

**ANNUAL QUALITY ASSESSMENT REPORT**  
**V. T. CHOKSI SARVAJANIK COLLEGE OF EDUCATION, SURAT**  
**YEAR OF REPORT: 2011-2012**

**1. Kindly provide the details of the institution**

Name of the institution: V. T. Choksi Sarvajanic College of Education  
Year of Establishment of the institution: 1961  
Address Line 1: Athwalines,  
Address Line 2: Near Lal-bunglow  
City/Town: Surat  
State: Gujarat  
Postal code: 395007  
Email Address: [principal@vtcbcd.org](mailto:principal@vtcbcd.org)

**2. NAAC Accreditation/Reaccreditation Details**

Year of accreditation: 2008  
Current Grade: B  
CGPA: 2.58

**3. Institutional Status :** **Permanent Affiliation**

**4. Contact Person Details**

Name of Head of Institution: Vinodbhai G. Patel  
Contact Phone: 9825762614  
Email: [principal@vtcbcd.org](mailto:principal@vtcbcd.org)  
Website URL: [www.vtcbcd.org](http://www.vtcbcd.org)  
Name of IQAC coordinator: Dr. K. V. Desai  
Email: drkishorsinh@yahoo.com

**5. Details on Programme Development**

Number of review Committee recommendations under implementation:	00
Number of NAAC peer team recommendations under implementation:	03
Number of UGC/any other expert committee recommendations under implementation:	00

**6. Faculty Details**

Total faculty strength as per norms B.Ed: 1+7  
Total faculty on rolls: 08  
Faculty added during the year: 00  
Faculty position vacant: 00  
Faculty left during the year: 00  
Total number of visiting faculty: 00  
Total number of guest faculty: 00

**7. Qualification of faculty**

Ph.D and Above:	06
M.phil:	01
Masters:	01
Any other(specify):	00

**8. Faculty Qualification improvement**

Ph.D awarded to existing faculty:	00
M.phil awarded to existing faculty:	00
Any other(specify):	00

**9. Administrative Staff Details**

Administrative Staff(total sanctioned):	03
Administrative Staff(actual strength):	03
Added during the year of reporting:	00
Left during the year:	00
Number of post vacant:	00

**10. Technical support staff detail**

Technical support staff(total sanctioned):	01
Technical support staff(actual strength):	00
Added during the year of reporting:	00
Left during the year:	00
Number of post vacant:	01

## PART A INSITITUTE PROGRESSION REPORT

1. Curricular aspect	<ul style="list-style-type: none"> <li>• The curriculum is updated from time to time. Last updated in 2011. College teachers contributed in framing different courses.</li> <li>• Semester Grade-Credit System is followed</li> <li>• Curriculum was designed and developed by Veer Narmad South Gujarat University, Surat.</li> <li>• Curriculum updated based on the current needs of the Schools and advances in knowledge</li> <li>• Formal feedback is obtained from the students. Obtained feedback was utilized for updating the course</li> </ul>
2. Teaching-learning and Evaluation	<ul style="list-style-type: none"> <li>• College teachers contributed in the International Conference on: Higher Education in 2020.</li> <li>• College Teacher generated soft and hard materials for the stake holders.</li> <li>• Learning through Quiz and Seminar-Workshops</li> <li>• College teachers were updated through workshops and seminars.</li> <li>• Combining Learning through Arts and the faculty members were recognized at national level for that.</li> <li>• Faculty members received invitation from esteemed government and nongovernment agencies to work as a resources person and assigned a project.</li> <li>• Teaching learning process incorporates ICT component</li> <li>• Lectures are supplemented by assignments, seminars workshop</li> <li>• Practice teaching, microteaching, psychological testing and school experience are practical components</li> <li>• Teacher student ratio is 1:12</li> <li>• VTC boasts of a team of qualified and competent faculty and per government rules and regulation (1 principal, 1 assistant professor in each school subjects</li> <li>• Ph.D. qualified faculty as on date is seven</li> <li>• Continuous and comprehensive evaluation process is followed with two and internal evaluation as per norms</li> <li>• Transparency and openness hallmark of evaluation system</li> <li>• Grade-credit, teacher-based evaluation system is followed</li> <li>• Strict adherence to examination schedule, timely evaluation of answer sheets and declaration of results.</li> <li>• Student's are given feedback on their performance and answer sheets are shown to them</li> <li>• Result processing is computerized</li> </ul>
3. Research, consultancy	<ul style="list-style-type: none"> <li>• International Conference on: Higher Education in 2020.</li> <li>• Actions Research Grants to the lecturers</li> <li>• Combining Learning through Arts</li> <li>• Combining Learning through Arts and the faculty members</li> </ul>

