

# The Annual Quality Assurance Report (AQAR) of the Internal Quality Assurance Cell (IQAC)

**2016-17**

**1. Profile of the College :**

**Name and address of the College: Govt. College for Women,  
Faridabad**

**Sector 16- A, Faridabad (Haryana)**

**2. For Communication**

<b>Name</b>	<b>Telephone</b>	<b>Mobile No</b>
Principal: Dr(Smt) Santosh Kumari	0129-4074616, 0129-22846116	9999455643
Vice-Principal: Mrs. Deepak Vinayak	-do-	9873094398
Steering Committee Co-ordinator : Mrs. Ritika Gupta	-do-	9811754445

**3. Telephone No: 0129-4074616**

**Email ID: [principalgcwfbd@gmail.com](mailto:principalgcwfbd@gmail.com)**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2016-2017

#### 1. Details of the Institution

1.1 Name of the Institution

Govt College For Women

1.2 Address Line 1

Sector 16-A

Address Line 2

Faridabad

City/Town

Faridabad

State

Haryana

Pin Code

121002

Institution e-mail address

principalgcwfbd@gmail.com

Contact Nos.

0129-4074616, 0129-2284616

Name of the Head of the Institution:

Dr. Santosh Kumari

0129-2284616

Tel. No. with STD Code:

Mobile:

9999455643

Name of the IQAC Co-ordinator:

Ms Ritika Gupta

Mobile:

9811754445

IQAC e-mail address:

principalgcwfbd@gmail.com

1.3 NAAC Track ID (For ex. MHCOCN 18879)

HRCOCN10262

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/06/RAR/061 dated 1-5-2015

1.5 Website address:

www.highereduhry.com

Web-link of the AQAR:

<http://www.highereduhry.com/>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	65.20	2003	5 years
2	2 <sup>nd</sup> Cycle	B	2.49	2015	5 years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30.03.2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR \_2008-09 submitted to NAAC on 13/01/2010
- ii. AQAR \_2009-10 submitted to NAAC on 15/12/2012
- iii. AQAR 2010-11 submitted to NAAC on 15/12/2012 in old format
- iv. AQAR 2011-12 submitted to NAAC on 15/12/2012 in old format and on 17/05/2014 in new format
- v. AQAR 2012-13 submitted to NAAC on 10/05/2014 in old format and on 17/05/2014 in new format
- vi. AQAR 2013-14 submitted to NAAC on 14/01/2015 in new format
- vii. AQAR 2014-15 submitted to NAAC on 19/03/2016 in new format
- viii. AQAR 2015-16 submitted to NAAC on 23/09/2016 in new format
- ix. AQAR 2016-17 submitted to NAAC on

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

BJMC(journalism & mass comm.)  
BTM(Tourism Management)

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Maharishi Dayanand  
University, Rohtak

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="NA"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="02"/>
	Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/> Alumni <input type="text" value="01"/> Others students <input type="text" value="01"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="NA"/>
2.13 Seminars and Conferences (only quality related)	NIL
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="NIL"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input type="text"/>
(ii) Themes	<input type="text" value="NA"/>

