# Kanpur Vidya Mandir Mahila (P.G.) Mahavidyalaya

Kanpur

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

**2017-2018**

Part – A

**1. Details of the Institution**

Kanpur Vidya Mandir Mahila (P.G.) Mahavidyalaya, Swaroop Nagar, Kanpur.

**1.1** Name of the Institution

Kanpur Vidya Mandir Mahila (P.G.) Mahavidyalaya

 **1.2** Address Line 1

 Address Line 2

7/147, Swaroop Nagar

Kanpur

 City/Town

Uttar Pradesh

 State

208002

 Pin Code

mail@kvmpgcollege.in

 Institution e-mail address

0512-2557667

 Contact Nos.

Dr. Mamta Khare

 Name of the Head of the Institution:

0512-2557667

 Tel. No. with STD Code:

 Mobile:

9450337619

Dr. P. Sood

Name of the IQAC Co-ordinator:

9450141353

 Mobile:

mail@kvmpgcollege.in

 IQAC e-mail address:

06494

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

EC/47/A&A/70, Dated 29/01/2009

www.kvmpgcollege.org.in

1.5 Website address:

www.kvmpgcollege.org.in/AQAR 2017-18.docx

Web-link of the AQAR:

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | A | 3.17 | 2009 | 5 Years |
| 2 | 2nd Cycle |  |  |  |  |

1.7 Date of Establishment of IQAC:

10/02/2009

2017-18

1.8 AQAR for the year

1.9 Details of the previous years’ AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC

1. AQAR-------------------------------------------------------------------(2013-2014)
2. AQAR------------------------------------------------------------------ (2014-2015)
3. AQAR------------------------------------------------------------------ (2015-2016)
4. AQAR------------------------------------------------------------------ (2016-2017)

1.10 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

 (e.g. 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

1.11 Type of Faculty/Programme

-

-

-

✓

✓

 Arts Science Commerce Law PEI (Phys Edu)

-

-

-

-

 TEI (Edu) Engineering Health Science Management

 Others (Specify)

    Nil

1.12 Name of the Affiliating University

CSJM UNIVERSITY KANPUR

1.13 Special status conferred by Central/ State Government— N/A

-

 Autonomy by State/Central Govt. / University

--

 University with Potential for Excellence UGC-CPE

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 DST Star Scheme UGC-CE

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--

 UGC-Special Assistance Programme DST-FIST

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

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 UGC-COP Programmes

 **2.**  IQAC Composition and Activities

**2.1** No. of Teachers

03

**2.2** No. of Administrative/Technical staff

 01

**2.3** No. of students

 02

**2.4** No. of Management representatives

02

 01

**2.5** No. of Alumni      0

**2. 6** No. of any other stakeholder and

 01

 Community representatives

 --

**2.7** No. of Employers/ Industrialists

 01

**2.8** No. of other External Experts

**2.9** Total No. of members

 11

**2.10** No. of IQAC meetings held

04

**2.11** No. of meetings with various stakeholders: No. Faculty

03

10

01

03

03

 Non-Teaching Staff/ Students Alumni Parent Teacher

✓

-

**2.12** Has IQAC received any funding from UGC during the year? Yes No

-

 If yes, mention the amount

**2.13** Seminars and Conferences (only quality related)

 (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

12

-

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12

 Total Nos. International National State Institution Level

 (ii) Themes

* Seminar on ‘Samskaron ki vaigyanikta’.
* Seminar on Challenges and solutions for Sanskrit in present time.
* Three days workshop by Home Science Department associated with Pidilite Company.
* Seminar on Women existence from Vedic period to till day.
* Workshop on Bandish diversity in Sitar.
* Seminar on “Man hi Manushya Ke Bandhan va Mokshya ka Karan.
* Seminar on Language and its properties.
* Workshop focusing on ‘How to prepare yourself in public and private sector’.
* Seminar on ‘Impact of Meditation on Health’.
* Seminar on ‘Relevance of values.’
* Workshop on Sitar – Repair and maintenance.

