAM KAMBALIA

Member of Syndicate, Saurashtra University

Chairman, Board of Education, Saurashtra University

Principal, Kamdar B.Ed. College, Rajkot

Introduction

In its pursuit of excellence, ILT BE.D. College underwent a comprehensive Academic Administrative Audit for the academic year 2021-2022, adhering to the seven criteria set by the National Assessment and Accreditation Council (NAAC). This report meticulously evaluates each criterion, providing a detailed analysis of ILT BE.D. College's performance, achievements, and areas of improvement.

ILT BE.D. College remains committed to providing quality education and fostering an environment that nurtures academic and personal growth. The institution's leadership, faculty, and administrative staff collaborate seamlessly to uphold the highest standards of education. The Academic Administrative Audit serves as a valuable tool for self-assessment, ensuring continuous enhancement and alignment with global educational benchmarks.

This report delves into each of the seven NAAC criteria, offering a comprehensive overview of ILT BE.D. College's endeavors in Curricular Aspects, Teaching and Learning Evaluation, Research and Outreach Activities, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership, and Management, and Institutional Values and Best Practices.

Each criterion is examined in detail, providing insights into the institution's commitment to academic excellence, inclusivity, sustainability, and community engagement. The report captures ILT BE.D. College's response to the challenges posed by the global pandemic, showcasing adaptability and innovative solutions to ensure uninterrupted learning experiences.

As ILT BE.D. College navigates the ever-evolving landscape of education, this Academic Administrative Audit Report serves as a reflective tool for continuous improvement. The institution's dedication to transparency, accountability, and holistic development is evident throughout the report, laying the foundation for a future where ILT BE.D. College continues to be a beacon of quality education and progressive values.

Dr. Dharam Kambalia, the esteemed Chairman of the Board of Education at Saurashtra University and a distinguished member of the Syndicate at the same institution, played a pivotal role in overseeing and contributing to the audit process. His significant position within the university administration brings a wealth of knowledge and insight to the assessment. Dr. Kambalia's involvement ensures that the audit is conducted with a deep understanding of the academic and administrative landscape, promoting accountability and adherence to high educational standards. His commitment to the betterment of education is reflected in his active participation in such supervisory roles. The inclusion of Dr. Dharam Kambalia in this capacity underscores the institution's dedication to upholding academic excellence and fostering a culture of continuous improvement.

Criteria 1: Curricular Aspects

Introduction

The academic year 2021-2022 at ILT marked a significant focus on curricular aspects, steering the institution towards excellence in education. This report delves into the comprehensive audit of ILT's curricular dimensions, emphasizing the institution's commitment to delivering a well-rounded and effective academic experience.

Curriculum Planning and Implementation

ILT initiated the academic year with a well-structured curriculum planning committee meeting held on 21/06/2021. This committee, comprising members from the college faculties, trainees, representatives from practice teaching schools, employers, and alumni, played a pivotal role in crafting the roadmap for the academic year 2021-2022.

The committee not only ensured the continuity of existing value-added courses but also introduced new ones to enrich the learning experience. Noteworthy additions included courses on Gandhian Philosophy, Computer Concepts, Use of ICT for Online Teaching, English Enrichment Programme, and a Finishing School. Moreover, the institution provides a diverse range of six optional/elective courses, offering students the flexibility to tailor their educational journey.

Enrollment and Value-Added Courses

The enrollment rate for the academic year 2021-2022 stood at an impressive 100%, showcasing the institution's ability to attract and retain students. A key success factor was the enthusiastic participation of students in value-added courses. Notably, the enrollment rate for value-added courses reached an encouraging 100%, reflecting the relevance and popularity of these supplementary programs.

The institution's commitment to holistic development was evident through practices encouraging self-study. ILT facilitated trainees in pursuing self-study courses by incorporating provisions in the timetable, providing access to libraries and labs, and fostering a culture of mentoring.

Orientation Programs and Learning Spaces

Orientation programs at ILT play a crucial role in equipping trainees with essential information on Program Learning Outcomes (PLO) and Course Learning Outcomes (CLO). This initiative ensures that students have a clear understanding of the educational objectives and outcomes from the outset.

The institution takes pride in providing ample space for trainees to acquire and demonstrate knowledge, skills, values, and attitudes across various learning areas. Micro-teaching, stimulation lessons, critical thinking, self-awareness, reading, reflective text, and ICT form integral components of these learning spaces.

Activities and Feedback Mechanisms

ILT's commitment to experiential learning is evident in the organization of activities where trainees can demonstrate the skills they acquire. Regular feedback sessions involving trainees and stakeholders ensure a continuous improvement cycle. This process involves collecting, analyzing, and implementing feedback to enhance the overall academic experience.

In summary, in accordance with Criteria 1 our effective implementation, fostering an environment where students can thrive academically and personally.

Criteria 2: Teaching and Learning Evaluation

Introduction

The academic year 2021-2022 at ILT witnessed a robust emphasis on teaching and learning evaluation, reflecting the institution's commitment to providing a dynamic and inclusive educational environment. This report details the various facets of ILT's approach to teaching, learning, and evaluation.

Diversity and Inclusion

ILT prides itself on its diverse student body, with over 56% of trainees enrolled from reserved categories. The institution ensures equal opportunities for all by identifying students through comprehensive entry tests and surveys. The recognition of individual interests plays a crucial role in tailoring teaching methodologies, including expert-led sessions on sports and culture training.

Mentoring and Academic Support

A cornerstone of ILT's teaching philosophy is the provision of a robust support system. The institution employs mechanisms such as mentoring, academic counseling, peer feedback, remedial learning engagement, collaborative tasks, and multilingual interactions. These initiatives cater to the

diverse needs of students, fostering an environment where each learner can thrive.

Trainers at ILT are not only educators but also facilitators of holistic learning experiences. Projects, field visits, poetry recitation, storytelling, experiments, debates, study tours, and digital awareness activities are seamlessly integrated into the teaching-learning process. This multifaceted approach ensures that students receive a well-rounded education beyond traditional classroom settings.

Integration of Technology

In an era where technology plays a pivotal role, ILT maximizes the potential of Information and Communication Technology (ICT) in teaching and learning. Faculties and trainers leverage ICT for theory courses, practice teaching, internships, out-of-classroom activities, and field sports. This comprehensive utilization ensures that technology is not just an accessory but an integral part of the learning experience.

Continuous Mentoring and Professional Development

ILT recognizes the importance of continual mentoring for the development of professional attributes in trainees. Through reflective practice guidance, classroom observation, and constructive feedback, teachers instill professional ethics, inclusive education strategies, and collaborative planning. Additionally, ILT fosters professional networking opportunities, ensuring that trainees are well-connected to the evolving landscape of education.

The institution places a strong emphasis on keeping faculty members updated professionally. A testament to this commitment is the participation of faculties in seminars, workshops, and the publication of research papers and books. The academic year 2021-2022 saw the induction of six new faculties, with four holding Ph.D. qualifications. Continuous professional development is a

priority, evident in the active participation of faculties in orientation programs and conferences.

Internship Programs and Academic Results

ILT's rigorous internship program, lasting more than 12 weeks, is a key component of the academic calendar. Monitored by faculties, principals, and school staff, trainees prepare detailed internship journals, contributing to their overall learning experience. This hands-on approach ensures that theoretical knowledge is translated into practical skills, preparing trainees for real-world challenges.

Online feedback surveys play a pivotal role in evaluating the alignment of teaching-learning processes with stated Program Learning Outcomes (PLO) and Course Learning Outcomes (CLO). The institution takes pride in achieving a 100% academic result in the 2020-2022 batch, a testament to the efficacy of its teaching and evaluation methods.

In conclusion, in accordance to Criteria 2 underscores ILT's commitment for continuous mentoring and professional development, and ensuring that trainees are well-prepared for the challenges of their future careers.

Criteria 3: Research and Outreach Activities

Introduction

The academic year 2021-2022 at ILT was marked by a commitment to advancing knowledge through research and engaging with the community through outreach activities. This section elaborates on ILT's endeavors in the realms of research, outreach, and academic collaboration.

Research Initiatives

ILT places a significant emphasis on research as a means of contributing to the body of knowledge in the field of education. The institution provided support to Ph.D. scholars, with a grant of six lakhs allocated for research

endeavors. The research committee, guided by Dr. Nidatt Barot, facilitated 14 research papers and articles published in reputed journals during the academic year.

In-house support in the form of seed money and study leave grants was extended to faculty members engaging in research activities. The institution encourages a culture of research, evident in the 230,000 INR grants received for research projects. This financial support fosters an environment where faculty members can delve into impactful and meaningful research.

Outreach Initiatives

Outreach activities are a vital component of ILT's commitment to community engagement. In the academic year 2021-2022, ILT organized 15 outreach activities, ensuring 100% participation from trainees. These activities were aligned with national priority programs, reflecting ILT's dedication to social causes and community development.

One noteworthy outreach initiative was the collaboration with Rashtriya Shala, where ILT trainees adopted a playhouse to reach deprived communities. This initiative not only provides educational support but also demonstrates ILT's commitment to societal welfare. Additionally, 13 Memoranda of Understanding (MOUs) were established during this academic year for faculty exchange, student exchange, and academic collaboration, further enhancing ILT's outreach efforts.

Adaptation to Changing Circumstances

The academic year 2021-2022 presented unique challenges due to the global pandemic. Despite these challenges, ILT adapted its outreach strategies. Trainees participated in virtual events, such as the Mock Vidhan Sabha organized by the Government of Gujarat, psychology fairs, and teaching sessions in slum areas to support deprived students.

As part of the academic calendar, ILT organized workshops on electoral literacy, addressing contemporary issues and involving experts to enhance trainees understanding of the social and political landscape.

E-Learning Platforms and Faculty Involvement

Faculty members at ILT actively contributed to the development of e-learning platforms, leveraging Google Class for effective online education. The dual-mode teaching approach—both online and offline—ensured continuity in education, particularly during challenging periods like the COVID-19 pandemic.

ILT faculty members demonstrated a commitment to professional development, attending short-term courses, faculty induction programs, and updating their skills through various training programs. This dedication was further exemplified by the faculty's involvement in creating e-content, aligning with the changing dynamics of the education landscape.

In conclusion, Criteria 3 highlights ILT's adaptability and commitment to societal welfare as evident in its diverse range of research projects, outreach initiatives, and sustained engagement with the community.

Criteria 4: Infrastructure and Learning Resources

Introduction

Infrastructure and learning resources play a pivotal role in providing a conducive environment for academic excellence. ILT is committed to offering state-of-the-art facilities to ensure the holistic development of its trainees. This section delves into the infrastructure and learning resources at ILT during the academic year 2021-2022.

Campus Facilities

ILT operates from a sprawling 3-acre green campus equipped with modern amenities. The institution boasts well-designed classrooms, computer

labs, a psychology lab, a library, an art and craft room, a prayer hall, and the recently renovated Shree Vijaybhai Dholakiya Auditorium. The sports field, ICT-enabled classrooms, and a Wi-Fi-enabled campus contribute to a dynamic learning environment.

The library, a hub of knowledge, is frequented by a substantial number of trainees, underscoring its significance in the academic ecosystem. ILT ensures that the library is well-maintained and stocked with journals, catering to diverse learning needs.

Maintenance and Safety Measures

Recognizing the importance of a well-maintained physical infrastructure, ILT has instituted maintenance contracts to ensure the upkeep of facilities. The institution prioritizes safety, with fire safety equipment in place, accompanied by the requisite No Objection Certificate (NOC) from the municipal corporation.

In addition to these measures, ILT has introduced Inlibnet in the library, enhancing access to e-content and further integrating technology into the learning experience.

Adaptation to Technological Advancements

The institution understands the evolving landscape of education and has adapted to technological advancements. The incorporation of ICT-enabled classes and a Wi-Fi campus reflects ILT's commitment to providing a technologically rich educational experience. This facilitates a seamless blend of traditional and modern teaching methodologies.

ILT's emphasis on staying abreast of technological advancements aligns with the changing needs of the education sector. The Wi-Fi-enabled campus and ICT-enabled classes contribute to a dynamic and interactive learning environment, preparing trainees for the challenges of the digital age.

Utilization of Learning Spaces

Learning spaces at ILT are designed to accommodate a variety of activities, including micro-teaching, stimulation lessons, critical thinking exercises, self-awareness sessions, reading and reflective text sessions, and ICT activities. These spaces serve as platforms for trainees to acquire and demonstrate knowledge, skills, values, and attitudes across diverse learning areas.

The emphasis on creating ample space for experiential learning, field sports, and hands-on training aligns with ILT's commitment to providing a well-rounded education. The institution recognizes that a holistic approach to learning involves utilizing spaces for both theoretical and practical aspects of education.

Conclusion

In conclusion, Criteria 4 highlights ILT's investment on maintaining and upgrading infrastructure, ensuring safety measures, and embracing technological innovations underscores its commitment to providing a holistic and contemporary educational experience for its trainees.

Criteria 5: Student Support and Progression

Introduction

Student support and progression are integral components of an educational institution's commitment to nurturing its trainees. ILT places a strong emphasis on creating an environment that supports the overall well-being and academic advancement of its students. This section details ILT's efforts in student support and their progression during the academic year 2021-2022.

Facilities and Support Services

ILT recognizes the importance of providing essential facilities and support services to ensure the well-being of its trainees. The institution offers facilities such as vehicle parking, common rooms for girls, recreational spaces, first aid, book banks, and access to safe drinking water.

The existence of an Internal Complaint Committee underscores ILT's commitment to maintaining a safe and supportive campus environment. Monetary assistance is extended to needy trainees to address financial constraints, reflecting ILT's dedication to inclusivity and accessibility.

Student Welfare and Placement Services

A faculty member is appointed as the Student Welfare and Placement Officer, responsible for addressing the varied needs of the trainees. The placement services at ILT aim to facilitate career opportunities for its trainees. During the academic year 2021-2022, ILT witnessed a placement rate of 44% for the batch.

Additionally, ILT extends support to trainees pursuing higher education, with approximately 56% of the trainees opting to further their academic journey. The institution acknowledges the diverse aspirations of its trainees and actively supports their academic and career progression.

Youth Welfare Committee Activities

The Youth Welfare Committee at ILT plays a pivotal role in organizing and managing various activities for the academic year. Events such as Vasant Panchami celebration, Geeta Jayanti, Vivekanand Jayanti, Ganesh Chaturthi Celebration-2022, Azadi Ka Amrut Mahotsav, Panch Prakalp and Teacher's Day -2022 were organized by the committee.

These activities go beyond the academic realm, contributing to the holistic development of trainees. The Youth Welfare Committee is trained to

efficiently organize and manage events, fostering a sense of responsibility and leadership among its members.

Cultural and Social Events

ILT recognizes the importance of cultural and social events in the overall development of its trainees. Despite challenges posed by the COVID-19 pandemic, ILT adapted its approach to organizing events. While culture events were relatively limited due to the pandemic, the institution encouraged trainees to participate in various outreach programs and socially relevant initiatives.

