



ACADEMIC AND ADMINISTRATIVE AUDIT REPORT 2021-22

Date of Audit: 24nd June, 2022



ALIGARH COLLEGE OF EDUCATION, ALIGARH

NAAC Accredited B, UGC recognized under section 2(f) & 12(B) Affiliated to Raja
Mahendra Pratap Singh State University, Aligarh

Kasimpur Tiraha, Anoopshahar Road, Chherat, Aligarh - 202122 (Uttar Pradesh) India
Website : <http://aligarhcollege.in> Email ID: info@aligarhcollege.in
Phone: + 919917479514|9917479517

Vision of the College:

Aligarh College of Education aims;

- _ To cultivate the culture of quality research.
- _ To inspire and empower the students.
- _ To motivate the students to become responsible citizens.
- _ To work for producing the great academic leaders.
- _ To provide academically proficient teachers to the students of the college.
- _ To focus on achieving the remarkable excellence in the field of teacher education
- _ To produce academically sound and reliable teachers.
- _ To encourage the production and sharing of knowledge beneficial for the society.

Mission of the College:

Aligarh College of Education has always tried to work towards the betterment of society. It continues the pioneering work of training and graduating the future teachers and responsible educators. The focus of the college is to work towards producing engaging communities and advancing social justice in order to promote the optimal development of persons and nation. The college also works towards the equitable distribution of educational, economic, political, civil, cultural and social resources and opportunities, in the society.

Aligarh College of Education aims to improve and advance the education among minority communities so that an equilibrium in society can be achieved in the framework of UGC's 12th Five-year plan.

- _ B.Ed. one year course was approved by NCTE on 23rd December, 2005 and it was extended to 2 years from 2014.
- _ U.P. Government approval came in 2008, first batch of B.Ed. course of 100 student's session 2008-09.
- _ Self-financed, Co-education, permanent affiliation with Raja Mahendra Pratab Singh State University, Aligarh.
- _ Minority status granted by the National Commission for Minority Institution, New Delhi.
- _ Registered under 2(f) & 12(B) of UGC Act, 1956.

History and Description of Aligarh College of Education:

ACE was established with keeping in view the dream of Sir Syed Ahmed Khan. In 1998, Dr. Manzoor Ahmed, the former Vice-Chancellor of Dr. B.R. Ambedkar University, Agra, visited Aligarh Muslim University. While addressing the audience, he reminded them of mission of Sir Syed Ahmed Khan and beseeched them to develop more higher institutions throughout India for minorities and women students. Motivated by his speech, the council of trustees of the Crescent Charitable Trust decided to start a college in Aligarh, Uttar Pradesh.

Aligarh is an Industrial and Educational hub famous for its Lock Industries and Aligarh Muslim University (AMU). It provides employment to the people from all the states of India. It is a melting pot so far as people from various states, cultures, traditions and languages are living together. So, it was the best place to start a new college.

The college campus is located at Anoopshahar Road, KasimpurTiraha, Chherat. It is 8 kms away from railway station and 5 kms from the Jamalpur flyover bridge. The Anoopshahar Road is well connected with the Delhi high way through a by-pass road. The campus is built on a plot of 12 acres of land. It is accessible by local and inter city regular bus services. The college buses and vans are also available for easy transportation.

In the 2008-2009 session, B.Ed. course was introduced in Aligarh College of Education with the intake of 100 students. The Aligarh College of Education then started some new courses such as BA in 2014, with seven subjects, B.Com.in 2014, B.Sc. ZBC & PCM in 2015, B.Sc. Biotechnology in 2015 and D.El.Ed. in 2017.

Infrastructure



Computer Lab



Biotech Lab



Botany Lab



Chemistry Lab



Zoology Lab



Physics Lab



Annual Day



Yoga Day



Poster Making



Book Release



Swachh Bharat
Abhiyan



Tree Plantation

AAA Committee

For the session 2021-2022, the Academic and Administrative Audit Committee consisting of the following members was constituted:

1. Prof. M. Muqim, Director, ACE
2. Dr. Uzma Ahmad, Acting Principal & Assistant Professor, ACE
3. Ms. Abida Ghaffar, Finance Officer, ACE
4. Mr. M. Yamin Khan, Registrar, ACE
5. Dr. Ahtisham Aziz, Assistant Professor, ACE
6. Mr. M.A. Khusro Siddiqui, Assistant Professor, ACEM
7. Dr. Moin Ahmad Khan, IQAC Coordinator

The AAA committee was constituted with the view of assessing the proper working the college. They visited the B.A., B.Com., B.Sc., B.Ed., & D.El.Ed. Departments, Library, Sports complex, Computer Laboratories, Science Labs, Administrative and other related offices of the college. The faculty members submitted the performance report of their concerned departments to the members of the AAA Committee and interacted with them to evaluate the academic and administrative performance of the college.