## 2.14 Significant Activities and contributions made by IQAC

Collection and maintenance of record holding meetings for quality assessment improvement in infrastructure. Verify the API Scores of Assistant Professor for the next Grade.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ol style="list-style-type: none"> <li>1. Expansion of infrastructure.</li> <li>2. Construction of New Science block.</li> <li>3. Shifting of main gate.</li> <li>4. Setting up of media lab.</li> <li>5. Improvement in Facilities.</li> <li>6. Upgradation of labs, library and Extra Curricular activities.</li> <li>7. Construction of new teaching block under RUSA grant.</li> <li>8. Student will be motivated to contribute their original writing to college magazine 'Ankurita'.</li> <li>9. To overcome scarcity of regular teaching staff visiting staff will be arranged as when required.</li> <li>10. More students encouraged to take part in youth festival.</li> <li>11. Educational tours will be arranged.</li> <li>12. Beautification of college premises will be one of the</li> </ol>	<ol style="list-style-type: none"> <li>1. The construction of New academic block is in the final stage.</li> <li>2. Regular teaching and Non Teaching staff are marking their attendance on Aadhaar Enabled Biometric Attendance System (AEBAS).</li> <li>3. The NSS unit organised One-Day camps. The students were urged to maintain cleanliness in college premises .</li> <li>4. The college was given a face lift- All the departments' administrative rooms and labs were provided with curtains.</li> <li>5. Number of Students participated Zonal and Inter Zonal Youth festival.</li> <li>6. More CCTV cameras were installed.</li> <li>7. Faculty members participated in national level seminars and International Conferences, Orientation and Faculty Development Programme.</li> <li>8. Labs &amp; Library were upgraded. Extracurricular activities- Sports &amp; cultural- were organized and students won laurels for the institution.</li> <li>9. Red Cross society of college in coordination of Dist. Red cross did a</li> </ol>

<p>primary agenda of college.</p> <p>13. Staff members will be encouraged to sharpen their professional skills.</p> <p>14. Efforts to start some PG courses in some subjects.</p> <p>15. Water coolers, Dual desk office chairs etc to be purchased.</p>	<p>commendable job in organising and providing health services to students.</p> <p>10. Voters ID cards were made in college with help of District Administration.</p> <p>11. Different Subjects societies and cells organised activities for the students.</p> <p>12. Women cell organised various workshops for skill enhancement and personality development for the students.</p> <p>13. Students are exposed to healthy academic environments.</p> <p>14. Good moral values are imparted to students. They are motivated, disciplined, respectful and sensitive to social issues.</p>
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*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body      Yes      No ✓

Management       Syndicate       Any other body

Provide the details of the action taken

Mentioned above in plan of action and achievements



## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	06			03
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	06			03
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabi is designed and revised at university level

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
26	10	16	----	

2.2 No. of permanent faculty with Ph.D.

07

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty

GF-NIL	VF-19	
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	02		
Resource Persons			
Ref .Course		02	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Language Lab, Smart class room, Edusat room, Power point presentations, Spoken Tutorial

2.7 Total No. of actual teaching days during this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Online multiple choice questions in Language Lab. Open book examination while giving class tests

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 01

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage :

### Results for BA. 3rd sem. Dec. 2016

Sr.	Subjects	Total	Appear	Pass	Fail	C.Pass%	U.Pass%	Diff.
1	English	188	188	73	115	38.82	36.03	2.73%
2	Hindi	188	188	173	15	92.02	64.67	27.35%
3	Skt	25	25	20	5	80	83.68	3.68%
4	History	39	39	35	4	89.74	70.11	19.63%
5	Pol sci.	57	57	57	NIL	100	58.11	41.89%
6	Eco.	38	38	18	20	47.36	55.43	8.07%
7	Sociology	54	54	35	19	64.81	46.51	18.30%
8	Geog	42	42	22	20	52.38	52.19	0.19%
9	Psy.	37	37	32	5	86.48	62.21	24.27%
10	Music (V)	7	7	6	1	85.71	64.02	21.80%
11	Music (I)	15	15	14	1	93.33	78.21	15.12%
12	H. Sci.	30	30	26	4	86.66	80.44	6.22%
13	Phy.	32	32	22	10	68.75	63.81	4.94%

### Results for BA. 5th sem. Dec. 2016

Sr.	Subject	Total	Appear	Pas	Fai	C.Pass%	U. Pass%	Diff.
1	Englisg	144	144	36	108	25%	44.40%	-19.40%
2	Hindi	144	144	134	10	93.05%	69.52%	23.53%
3	Skt. (E)	24	24	21	3	87.50%	84.06%	2.99%