**2.14**  Significant Activities and contributions made by IQAC

* Clean India Campaign oath ceremony.
* Alumnae Meet.
* Sports Meet.
* Poster competition and “Nukkad Natak” on sanitation campaign.
* Appeal for eye donation.
* Youth Festival “Umang”.
* Exhibution by Home Science Department for encouraging Self-employment.
* Swachh Bharat Abhiyan on Cleaniness Awareness.
* Celebration of youth day on Vivekanand Jayanti.
* Programme on Trauma management.

**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 |
| As per Annexure –I | As per Annexure -II |

**2.16**  Whether the AQAR was placed in statutory body - Yes

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✓

Management Syndicate Any other body

 Provide the details of the action taken:

* The Suggestions and feedback on the part of various stakeholders were duly noted.
* The management instructed the IQAC to maintain the records related to AQAR data.
* The records related to the AQAR were prepared.

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 |
| Ph.D. | 03 | - | - | - |
| PG | 02 | - | - | - |
| UG | 11 | - | 01 | - |
| PG Diploma | - | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others | - | - | - | - |
| **Total** | 16 | - | 01 | - |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

**1.2**  (i) Flexibility of the Curriculum: Elective option

 (ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | - |  |       |       |
| Trimester | - |
| Annual | ✓ |

✓

✓

-

✓

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

 ***(On all aspects)***

 **Annexure –III A&B**

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

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✓

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

N/A

 Aspects:

**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 |
| 09 | - | 09 | - | - |

**2.2** No. of permanent faculty with Ph.D.

09

**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 |
| 02 | - | - | - | - | - | - | - | 02 | - |

17

-

-

**2.4** No. of Guest and Visiting faculty and Temporary faculty

 **2.5** Faculty participation in conferences, symposia and workshop:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level | College level |
| Attended Seminars/ Workshops | 07 | 17 | - | - |
| Presented papers | 07 | 17 | - | - |
| Resource Persons | - | 01 | - | - |
| Workshop  | - | - | 01 | - |

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

* Presentation of Alumnae (Department of Music) So as to encourage the Current Students.
* Departmental Competitions adjudged by the Alumnae to encourage the students.
* Due emphasis is laid on value education in teaching and learning process.
* Practice of Wall Magazine.
* Power point presentation.

**2.7** Total No. of actual teaching days

181

 during this academic year

**2.8** Examination/ Evaluation Reforms initiated by

 the Institution (for example: Open Book Examination, Bar Coding,

 Double Valuation, Photocopy, Online Multiple Choice Questions)

Internal Assessment before the final University Exams.

 **2.9** No. of faculty members involved in curriculum restructuring/revision/syllabus

-

 Development as member of Board of Study/Faculty/Curriculum Development workshop:

75% Approximately

**2.10** Average percentage of attendance of students

**2.11** Course/Programme wise Distribution of pass percentage:

|  |  |  |
| --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division |
| Distinction % | I % | II % | III % | Pass % |
| BA | 83 | - | 2.5% | 47.5% | 50% | 98.76% |
| MA (Sanskrit) | 12 | - | 20% | 60% | 20% | 100% |
| MA (Education) | 50 | - | 30% | 66% | 04% | 100% |
| B.Sc. | 35 | - | 6.89% | 72.42% | 20.68% | 82.85% |

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

* Review of the previous year’s progress in light of SWOC Analysis.
* IQAC meetings are conducted to plan the academic calendar of the college.
* IQAC takes feedback from Alumnae, Students & Parents.
* Teaching - learning process is duly enriched through curricular and

 Co-curricular activities, workshops and guest lectures.

**2.13** Initiatives undertaken towards faculty development :

|  |  |
| --- | --- |
| **Faculty / Staff Development Programmes** | **Number of facultybenefitted** |
| Refresher courses | - |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | Workshop - 01 |
| Others | - |

**2.14** Details of Administrative and Technical staff:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 03 | 01 | - | - |
| Technical Staff | - | - | - | - |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

* Guest Lectures, Alumnae Lectures and interactive sessions are organized to create better Research Climate.
* Research scholars are given the responsibility of taking the classes related to their field of specialization.
* Teachers are motivated to prepare research papers for reputed journals and conferences.