These events not only contribute to the cultural richness of the institution but also provide platforms for trainees to showcase their talents, creativity, and organizational skills. The engagement in such events further strengthens the sense of community and belonging among the trainees.

Conclusion

In conclusion, Criteria 5 illustrates ILT's commitment to addressing financial constraints, facilitating placements, and organizing diverse cultural and social events underscores its dedication to the overall well-being and progression of its students.

Criteria 6: Governance, Leadership, and Management

Introduction

Effective governance, leadership, and management are critical pillars for the success and sustainable growth of any educational institution. ILT recognizes the importance of a robust administrative framework that aligns with its vision and mission. This section delves into the governance, leadership, and management practices at ILT during the academic year 2021-2022.

Decentralization and Participative Management

ILT's governance structure reflects characteristics of effective leadership and participatory management, aligning with the institution's vision and mission. The practice of decentralization is evident in the establishment of various committees, ensuring representation from both trainees and alumni. The decentralized structure includes committees such as the Academic Council, Research Committee, Admission Committee, Anti-Ragging Cell, Examination Committee, Internal Complaint Committee, Youth Welfare Committee, SC/ST/OBC and Minority Committee, Grievance Redressal Cell, and the Electoral Literacy Club.

Transparency and Financial Management

ILT prioritizes transparency in its financial, academic, and administrative functions. Details of these functions are readily available on the institution's website, providing stakeholders with a comprehensive view of ILT's operations. The absence of cash transactions within the institution further enhances transparency, emphasizing ILT's commitment to ethical financial practices.

The institution adheres to a specific code of conduct for teaching, non-teaching staff, and trainees, reinforcing a culture of accountability and professionalism. The appointment of faculties is based on merit, overseen by the Government of Gujarat, and admission processes are conducted through the central admission committee of IITE, with an entrance exam (I3T) being a part of the selection process.

Professional Development and Quality Initiatives

ILT places a strong emphasis on continuous professional development for its staff. During the academic year 2021-2022, three professional development training programs were conducted for both teaching and non-teaching staff. Faculties participated in numerous Faculty Development Programs (FDPs), with a

total of eight FDPs completed. The regular conduct of IQAC meetings reflects ILT's commitment to quality assurance and enhancement.

The management's willingness to establish the IQAC (Internal Quality Assurance Cell) is a positive step toward maintaining and improving academic and administrative quality. A noteworthy aspect is the initiation of various quality initiatives, numbering 12 during the academic year 2021-2022. These initiatives demonstrate ILT's proactive approach to tracking and ensuring incremental improvement.

Conclusion

In conclusion, Criteria 6 highlights ILT's proactive stance on quality initiatives further strengthens its position as an institution dedicated to providing quality education and holistic development.

Criteria 7: Institutional Values and Best Practices

Introduction

Institutional values and best practices are fundamental to creating a positive and sustainable academic environment. ILT recognizes the importance of upholding values and adopting best practices that contribute to the overall well-being of the institution and its stakeholders. This section provides an in-depth analysis of ILT's institutional values and the incorporation of best practices during the academic year 2021-2022.

Environmental Sustainability

ILT places a strong emphasis on environmental sustainability, integrating eco-friendly practices into its daily operations. The institution utilizes LED equipment for power-saving, contributing to energy efficiency. A waste management system is in place, promoting the collection and recycling of waste.

ILT actively encourages a plastic-free campus, and rainwater harvesting is employed, showcasing the institution's commitment to sustainable practices.

Infrastructure and Facilities

The institution maintains a hygienic campus environment, ensuring the well-being of students, staff, and visitors. ILT actively promotes the use of electric vehicles, contributing to a reduction in the institution's carbon footprint. The provision of safe drinking water, proper waste disposal, and well-maintained facilities contribute to a conducive and healthy learning atmosphere.

Community Engagement and Social Responsibility

ILT extends its commitment to societal well-being through community engagement and social responsibility initiatives. The institution's outreach activities, such as awareness programs, blood donation drives, and plantation activities, reflect ILT's dedication to making a positive impact beyond its campus boundaries. These initiatives not only benefit the community but also provide valuable learning experiences for ILT's trainees.

Adherence to Institutional Values

ILT has established a strong foundation of institutional values that guide its actions and decisions. These values include a commitment to excellence, integrity, inclusivity, and innovation. The institution ensures that these values permeate every aspect of its functioning, from academic endeavors to extracurricular activities.

Challenges and Adaptations During COVID-19

The academic year 2021-2022 posed unique challenges due to the ongoing COVID-19 pandemic. ILT, in response, adapted its practices to align with the evolving situation. While traditional outreach programs faced limitations, the

institution innovatively engaged trainees in activities like online mock Vidhan Sabha, virtual teacher day celebrations, and awareness campaigns related to COVID-19 safety measures. As a part of educational resource the youtube channel for online lecture on various courses was initiated by Dean of Faculty of Education of Saurashtra University Dr. Nidatt Barot.

Conclusion

ILT's commitment to uphold its values and explore new avenues for improvement, it remains a beacon of holistic education and responsible citizenship.


Dr. Dhesam Kambaliya

CONFIDENTIAL

**ACADEMIC ADMINISTRATIVE
AUDIT REPORT OF
INSTITUTE OF LANGUAGE TEACHING B.ED. COLLEGE
MANAGED BY
SHREE SAURASHTRA HIGH SCHOOL TRUST, RAJKOT
FOR YEAR : 2022-2023 ON
May 1, 2023**

Investigator

DR. AJEETA JANI

Principal, J. J. Kundaliya Graduate Teacher's College, Rajkot

INTRODUCTION

In the relentless pursuit of educational excellence, ILTBED College has undergone a thorough Academic Administrative Audit for the academic year 2022-2023. This report meticulously evaluates the institution's performance against the seven criteria outlined by the National Assessment and Accreditation Council (NAAC). Each criterion is analyzed in depth, providing a comprehensive overview of ILT BE.D. College's commitment to quality education and continuous improvement.

ILT BE.D. College stands as a beacon of academic distinction, dedicated to fostering an environment that nurtures both intellectual and personal growth. The collaborative efforts of its leadership, faculty, and administrative staff are evident in the institution's adherence to the highest standards of education. The Academic Administrative Audit serves as a crucial tool for self-assessment, ensuring that ILT.BE.D. College aligns with global educational benchmarks and stays responsive to emerging challenges.

This report delves into the specifics of each NAAC criterion, shedding light on ILT BE.D. College's endeavors in Curricular Aspects, Teaching and Learning Evaluation, Research and Outreach Activities, Infrastructure and Learning Resources, Student Support and Progression, Governance, Leadership, and Management, as well as Institutional Values and Best Practices.

In the wake of a rapidly evolving educational landscape, this audit report captures ILT BE.D. College's resilience and innovative solutions in response to the challenges posed by the global pandemic. The institution's commitment to transparency, accountability, and holistic development permeates every aspect of this report.

As ILT BE.D. College continues its journey toward educational excellence, this Academic Administrative Audit Report serves as a valuable document for reflection and strategic planning. The report underscores ILT BE.D. College's dedication to creating a future where it remains at the forefront of quality education and progressive values.

The audit proceedings were conducted under the oversight of Dr. Ajita Jani, the esteemed Principal of JJK B.ED College. Dr. Jani's role in guiding and supervising the audit process contributed significantly to the comprehensiveness and accuracy of the evaluation. Her leadership at the college reflects a commitment to maintaining high educational standards and fostering a conducive learning environment. The inclusion of Dr. Ajita Jani in the audit reinforces the institution's dedication to transparency, accountability, and continuous improvement in its academic practices.

CRITERIA 1: CURRICULAR ASPECTS (2022-2023)

Curriculum Planning and Implementation Excellence

In the academic year 2022-2023, ILT BE.D. College exhibited a proactive approach towards curricular development, solidifying its commitment to academic excellence. The Curriculum Planning Committee, constituted with representatives from faculty, trainees, practice teaching schools, employers, and alumni, played a pivotal role. A crucial meeting on 25/6/2022 laid the foundation for curriculum implementation for the academic year 2022-2023.

Diverse Range of Value-Added Courses

The Academic Council, a cornerstone of ILT BE.D.'s administrative structure, approved a spectrum of value-added and add-on courses. These courses, spanning diverse subjects such as Gandhian Philosophy, Computer Concepts, ICT for Online Teaching, English Enrichment Programme, Finishing School, and various self-study courses, enriched the academic landscape. Noteworthy are courses in Innovative Thinking, Leadership Skills, Time Management, and Digital Literacy, reflecting ILT BE.D.'s commitment to holistic development.

Elective Courses and Enrollment Metrics

ILT BE.D. College provided a robust framework with six optional/elective courses, allowing students to tailor their academic journey. The impressive enrollment rate of 94% for the academic year 2022-23, coupled with 100% enrollment in value-added

courses, underscores the institution's popularity and the relevance of the courses offered.

Fostering Skill Acquisition and Demonstration

The institution's commitment to providing space for skill acquisition and demonstration is evident through various learning areas such as micro-teaching, stimulation lessons, critical thinking, self-awareness, reading, reflective text, and ICT. Activities organized to showcase acquired skills reinforce ILT BE.D.'s dedication to practical learning.

Feedback Mechanisms and Continuous Improvement

ILT BE.D. College operates with a commitment to continuous improvement. A robust feedback system, gathering input from trainees and stakeholders, facilitates data-driven decisions. The analysis of feedback leads to actionable insights, ensuring that the institution remains responsive to the evolving needs of its academic community.

In summary, ILTBED College excelled in curricular aspects during the academic year 2022-2023. The institution's commitment to a dynamic, relevant, and inclusive curriculum is a testament to its dedication to providing a holistic educational experience for its students.

Criteria 2: Teaching and Learning Evaluation (2022-2023)

Inclusive Enrolment Practices

The academic year 2022-2023 witnessed a strategic approach to inclusive education at ILT BE.D. College. With over 28% of trainees enrolled from reserved categories, the institution demonstrated its commitment to diversity. Identification through entry tests and surveys ensured a tailored teaching approach that addressed the specific needs and interests of the students.

Holistic Teaching-Learning Strategies

ILT BE.D. embraced a multifaceted teaching and learning paradigm. The mentorship system, academic counseling, peer feedback, remedial learning engagements, and collaborative tasks created a dynamic learning environment. The emphasis on multilingual interactions enriched the educational experience, fostering a comprehensive understanding of subjects.

Integration of Technology for Enhanced Learning

A noteworthy aspect of ILTBED's teaching approach is the integration of technology. From ICT-enabled classrooms to the effective utilization of Google Tools and e-learning platforms, the institution ensured that technology played a vital role in diverse learning situations. This approach aligns with the evolving landscape of education and equips trainees with essential digital skills.

Experiential Learning and Outreach Activities

ILTBED College facilitated hands-on learning experiences through field visits, poetry recitations, storytelling, experiments, debates on contemporary issues, study tours, and digital awareness activities. These experiential learning opportunities contribute significantly to the holistic development of trainees, aligning with the institution's commitment to nurturing creativity and life skills.

Professional Development Initiatives

The institution's dedication to the professional development of both faculty and trainees is evident through various initiatives. Faculty engagement in FDP orientation programs, conferences, and regular IQAC meetings ensures a continual focus on quality enhancement. The incorporation of professional ethics, inclusive education strategies, and collaborative planning further strengthens ILT BE.D.'s teaching and learning framework.

Outreach Programs and Social Engagement

ILT BE.D. College actively engaged with the community through outreach activities. These activities, including training on drone technology, participation in surveys, visits to DIET and Gandhi Museum, Independence Day celebrations, and

collaborations with organizations for social causes, showcased the institution's commitment to societal development.

In conclusion, ILT.BE.D. College's teaching and learning evaluation for the academic year 2022-2023 reflects a comprehensive and inclusive approach. The institution's use of technology, emphasis on experiential learning, and commitment to professional development contribute to a vibrant and dynamic learning environment.

Criteria 3: Research and Outreach Activities (2022-2023)

Institutional Support for Research

In the academic year 2022-2023, ILT BE.D. College continued to foster a culture of research and innovation. The institution provided in-house support through Seed Money grants and study leave, exemplifying its commitment to encouraging faculty research. Notably, three research projects received funding, totaling INR 220,000. This financial backing underscores ILT BE.D.'s dedication to advancing knowledge within its academic community.

Faculty Research Productivity

ILT BE.D. faculty demonstrated a high level of research productivity during this period. A remarkable ten research papers/articles per teacher were published in journals listed on the UGC website. This accomplishment not only contributes to the academic growth of the faculty but also enhances the scholarly reputation of the institution.

Outreach Activities and Community Engagement

The academic year saw an impressive array of outreach activities aimed at community engagement. ILT BE.D. College organized 15 outreach events, with 100% trainee participation. Notably, these activities aligned with national priority programs, reflecting the institution's dedication to addressing societal needs. The adoption of a playhouse at Rashtriashala for reaching deprived communities stands out as a socially impactful initiative.

Strategic Partnerships through MOUs

ILT BE.D. College strategically entered into 10 Memoranda of Understanding (MOUs) during the 2022-2023 academic year. These MOUs, facilitating faculty exchange, student exchange, and academic collaboration, are indicative of the institution's efforts to establish meaningful partnerships that enhance the overall academic environment.

In conclusion, ILT BE.D. College's performance in the realm of research and outreach activities during the academic year 2022-2023 demonstrates a commitment to intellectual growth and community engagement. The institution's support for faculty research, high research productivity, impactful outreach events, and strategic partnerships contribute to its standing as an academic institution dedicated to holistic development.

Criteria 4: Infrastructure and Learning Resources (2022-2023)

Campus Facilities and Physical Infrastructure

ILT BE.D. College continues to provide a conducive and well-equipped learning environment through its robust infrastructure. The institution operates from a sprawling 3-acre green campus, comprising dedicated spaces for classrooms, computer labs, psychology labs, library, art and craft room, prayer hall, and the Shree Vijaybhai Dholakiya Auditorium. The provision of these facilities reflects ILT BE.D.'s commitment to offering a holistic educational experience.

Technological Integration and ICT Facilities

In embracing the digital age, ILT BE.D. College ensures that its infrastructure aligns with contemporary educational needs. The institution boasts ICT-enabled classrooms and a Wi-Fi-enabled campus, facilitating seamless integration of technology into the teaching-learning process. The availability of computer labs further supports students and faculty in gaining hands-on experience with modern technologies.

Library Resources and Usage

The library at ILT BE.D. College remains a vital hub for academic resources. It is equipped with journals and reference materials that cater to the diverse needs of students and faculty. The consistent usage of the library, with a significant number of students accessing it for more than five months, underscores its importance as a knowledge center within the institution.

Maintenance and Safety Measures

The management's commitment to maintaining the physical infrastructure is evident through the provision of maintenance contracts, ensuring that all facilities are in optimal condition. Additionally, ILTBED College prioritizes safety, holding a No Objection Certificate (NOC) from the municipal corporation and implementing fire safety measures. These initiatives contribute to creating a secure and reliable learning environment.