4	Hist.	40	40	18	22	45%	64.03%	-19.03%
5	Pol Sci.	46	46	46	NIL	100%	73.51%	26.49%
6	Eco	20	20	19	1	95%	76.36%	18.64%
7	Socio.	33	33	23	10	69.69%	54.59%	15.01%
8	Geog.	45	45	43	2	95.55%	83.05%	12.05%
9	Psy.	28	25	25	3	89%	64.23%	25.05%
10	Music (v)	9	9	8	1	88.88%	84.85%	4.03%
11	Music (l)	19	19	16	NIL	100%	87.18%	12.82%
12	H.sci.	26	26	24	2	92.30%	70.81%	70.81%

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC obtained feedback from parents, students and alumni and tried to implement the suggestions received. The services in the library were improved on their suggestion. Internet was made accessible to them.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	01 (Poonam Almadi)
HRD programmes	-
Orientation programmes	01 (Sandeep)
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01 (Shashi Bala)
Others	02 +01 (Papers presented in International conference by Poonam Almadi + One paper presented by Parul Rana)
National Seminars	
Subject Expert	

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	08		11
Technical Staff	03	03	01	04

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Faculty members are encouraged to attend seminars,workshops,training,programmes etc.

#### 3.2 Details regarding major projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications NIL

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals	01 (Shashi Bala)		
Conference proceedings	02 ( Poonam Almadi)		

#### 3.5 Details on Impact factor of publications: NA

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations NIL

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
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Major projects PhD				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published **NIL** i) With ISBN No  Chapters in Edited Book

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from NA

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution  
NIL

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations NIL International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : NIL

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

NIL

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year NIL

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

NIL

NA

3.19 No. of Ph.D. awarded by faculty from the Institution

NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events: 110 at college level

University level

State level

National level

International level

3.22 No. of students participated in NCC events: NA

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

NIL

University level

State level

National level

International level



3.24 No. of Awards won in NCC:

NA

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

Detail of Extension activities is given below.

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. The Red Cross organised free health check up camps.
2. One week cleanliness drive was organised by NSS. One day camps were organised by NSS. Tree plantation was done. Say not to plastic rally and Beti Padao, Beti Bachao rally were organised.
3. Legal literacy cell made students aware of legal services available to them .
4. Students took out a procession to impress upon the public the importance of voting rights.
5. Women cell organised such activities as would empower the girls students and imparted such skills as would encourage them become financially independent.
6. Roas safety and AIDS awareness club created related awareness among students .
7. International Human day and Communal Harmony Day were celebrated.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.2 acre	New science Block Constructed	Govt	
Class rooms	17	02	Govt	19
Laboratories	11	08	Govt	19
Seminar Halls	01			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

- Admissions are done online.
- Online issue and return of books.
- E books are available.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books			417	95696/-		
Reference Books	2800	57352/-				
e-Books						
Journals			03	5100/-		
e-Journals						
Digital Database	01					
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	159 PC and 2 Servers	129 PC and 02 Servers	9 + 02 LAN with 32 Nodse each	0	0	0	0	0
Added	02 PC		Leased Internet line with 02 MBPS					
Total	161 PC and 2 Servers	131 PC and 02 Servers	9 + 02 LAN with 32 Nodse each	0	0	10	09	11

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet facility is accessible to students and teachers.  
Language lab is also functioning.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	60,000/-
ii) Campus Infrastructure and facilities	30,000/-
iii) Equipments	40,000/-
iv) Others	20,000/-
<b>Total :</b>	<b>1,50,000/-</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are aware of the support services available to them. Notices are put up on the notice board. They are given scholarships, they are also engaged and paid under 'Earn while you learn' scheme. The Red Cross distributes sweaters to needy students.