**3.2** Details regarding major projects:Nil

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | On-going | Sanctioned | Submitted |
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

**3.3** Details regarding minor projects:Nil

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | On-going | Sanctioned | Submitted |
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

**3.4** Details on research publications:

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | - | 04 | 09 |
| Non-Peer Review Journals | - | - | - |
| e-Journals | - | - | - |
| Conference proceedings | - | - | - |

**3.5** Details on Impact factor of publications:

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 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 | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects | - | - | - | - |
| Minor Projects | - | - | - | - |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects*(other than compulsory by the University)* | - | - | - | - |
| Any other(Specify) | - | - | - | - |
| Total | - | - | - | - |

**3.7** No. of books published

01

02

 i) With ISBN No. Chapters in Edited Books

-

 ii) Without ISBN No.

**3.8** No. of University Departments receiving funds from:Nil

-

-

 UGC-SAP CAS DST-FIST

-

-

 DPE DBT Scheme/funds

**3.9** For colleges : Nil

-

-

-

 Autonomy CPE DBT Star Scheme

 INSPIRE CE Any Other (specify)

-

-

-

**3.10** Revenue generated through consultancy:Nil

 **3.11** No. of conferences Organized by the Institution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Level | International | National | State | University | College |
| Number | - | - | - | - | 07 |
| Sponsoring agencies | - | - | - | - | Management |

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

-

-

01

**3.13** No. of collaborations:Nil International National Any other

-

**3.14** No. of linkages created during this year:Nil

**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:N/A

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | - | - |
| - | - |
| International | - | - |
| - | - |
| Commercialised | - | - |
| - | - |

**3.17** No. of research awards/ recognitions received by faculty and research fellows

 Of the institute in the year: 01

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| 01 | - | - | - | - | 01 | - |

**3.18** No. of faculty from the Institution

02

 Who are Ph. D. Guides

 And students registered under them

03

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

01

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

-

03

-

-

 JRF SRF Project Fellows Any other

**3.21** No. of students Participated in NSS events:Nil

-

-

-

-

 University level State level National level International level

**3.22** No. Of students participated in NCC events: Nil

-

-

 University level State level

-

-

 National level International level

**3.23** No. Of Awards won in NSS: Nil

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-

-

-

 University level State level National level International level

**3.24** No. of Awards won in NCC: Nil

-

-

 University level State level

-

-

 National level International level

**3.25** No. of Extension activities organized

01

-

-

-

-

 University forum College forum NCC NSS Any other

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

 Social Responsibility:

* Prabhat Pheri on Independence Day .
* Lecture on Gender Sensitisation.
* Workshop on Trauma Management.
* Organized Forest Protection Day.
* International Literacy Day.
* Clean India Campaign oath Ceremony.
* Poster competition and Nukkad Natak on sanitation compaign.
* Under “Swachchh Bharat Abhiyan” students took oath to maintain cleanliness.
* Organized International Human Rights Day, Focusing on ‘Right to Education’.
* Sensitized students to ecological and environmental issues.
* Motivated students for getting engaged in community services.

**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 | 2819.04 sq. Meter | - | Society & Donators | 2819.04 sq. Meter |
| Class rooms | 17 | - | - | 17 |
| Laboratories | 08 | - | - | 08 |
| Seminar Halls | 01 | - | - | 01 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | Nil | - | - | Nil |
| Value of the equipment purchased during the year (Rs. in Lakhs) | Nil | - | - | Nil |
| Others | - | - | - | - |