and Extension	<p>were recognized at national level for that.</p> <ul style="list-style-type: none"> <li>• Faculty members were nominated to University Research Advisory Committee.</li> <li>• Three faculties are Ph-D guide and they registered the Ph-D student form VNSGU.</li> <li>• 6 Training Programmes for Preserves &amp; in-service Teachers Through CTE.</li> <li>• Self instructional material in electronic and digital form is developed</li> <li>• Computer awareness programs for trainees</li> <li>• Soft and hard material is the developed by the faculty members was distributed in education colleges and schools.</li> </ul>
4.Infrastructure and Learning Resources	<ul style="list-style-type: none"> <li>• Optimal utilization of equipments and computer resources</li> <li>• Dissemination of e-contents has been planned</li> <li>• Some class rooms are ICT enabled</li> <li>• Department has enriched library with 20000 plus books and Reading Room</li> <li>• A separate reference section with reading room available</li> <li>• ICT networking through IT centre and LCD facility is available</li> <li>• Computer lab, Science lab are well equipped</li> <li>• Syllabus based CDs are developed</li> <li>• Handbook for teachers/ lecturers are developed</li> <li>• Support Materiel for B.Ed Trainees as developed</li> </ul>
5.Student Support and Progression	<ul style="list-style-type: none"> <li>• Good placement, most of the students are absorbed in government and grant in aid, self finance schools</li> <li>• Alumni association is formed in the college.</li> <li>• Students avail of hostel, internet and Health facilities of the University.</li> <li>• Grievances redressal mechanism exists and counseling is provided to students.</li> <li>• Remedial classes are arranged for weak students.</li> <li>• Special Guidance is given to students aspiring for UGC NET, Slate examination.</li> <li>• Stress management/Yoga sessions are conducted.</li> </ul>
6. Governance & leadership	<ul style="list-style-type: none"> <li>• Sizable faculty representation on various committees of Apex bodies like NCTE, UGC, IGNOU, BAOU and Universities Faculty involved in selection, Examination and Professional Development activities of the Universities.</li> <li>• Consultancy and support to Schools in conducting Selections, Management and Professional Development activities.</li> <li>• VTC College of education holds key position in VNSG Uni. such as Dean, Member of Syndicate, Chairman of BOS, Coordinator of examinations at B.Ed, M.Ed., Member of staff Selection Committee in various affiliated B.Ed. colleges, Member of LIC for recognition of Education colleges.</li> </ul>

	<ul style="list-style-type: none"> <li>• Academic Calendar is strictly followed. Teaching schedule is adhered to and syllabus is covered on time.</li> <li>• Strong emphasis on classroom teaching.</li> <li>• Results declared on time.</li> <li>• Assessment of students is undertaken through regular and continuous evaluation and end semester examination.</li> <li>• Student feedback system is followed for continuous improvement</li> </ul>
7. Innovative practices	<ul style="list-style-type: none"> <li>• Collaborative learning</li> <li>• Theatre in Education</li> <li>• Concept Learning</li> <li>• Soft and Hard material development.</li> <li>• School experience program known as internship is one of the important and unique component of B.Ed. curriculum</li> <li>• Stage wise Learning –Modcom Approach based design is developed.</li> <li>• Advance methods/models of teaching are adopted</li> <li>• Students feedback system in Vogue</li> <li>• Students are provided with internet facility</li> <li>• Teachers and peer students cooperate in evaluation</li> <li>• Publication of college magazine “parishilan”.</li> <li>• Publication of “Hollyhock”-newsletter</li> <li>• Use of problem solving approach, case study method, field trips, direct observation of exceptional children, self learning.</li> <li>• Material, dramas/Skits etc. for teaching leaning process.</li> </ul>

INNOVATIVE PRACTICES:

PART B:

1	Activities reflecting the goals and objectives of the institution	<ul style="list-style-type: none"> <li>• To provide pre-service and in-service teacher different levels of education by incorporating components like Micro teaching, School Experience, and Project based learning.</li> <li>• Instituted Research Projects sponsored by GCERT.</li> <li>• Working Group of In-service Teachers for Theatre in Education</li> <li>• To develop innovative practices in Education through experimentation.</li> <li>• To provide extension services by conducting seminars, workshops, field studies, publication and implementing innovations in different institutions.</li> </ul>
2.	Add on courses	<ul style="list-style-type: none"> <li>• Under pipeline of constructing Add on courses</li> </ul>
3.	Innovations in curricular design and transaction	<ul style="list-style-type: none"> <li>▪ Semester system and Choice based credit system is followed.</li> <li>▪ Reasoning and thinking exercises to the students are</li> </ul>

		<p>given for one hour per week.</p> <ul style="list-style-type: none"> <li>▪ Unique and updated curriculum recognized by VNSGU, Surat.</li> <li>▪ Active participation of whole faculty in curriculum revision and chairman of the curriculum of frame work.</li> <li>▪ Communication, Micro-teaching and Models of Teaching, Educational Measurement and Evaluation, Curriculum Development, School Experience, Project and Psychology Practical Unique features of B.Ed. program.</li> <li>▪ On the basis of performance of students after each assessment, remedial classes, personal assistance and tutorial classes are being organized.</li> <li>▪ ICT as a internal part of the subject is offered by all students at B.Ed. level.</li> <li>▪ Staff Members, Students, Office and library staff are provided with Computer and Internet Facility.</li> <li>▪ The advanced learners are given exercises, assignments and extra reading references for enrichment.</li> <li>▪ Mentoring system is followed during Micro- Teaching, ICT.</li> <li>▪ Activity Based Strategy is used.</li> <li>▪ Lecture Method is mostly integrated with discussion.</li> <li>▪ Question and answer method, etc. Role playing, Seminar, Quiz, etc. are also used as per the need of the topic.</li> <li>▪ Where possible Teaching Aids and Power Point Presentations are made.</li> <li>▪ Assessment through objective type questions are the part of question papers.</li> <li>▪ Peer &amp; Self Evolution as a good practice is followed</li> <li>▪ Test/Assignments are given regularly</li> </ul>
4	Inter-disciplinary programs started	-
5	Examination Reforms implemented	<p>Computer Based Examination is conducted as a part of internal assessment</p> <p>Peer &amp; Self Evolution as a good practice is followed</p> <p>Evolution is continuous and comprehensive, transparent and open with feedback</p>
7	Initiative towards Faculty development program	<p>Staff Members are provided Computer &amp; Internet Facility.</p> <p>Staff members are encouraged to participate in different national and international seminars and conferences.</p>
		Features of the Department
8	Total number of seminars/ workshops conducted	<ul style="list-style-type: none"> <li>• 5 Seminar / Workshop</li> </ul>
9	Research Project a) Newly implemented	<p>(a) 03</p> <p>(b) 00</p>

	b)Completed	
10	Patents generated if any	NIL
11	New collaborative research programme	NIL
12	Research grants received from various agencies	<ul style="list-style-type: none"> <li>70286/- GCERT</li> </ul>
13	Honors/Awards to the faculty	Shikshak Ratna Award was given to Dr.N.G.Patel-Assistant Professor by Sarvajanik Education Society.
14	Internal resources generated	NIL
15	Community Services	<p>Students go to Rural School for School Experience/ Practice teaching</p> <p>Programs are organized on regular basis for increasing the awareness pf students related to topics like: Guidance and Counseling, Health and Hygiene, Cancer, AIDS and environmental etc.</p> <p>Community based survey are undertaken.</p> <p>For help to civil hospital patient, Andhjan School etc.</p>
16	Teacher and officers newly recruited	Dr.J.T.Goswami Adhyak Sahayak with M.A., M.Ed., Ph.D. appointed as per VNSGU and government rules
	Teaching staff ratio	1(Principal)+7(Assistant Professor)
21	Improvements in the library services	Computerization of Database of the books in process.
22	New books /journals subscribed and their value	Total Books:14177, Value: 114027/- New Books: - Journals / Magazines: 23, Value: 4009/-
23	Courses in which student assessment of teachers is introduced and the action taken on student feedback	B.Ed. Feedback is analyzed and communicated to respective teachers for improvement
24	Unit cost of education Unit cost = total annual expenditure budget (actual) divided by the number of students enrolled.	$6545700 / 100 = 65457$
25	Computerization of administration and the process of admission and examination, result issue of certificates	Examination, result processing and issuing of certificates is computerized
26	Increase in the infrastructural facilities	New furniture added in computer lab and sound system, LCD projector in assembly hall