Academic and Administrative Audit Report

Introduction:

In view of the mission and vision of Aligarh College of Education (ACE), which was established under the aegis of Crescent Charitable Trust, the administrative council believes that the mere fulfillment of material requirements is not enough to cater the intellectual and ethical needs of an individual but a thorough professional and academic training environment is the need of the hour.

Objectives:

The main objectives of the College are:

- To provide quality education to all aspiring students through meaningful academic and professional courses keeping in mind the special needs of the economically, educationally and socially disadvantaged segment of the society.
- Critical thinking, independent decision making and creative problem solving.
- To encourage and promote moral, secular, scientific and nation-building values so that the students respect, protect and nurture the rich composite culture of the country and of each of its constituent units.
- The ability to work individually and collaboratively.
- To help students to discover and tap their fullest potential through appropriate co- and extra-curricular activities leading to integrated personality-development in order to become responsible and productive citizens of the country.
- An understanding of spiritual and ethical values including an awareness of the Vedic, medieval and contemporary world.
- To continually evaluate and appraise every facet of the College's programs to ensure relevance to the needs of the employment community, effective preparation of students for success in career and compatibility with the College's standards.
- The ability to be sensitive to the cultural and environmental issues and contributing to their sustenance.
- The development of leadership skills in establishing healthy relationships.

COLLEGE INFRASTRUCTURE:

Infrastructure:

Aligarh College of Education has a well-established infrastructure which is quite apt with the academic and extracurricular requirements of the students. The college has modern structure with up-to-date amenities. It can cater to the needs of more than 500 students. There are around fifteen classrooms in the college that are well equipped with proper furniture, lighting and ventilation. There is also fully functional smart classroom available in the college, so that along with conventional chalk and talk method of teaching, teachers can also use digital mode for effective teaching.

The college campus has two buildings Alpha and Beta, with classrooms, labs, offices and washrooms catering to the needs of the students. Apart from this, the college has an auditorium, to help ICT enabled teaching-learning programs. College library has a rich collection of books, journals and magazines to meet the changing demand so fuser community. Facility of computer labs with good internet connectivity is provided to the students. College also has Wi-Fi facility and CCTV cameras installed.

Separate common room for girls with separate washrooms, auditorium, canteen, open air theatre a large play ground are some of the essential features of the college campus.

Physical Education and Sports Department:

Aligarh College of Education has well established sports grounds. A large playground, basket ball court, badminton court etc. are the most essential features of the college campus. Various indoor & outdoor games, like Table Tennis, Carom, Chess, Cricket, Football, Basket ball, Badminton and Basket ball, are played by students.

Teaching-Learning:

Aligarh College of Education has up-to-date and latest IT Infrastructure to support the teaching & learning processes. Different ICT equipment like Scanners, Printers, LCD Projectors, Wi-Fi modems, Speakers etc. are available in the College, for making teaching-learning process more effective.

The College has planned programs to provide exposure and to enhance the students' learning experience by student-centric methods like, field trips, practice teaching in schools, case-studies, action research, and project-based learning and group discussions. In addition to that, seminars, workshops, guest lectures/invited talks are also arranged for students from time to time.

In the teaching-learning process, cognitive & psychomotor domains are focused. The students learn through video lectures, demonstrations, quizzes, assignments, presentations etc. To enhance understanding and problem-solving ability, students are encouraged to undertake projects and internship in schools and other colleges, to have a better understanding of the work environment.

The faculty Development Program and several other need-based awareness programs, training, seminars and workshops have been arranged from time to time for students, teaching Faculty and non-teaching staff. Colleges always encourage the faculty to publish their creative output in various National and International Journals.