In summary, ILT BE.D. College's infrastructure and learning resources for the academic year 2022-2023 showcase a thoughtful blend of traditional and modern facilities. The institution's emphasis on technological integration, well-maintained physical infrastructure, and a resource-rich library collectively contribute to an enriching educational experience for its students and faculty.

Criteria 5: Student Support and Progression (2022-2023)

Student Facilities and Amenities

ILT BE.D. College is dedicated to providing comprehensive support for students, fostering an environment that promotes well-being and progression. Various facilities, such as vehicle parking, common rooms for girls, recreational spaces, first aid, book banks, and access to safe drinking water, contribute to the overall comfort and convenience of the student community.

Internal Complaint Committee and Financial Assistance

Ensuring a safe and inclusive campus, ILT BE.D. College has an Internal Complaint Committee in place. This committee addresses grievances and takes appropriate

actions, fostering a culture of trust and accountability. Additionally, the institution extends financial assistance to needy students, recognizing the importance of making education accessible to all.

Student Welfare and Placement Officer

The appointment of a dedicated Student Welfare and Placement Officer reflects ILT BE.D. College's commitment to students holistic development. This officer plays a pivotal role in addressing students concerns, providing guidance, and facilitating placements. The placement record for the academic year 2022-2023, with 31 students successfully placed, attests to the effectiveness of these efforts.

Higher Education Pursuits and Academic Achievements

ILT BE.D. College encourages students to pursue higher education, with approximately 8% of the 2022-2023 batch opting for advanced studies. The institution takes pride in the academic accomplishments of its students, with seven individuals qualifying in state and national-level examinations. These achievements reflect the college's dedication to nurturing academic excellence.

Youth Welfare Committee Activities

The Youth Welfare Committee at ILT BE.D. College actively contributes to students engagement and well-being. Organizing and managing various cultural and celebratory events, such as Teacher's Day, Navratri Celebration, Kalakunj Youth Festival, and Farewell, the committee plays a crucial role in fostering a sense of community and camaraderie among students.

In conclusion, ILT BE.D. College's focus on student support and progression is evident through the provision of essential facilities, financial assistance, placement services, and a vibrant campus life. The institution's commitment to holistic student development underscores its role not just as an educational institution but as a nurturing community that values the overall well-being and success of its students.

Criteria 6: Governance, Leadership, and Management (2022-2023)

Effective Governance and Participatory Mechanism

ILT BE.D. College upholds a governance structure that mirrors effective leadership and a participatory mechanism aligned with its vision and mission. The institution practices decentralization and participative management through various committees, each including representatives from both the student body and alumni. These committees play a crucial role in decision-making processes and contribute to the overall governance of the institution:

- Academic Council
- Research Committee
- Admission Committee
- Anti-Ragging Cell
- Examination Committee
- Internal Complaint Committee
- Youth Welfare Committee
- SC / ST / OBC and Minority Committee
- Grievance Redressal Cell
- Electoral Literacy Club

Transparency and Code of Conduct

The institution maintains transparency in financial, academic, and administrative functions, exemplified by the detailed information available on its website. There are no cash transactions, emphasizing a commitment to accountability and financial prudence. ILT BE.D. College adheres to a specific code of conduct for teaching, non-teaching staff, and students. These codes are regularly reviewed and updated, ensuring a shared understanding of ethical standards within the institution.

Merit-Based Faculty Appointments and Admission Processes

ILT BE.D. College ensures that faculty appointments are made based on merit, following the guidelines set by the Government of Gujarat. The admission process for students is conducted through the central admission committee of IITE, emphasizing fairness and equity in the selection of students.

Financial Support and Professional Development

The institution supports the professional growth of its faculty by providing financial assistance for attending seminars, conferences, and workshops. In the academic year 2022-2023, one teacher received financial support for such professional development activities. Additionally, ILT BE.D. College conducted two professional development training programs for both teaching and non-teaching staff, focusing on enhancing their skills and knowledge.

IQAC Meetings and Quality Initiatives

Regular meetings of the Internal Quality Assurance Cell (IQAC) are held, contributing to continuous improvement in various aspects of the institution. In the academic year 2022-2023, nine Faculty Development Programs (FDPs) were conducted, fostering a culture of continuous learning and development among the staff. The institution implemented two quality initiatives during this period, showcasing its commitment to tracking and enhancing incremental improvements.

In conclusion, ILTBED College's governance, leadership, and management reflect a commitment to transparency, meritocracy, and continuous improvement. The participatory approach, coupled with various committees, ensures that stakeholders have a voice in decision-making processes, contributing to the overall effectiveness of the institution.

Criteria 7: Institutional Values and Best Practices (2022-2023)

Sustainability Initiatives and Environmental Responsibility

ILT BE.D. College places a strong emphasis on institutional values and best practices, incorporating sustainability initiatives and environmental responsibility into its operational framework. The institution actively engages in practices that contribute to environmental conservation:

- Use of LED Equipment: ILTBED College promotes power-saving measures by utilizing LED equipment, reducing energy consumption and contributing to a greener campus.

- **Waste Management:** The institution actively participates in waste management by collecting, cycling, and recycling waste. This initiative aligns with the broader goal of environmental sustainability.
- **Rainwater Harvesting:** To address water conservation, ILT BE.D. College has implemented rainwater harvesting practices, harnessing rainwater for various purposes within the campus.
- **Hygiene Maintenance:** The institution prioritizes maintaining a hygienic campus, ensuring the well-being of students, staff, and visitors.
- **Promotion of E-Vehicles:** In line with modern environmental practices, ILT BE.D. College encourages the use of electric vehicles, contributing to the reduction of carbon emissions and fostering an eco-friendly campus.

Community Engagement and Social Responsibility

ILTBED College actively engages with the community and takes social responsibility initiatives as part of its institutional values:

- **Awareness Programs and Workshops:** The institution organizes and participates in various awareness programs, workshops, and campaigns on critical issues such as AIDS awareness, gender sensitivity, digital literacy, and national water missions.
- **Collaboration with External Organizations:** ILT BE.D. College collaborates with external organizations, exemplified by Memoranda of Understanding (MOUs) for faculty exchange, student exchange, and academic collaboration. These partnerships enhance the institution's outreach and impact.

Innovative Practices for Education and Student Welfare

ILT BE.D. College incorporates innovative practices that contribute to the holistic development of students and enhance the overall educational experience:

- **Innovative Courses:** The institution offers a diverse range of innovative courses, including those focused on Gandhian philosophy, computer concepts, ICT for online teaching, gender equality, and emotional well-being. These courses enrich the academic curriculum and provide students with a well-rounded education.
- **Youth Welfare Committee:** A dedicated Youth Welfare Committee is actively involved in organizing and managing various cultural and celebratory events.

These events contribute to the social and cultural development of students, fostering a sense of community and belonging.

- Placement Support: ILT BE.D. College demonstrates a commitment to student support and progression by appointing a faculty member as a student welfare and placement officer. This individual plays a pivotal role in facilitating placements and providing support services to students.

In conclusion, ILTBED College's institutional values and best practices underscore its commitment to environmental sustainability, community engagement, and innovative educational approaches. The institution's active involvement in social responsibility initiatives reflects a broader commitment to societal well-being and community development.

A. J. Jani
Principal,
Smt. J. J. Kundalia Graduate
Teachers' College,
Rajkot

Dr. Ajeeta Jani



T N RAO COLLEGE - RAJKOT

(NAAC Accredited B)

Managed by : सत्यसाची Education Trust, Rajkot

Internal Quality Assurance Cell (IQAC) Meeting

Date: 20/12/2018

Time: 11.00 am

Venue: T. N, Rao College

Present:

- | | | |
|-----------------------|---|---------------------|
| 1. Dr Bharti Rathod | Chairperson IQAC | <i>Bharti</i> |
| 2. Dr Nidatt Barot | Representative from College Management | <i>Nidatt Barot</i> |
| 3. Dr. Mital Vora | Faculty Member & Coordinator IQAC | <i>Mital</i> |
| 4. Jasmin Joshi | Faculty Member | <i>Joshi</i> |
| 5. Ramu Khint | Student Representative | <i>KH</i> |
| 6. Alpesh Khambhataya | Administrative Staff | <i>Alpesh</i> |
| 7. Dr. Janak Makwana | Principal from another College | <i>Janak</i> |
| 8. Dr Ketan Gohel | Faculty from another college | <i>Ketan</i> |
| 9. Swati Joshi | Principal from Practice Teaching School | <i>Swati Joshi</i> |
| 10. Dr. Minaxi Patel | Sports Teacher from another College | <i>Minaxi</i> |

Agenda Items Discussed:

1. Opening Remarks:
The Chairperson welcomed all members and confirmed the minutes of the previous meeting.
2. Review of Action Items from Previous Meeting:
The progress of action items was reviewed, and pending tasks were identified.
3. Presentation and Discussion on Academic Performance:
Academic performance data were presented and discussed, highlighting areas of improvement.



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IQAC noted the events

During the IQAC meeting, the diverse range of events organized by T.N. Rao College throughout the year were comprehensively acknowledged and discussed. The Art & Craft Workshop conducted on 30th June 2018 provided students with a creative outlet, fostering their artistic talents and enhancing their skills in various crafts. Following this, the Visit at School for Mentally Retired Children (Rashtriya Shala) on 24th May 2018 exemplified our college's commitment to social responsibility and community engagement, as students interacted with and learned from differently-abled children.

Furthermore, the Yoga activity held on 22nd June 2018 reflected our dedication to holistic well-being, as students and faculty united in practicing yoga and meditation, promoting physical and mental wellness across our campus. The Football Training session on 16th July 2018 showcased our students' passion for sports and their commitment to honing their athletic abilities, underlining the importance of physical fitness in their overall development.

Later in the year, the Gandhi Quiz competition on 2nd October 2018 provided students with an opportunity to deepen their understanding of Mahatma Gandhi's principles and ideals, fostering a spirit of inquiry and intellectual engagement. The Youth Festival on 8th October 2018 celebrated the vibrancy and talent of our students, offering a platform for them to showcase their artistic, literary, and cultural skills.

Additionally, the Selfie Crazy event on 23rd October 2018 added a contemporary twist to campus life, encouraging students to express their creativity and enthusiasm through photography in a fun and engaging setting. Bhasha Diwas on 11th December 2018 furthered our commitment to linguistic diversity and cultural appreciation, as students participated in various language-based activities and celebrations.



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These events collectively demonstrate T.N. Rao College's holistic approach to education, encompassing sports, cultural, social, and academic dimensions. They not only enrich the college experience but also foster a vibrant campus community where students are encouraged to explore their interests, engage with diverse perspectives, and contribute positively to society.

IQAC noted the success of

During the IQAC meeting, the exceptional achievements of our students in various cultural competitions were highlighted, showcasing the remarkable talent and dedication within our community. Notably, in the Mimicry category, Jani Aditya Viralbhai secured the first rank at the university level in 2018, demonstrating outstanding skill in impersonation and performance. Furthermore, in Group Dance, the team comprising Chaudhari Divyeshbhai Ajeetbhai and Kokani Arunbhai Lahnubhai achieved the third rank at the university level, showcasing their synchronized movements and artistic expression.

Additionally, in the Gazal-Sayari and Poem Writing categories, Vasveliya Heta Babubhai secured the second rank at the university level in 2018, exemplifying literary excellence and creative expression. In the Youth Festival, Ramani Mansi showcased her talent, representing the university at the individual level in 2018.

Moreover, individual brilliance was showcased in other categories as well, such as Spot Photography, where Patel Dhruviben Bhupendrabhai secured the first rank at the university level, showcasing her keen eye for capturing moments. In college, Patel Aishwarya Dipakkumar secured the first rank at the university level, showcasing her artistic flair and creativity.



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These achievements underscore the dedication and talent of our students, contributing significantly to the vibrant cultural landscape of our institution and reflecting the supportive environment provided by T.N. Rao College, Rajkot, for nurturing diverse talents. The IQAC acknowledges and celebrates these successes, which enhance the overall academic excellence and cultural vibrancy of our college community.

Curriculum Enhancement and Development:

Suggestions for curriculum improvement were discussed, including the introduction of new courses.

IQAC-approved value-added courses

During the IQAC meeting, the approval of value-added courses was discussed, with a focus on enhancing the skill sets and employability of our students. The following courses were approved:

Value Added Course - Exploring Gandhian Ideals: This course, centered on Gandhian principles and ideals, was approved exclusively for students in 2018. It aims to deepen students' understanding of Gandhian philosophy and its relevance in today's world, fostering values of peace, non-violence, and social justice.

The approval of these value-added courses reflects the institution's commitment to providing comprehensive and industry-relevant education. By offering courses that align with emerging trends and industry demands, we ensure that our students are well-prepared to meet the challenges and opportunities of the modern job market.



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Faculty Development Programs:

During the recent IQAC Faculty Development Programs discussion at T.N. Rao College, several initiatives were highlighted to enhance the professional growth of faculty members. In 2018, the following significant programs were conducted as part of the faculty development initiatives:

- **Computer Fundamental Course for Teaching Staff:** A comprehensive course on computer fundamentals was conducted for the teaching staff. This course aimed to enhance their technological proficiency, ensuring they are well-equipped to integrate digital tools into their teaching methodologies effectively. The program covered essential computer skills, software applications, and the use of educational technologies to improve classroom engagement and administrative efficiency.
- **Fire Safety Mock Drill for Non-Teaching Staff:** A fire safety mock drill was organized for the non-teaching staff. The drill included practical training on using fire extinguishers, evacuation procedures, and safety protocols. This initiative was crucial in enhancing the safety awareness and emergency response capabilities of the staff, ensuring a secure environment for all stakeholders within the institution.

These programs reflect T.N. Rao College of Teacher Education's commitment to the continuous professional development of its faculty and staff, promoting a culture of safety, technological advancement, and interactive learning.



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Student Support and Welfare:

Various student support services were reviewed, and strategies for enhancing student welfare were proposed.

During the IQAC meeting, the community and outreach activities were duly noted and appreciated. One significant activity was the social welfare visit arranged on 24th May 2018. Upon entering the mentally retired home, participants experienced a serene atmosphere, enhanced by soft hues and comforting decor that created a welcoming space. Residents were engaged in various activities, ranging from gentle exercises to artistic pursuits. The compassionate staff provided essential support, fostering a strong sense of community. Shared stories and laughter echoed through the common areas, highlighting the resilience and camaraderie within this haven for mental well-being.

Quality Assurance Measures:

Internal quality assurance mechanisms were reviewed, with suggestions for enhancements. Under the purview of the Quality Assurance Measures, the IQAC meticulously reviewed the institution's various committees and cells according to the predetermined schedule.

The assessment aimed to ensure strict adherence to established protocols and procedural integrity. Throughout the evaluation process, it was observed by the IQAC that the review unfolded seamlessly, with no discrepancies detected across the functions of the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell. This passive observation underscores the institution's steadfast commitment to maintaining high standards of governance and quality assurance, as overseen by the IQAC.