27	Technology up gradation	41 Desktop Computer and 3 Laptop computers are there in College. 3 LCD Projector 2 Digital Camera 2 OHP 2 Slide Projector
28	Computer and internet access and training to teachers and students	Internet facility available for teachers and students
29	Financial aid to students	Scholarship to the SC, ST, SEBC students as per rules of Guj. Govt.
30	Activities and support from Alumni Association	Meet once in a year and collect to improve training programme.
31	Activities and support from the Parent Teacher association	NIL
32	Health services	Common university health services and Sarvajanik Helth Centre for students available and private doctors serve for students.
33	Performance in sports activities	Active participation of students in Cricket , Volley ball , Badminton , chess , table tennis and all facilities are available in college including play grounds.
34.	Incentive to outstanding sportspersons	Winner certification and prizes distributed on annul day celebration. Approximately 22 prizes and 1 gold medal awarded to the trainee stood first in the university examination.
35.	Student achievement and awards	University gives Gold medals to students topping B.Ed. exams
36.	Activities of the Guidance and counseling unit	V.T.C. Surat is providing counseling services to needy students.
37.	Placements services Provided to students	Provided some time local school managements are inverted for their need.
38.	Development Programs for non-Teaching staff	Computer training organized by SES.
39.	Healthy practices of the institution	<ul style="list-style-type: none"> <li>• Semester system and choice based credit system is followed</li> <li>• Reasoning and Thinking Exercises to the students are given for hour per week.</li> <li>• Unique and updated Curriculum</li> <li>• Active Participation of entire Faculty in Curriculum revision as per uni. Norms</li> <li>• Extensive use of technology in teaching, assessment and research</li> <li>• On the basis of performance of students after each assessment, remedial classes, personal assistance and tutorial classes are being organized.</li> <li>• ICT as a internal assessment subject is offered to the</li> </ul>

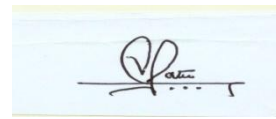


		<p>students at B.Ed. level</p> <ul style="list-style-type: none"> <li>• The advanced learners are given additional exercises, assignments and extra reading references.</li> <li>• Mentoring system is followed during Micro-teaching, Models of Teaching and ICT</li> <li>• Activity Based Strategy is used.</li> <li>• Lecture Method is mostly integrated with Discussion, Question and answer method etc. seminar, quiz, etc are also used as per the need of the topic.</li> <li>• Wherever applicable, Teaching Aids and Power Point Presentation are made.</li> <li>❖ Peer &amp; Self Evaluation as a good Practice is followed</li> <li>❖ Test/Assignment are given and checked regularly</li> <li>❖ The Software developed by VTC is used for processing Examination result</li> <li>• Examination and result are conducted and declared in time.</li> </ul>
40	Linkages developed with National/International, Academic/Research bodies	❖ GCERT/NCERT, NCTE, NAAC, CCRT, BAOU, IGNOU, NSD, YSCA, SMC, STTI, Com of HE, DEO, DIETS
41	Any other relevant information the institution wishes to add	The department has always tried to meet the charter of goals and objectives contained in its Vision. Through different activities Efforts are made to mitigate the discrimination on the basis of sex, caste and religion and region.



**Vijay K. Sevak**


*Coordinator, IQAC, VTCSCE, Surat*



**Vinod G. Patel**

*Chairperson, IQAC VTCSCE, Surat*

**Approved By Administrative Committee, VTCSCE, Surat**



**Ketan Dalal**

**Chairperson Administrative Committee, VTCSCE, Surat**

**14.10.2014**