Special Features:

Teaching faculty of Aligarh College of Education forms a strong back bone of teaching, learning, research, publication and overall academic development. Most of the faculty members are doctorates along with NET, JRF and PDF. Many of them have published their books and papers in various National and International Journals. The faculty members are also associated with other organizations and contributed in their own way to make their identity felt by others.

All teaching faculties are committed to their work and move forward as a team to achieve academic excellence. The Management of the college is enormously supportive in the activities that ensure the progress of college. Constant and consistent monitoring of all the activities of the College and responding to the academic requirements of teachers, students and other staff members, is focused by the administrators of institute.

Academic and Administrative Audit

The meeting of the AAA Committee was fixed on 24 June 2022. The Committee had a formal meeting in the office of the Principal. Dr. Uzma Ahmad, Acting Principal. She presented the overall working and development of the college and emphasized on the progress made in the academic year 2021-22 in all spheres of activities. Members of the Committee discussed the procedural issues and began their exercise as per the schedule. The Committee visited all the departments, support services, administrative sections and other infra structural facilities and interacted with the teaching staff, students, officers, to know the academic and administrative performance. Apart from this, concerned heads of all the departments, sections and services, made the presentation of their activities. This has given scope of thorough interaction and also rendered several clarifications.

The Committee after completing all the stages of inspection and interactions prepared the AAA Report covering the summarized observations and recommendations.

The following experts were the part of Academic and Administrative Audit Team for the academic session 2021-22.

1. Prof. M. Muqim, Director, ACE
2. Dr. Uzma Ahmad, Acting Principal & Assistant Professor, ACE
3. Ms. Abida Ghaffar, Finance Officer, ACE
4. Mr. M. Yamin Khan, Registrar,. ACE
5. Dr. Ahtisham Aziz, Assistant Professor, ACE
6. Mr. M.A. Khusro Siddiqui, Assistant Professor, ACEM
7. Dr. Moin Ahmad Khan, IQAC Coordinator

Name of the Department : B.Ed.
 Date of Establishment : 01/07/2008
 About the Department : “The course is focused on the integral and Training of Young men and women through Integral Pedagogy (Context, Experience, Reflection, Action and Evaluation), to be well motivated teachers who will be intellectually competent, morally upright, socially committed and spiritually inspired”
 Staff Members : 07

Sr.No.	Name of Faculty	Designation	Qualification
1.	Dr. Uzma Ahmad	Acting Principal	MA, B.Ed. & Ph.D.
2.	Dr. Sadaf Jafri	Assistant Professor	MA, B.Ed, NET & Ph.D.
3.	Ms. Yaghma Asalat	Assistant Professor	M.Sc, M.Ed., NET, Ph.D.
4.	Dr. Sana Afrin	Assistant Professor	MA, Ph.D.
5.	Dr. Mohd Faaz	Assistant Professor	M.C.A, M.Ed., Ph.D & JRF
6.	Dr. Shafeeqa Bano	Assistant Professor	M.A, B.Ed, NET, Ph.D & PDF
7.	Dr. Ahsan Ahmad	Assistant Professor	M.P.Ed, Ph.D.

Admission Student Strength:

Year	No. of Students
B.Ed. Part I	39
B.Ed. Part II	47
Total	86

Result Analysis:

B.Ed. Result			
Course	Appeared	Passed	Percent
B.Ed. Part I	39	34	87.17
B.Ed. Part II	31	27	87.09

Departmental Infrastructure:

1. Well-furnished Classrooms.
2. Computer with internet connectivity and printer facility.
3. Well-equipped library.
4. Separate arrangement for e-learning facilities

Observations:

Department has six well qualified and experienced teachers.

Innovative teaching methods and techniques are used in teaching-learning activities.

Students are kept engaged in competitions, presentations and project works.

Tests and assignments are incorporated with regular teaching learning processes.

Regular Internship in Schools.

Recommendations:

Steps should be taken to improve the number of admissions,

Provisions should be made for lectures, workshops and seminars.

More books should be procured.

Separate lockers should be made available for teachers.

Funds need to be made available for upgrading labs.