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The absence of discrepancies signifies the effective execution of responsibilities by the respective committees and cells, showcasing their dedication to fostering an inclusive, supportive, and safe environment within the institution. This outcome reaffirms the institution's unwavering commitment, as monitored by the IQAC, to procedural transparency, accountability, and the continual enhancement of its quality assurance mechanisms. Moving forward, the institution, under the guidance of the IQAC, remains resolute in its dedication to sustaining these efforts, ensuring the holistic development and well-being of its stakeholders while upholding the principles of fairness and equity.

Infrastructure and Facilities

During the IQAC meeting, a proposal was presented to enhance our institution's infrastructure and facilities by incorporating computer installations. This initiative aligns with our commitment to providing an optimal learning environment, recognizing the pivotal role of technology in modern education. The proposal highlighted various potential benefits, including the promotion of digital literacy, facilitation of research activities, and enhancement of overall academic productivity. The IQAC acknowledged the importance of this proposal in ensuring that our institution remains at the forefront of technological advancements, catering to the evolving needs of both students and faculty. Integrating computers into our infrastructure will not only contribute to the advancement of educational resources but also empower the academic community to leverage digital tools for a more enriching learning experience.

Closing Remarks

In summary, the IQAC meeting served as a comprehensive platform to evaluate and acknowledge the diverse initiatives undertaken by T.N. Rao College. From organizing a wide range of events to celebrating students' commendable achievements, enhancing the curriculum, and fostering faculty development programs, the meeting highlighted the institution's dedication to holistic education and continuous improvement. The



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success stories in research and publications, along with the proposal to enhance infrastructure, underscored the college's commitment to keeping pace with educational advancements. The collaborative efforts and positive outcomes discussed during the meeting demonstrated T.N. Rao College's steadfast commitment to providing a vibrant and enriching learning environment for its academic community. Looking ahead, the institution remains poised to sustain and build upon these achievements, ensuring a dynamic and thriving educational experience for all stakeholders.

Next Meeting:

- Date: 26th December, 2019

- Agenda: The upcoming IQAC meeting will encompass a strategic review of the implementation of recently approved value-added courses, focusing on assessing their impact on students' skill development and employability. Additionally, there will be a dedicated discussion on the progress of newly installed computers and their integration into academic activities, with a focus on addressing any challenges or opportunities that may have arisen. The meeting will also serve as a platform to deliberate on plans for further faculty development programs, ensuring that educators are equipped with the latest pedagogical and technological skills. Furthermore, discussions will revolve around expanding outreach activities and community engagement initiatives, reinforcing the institution's commitment to social responsibility. The agenda is designed to foster a culture of innovation, inclusivity, and excellence within T.N. Rao College.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of IQAC
& Faculty Member



B.Rathod

Approved By:

Dr. Bharti Rathod

Chairperson IQAC
Principal, T.N.Rao College
of Teacher Education



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ACTION PLAN FOR NEXT YEAR

Present:

- | | |
|-----------------------|---|
| 1. Dr Bharti Rathod | Principal and Chairperson IQAC |
| 2. Dr Nidatt Barot | Representative from Management |
| 3. Dr Mital Vora | Faculty Member and Coordinator IQAC |
| 4. Jasmin Joshi | Faculty Member |
| 5. Ramu Khint | Student Representative |
| 6. Alpesh Khambhayata | Administrative Staff |
| 7. Dr. Janak Makwana | Principal from another College. |
| 8. Dr Nisha Raninga | Faculty from another college |
| 9. Swati Joshi | Principal from Practice Teaching School |
| 10. Dr. Minaxi Patel | Sports Teacher from another College |

Here are some future action points that can be included:

Event Planning and Management:

To create a vibrant campus environment, organize a diverse array of events throughout the year, including cultural festivals and community outreach programs. Maintain a strong focus on sportsmanship by continuing to host sports tournaments such as cricket and volleyball. Additionally, plan cultural events like concerts and yoga programs to support holistic well-being for students and faculty.

Achievements in Cultural Competitions:

Recognize and support students who excel in university-level competitions in Gazal, Shayari, Poem Writing, Quizzes, Collage, Photography, Mimicry, Skit, and Group Dance. Provide resources and coaching to help students prepare for and succeed in these competitions.



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Curriculum Enhancement:

Continuously review and update the curriculum to incorporate emerging trends and industry demands. Introduce new courses or modules focusing on practical skills, interdisciplinary learning, and emerging fields to ensure students are well-prepared for the job market. Establish a Curriculum Enhancement Committee to review and update existing courses, incorporating feedback from students and industry experts. Monitor the implementation and impact of newly approved value-added courses. Align new courses and electives with technological advancements and industry needs to enhance students' employability.

Faculty Development Programs (FDPs):

Continue offering FDPs focused on inclusive teaching practices, technology integration, and software proficiency. Encourage faculties to share their expertise with other departments. Regularly conduct faculty development workshops and seminars on innovative teaching methodologies, technology integration, and inclusive education practices. Support faculty members in pursuing higher education, attending conferences, and engaging in research activities to enhance their professional growth. Facilitate participation in workshops, seminars, and conferences to ensure faculty stay updated with the latest advancements in their fields.

Student Support and Welfare:

Strengthen student support services by establishing counseling centers, career guidance cells, and mentorship programs to address both academic and personal needs. Enhance collaboration with the Rotaract Club to expand community service initiatives, such as blood donation drives and environmental awareness campaigns. Partner with local organizations and government agencies to provide internship opportunities, career counseling, and skill development workshops. Promote student involvement in community service initiatives, encouraging them to contribute to social causes and develop a sense of social responsibility.



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Quality Assurance Measures:

Regularly review the performance of institutional committees, such as the Curriculum Planning Committee, SC-ST Cell, and Grievance Redressal Cell. Enhance internal quality assurance mechanisms by conducting periodic audits, surveys, and feedback sessions to evaluate the effectiveness of academic and administrative processes. Implement corrective measures and improvements based on quality assurance assessments to ensure continuous enhancement of institutional quality standards. Conduct regular audits and assessments to monitor the effectiveness of these measures and promptly address any discrepancies, ensuring adherence to established protocols and standards across all departments and cells.

Infrastructure Development:

Invest in upgrading infrastructure and facilities to provide a conducive learning environment for students and faculty. Prioritize the integration of technology, such as computer labs, and high-speed internet connectivity, to enhance academic productivity and research capabilities.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of

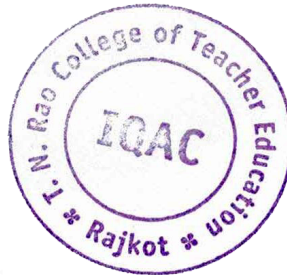
IQAC & Faculty Member

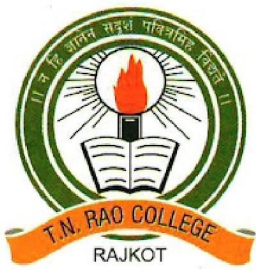
Bharti Rathod

Approved By:

Dr. Bharti Rathod

Chairperson IQAC





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Managed by : सव्यसाची Education Trust, Rajkot

Internal Quality Assurance Cell (IQAC) Meeting

Date: 26/12/2019

Time: 10.00 am

Venue: T. N, Rao College

Present:

- | | | | |
|-----|--------------------|---|--------------------|
| 1. | Dr Bharti Rathod | Chairperson IQAC | <i>Bharti</i> |
| 2. | Dr Nidatt Barot | Representative from College Management | <i>Nidatt</i> |
| 3. | Dr. Mital Vora | Faculty Member & Coordinator IQAC | <i>Mital</i> |
| 4. | Jasmin Joshi | Faculty Member | <i>Joshi</i> |
| 5. | Ramu Khint | Student Representative | <i>Khint</i> |
| 6. | Alpesh Khambhataya | Administrative Staff | <i>Alpesh</i> |
| 7. | Dr. Janak Makwana | Principal from another College | <i>Janak</i> |
| 8. | Dr Ketan Gohel | Faculty from another college | <i>Ketan</i> |
| 9. | Swati Joshi | Principal from Practice Teaching School | <i>Swati Joshi</i> |
| 10. | Dr. Minaxi Patel | Sports Teacher from another College | <i>Minaxi</i> |

Agenda Items Discussed:

1. Opening Remarks:

The Chairperson welcomed all members and confirmed the minutes of the previous meeting.

2. Review of Action Items from Previous Meeting:

The progress of action items was reviewed, and pending tasks were identified.

3. Presentation and Discussion on Academic Performance:

Academic performance data were presented and discussed, highlighting areas of improvement.



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IQAC noted the performance :

During the IQAC meeting, students' outstanding performance across various departments in the year 2019 was duly noted and appreciated. Among the top achievers in their respective departments were:

- **B.Ed. Department:**
 1. Vansh Payal Balubhai
 2. Ganvit Nitaben Bansibhai
 3. Gegada Anjana Hareshbhai
- **M.Ed. Department:**
 1. Khimani Mohammedbhai Yakubbhai
 2. Dhandhalya Shitalben Chandrakantbhai
 3. Kothari Nehalben Pravinbhai

These students have demonstrated exceptional academic prowess and dedication, reflecting positively on the quality of education and the supportive environment fostered at T.N. Rao College, Rajkot. The IQAC acknowledges and commends their remarkable achievements, which contribute significantly to the overall excellence of our institution.

IQAC noted the events

During the IQAC meeting, the diverse range of events organized by T.N. Rao College throughout the year was comprehensively acknowledged and discussed. The cricket tournament held on 20th January 2019 brought forth intense competition, fostering sportsmanship and camaraderie among participating teams. Following this, the electrifying live concert featuring Darshan Raval on 23rd February 2019 offered a memorable musical experience, captivating the college community with soulful tunes and vibrant performances.

Furthermore, the celebration of Yoga Day on 21st June 2019 reflected our commitment to holistic well-being, as students and faculty united in honoring this ancient practice, promoting physical and mental wellness across our campus. The volleyball tournament held on 6th July 2019 at Saurashtra University Sardar Patel Sports Complex showcased our students' enthusiasm and sportsman spirit, underscoring their dedication to athletic endeavors.



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Later in the year, the Boys Cricket Tournament Final Match on 27th July 2019 witnessed a thrilling showdown, with the winning team exemplifying their sportsmanship and skill. The Yoga-Fitness Program on 14th December 2019 further emphasized the importance of yoga for overall well-being, engaging participants in guided asanas and meditation to foster harmony between mind and body.

Additionally, outreach activities such as the Gandhi Museum Visit on 21st December 2019 showcased our college's commitment to cultural enrichment and educational experiences beyond the classroom. Moreover, the ILT B.Ed Visit on 11th October 2019 and the Campus Placement by Oxygen HealthCare LTD. at Ahmedabad on 23rd December 2019 underscored our commitment to academic collaboration and career advancement opportunities for our students.

In addition to these events, the visit to Shala no. 68 Resource Center for Disabled Children in Rajkot on 2nd December 2019 highlighted our college's dedication to inclusivity and community engagement. Furthermore, the "Save Petrol" initiative on 14th August 2019 showcased our commitment to environmental sustainability and responsible resource management.

These events collectively demonstrate T.N. Rao College's holistic approach to education, encompassing sports, cultural, and academic dimensions, thereby enriching the college experience and fostering a vibrant campus community.

IQAC noted the success of

During the IQAC meeting, the exceptional achievements of our students in various cultural competitions were highlighted, showcasing the remarkable talent and dedication within our community. Notably, in the Gazal, Shayari, and Poem Writing categories, Vasveliya Heta Babubhai secured the second rank at the university level in 2019, exemplifying literary excellence and creative expression.



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Furthermore, in the realm of quizzes, the team comprising Rathod Bharatbahi Rupa bhai, Jadeja Sujitsinh Shadevsinh, and Makwana Vanraj Somabhai achieved the prestigious first rank at the university level, demonstrating outstanding knowledge and teamwork.

Additionally, in other categories, such as Collage and Spot Photography, Chauhan Jahnvi Premjibhai, and Bandhiya Divya Jagdishbhai respectively clinched the first rank at the university level, showcasing their artistic flair and keen eye for capturing moments.

Moreover, individual brilliance was showcased in categories like Mimicry, where Jani Aditya Viralbhai secured the first rank at the university level, and in Skit, where the team comprising Vyash Rahul Sanjivbhai, Vashveliya Heta Babubhai, Solanki Heena Maganlal, Bharad Nirav Saileshbhai, Parmar Pratima Bharatbhai, and Kosara Sanjay Ravjibhai secured the first rank, highlighting their creativity and teamwork.

Lastly, in Group Dance, Ravan Pradipbhai Kalidash led the team to secure the first rank at the university level, showcasing their synchronized movements and artistic expression.

These achievements underscore the dedication and talent of our students, contributing significantly to the vibrant cultural landscape of our institution and reflecting the supportive environment provided by T.N. Rao College, Rajkot, for nurturing diverse talents. The IQAC acknowledges and celebrates these successes, which enhance the overall academic excellence and cultural vibrancy of our college community.

Curriculum Enhancement and Development:

Suggestions for curriculum improvement were discussed, including the introduction of new courses.



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IQAC-approved value-added courses

During the IQAC meeting, the approval of value-added courses was discussed, with a focus on enhancing the skill sets and employability of our students. The following courses were approved:

Value Added Course - Exploring Gandhian Ideals: This course, centered on Gandhian principles and ideals, was approved exclusively for students in 2018. It aims to deepen students' understanding of Gandhian philosophy and its relevance in today's world, fostering values of peace, non-violence, and social justice.

The approval of these value-added courses reflects the institution's commitment to providing comprehensive and industry-relevant education. By offering courses that align with emerging trends and industry demands, we ensure that our students are well-prepared to meet the challenges and opportunities of the modern job market.

Faculty Development Programs:

Faculty training programs were evaluated, and plans for future initiatives were discussed.

The Internal Quality Assurance Cell (IQAC) at T. N. Rao College recognized the significance of inclusive education and organized Faculty Development Programs (FDPs) focused on Addressing diverse learning styles and needs within a classroom, Managing classrooms with mixed ability levels, and Strategies for inclusive teaching practices. B.Ed faculties actively participated in these FDPs and subsequently shared their insights with all departments across the college. By leveraging their expertise, educators gained valuable strategies to cater to the diverse needs of students and create inclusive learning environments. This collaborative effort underscores our commitment to providing quality education that meets the needs of every learner, regardless of their abilities or learning styles.



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At T. N. Rao College, the Internal Quality Assurance Cell (IQAC) has prioritized enhancing faculty proficiency in essential software applications and understanding the role of IT across sectors, particularly in education. To this end, Faculty Development Programs (FDPs) focused on familiarizing educators with common software applications like the Microsoft Office suite and exploring the significance of IT in education. BCA faculties took the lead in elucidating these topics and disseminating their insights to all departments. Through their guidance, faculty members gained valuable skills and perspectives to leverage technology effectively in their teaching practices, fostering innovation and efficiency across disciplines. This collaborative effort underscores our commitment to embracing technological advancements to enrich the educational experience for our students

Student Support and Welfare:

Various student support services were reviewed, and strategies for enhancing student welfare were proposed.