#### 5.2 Efforts made by the institution for tracking the progression

Alumni Association has been formed. Students are invited to college once a year, however no official data-base has been created to keep record of student progression.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1564	-	-	-

#### (b) No. of students outside the state

NIL

#### (c) No. of international students

NIL

Men	No	%
	Nil	

Women

No	%
1564	100%

Last Year						This Year					
General	SC	ST	BC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
837	362		448	01	1648	761	343		456	03	1564

Demand ratio

Dropout %

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Books related to some of the competitive exams are purchased out of library grant.

No. of students beneficiaries

NA

#### 5.5 No. of students qualified in these examinations: Record not available

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

#### 5.6 Details of student counselling and career guidance

1. Tutorial groups are formed wherein the students interact.
2. Counseling sessions are held (with the teacher) at the time of admission.
3. Women Cell, NSS, Legal Literacy Cell, Placement Cell, Red Cross, Road Safety Club etc organize such activities as would create social awareness.

No. of students benefitted

940

#### 5.7 Details of campus placement :

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			46

#### 5.8 Details of gender sensitization programmes

Women Cell works in the direction of gender sensitization. One of the objectives of the institution is to instill confidence among students and to empower them to take right decisions.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government(SC/BC/ Merit)	310	34,32,000/-
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Library Services have been improved on suggestions from students. The problem of lack of regular staff was solved, to some extent by engaging visiting faculty.

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## **Criterion – VI**

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **Vision:-**

In the true spirits of the college motto 'No Deliverance without knowledge' it has been our consistent effort to focus our attention on the all-round development of the personality of our young budding students. "To strive, to seek, to find and not to yield" has been undeclared motto of this college.

#### **Mission:-**

- To create academically conducive environment in college.
- To promote goodwill and congeniality among students.
- To inspire them to respect human life and environment.
- To empower them to discriminate between the right and the wrong.
- To motivate them to fight social evils with courage, conviction and compassion.

#### **Objectives**

- Building such skills among students as will enable them to become financially independent women.
- Making them rise above the three Cs-Caste, Color & Creed and work for establishing social peace and harmony.
- Developing their personality in a way that they become good human beings- confident and responsible citizens of the world.

## 6.2 Does the Institution has a management Information System

1. The principal is at the helm of the affairs of the college.
2. Administrative duties are assigned to the faculty by constituting various committees comprising of a convener and three members.
3. Administrative and financial sanction is obtained before undertaking any job.
4. Staff meetings are held to discuss the plans and implementations made and executed by the institution.
5. The College is governed by the guidelines issued by the directorate and the university from time to time.

## 6.3 Quality improvement strategies adopted by the institution for each of the following:

### 6.3.1 Curriculum Development

Curriculum is designed at university level. Some of the members are Members, Board of studies. ( Dr Shashi, Asstt Prof Physical Education) .

### 6.3.2 Teaching and Learning

80% Teaching is done through conventional method of delivering lectures. This is complimented by lab work in practical subjects, Edusat, smart class room, language lab in other subjects. Students are engaged under Earn while you Learn scheme as well.

### 6.3.3 Examination and Evaluation

Exams are conducted by the university. Students are evaluated at college level also on the basis of class tests, assignments and attendance in the class.

### 6.3.4 Research and Development

Faculty members are encouraged to undertake research projects. They are granted study leave for the purpose. Three faculty members are pursuing their PhD.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has taken over the possession of new science block. The construction of new academic block near completion. Maintenance and renovation is done when required. Automation of books is complete. 417 books were purchased this year besides a printer, scanner, bar code printer. Three journals have also been subscribed.



### 6.3.6 Human Resource Management

Teaching and non teaching staff members are encouraged to attend professional development programs. Students too are involved in extension programs and extracurricular activities.

### 6.3.7 Faculty and Staff recruitment

Regular appointments are made by the government. The principal engaged the required number of teaching and non teaching staff.

### 6.3.8 Industry Interaction / Collaboration

The students of job oriented courses like BBA,BAJMC,BTTM are sent for training or internship to industry, offices or local news channels.