Name of the Department	: D.El.Ed.
Date of Establishment	: October 2017
About the Department	: “D.El.Ed is a Diploma course in Elementary Education. It is a 2-year full-time diploma course to train teachers for the primary level and can be done with classroom training or distance learning. It is a 4-semester course to prepare students to work in primary/upper primary schools in different states of the country.”
Staff Members	: 05

Sr.No.	NameofFaculty	Designation	Qualification
1.	Dr. Uzma Ahmad	Acting Principal	MA, B.Ed. & Ph.D.
2.	Ms.Yaghma Asalat	Assistant Professor	M.Sc., M.Ed. & Ph.D.
3.	Mr. Aquib Kamal	Assistant Professor	MA & M.Ed.
4.	Dr. Sana Afrin	Assistant Professor	MA & Ph.D.
5.	Mr. Lokesh Sharma	Assistant Professor	M.Sc. & B.Ed.

Admission Student Strength:

Year	No. of Students
D.El.Ed. 2021-22	16

Result Analysis:

D.El.Ed. Result			
Course	Appeared	Passed	Percent
D.El.Ed. 2021-22	16	R/A	R/A

Departmental Infrastructure:

1. Computer lab for ICT classes.
2. All labs are well equipped.
3. Well-equipped class rooms with furniture (Table, Chairs, Fan, Boards, etc.).
4. Good library.

Observations:

Department has five experienced teachers.

Innovative teaching methods and techniques are used in teaching-learning activities.

Students are kept engaged in assignments, competitions and project works.

Tests and assignments are incorporated with regular teaching learning processes.

Regular Internship in Schools.

Proper facilities for handicapped children.

Recommendations:

Books are required in the library.

Separate cabin for teachers to sit and work apart from the lecture room.

Locker facility for teachers

Funds need to be made available for upgrading labs.

Name of the Department : Arts and Humanities

Date of Establishment : 1/7/2014

About the Department : “This department offers B.A degree. It aims to provide education that is Accessible to students who have an interest in the subjects of Humanities and Arts.”

Staff Members : 06

Sr.No.	Name of Faculty	Designation	Subject	Qualification
1.	Dr. Javed Akhtar	Assistant Professor	Geography	M.A, Ph.D.& Post Doc.
2.	Dr. Sohail Ahmad	Assistant Professor	English	M.A & Ph.D.
3.	Dr. Nazia Khalique	Assistant Professor	Political Science	M.A & Ph.D
4.	Dr. Shabbir Ahmad	Assistant Professor	Hindi	M.A & Ph.D.
5.	Dr. Sadaf Jafri	Assistant Professor	Psychology	MA, PH.D. & NET
6.	Prof. Durdana Qasmi	Professor	Urdu	M.A., Ph.D

Admission Student Strength:

Year	No. of Students
BA Semester II	36
BA Part II	26
BA Part III	35
Total	97

Result Analysis:

B.A. Result			
Course	Appeared	Passed	Percent
B.A Semester II	36	22	61.11
B.A Part II	26	10	38.46
B.A. Part III	35	35	100

Departmental Infrastructure:

1. Well-equipped Laboratory and Class Rooms (Table, Chairs, Black board, Fan, etc.).
2. Computer with internet and printer facility.
3. Geography and Psychology lab are available in the college.

Observations:

The B.A. Department has well qualified and experienced teaching faculty.

Innovative teaching methods and techniques are adopted in teaching and practical demonstrations.

Proper facilities for handicapped children.

Recommendations:

- Funds need to be made available for organizing workshops and seminars.
- Special attention may be given to economically weaker-rural students to develop familiarity with computer applications.
- The department may conduct short-term certificate courses.
- Guest lectures should be arranged on important topics.
- Admission in Economics courses should also be started
- Overall Improvement in advertising of admissions is required.

Name of the Department : Commerce

Date of Establishment : 01/07/2014

About the Department : “This department provides B.Com. course and its objective is to contribute to the society through the action of Education and research and to acquaint the students with the modern industrial standards”

Staff Members : 03

Sr.No.	Name of Faculty	Designation	Subject	Qualification
1.	Mr. Mohsin Ali Khan	Assistant Professor	Commerce	M.Com, B.Ed
2.	Mr. M.A Khusroo	Assistant Professor	Management	MBA
3.	Mr. Tariq Nafees	Assistant Professor	Management	MBA

Admission Student Strength:

Year	No. of Students
B.Com Semester II	33
B.Com Part II	14
B.Com Part III	16
Total	63

Result Analysis:

Course	Appeared	Passed	Percent
B.Com Semester II	33	26	78.78
B.Com Part II	14	02	14.28
B.Com Part III	16	07	43.75

Departmental Infrastructure:

1. Well-equipped classrooms.
2. Computer lab with internet connectivity and printer facility.
3. Well-established library.