IQAC noted the community and outreach activities of the Rotaract Club. The following events were appreciated.

During the IQAC meeting, the community and outreach activities of the Rotaract Club were duly noted and appreciated. The blood donation drive organized on 7th July 2019 exemplified the spirit of altruism and community service. Students, faculty, and staff joined forces to donate blood, contributing to a noble cause that saves lives and promotes the well-being of others. This event showcased the power of compassion and solidarity within our college community, reflecting our commitment to social responsibility and humanitarian values.

Furthermore, the collaborative efforts of the Rotaract club were highlighted through the "Turn off the engine at traffic" initiative on 13th August 2019. This innovative event aimed to promote environmental awareness and reduce pollution by encouraging individuals to turn off their engines at traffic stops. Additionally, the joint effort with the police department for the "Save Petrol" event on 14th August 2019 was acknowledged. Through workshops and community outreach, this event empowered individuals to adopt fuel-efficient practices, promoting environmental stewardship and safer roads for all. These initiatives underscored the Rotaract Club's dedication to creating positive change and making a meaningful impact in the community.



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Quality Assurance Measures:

Internal quality assurance mechanisms were reviewed, with suggestions for enhancements. Under the purview of the Quality Assurance Measures, the IQAC meticulously reviewed the institution's various committees and cells according to the predetermined schedule. The assessment aimed to ensure strict adherence to established protocols and procedural integrity.

Throughout the evaluation process, it was observed by the IQAC that the review unfolded seamlessly, with no discrepancies detected across the functions of the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell. This passive observation underscores the institution's steadfast commitment to maintaining high standards of governance and quality assurance, as overseen by the IQAC.

The absence of discrepancies signifies the effective execution of responsibilities by the respective committees and cells, showcasing their dedication to fostering an inclusive, supportive, and safe environment within the institution. This outcome reaffirms the institution's unwavering commitment, as monitored by the IQAC, to procedural transparency, accountability, and the continual enhancement of its quality assurance mechanisms. Moving forward, the institution, under the guidance of the IQAC, remains resolute in its dedication to sustaining these efforts, ensuring the holistic development and well-being of its stakeholders while upholding the principles of fairness and equity.

Infrastructure and Facilities

During the IQAC meeting, a proposal was put forth to enhance the infrastructure and facilities at our institution by installing computers. Recognizing the pivotal role of technology in modern education, the suggestion to integrate computers aligns with the institution's commitment to providing a conducive learning environment. The proposal emphasized the potential benefits, such as fostering digital literacy, facilitating research activities, and enhancing overall academic productivity. The IQAC acknowledged the significance of this proposal in ensuring that the institution stays at the forefront of technological advancements, catering to the evolving needs of students and faculty. The integration of computers into our infrastructure will not only contribute to the advancement of educational resources but also empower the academic community to harness the benefits of digital tools for a more enriching learning experience.



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Closing Remarks

In conclusion, the IQAC meeting served as a comprehensive forum to assess and appreciate the multifaceted endeavors of T.N. Rao College. The diverse range of events, commendable achievements of students, initiatives for curriculum enhancement and development, faculty development programs, student support and welfare activities, and meticulous quality assurance measures collectively reflect the institution's commitment to holistic education and continual improvement. The success stories in research and publications, as well as the forward-thinking proposal to enhance infrastructure, underscore the college's dedication to staying abreast of educational advancements. The collaborative efforts and positive outcomes discussed during the meeting highlight T.N. Rao College's unwavering commitment to providing a vibrant and enriching learning environment for its academic community. Moving forward, the institution remains poised to sustain and build upon these achievements, ensuring a dynamic and thriving educational experience for all stakeholders.

Next Meeting:

- **Date:** 25th June, 2020

- **Agenda:** For the upcoming IQAC meeting, the agenda will include a strategic review of the implementation of the recently approved value-added courses, assessing their impact on students' skill development and employability. Additionally, there will be a focused discussion on the progress of the newly installed computers and their integration into academic activities, addressing any challenges or opportunities that may have arisen. The meeting will also provide a platform to deliberate on plans for further faculty development programs, ensuring that educators are equipped with the latest pedagogical and technological skills. Moreover, the meeting will feature discussions on expanding outreach activities and community engagement initiatives, reinforcing the institution's commitment to social responsibility. The agenda aims to continue fostering a culture of innovation, inclusivity, and excellence within T.N. Rao College.

Mital

Prepared By:
Dr. Mital Vora
Coordinator of IQAC & Faculty Member



B Rathod

Approved By:
Dr. Bharti Rathod
Chairperson IQAC
Principal, T. N. Rao College
of Teacher Education



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ACTION POINTS FOR NEXT YEAR

Present:

- | | | |
|-----|--------------------|---|
| 1. | Dr Bharti Rathod | Principal and Chairperson |
| 2. | Dr Nidatt Barot | Representative from Management |
| 3. | Dr Mital Vora | Faculty Member |
| 4. | Dr.Ramu Khint | Faculty Member |
| 5. | Jasmin Joshi | Student Representative |
| 6. | Alpesh Khambhayata | Administrative Staff |
| 7. | Dr. Janak Makwana | Principal from another College. |
| 8. | Dr Ketan Gohel | Faculty from another college |
| 9. | Swati Joshi | Principal from Practice Teaching School |
| 10. | Dr. Minaxi Patel | Sports Teacher from another College |

Here are some future action points that can be included:

1. Academic Performance

The department should continue collecting and analyzing academic performance data to identify areas for improvement. Regularly recognizing and rewarding top performers in B.Ed. and M.Ed. programs will motivate students and acknowledge their achievements.

2. Student Activities and Events

Organizing a diverse range of events, such as sports tournaments, cultural festivals, and skill development activities, will foster a vibrant campus life. Encouraging student participation in these events will enhance engagement and community spirit. Implementing a feedback system for events will ensure continuous improvement in their quality and relevance.



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3. Experiential Learning

Planning and executing more field visits will provide practical exposure and hands-on learning experiences. Incorporating reflective practice sessions post-visits will enhance learning outcomes through critical reflection. Providing ongoing training and workshops on inclusive education practices will equip future educators with essential skills.

4. Curriculum Enhancement

Implementing and evaluating the effectiveness of ICT-focused courses will enhance digital competency among students. Regularly updating and introducing value-added courses based on emerging educational technologies and practices will keep the curriculum current and relevant.

5. Faculty Development Programs (FDPs)

Providing a comprehensive Faculty Development Program on Information Technology will enhance faculty's teaching capabilities. Encouraging faculty to participate in ongoing professional development programs, will foster continuous professional growth.

6. Student Support and Welfare

Supporting the students in organizing cultural and social events will enhance student well-being and community spirit. Including more activities focusing on soft skills development will prepare students for personal and professional success. Implementing initiatives aimed at promoting student mental and emotional well-being will support holistic student development.



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7. Quality Assurance and Governance

Conducting regular reviews of internal quality assurance mechanisms will ensure adherence to established protocols.

8. Infrastructure and Facilities

Continuing to upgrade technological infrastructure, including adding more digital tools across departments, will enhance learning and research capabilities. Ensuring optimal utilization of new resources by integrating them into academic and research activities will maximize the impact of technological investments. Collecting feedback from students and faculty on new facilities will assess their impact and identify areas for further improvement.

Mital

Prepared By:
Dr. Mital Vora
Coordinator of IQAC

B. Rathod

Approved By:
Dr. Bharti Rathod
Chairperson IQAC
Principal





Internal Quality Assurance Cell (IQAC) Meeting

Date: 28th December, 2020

Time: 10:30 am

Venue: Virtual Meet


Present:


- | | | |
|-----------------------|---|---------------------|
| 1. Dr Bharti Rathod | Chairperson IQAC | <i>Bharti</i> |
| 2. Dr Nidatt Barot | Representative from College Management | <i>Nidatt Barot</i> |
| 3. Dr Mital Vora | Faculty Member IQAC - Coordinator | <i>Mital</i> |
| 4. Jasmin Joshi | Faculty Member | <i>Joshi</i> |
| 5. Dr. Ramu Khint | Student Representative | <i>Ramu</i> |
| 6. Alpesh Khambhayata | Administrative Staff | <i>Alpesh</i> |
| 7. Dr. Janak Makwana | Principal from another College. | <i>Janak</i> |
| 8. Dr Ketan Gohel | Faculty from another college | <i>Ketan</i> |
| 9. Swati Joshi | Principal from Practice Teaching School | <i>Swati Joshi</i> |
| 10. Dr. Minaxi Patel | Sports Teacher from another College | <i>Minaxi</i> |

Agenda Items Discussed:


1. Opening Remarks:
The Chairperson welcomed all members and confirmed the minutes of the previous meeting.
2. Review of Action Items from Previous Meeting:
The progress of action items was reviewed, and pending tasks were identified.
3. Presentation and Discussion on Academic Performance:
Academic performance data were presented and discussed, highlighting areas of improvement.



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IQAC noted the performance

During the IQAC meeting, students' outstanding performance across various departments in the year 2020 was duly noted and appreciated. Among the top achievers in their respective departments were:

B.Ed.

- Patel Bansi Kiritbhai
- Bharad Niravkumar Shaileshbhai
- Chavda Jignaben Markhibhai

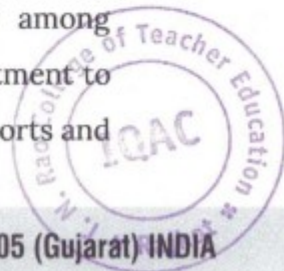
M.Ed.

- Makwana Khyatiben Arvindbhai
- Bhadarka Kajal Dadubhai
- Sureliya Priya Ashvinkumar

IQAC noted the events

During the IQAC meeting, the diverse range of events organized by T.N. Rao College throughout the year were comprehensively acknowledged and discussed. The college kickstarted the year with the Boys Cricket Tournament on January 4th, promoting sportsmanship among the students. Following this, the institution celebrated the Kite Festival on January 11th, fostering a cultural spirit within the campus. Notably, soft skills were emphasized through activities like Cake Making and Name Plate Making on January 25th.

Continuing its commitment to sports, T.N. Rao College hosted the Boys Kabaddi Tournament on the same day, January 25th, encouraging physical fitness and teamwork. In the later months, the college facilitated inter-college collaboration with the Tonny Kakkar event on February 29th, promoting cultural exchange and unity among institutions. As the year progressed, T.N. Rao College demonstrated its commitment to holistic development by organizing the Ramat Utsav on April 26th, combining sports and



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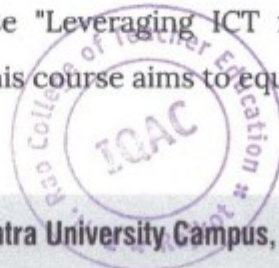
cultural elements. The Gandhi Quiz on October 2nd reflected the institution's dedication to intellectual pursuits and awareness of historical figures.


Under the visionary leadership of Principal Dr. Bharti Rathod, T.N. Rao College of Teacher Education took a significant stride forward by organizing a transformative Psychological Fair. Collaborating closely with the esteemed Psychology department of Saurashtra University and the Institute of Learning and Teaching (ILT), the fair emerged as a beacon of enlightenment and awareness in the field of psychology.

During the IQAC meeting, it was highlighted that as part of the experiential learning initiatives for both B.Ed and M.Ed students, T.N. Rao College of Teacher Education organized a field visit to P.V. Doshi Mukh Bagir School for Special Children on January 2nd, 2020. This visit provided an invaluable opportunity for our future educators to gain practical insights into inclusive education practices and interact with students and faculty at the specialized institution. The visit aimed to enrich their understanding of diverse learning needs and pedagogical strategies tailored to support every learner. Feedback from both students and faculty indicated that the experience was enriching and inspiring, contributing significantly to their professional development as educators committed to inclusive teaching practices. The college looks forward to organizing more such immersive learning experiences to nurture compassionate and competent educators.

Curriculum Enhancement and Development:


The IQAC meeting at our institution delved into comprehensive discussions on curriculum enhancement and development, recognizing the pivotal role of Value Added Courses. Among the offerings is the course "Leveraging ICT for Effective Online Teaching with OpenShot" for B.Ed students. This course aims to equip educators with



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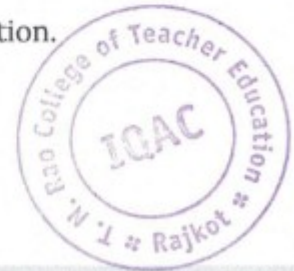
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the skills to enhance their online teaching methodologies using OpenShot, fostering engaging and interactive learning environments. Participants will gain proficiency in leveraging technology to create impactful instructional materials that align with the contemporary demands of digital education.

Another valuable addition to the curriculum is the course on "Harnessing ICT for Online Teaching: QR Code and Its Applications." This B.Ed program seeks to empower teachers with the knowledge and practical applications of QR codes in the educational realm. The curriculum focuses on integrating QR codes to enhance classroom activities, facilitating seamless communication, and creating dynamic, multimedia-rich content for effective online teaching.

Furthermore, the Value Added Course titled "ICT for Effective Online Teaching: Google Classroom Training" stands out as a crucial component in our curriculum enhancement efforts. Geared towards B.Ed students, this course provides comprehensive training on leveraging Google Classroom to streamline online teaching processes, enhance collaboration, and manage educational resources efficiently. Participants will gain hands-on experience in creating and managing virtual classrooms, fostering a technologically enriched teaching-learning experience.


The course on "ICT for Effective Online Teaching (E-Learning Platforms)" adds another layer of enrichment to the B.Ed curriculum. This value-added course focuses on exploring various e-learning platforms, guiding educators in selecting and utilizing these platforms effectively. By integrating diverse e-learning tools, B.Ed students will be better prepared to adapt to the evolving landscape of online education.



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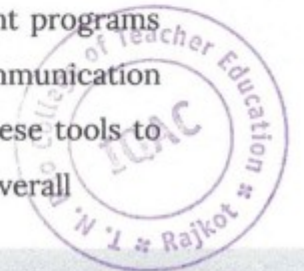
The curriculum enhancement efforts extend to the course on "ICT for Effective Online Teaching: Transformative Education with Google Utility Tools." This B.Ed program delves into the practical applications of Google utility tools to transform the teaching-learning process. Participants will explore tools such as Google Docs, Sheets, and Slides, gaining proficiency in incorporating these technologies to create dynamic and collaborative learning experiences.


Lastly, the course "ICT for Effective Online Teaching: A Practical MS-Office Approach" enriches the B.Ed curriculum by providing a hands-on approach to utilizing Microsoft Office tools for online teaching. Educators will learn how to integrate MS Office applications creatively, fostering an interactive and efficient online teaching environment. These value-added courses collectively reflect our commitment to staying at the forefront of educational technology and ensuring our graduates are well-equipped for the demands of contemporary teaching practices.