### 6.3.9 Admission of Students

Admissions were done online on the basis of merit. The whole process was transparent .1564 students were enrolled in 06 courses.

### 6.4 Welfare scheme for

Teaching	Loan facility,study leave
Non teaching	Wheat advance, Uniform, cycles
Students	Free education i.e No tuition Fee, Scholarships, Earn while you learn, Extension Programme

### 6.5 Total corpus fund generated

NIL

### 6.6 Whether annual financial audit has been done

Yes

No

### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DGHE	Yes	Principal
Administrative	Yes	DGHE	Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes     No

For PG Programmes      Yes     No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

It has been made mandatory for students to pass university exam independent of the marks she has obtained in internal assessment.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

There is a provision for college to work in the direction of obtaining autonomy.

6.11 Activities and support from the Alumni Association

Alumni Association has been formed. Students become members by paying one time fee of Rs. 50/-. Get together is arranged for them from time to time. At that time feedback about the institution is also obtained.

6.12 Activities and support from the Parent – Teacher Association

No formal Parent-Teacher Association has been formed. However, the feedback from parents is obtained and their suggestions are welcomed. The parents can meet the teachers any day during free time to know or discuss the academic status of their ward.

6.13 Development programmes for support staff

The staff are sent on training from time to time.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Trees are planted every year. College premises are kept clean and green. Dustbins have been kept at different places. Bio waste is buried in the pit. Rain water harvesting is in practice. Solar lights have been fixed.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Admissions were done online.
2. All the books in the library were automated and are now issued online.
3. Biometric attendance of all staff members was started.
4. College Data was uploaded on M.D.U Portal.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. The possession of new science block was taken over.
2. The construction of new academic block is nearing completion.
3. NAAC peer team visited the college in March 2015 and the college improved its grade from C to B.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Rain water harvesting, Bio waste pit, Tree plantation

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

1. Environmental studies is taught in the I year of every program. It is a compulsory, qualifying subject.
2. Tree plantation is done every year.
3. Rallies were taken out to create awareness against the use of plastic bags.
4. Cleanliness campaign was organized in the college for a week.



7.5 Whether environmental audit was conducted?      Yes              No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

<p><b>S (Strength)</b></p> <ol style="list-style-type: none"><li>1.The students are disciplined and respectful. It is a ragging free premises.</li><li>2.They enthusiastically take part in different activities- cultural, athletic- organised under the auspices of various Societies, Cells and Clubs in the college and at district, state and national level.</li><li>3.Teachers are conscientious and dedicated.</li><li>4.Good infrastructure.</li></ol> <p><b>W (Weaknesses)</b></p> <ol style="list-style-type: none"><li>1.Most of the students are from weak socio economic background.</li><li>2.Their communication skills are poor.</li><li>3.They lack in confidence and exposure.</li></ol> <p><b>O (Opportunities)</b></p> <ol style="list-style-type: none"><li>1.Ample opportunities are provided to students to take part in extra-curricular activities.</li><li>2.Facilities like gymnasium, computer labs with internet, language lab, canteen, potable water are available to students.</li><li>3.Job oriented courses facilitate their placement .</li><li>4. Educational tour is also arranged for them every year.</li></ol> <p><b>T (Threats)</b></p> <ol style="list-style-type: none"><li>1.Scarcity of class rooms.</li><li>2.Scarcity of regular teaching faculty.</li></ol>
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## **8. Plans of institution for next year**

<p>To send proposal for girls hostel and staff quarters.</p> <p>To improve the infrastructure.</p> <p>To get commercial RO installed to solve the problem of potable water.</p> <p>To expedite the completion of auditorium.</p> <p>To expedite the completion of new academic block.</p> <p>To erect sheds at Parking Place.</p>
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Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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## **Annexure I**

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test

- TEI - Teacher Education Institution
- UPE - University with Potential Excellence
- UPSC - Union Public Service Commission

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