Observations:

Innovative teaching methods (PPT/YouTube/Videos) and techniques are used in teaching-learning activities.

Students are kept engaged in projects and assignments.

Recommendations:

More qualified faculty members are required.

Funds may be made available for organizing workshops and seminars.

Industrial visits to be conducted.

Policy to improve admissions.

Name of the Department : Department of Science

Date of Establishment : 2015

About the Department : “This department provides B.Sc. course in the steam of ZBC, PCM and Biotechnology. The mission of this department is to empower students with the in-depth knowledge of Science and develop in them the scientific aptitude.”

Staff Members : 07

Sr.No.	Name of Faculty	Designation	Qualification
1.	Dr. Uzma Ahmad	Assistant Professor (Zoology)	M.Sc. Zoology & Ph.D.
2.	Dr. Mohd. Rashid	Assistant Professor (Chemistry)	B.Sc. M.Sc., Ph.D
3.	Dr. Moin A. Khan	Assistant Professor (Botany)	M.Sc & Ph.D
4.	Dr. Asim Azhar	Assistant Professor	M.Sc., & Ph.D
5.	Mr. Lokesh Sharma	Assistant Professor (Physics)	M.Sc. Physics, B.Ed
6.	Dr. Mohd. Akram	Assistant Professor (Biotech)	M.Sc., Ph.D.
7.	Mr. Mohd. Umar	Assistant Professor (Mathematics)	M.Sc. & Ph.D

Admission Student Strength

Year	No. of Students
B.Sc. Semester II	29
B.Sc. Part II	27
B.Sc. Part III	34
Total	90

Result Analysis:

Course	Appeared	Passed	Percent
B.Sc. Semester II	29	46	75.86
B.Sc. Part II	27	10	37.07
B.Sc. Part III	34	15	44.11

Departmental Infrastructure:

1. Computer lab with Internet and printer facility.
2. Separate laboratories for all the subjects.
3. Well-furnished classrooms.
4. Fully functional library.

Observations:

Innovative methods and techniques are adopted in teaching and practical demonstrations.

Received very good feedback from the students about the teaching methods that are being used in the department.

Recommendations:

Improvement is required in the admissions process.

Requirement of qualified faculty for Physics paper.

Further improvement in laboratories is required.

More Books are required in the library.

Plan workshops, seminars and lectures.

Work on research publications.



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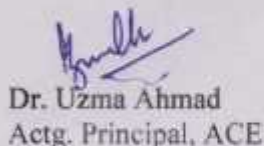
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ACKNOWLEDGEMENTS

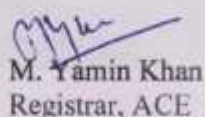
The members of the AAA Committee record their appreciation and gratitude to the Acting Principal, Dr. Uzma Ahmad, Aligarh College of Education for reposing the confidence in the Committee and entrusting the responsibility of carrying out the Academic and Administrative Audit of the College. The Committee wishes to thank the Principal for her dynamic and meticulous attention to the details in facilitating the Audit process. The members of the teaching staff have shown enormous care, fortitude and planning in arranging the committee's visit with precision. The Committee takes pleasure in thanking Dr. Moin Ahmad Khan, Coordinator, IQAC for his thoughtful planning of the total process of conducting the AAA. The Committee wishes to thank profusely the management of the Crescent Charitable Trust for their committed involvement in the overall development of the college.

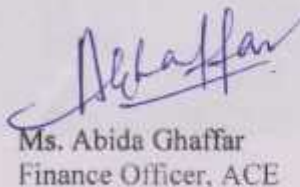
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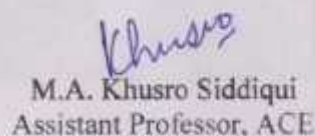

Prof. M. Muqim
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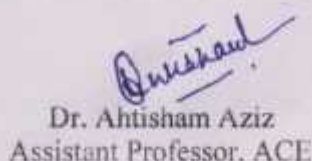

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