Faculty Development Programs

During the recent IQAC Faculty Development Programs discussion at T.N. Rao College, several initiatives were highlighted to enhance the professional growth of faculty members. Active learning strategies emerged as a key focus, aiming to encourage student participation and engagement within the virtual classroom setting. Faculty members will be equipped with diverse techniques to foster an interactive learning environment, ensuring that students actively contribute to discussions, group activities, and collaborative projects.


In response to the shift towards remote teaching, the faculty development programs emphasized the effective use of email, video conferencing, and other communication tools in education. Faculty members will receive training on leveraging these tools to facilitate seamless communication, conduct virtual meetings, and enhance overall



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engagement in online learning environments. This strategic approach aligns with the college's commitment to maintaining effective communication channels despite the physical distance between students and educators.


Adapting to remote teaching was another focal point of the faculty development programs, addressing the challenges posed by the transition to virtual classrooms. Strategies and best practices were discussed to help faculty members navigate the intricacies of remote teaching successfully. The emphasis was on creating a supportive and conducive online learning environment, ensuring that students receive a quality education despite the constraints imposed by the digital medium.

The integration of online learning platforms was underscored as a critical aspect of faculty development. Faculty members will be trained on utilizing these platforms effectively to deliver content, assess student progress, and foster collaborative learning experiences. The aim is to empower educators to leverage the full potential of online learning tools, enhancing the overall educational experience for both faculty and students.

Recognizing the importance of student engagement in virtual classrooms, faculty development programs focused on strategies to keep students actively involved and motivated. Techniques for designing interactive online sessions, incorporating multimedia resources, and fostering virtual discussions were discussed to ensure that the virtual classroom remains a vibrant and engaging learning space.

Furthermore, the meeting introduced a faculty development program on the Miracle Accounting software, providing educators with a demonstration program to enhance their proficiency in utilizing this accounting software effectively. This hands-on training aims to equip faculty members with the necessary skills to integrate technology into the curriculum and prepare students for the demands of the professional world.



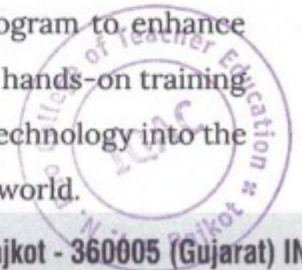
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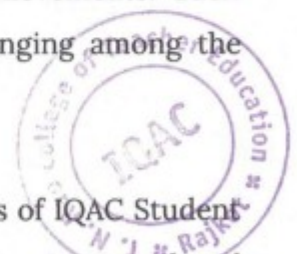
In conclusion, the IQAC Faculty Development Programs at T.N. Rao College reflects a forward-thinking approach, addressing the evolving landscape of education with a focus on active learning, effective communication tools, remote teaching strategies, online platform utilization, student engagement, health considerations, and technical proficiency in accounting software. These initiatives collectively contribute to the college's commitment to providing a dynamic and high-quality educational experience for both faculty and students.

Student Support and Welfare:

During the discussion on IQAC Student Support and Welfare at T.N. Rao College, the commendable efforts of the Rotaract Club were acknowledged for organizing a series of engaging and enriching events. The Kite Festival held on January 11, 2020, stood out as a vibrant cultural celebration organized as part of Saturday Activities. The event not only showcased the cultural diversity within the college but also provided students with a platform to come together, participate, and revel in the joyous celebration of the Kite Festival.

The Day Celebration on February 7, 2020, organized by the Rotaract Club, demonstrated their dedication to fostering a sense of unity and shared accomplishments within the college community. Bringing together students, faculty, and staff, the event served as a joyous platform for collective celebration and recognition of achievements. Such initiatives contribute to the overall well-being and sense of belonging among the student body.

In conclusion, the Rotaract Club's initiatives align with the objectives of IQAC Student Support and Welfare by providing a diverse range of activities that cater to cultural engagement, soft skills development, and community building. These events not only



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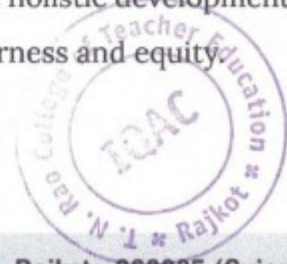
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enhance the overall college experience for students but also contribute to their personal and social development, aligning with the college's commitment to holistic education.

Quality Assurance Measures:

The IQAC diligently assessed the internal quality assurance mechanisms, aiming to enhance the existing processes. Under the umbrella of Quality Assurance Measures, the institution's committees and cells underwent a thorough review according to the predetermined schedule. This comprehensive evaluation sought to ensure strict adherence to established protocols and procedural integrity. Throughout this meticulous examination, the IQAC noted a seamless unfolding of the review process, revealing a lack of discrepancies across various functions, including the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell. This passive observation underscores the institution's unwavering commitment to upholding high standards of governance and quality assurance, overseen by the IQAC.

The absence of discrepancies stands as a testament to the effective execution of responsibilities by the respective committees and cells, highlighting their dedication to cultivating an inclusive, supportive, and safe environment within the institution. This positive outcome reinforces the institution's commitment, as monitored by the IQAC, to procedural transparency, accountability, and the continual enhancement of its quality assurance mechanisms. Looking ahead, the institution, guided by the IQAC, remains steadfast in its dedication to sustaining these efforts, ensuring the holistic development and well-being of its stakeholders while upholding principles of fairness and equity.



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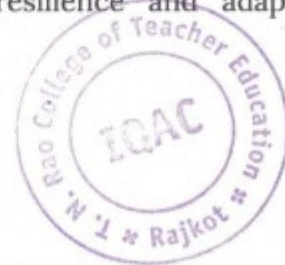
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Infrastructure and Facilities

Following the discussions in the last IQAC meeting, T.N. Rao College took a proactive step to enhance its infrastructure and facilities with computers across various departments. This strategic move is a testament to the institution's commitment to staying technologically updated and providing students and faculty with the necessary tools for a modern and efficient learning environment. The addition of these computers is expected to significantly contribute to research activities, digital literacy, and overall academic productivity. The IQAC acknowledges this positive development as a tangible step toward advancing the institution's technological infrastructure and ensuring that it remains aligned with contemporary educational standards. This initiative underscores the college's dedication to providing state-of-the-art facilities that enhance the overall learning experience for its academic community.

Closing Remarks

In closing, the diverse array of activities, comprehensive curriculum enhancements, faculty development programs, student support initiatives, and infrastructure upgrades discussed in the IQAC meetings at T.N. Rao College collectively portrays a commitment to excellence and holistic education. The institution's proactive approach towards quality assurance, technological advancements, and overall welfare reflects a forward-thinking mindset. As we move forward, guided by the IQAC, T.N. Rao College remains dedicated to continuous improvement, ensuring an enriching educational experience that nurtures not only academic excellence but also personal and professional growth for students and faculty alike. The collaborative efforts showcased in these discussions underscore the institution's resilience and adaptability in navigating the ever-evolving landscape of education.



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Next Meeting:


Date: 30th December, 2021

Agenda: The agenda for the upcoming IQAC meeting at T.N. Rao College of Teacher Education will focus on further strengthening the quality assurance mechanisms, with a keen emphasis on reviewing the outcomes of recent initiatives and strategizing for future enhancements. Discussions will center on the effectiveness of the installed computers, the impact of faculty development programs, and the progress of the newly introduced value-added courses. Additionally, the meeting will address plans for upcoming events, ensuring a well-rounded approach to academic, cultural, and extracurricular activities that contribute to the holistic development of students. The agenda aims to foster continuous improvement and innovation in line with the institution's commitment to providing a dynamic and high-quality educational environment.

Mital
Prepared By:
Dr. Mital Vora
Coordinator of
IQAC & Faculty Member


Bharti
Approved By:
Dr. Bharti Rathod
Chairperson IQAC



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ACTION PLAN FOR NEXT YEAR

Present:

- | | | |
|-----|--------------------|---|
| 1. | Dr Bharti Rathod | Principal and Chairperson IQAC |
| 2. | Dr Nidatt Barot | Representative from Management |
| 3. | Dr Mital Vora | Faculty Member and Coordinator IQAC |
| 4. | Jasmin Joshi | Faculty Member |
| 5. | Dr Trusha Koradiya | Student Representative |
| 6. | Alpesh Khambhayata | Administrative Staff |
| 7. | Dr. Janak Makwana | Principal from another College. |
| 8. | Dr Nisha Raninga | Faculty from another college |
| 9. | Swati Joshi | Principal from Practice Teaching School |
| 10. | Dr. Minaxi Patel | Sports Teacher from another College |

Here are some future action points that can be included:

1. Enhancing Fire Safety Measures:

- Install a comprehensive fire safety system, including fire extinguishers, smoke detectors, and fire alarms, across the campus by the end of the first quarter of 2021.
- Conduct regular fire drills and training sessions for students, faculty, and staff to ensure familiarity with emergency procedures and evacuation protocols.
- Establish a dedicated committee to oversee the implementation and maintenance of fire safety measures, with regular progress reports to be submitted to the IQAC.

2. Curriculum Enhancement and Development:

- Introduce new Value Added Courses, such as "Digital Literacy for Educators" and "Advanced Communication Skills," to enrich students' academic experience and prepare them for future challenges.

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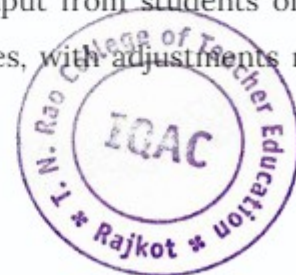
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- Review and update existing curriculum frameworks to incorporate emerging trends and industry-relevant knowledge, ensuring alignment with contemporary educational standards.
 - Monitor the implementation of value-added courses and curriculum updates through periodic evaluations and feedback mechanisms to assess their effectiveness.
3. Faculty Development Programs:
- Organize faculty development programs focused on promoting inclusive teaching practices, active learning strategies, and the integration of technology in education, with a target completion by the end of the second quarter of 2021.
 - Encourage faculty members to participate in workshops, conferences, and professional development activities to enhance their teaching effectiveness and engagement with diverse learners.
 - Evaluate the impact of faculty development programs through pre- and post-training assessments, with a focus on measuring changes in teaching methodologies and student learning outcomes.
4. Student Support and Welfare:
- Expand student support initiatives, including counseling services, career guidance programs, and extracurricular activities, to address the diverse needs of students by the end of the third quarter of 2021.
 - Strengthen collaboration with student organizations, such as the Rotaract Club, to organize cultural events, workshops, and community service projects that promote student well-being and engagement.
 - Establish a feedback mechanism to solicit input from students on the effectiveness of support services and initiatives, with adjustments made based on their feedback and suggestions.



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5. Quality Assurance Measures:

- Conduct regular reviews and evaluations of various committees and cells to ensure adherence to established protocols and procedural integrity throughout 2021.
- Implement mechanisms for continuous improvement based on feedback and assessment findings, with a focus on enhancing transparency, accountability, and stakeholder satisfaction.
- Foster a culture of quality assurance and institutional excellence by promoting awareness, training, and recognition of best practices among faculty, staff, and students throughout the academic year.

6. Infrastructure and Facilities:

- Prioritize the installation of fire safety equipment and protocols as part of ongoing infrastructure development initiatives, with completion expected by the end of the second quarter of 2021.
- Conduct regular inspections and maintenance checks of existing infrastructure and facilities to address any maintenance issues or deficiencies promptly.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of

IQAC & Faculty Member

Bharti

Approved By:

Dr. Bharti Rathod

Chairperson IQAC



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Internal Quality Assurance Cell (IQAC) Meeting

Date: 30th December, 2021

Time: 11:00 am

Venue: T. N, Rao College

Present:

- | | | |
|-----------------------|---|--------------------|
| 1. Dr Bharti Rathod | Principal and Chairperson IQAC | <i>Bharti</i> |
| 2. Dr Nidatt Barot | Representative from Management | <i>Barot</i> |
| 3. Dr Mital Vora | Faculty Member and Coordinator IQAC | <i>Mital</i> |
| 4. Jasmin Joshi | Faculty Member | <i>Joshi</i> |
| 5. Dr Trusha Koradiya | Student Representative | <i>Koradiya</i> |
| 6. Alpesh Khambhayata | Administrative Staff | <i>Alpesh</i> |
| 7. Dr. Janak Makwana | Principal from another College. | <i>Janak</i> |
| 8. Dr Nisha Raninga | Faculty from another college | <i>Nisha</i> |
| 9. Swati Joshi | Principal from Practice Teaching School | <i>Swati Joshi</i> |
| 10. Dr. Minaxi Patel | Sports Teacher from another College | <i>Minaxi</i> |

Agenda Items Discussed:

1. Opening Remarks:

- The Chairperson welcomed all members and confirmed the minutes of the previous meeting.

2. Review of Action Items from Previous Meeting:


- The progress of action items was reviewed, and pending tasks were identified.


3. Presentation and Discussion on Academic Performance:


- Academic performance data were presented and discussed, highlighting areas of improvement.



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IQAC noted the performance

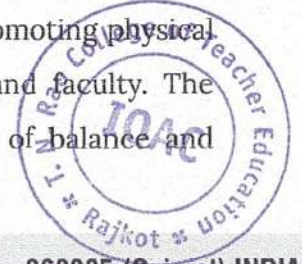
During the IQAC meeting, students' outstanding performance across various departments in the year 2021 was duly noted and appreciated. Among the top achievers in their respective departments were:

- **B.Ed.:**
 1. Thesiya Mona Damjibhai
 2. Mathakiya Samira Ibrahimibhai
 3. Meva Riddhiben Vasantbhai
- **M.Ed.:**
 1. Sadhu Ramkrishnadasji Devkrishnadasji
 2. Panjwani Shaifali Rameshbhai
 3. Mistry Komal Pradeepkumar
 4. Bhanderi Foram Ramnikbhai


These students have demonstrated exceptional academic prowess and dedication, reflecting positively on the quality of education and the supportive environment fostered at T.N. Rao College, Rajkot. The IQAC acknowledges and commends their remarkable achievements, which contribute significantly to the overall excellence of our institution.


IQAC noted the events


During the IQAC meeting, the various events organized by T.N. Rao College over the course of the year were thoroughly acknowledged and discussed. One of the standout events was the celebration of Yoga Day on June 22, 2021, reflecting the college's commitment to fostering holistic well-being and mindfulness. The event encompassed diverse activities, including yoga sessions, workshops, and demonstrations, all aimed at promoting physical fitness, mental health, and spiritual awareness among both students and faculty. The celebration underscored the college's dedication to creating a culture of balance and self-care, empowering individuals to lead healthier and more fulfilling lives.



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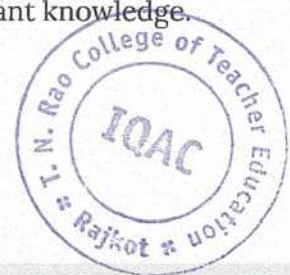
In a vibrant display of creativity, B.Ed students enthusiastically participated in the Friendship Belt Making Workshop on July 3, 2021. This event provided a platform for students to showcase their artistic flair while fostering bonds through intricate designs. The Friendship Belt Making Workshop added a delightful touch of artistry to the academic journey, emphasizing the importance of camaraderie and collaboration among students.

The Girls Outdoor Sports Activities in Athletics, held on July 6, 2021, exemplified the college's commitment to promoting the spirit of athleticism and camaraderie among female students. This invigorating event provided an opportunity for participants to engage in various outdoor sports, fostering a sense of teamwork, competition, and physical well-being among the female student community.

Guru Purnima, celebrated on July 6, 2021, held special significance at T.N. Rao College. This traditional Indian festival was observed to honor and express gratitude toward teachers or gurus. The day involved various rituals, prayers, and offerings, emphasizing the pivotal role of teachers in shaping the lives and futures of students. The event reinforced the spiritual connection between educators and students, highlighting the importance of acknowledging the wisdom and guidance provided by teachers in the educational journey. These events collectively demonstrate T.N. Rao College's holistic approach to education, encompassing sports, cultural, and academic dimensions, thereby enriching the college experience and fostering a vibrant campus community.


Curriculum Enhancement and Development:


During the IQAC meeting, the college's commitment to curriculum enhancement and development was exemplified through the introduction of several Value Added Courses designed to empower students with practical skills and industry-relevant knowledge.



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Value Added Course - Foundations of Computing Literacy for Educators for B.Ed and M.Ed
The "Foundations of Computing Literacy for Educators" course in the B.Ed program acknowledges the increasing importance of technology in education. Educators are introduced to essential computing concepts, digital tools, and pedagogical strategies to integrate technology effectively into the teaching-learning process. This course ensures that future educators are well-prepared to navigate the digital landscape of modern classrooms.

Value Added Course - Mastering Interpersonal Connections for B.Ed:


The "Mastering Interpersonal Connections" course is tailored for B.Ed students to hone their interpersonal and communication skills. Educators play a crucial role in building positive relationships with students, colleagues, and parents. This course emphasizes effective communication strategies, conflict resolution, and empathy, ensuring that future educators can create a supportive and collaborative educational environment.


In summary, the Value Added Courses at T.N. Rao College of Teacher Education reflects a strategic and forward-thinking approach to curriculum enhancement. By incorporating these courses, the college ensures that students not only gain subject-specific knowledge but also develop practical skills and a holistic set of competencies essential for success in their respective fields. The IQAC acknowledges these initiatives as key steps toward enhancing the overall educational experience and preparing students for the challenges and opportunities of the future.


Faculty Development Programs:

The Faculty Development Program on "Promoting Inclusive Teaching through Active Learning Strategies: Enhancing Engagement and Catering to Diverse Learners" at T.N. Rao College is indeed a commendable initiative, as recognized during the IQAC meeting. This program underscores the college's commitment to fostering an inclusive and engaging

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learning environment. By equipping faculty members with active learning strategies, the program not only enhances overall teaching effectiveness but also ensures that diverse learning needs are met. The emphasis on inclusivity reflects a forward-thinking approach, acknowledging the diversity of student backgrounds and learning styles.

Additionally, the program includes familiarization with common software applications like the Microsoft Office suite and an understanding of the role of IT in various sectors, highlighting its relevance in education. Furthermore, a Sun ERP Software Demonstration Program for Non-Teaching Staff is also incorporated, providing valuable training opportunities beyond the classroom.

Faculty participants gain valuable insights and practical tools to create an enriching educational experience that accommodates the unique needs of every learner. Moreover, the Faculty Development Program aligns with the broader goals of the institution to continuously enhance the quality of education. By promoting inclusive teaching practices, faculty members contribute to the creation of a supportive and equitable academic environment.

The program empowers educators to leverage a variety of active learning methods, fostering student engagement and participation. In turn, this approach not only enriches the learning experience but also contributes to the holistic development of students. The IQAC recognizes the significance of such faculty development initiatives in elevating the overall educational quality and ensuring that the teaching methodologies align with the diverse needs of the student population.


Student Support and Welfare:


During the IQAC meeting, the vibrant student support and welfare initiatives orchestrated by the Rotaract Club at T.N. Rao College was acknowledged, demonstrating the institution's commitment to fostering a holistic and culturally enriching environment. The "Friendship




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"Belt Making" workshop held on July 3, 2021, showcased the creative spirit of students as they enthusiastically participated in crafting intricate friendship belts. The workshop served as a delightful collaboration that not only allowed students to express their artistic flair but also strengthened bonds through the shared experience of creating something unique together.

The "Rangoli Competition" on October 9, 2021, exemplified the fusion of tradition and modernity, as students exhibited their creative prowess in transforming colors into vibrant expressions of talent and teamwork. The intricate designs and vibrant hues brought the campus to life, reflecting the innovation and spirit of the B.Ed and M.Ed students. This event not only celebrated cultural traditions but also provided students with a platform to showcase their creativity, fostering a sense of community and collaboration.

Further, the "Janmashtami Celebration" on August 27, 2021, organized by the Rotaract Club, added a cultural dimension to the college environment. This celebration brought students together to commemorate the rich cultural heritage of the country, with the college premises adorned with vibrant colors, traditional motifs, and beautiful rangoli designs. Such cultural celebrations not only contribute to the overall well-being of students but also promote a sense of inclusivity and unity within the college community.


These initiatives, led by the Rotaract Club, underscore the institution's commitment to student support and welfare beyond academic pursuits. By providing platforms for creative expression, cultural celebrations, and collaborative activities, T.N. Rao College ensures a well-rounded and enriching experience for its students, contributing to their personal and cultural growth.



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Quality Assurance Measures:

Internal quality assurance mechanisms were reviewed, with suggestions for enhancements. Under the purview of the Quality Assurance Measures, the IQAC meticulously reviewed the institution's various committees and cells according to the predetermined schedule. The assessment aimed to ensure strict adherence to established protocols and procedural integrity. Throughout the evaluation process, it was observed by the IQAC that the review unfolded seamlessly, with no discrepancies detected across the functions of the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell. This passive observation underscores the institution's steadfast commitment to maintaining high standards of governance and quality assurance, as overseen by the IQAC.

The absence of discrepancies signifies the effective execution of responsibilities by the respective committees and cells, showcasing their dedication to fostering an inclusive, supportive, and safe environment within the institution. This outcome reaffirms the institution's unwavering commitment, as monitored by the IQAC, to procedural transparency, accountability, and the continual enhancement of its quality assurance mechanisms. Moving forward, the institution, under the guidance of the IQAC, remains resolute in its dedication to sustaining these efforts, ensuring the holistic development and well-being of its stakeholders while upholding the principles of fairness and equity.


Infrastructure and Facilities:


During the recent IQAC meeting, the need for bolstering fire safety measures within our institution was identified as a crucial aspect of enhancing overall infrastructure and facilities. The committee highlighted the imperative of installing a comprehensive fire safety system to ensure the safety and well-being of students, faculty, and staff.

Recognizing the importance of proactive measures to mitigate potential risks, the IQAC committee has proposed the installation of state-of-the-art fire safety equipment and protocols.

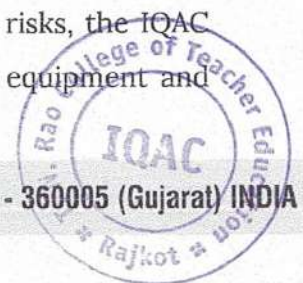
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The implementation of a robust fire safety system involves the installation of fire extinguishers, smoke detectors, fire alarms, and other essential firefighting equipment strategically placed across the campus. Additionally, the committee stressed the significance of conducting regular fire drills and training sessions to educate occupants on emergency evacuation procedures. These initiatives not only align with national safety standards but also contribute to creating a secure and prepared educational environment.


The IQAC committee emphasized that prioritizing fire safety aligns with the college's commitment to providing a secure and conducive learning atmosphere. The proposed enhancements in fire safety infrastructure will not only comply with regulatory requirements but also foster a culture of safety and preparedness within the college community. The committee is dedicated to overseeing the successful implementation of these measures in the upcoming academic year, ensuring the well-being and security of all individuals on campus.


Closing Remarks:

In closing, the comprehensive review and discussions during the IQAC meeting shed light on the multifaceted efforts undertaken by T.N. Rao College to elevate its academic, cultural, and infrastructural dimensions. The commendable events organized, innovative curriculum enhancements, faculty development programs, student support initiatives, and research contributions underscore the institution's unwavering commitment to holistic education and continuous improvement. The proactive steps taken to install computers and enhance fire safety measures further demonstrate the college's dedication to providing a technologically advanced and secure learning environment. As the college moves forward, guided by the IQAC, these initiatives pave the way for a dynamic and enriching educational experience, positioning T.N. Rao College as a beacon of academic excellence and innovation. The IQAC looks forward to witnessing the fruitful outcomes of these endeavors and the positive impact they will undoubtedly have on the entire college community.

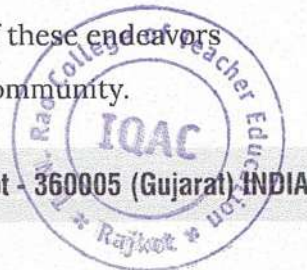
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Next Meeting:

- Date: 30th December, 2022

- Agenda: The upcoming IQAC agenda for T.N. Rao College will focus on sustaining and expanding the positive momentum achieved in the previous academic year. Priority areas include the implementation of proposed enhancements to fire safety infrastructure, ensuring the well-being of the college community. Additionally, the IQAC will actively monitor and evaluate the impact of recently introduced Value Added Courses, faculty development programs, and student support initiatives. The ongoing commitment to research excellence will be emphasized, with discussions centered on fostering a research culture and supporting faculty in their scholarly pursuits. The agenda will also include a review of the success and challenges encountered in the integration of new courses and technology, as well as exploring avenues for further academic and infrastructural advancements. The IQAC aims to facilitate a constructive dialogue to steer the institution towards continuous improvement and excellence.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of IQAC

Bharti

Approved By:


Dr. Bharti Rathod

Chairperson IQAC


Principal




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ACTION POINTS FOR NEXT YEAR

Present:

- | | | |
|-----|--------------------|---|
| 1. | Dr Bharti Rathod | Principal and Chairperson |
| 2. | Dr Nidatt Barot | Representative from Management |
| 3. | Dr Mital Vora | Faculty Member |
| 4. | Dr.Ramu Khint | Faculty Member |
| 5. | Jasmin Joshi | Student Representative |
| 6. | Alpesh Khambhayata | Administrative Staff |
| 7. | Dr. Janak Makwana | Principal from another College. |
| 8. | Dr Ketan Gohel | Faculty from another college |
| 9. | Swati Joshi | Principal from Practice Teaching School |
| 10. | Dr. Minaxi Patel | Sports Teacher from another College |

1. Technology Integration and Infrastructure Enhancement

- Computer Installation: Prioritize the installation of new computers to create a technology-rich learning environment, enhancing digital literacy and access to online resources for students and faculty.
- Fire and Safety Upgrades: Continue to review and upgrade fire and safety tools to ensure a secure campus, adhering to industry standards and regulatory requirements.

2. Academic and Curriculum Development

- Value Added Courses: Introduce additional Value Added Courses to equip students with practical skills and industry-relevant knowledge. Potential courses include:
 - Advanced Computing for Educators
 - Modern Pedagogical Techniques
 - Industry-Specific Expertise





- Curriculum Enhancement: Continuously update the curriculum to reflect the latest educational trends and industry needs, ensuring that students receive a contemporary and relevant education.
3. Faculty Development Programs (FDPs)
- Expanded FDPs: Broaden the range of Faculty Development Programs to include:
 - Training in advanced pedagogical techniques
 - Digital literacy and the integration of educational technology
 - Workshops on innovative teaching methodologies
 - Educational Software Training: Conduct FDPs focused on educational software and tools to augment teaching strategies, thereby improving student engagement and learning outcomes.
4. Holistic Student Development
- Cultural and Sports Initiatives: Expand cultural, sports, and community service activities to foster a vibrant and inclusive campus culture. Key initiatives include:
 - Organizing educational visits and field trips for practical exposure
 - Hosting expert talks and seminars to enrich students' understanding of real-world scenarios
 - Celebrating cultural festivals such as Navratri, Christmas, and Gurupurnima to promote inclusivity and community spirit
 - Student Support Services: Enhance student support services through initiatives such as:
 - Self-defense training programs for personal safety and empowerment
 - Skincare workshops to address adolescent health concerns
 - Community service projects like charity drives and environmental conservation efforts





5. Quality Assurance and Governance

- Committee and Cell Reviews: Rigorously review and monitor the functions of various committees and cells, including the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell.
- Transparency and Accountability: Ensure strict adherence to established protocols and procedural integrity, maintaining high standards of governance and quality assurance.
- Continuous Improvement: Implement feedback mechanisms to continually assess and enhance quality assurance measures, fostering an environment of transparency and continual improvement.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of IQAC

Bhathi

Approved By:

Dr. Bharti Rathod

Chairperson IQAC

Principal





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Internal Quality Assurance Cell (IQAC) Meeting

Date: 30th December, 2022

Time: 10:30 am

Venue: T. N, Rao College

Present:

- | | | |
|-----------------------|---|--------------------|
| 1. Dr Bharti Rathod | Principal and Chairperson | <i>Bharti</i> |
| 2. Dr Nidatt Barot | Representative from Management | <i>Nidatt</i> |
| 3. Dr Mital Vora | Faculty Member | <i>Mital</i> |
| 4. Dr. Ramu Khint | Faculty Member | <i>Ramu</i> |
| 5. Jasmin Joshi | Student Representative | <i>Joshi</i> |
| 6. Alpesh Khambhayata | Administrative Staff | <i>Alpesh</i> |
| 7. Dr. Janak Makwana | Principal from another College. | <i>Janak</i> |
| 8. Dr Ketan Gohel | Faculty from another college | <i>Ketan</i> |
| 9. Swati Joshi | Principal from Practice Teaching School | <i>Swati Joshi</i> |
| 10. Dr. Minaxi Patel | Sports Teacher from another College | <i>Minaxi</i> |

Agenda Items Discussed:

1. Opening Remarks:

- The Chairperson welcomed all members and confirmed the minutes of the previous meeting.

2. Review of Action Items from Previous Meeting:

- The progress of action items was reviewed, and pending tasks were identified.

3. Presentation and Discussion on Academic Performance:


- Academic performance data were presented and discussed, highlighting areas of improvement.



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IQAC noted the performance

During the IQAC meeting, students' outstanding performance across various departments in the year 2021 was duly noted and appreciated. Among the top achievers in their respective departments were:

B.Ed.

- Bhensdadia Swati Girishbhai
- Vala Jayshree Pratapbhai
- Pancholi Anjali Dilipbhai

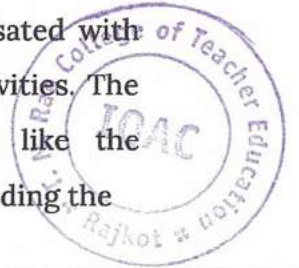
M.Ed.

- Bamta Urvashee Batukbhai
- Kubavat Krishna Kishorbhai
- Gohil Asmita Dhirubhai

IQAC noted the events

During the IQAC meeting, T.N. Rao College's rich tapestry of events spanning the academic year received comprehensive recognition and discussion. The institution's steadfast commitment to holistic education was evident through a myriad of initiatives, including educational visits, field trips, and expert talks, which significantly augmented students' learning journeys across diverse departments. Standout events such as the educational excursion to AMA, Ahmedabad, provided invaluable practical exposure to a leading educational institution, while orientation programs ensured seamless transitions for incoming students, fostering a strong sense of community within the college.

Cultural celebrations, such as Navratri, Christmas, and Gurupurnima, pulsated with vibrancy and inclusivity, uniting students, faculty, and staff in joyous festivities. The college's dedication to societal well-being shone through initiatives like the self-defense training program for girls and community service projects, including the



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fight against the lumpy skin disease virus affecting cows. Collaborative efforts with institutions like Rashtriya School and Nyari Dam farm visits further underscored the college's commitment to holistic education.

Sportsmanship flourished through various tournaments including Cricket, Kabaddi, and Rakhi making Competition, instilling values of teamwork and perseverance among students. Additionally, the college actively promoted artistic expression through events like the Aesthetic Art Fest, fostering creativity and aesthetic appreciation. Expert talks and seminars on diverse topics, from corporate personality development to stock market practices, enriched students' skill sets beyond academics, with insights from industry experts enhancing their understanding of real-world scenarios. In summary, T.N. Rao College's diverse array of events reflects its holistic approach to education, nurturing academic, cultural, sports, and soft skill development to prepare students comprehensively for their future endeavors.

IQAC noted the success

During the IQAC meeting, the remarkable successes of T.N. Rao College students in various fields were duly noted and celebrated. In the sporting arena for the year 2022, Radadiya Neha Bhupatbhai emerged as an outstanding athlete, securing the first rank in Athletics, Discus Throw, and Yoga at the university level. Similarly, Parmar Rushita Dineshbhai achieved first-rank recognition in Softball and Yoga at the university level, showcasing exceptional talent and dedication to sports.


In swimming, Patel Sawan Bhupendra showcased remarkable prowess by securing the second rank in three distinct categories - 50 METER Breaststroke, 100 METER Breaststroke, and 50 MTR Freestyle, contributing to the college's success in aquatic sports at the university level.



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Additionally, individual achievements in medal-winning performances at the state and national levels were recognized. Javiya Ronak secured a medal in sports at the state level, while Jani Om achieved medals in both cultural events at the national level and university-level sports.

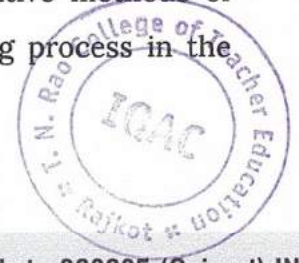
Ritik Bhanushali was also acknowledged for earning a medal at the university level in sports. These achievements reflect the diverse and commendable successes of T.N. Rao College students across sports and cultural disciplines, showcasing the institution's commitment to fostering excellence and holistic development among its student community.

Curriculum Enhancement and Development:


During the IQAC meeting, the college's commitment to curriculum enhancement and development was exemplified through the introduction of several Value Added Courses designed to empower students with practical skills and industry-relevant knowledge.

IQAC has identified and highlighted several valuable additions to the academic landscape. Among these are three notable Value Added Courses aimed at enhancing the skill set and technological proficiency of educators. The first course, "Foundations of Computing Literacy for Educators," underscores the importance of understanding fundamental computing concepts, equipping educators with the necessary knowledge to navigate the digital realm effectively.

The second course, "Harnessing ICT for Online Teaching: Google Classroom Training," signifies a pivotal step towards modernizing pedagogical approaches. By delving into the intricacies of Google Classroom, educators can explore innovative methods of delivering content, engaging students, and streamlining the learning process in the virtual space.



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Moreover, the third course, "ICT for Effective Online Teaching: Transformative Education with Google Utility Tools," reinforces the commitment to leveraging technology for transformative educational experiences. Through an exploration of various Google utility tools, educators gain insights into optimizing online teaching methodologies, fostering interactive learning environments, and facilitating seamless communication channels.

Together, these Value Added Courses not only empower educators with essential digital literacy skills but also pave the way for enriching and impactful teaching practices in an increasingly digitized educational landscape.

Faculty Development Programs

During the IQAC meeting, the Faculty Development Programs (FDPs) at T.N. Rao College were comprehensively discussed, focusing on initiatives aimed at enhancing teaching methodologies and addressing the diverse needs of both educators and students.

The Institutional Quality Assurance Cell (IQAC) has acknowledged the successful completion of a series of Faculty Development Programs (FDP) covering diverse topics essential for educational enhancement. These FDPs have provided valuable insights and practical knowledge to educators and non-teaching staff alike, fostering a culture of continuous learning and skill development.

The first FDP introduced participants to educational software and tools designed to augment teaching and learning processes. By familiarizing themselves with a range of innovative tools, educators can effectively integrate technology into their instructional strategies, enhancing engagement and student outcomes.



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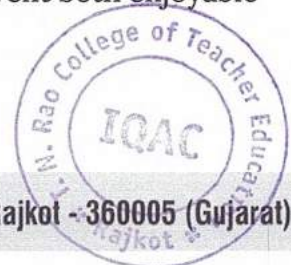
The second FDP focused on equipping participants with basic computer literacy skills, including file management, word processing, and internet browsing. In today's digital age, proficiency in these fundamental areas is indispensable, enabling individuals to navigate and utilize technology with confidence and efficiency.

Additionally, a specialized FDP centered around the demonstration of Miracle Accounting software has been conducted specifically for non-teaching account staff. This program aims to enhance the financial management capabilities of staff members, providing them with the necessary tools and knowledge to streamline accounting processes and ensure accuracy and efficiency in financial operations.

By offering a comprehensive range of FDPs encompassing educational software, computer literacy, and specialized software training, the institution demonstrates its commitment to fostering a technologically adept and proficient academic community, capable of leveraging technology for enhanced teaching, learning, and administrative functions.

Student Support and Welfare:


During the IQAC meeting, the impactful initiatives conducted by the Rotaract Club at T.N. Rao College for student support and welfare were recognized, showcasing the institution's commitment to holistic development and community engagement. One notable event was the expert session on "SKIN CARE BY TULSI UPADHYAY" held on December 17, 2022. Mrs. Tulsi Upadhyay, a Skincare Consultant and owner of Organica clinic, conducted a seminar addressing girls' concerns during their initial stage of adulthood. The session covered topics such as skincare, pimple problems, hair issues, hormonal changes, and awareness about PCOD/PCOS. Mrs. Upadhyay's valuable advice and insights provided girls with essential information, making the event both enjoyable and informative.



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(NAAC Accredited B)

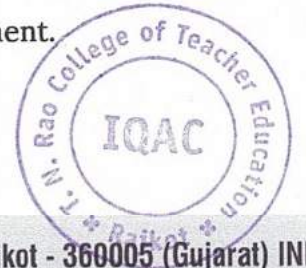
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The Rotaract Club further organized a "Rakhi making Competition" on July 26, 2022, aiming to unleash students' creativity and express solidarity with the armed forces. More than 600 handmade Rakhis were sent to various army regiments on Kargil Vijay Divas, commemorating soldiers and fostering a connection between students and the armed forces. The initiative received appreciation in the form of letters, mementos, and photographs, reinforcing the importance of such meaningful gestures.

The commitment to student safety and empowerment was evident in the "Self-Defence" training program held on April 14, 2022. Tailored for girls, the program provided essential self-defense skills, offering practical techniques and strategies for various scenarios. Led by experienced instructors, this initiative aimed to create a supportive and empowering environment for participants to build confidence and enhance personal safety awareness.


Additionally, the Rotaract Club demonstrated a commendable sense of social responsibility with the event "Charity Begins at Home" on September 10, 2022. College students took charge of their canteen, generating profits that were compassionately donated to a local Gau Shala (cow shelter), supporting the battle against the lumpy skin disease virus affecting cows. This initiative not only showcased the students' sense of social responsibility but also contributed to a worthy cause within the local community.

These events organized by the Rotaract Club underpin the institution's dedication to providing comprehensive student support and welfare. The initiatives not only address physical well-being but also encompass areas like skincare, creativity, self-defense, and community service, reflecting a holistic approach to student development.



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Quality Assurance Measures:

Internal quality assurance mechanisms were reviewed, with suggestions for enhancements.

Under the purview of the Quality Assurance Measures, the IQAC meticulously reviewed the institution's various committees and cells according to the predetermined schedule. The assessment aimed to ensure strict adherence to established protocols and procedural integrity. Throughout the evaluation process, it was observed by the IQAC that the review unfolded seamlessly, with no discrepancies detected across the functions of the Curriculum Planning Committee, Youth Welfare Committee, SC-ST Cell, OBC Cell, Minority Cell, Internal Complaint Committee, Grievance Redressal Cell, and Anti-Ragging Cell. This passive observation underscores the institution's steadfast commitment to maintaining high standards of governance and quality assurance, as overseen by the IQAC.

The absence of discrepancies signifies the effective execution of responsibilities by the respective committees and cells, showcasing their dedication to fostering an inclusive, supportive, and safe environment within the institution. This outcome reaffirms the institution's unwavering commitment, as monitored by the IQAC, to procedural transparency, accountability, and the continual enhancement of its quality assurance mechanisms. Moving forward, the institution, under the guidance of the IQAC, remains resolute in its dedication to sustaining these efforts, ensuring the holistic development and well-being of its stakeholders while upholding the principles of fairness and equity.

Infrastructure and Facilities

During the IQAC meeting, the discussion centered around further enhancing the infrastructure and facilities at T.N. Rao College. It was proposed and unanimously agreed upon that the installation of computers should be prioritized for the upcoming



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academic year. Recognizing the pivotal role of technology in modern education, the decision to install computers aims to provide students and faculty with updated resources, fostering a technology-rich learning environment. This initiative aligns with the institution's commitment to staying abreast of advancements in education technology, ultimately contributing to the overall academic development of the college community.

Moreover, it was noted in the meeting that the implementation of fire and safety tools, as discussed in the previous year's meeting, has been successfully completed. This step demonstrates the institution's unwavering commitment to the safety and well-being of all stakeholders. The installation of fire and safety tools aligns with industry standards and regulatory requirements, ensuring a secure and prepared campus environment. The IQAC acknowledges the diligent efforts in implementing these safety measures, which are integral to creating a conducive and secure learning atmosphere for both students and faculty.

In summary, the IQAC has proposed the installation of computers as a strategic step to enhance educational resources, while also recognizing the successful completion of the installation of fire and safety tools as per the decisions made in the previous year's meeting. These initiatives underscore the institution's dedication to providing a modern, safe, and technologically advanced infrastructure for the holistic development and well-being of the college community.

Closing Remarks

In closing, the discussions and deliberations during the IQAC meetings at T.N. Rao College has underscored the institution's commitment to excellence in various facets of academic life. From fostering a vibrant and inclusive campus culture through diverse events and initiatives to recognizing and celebrating the remarkable achievements of



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students in sports and cultural domains, the college has demonstrated a holistic approach to education. The proactive steps taken in curriculum enhancement, faculty development programs, and research initiatives reflect a forward-thinking mindset that aligns with the dynamic landscape of higher education.

Moreover, the institution's focus on infrastructure and facilities, including the installation of computers and the implementation of fire and safety tools, illustrates a dedication to providing a conducive and secure learning environment. These decisions are integral to ensuring that the college remains at the forefront of technological advancements while prioritizing the safety and well-being of its academic community.

As the institution continues its journey towards academic excellence and overall development, the IQAC remains a driving force, diligently monitoring, evaluating, and suggesting enhancements across various aspects of college life. The commitment to transparency, accountability, and continuous improvement serves as a foundation for T.N. Rao College's pursuit of providing a high-quality and well-rounded educational experience.

In the spirit of collaboration and collective progress, the IQAC looks forward to further initiatives and advancements that will contribute to the holistic development of students, faculty, and staff. The collaborative efforts undertaken thus far reflect a shared commitment to academic excellence, innovation, and a nurturing environment for learning and growth. With a forward-looking approach, T.N. Rao College is poised to continue making significant strides in the realm of higher education and student welfare.



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Next Meeting:

- Date: 28th December, 2023

- Agenda: The next IQAC meeting at T.N. Rao College will focus on a comprehensive review and strategic planning to further elevate the institution's academic and operational standards. Key agenda items include a detailed analysis of the outcomes of recent faculty development programs, discussions on potential enhancements to the curriculum, and a review of ongoing research initiatives. The meeting will also address any updates on the implemented infrastructure improvements, such as the installation of computers, and explore new proposals for advancing the college's commitment to quality education, student support, and overall campus well-being. The agenda aims to foster continuous improvement, aligning with the institution's vision for excellence in every facet of academic life.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of IQAC



Rathod

Approved By:

Dr. Bharti Rathod

Chairperson IQAC

Principal



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ACTION POINTS FOR NEXT YEAR

Present:

- | | |
|-----------------------|---|
| 1. Dr Bharti Rathod | Principal and Chairperson |
| 2. Dr Nidatt Barot | Representative from Management |
| 3. Dr Mital Vora | Faculty Member |
| 4. Dr.Ramu Khint | Faculty Member |
| 5. Jasmin Joshi | Student Representative |
| 6. Alpesh Khambhayata | Administrative Staff |
| 7. Dr. Janak Makwana | Principal from another College. |
| 8. Dr Ketan Gohel | Faculty from another college |
| 9. Swati Joshi | Principal from Practice Teaching School |
| 10. Dr. Minaxi Patel | Sports Teacher from another College |

1. Enhancement of Technological Resources:

- Installation of Computers: Prioritize the installation of new computers across departments to support digital literacy and modernize the learning environment.

2. Curriculum Development and Value Added Courses:

- Introduction of New Courses: Develop and introduce new value-added courses focusing on emerging technologies, soft skills, and industry-relevant knowledge.

3. Faculty Development Programs (FDPs):

- Advanced Training Workshops: Conduct advanced training workshops on innovative teaching methodologies and educational technology to enhance faculty skills.

4. Student Support and Welfare:

- Mental Health and Well-being: Implement regular mental health workshops and counseling sessions to support students' emotional and psychological well-being.



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5. Infrastructure and Safety Measures:

- Smart Classrooms: Develop smart classrooms equipped with interactive boards and digital tools to facilitate a modern learning experience.
- Enhanced Safety Protocols: Continue to upgrade safety measures, including periodic safety drills and the installation of additional emergency response systems.

Mital

Prepared By:

Dr. Mital Vora

Coordinator of IQAC

B Rathod

Approved By:

Dr. Bharti Rathod

Chairperson IQAC

Principal



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