Work in Progress

**4.2** Computerization of administration and library

**4.3** Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Existing | Newly added | Total |
| No. | Value in Rs. | No. | Value in Rs. | No. | Value in Rs. |
| Text Books | 13189 | 1469633.47/- | 131 | 48989/- | 13320 | 1518622.47/- |
| Reference Books | 899 | 6,74,539/- | 23 | 12,155/- | 922 | 6,86,694/- |
| e-Books | - | -- | -- | -- | - | - |
| Journals | 03 | 125/- | 06 | 2400/-  | 09 | 2525/- |
| e-Journals | -- | - | - | - | - | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | - | - | - | - | - | - |
| Others (specify) | 04 Magzine04 Newspaper | 2784.00/-4714.50/- | 44 | 2806.504964.00 | 16 | 15,268.00 |

**4.4** Technology up gradation (overall):

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Dept. | Others(CCTV) |
| Existing | 17 | - | Wifi Facility | - | - | 04 | 13 | 08 |
| Added | - | - | - | - | - | - | - | 12 |
| Total | 17 | -- | Wifi Facility | - | - | 04 | 13 | 20 |

**4.5** Computer, Internet access, training to teachers and students and any other programme

 For technology upgradation (Networking, e-Governance etc.)

All the departments are equipped with computers and some of the faculty members are well versed in the use of ICT. A programme for technology up gradation was organised for teachers and non-teaching staff.

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

Rs.-408291/-

 i) ICT

Rs.-2616179/-

 ii) Campus Infrastructure and facilities

Rs.-79374/-

 iii) Equipments

Rs.-121931/-

 iv) Others

 **Total:**

Rs.- 3225775/-

**Criterion – V**

**5. Student Support and Progression**

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

The IQAC has proper arrangement for dissemination of information about different services regarding student support. The details are as follows-

* Through college prospectus.
* Through Circulars.
* Through Correspondence.
* Through Phones & SMS.
* Through Public Address System.

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

* Results record is properly maintained and a comparative analysis is done to track the progression.
* A number of cultural and co–curricular activities were conducted throughout the year. Different committees were formed to support these activities and their progression was supervised by the authorities of the college.
* For academic progression remedial classes in different subjects were conducted.
* The future plan of Action is designed on the basis of feedback received from the committee in-charge, Alumnae and students.
* Frequent meetings with Alumnae were held to track their progression.

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

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 675 | 117 | 03 | - |

|  |  |
| --- | --- |
| Last Year 2016-17 | This Year2017-18 |
| General | SC | ST | OBC | Total | Gen | SC | ST | OBC  | Total |
| 202 | 297 | Nil | 309 | 808 | 264 | 198 |  Nil | 330 | 792 |

-

(b) No. of students outside the state:

 (c) No. of international students: - No

|  |  |
| --- | --- |
| No | % |
|  |  |

|  |  |
| --- | --- |
| No | % |
|  |  |

 Men Women

Demand ratio 1088:792 Dropout % Nil

 1.37:01

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

A few guest lectures were organized for the students on career guidance, career counselling and competitive exams.

 No. of students beneficiaries

150

**5.5** No. of students qualified in these examinations

-

02

-

 NET SET/SLET GATE CAT

-

02 SRF

 IAS/IPS etc. State PSC UPSC Others

-

-

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

* Seminar on Career counselling.
* Programme on Personality Development initiated by Alumnae.
* Lecture on Career guidance and competitive exams.

200

 No. of students benefitted

**5.7** Details of campus placement: **Nil**

|  |  |
| --- | --- |
| ***On campus*** | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
|  |  |  |  |

**5.8** Details of gender sensitization programmes

* Yoga day was celebrated on International Yoga Day.
* Drive for Identity and Self Assertiveness.
* Workshop on Career Counselling.
* Lecture on Gender Sensitisation.

**5.9** Students Activities

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

-

-

-

 State/ University level National level International level

200

 College level

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

-

-

-

 Sports: State/ University level National level International level

-

-

01

 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 | 439 | Directly transferred to the Account of Students |
| Financial support from other sources | 05 | 2700 |
| Number of students who received international/National recognitions | - | - |

**5.11** Student organised / initiatives: **Nil**

-

-

-

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

* Tree plantation.
* Prabhat Pheri.
* Poster Competition and street play on Sanitation comapaign.
* Appeal for Eye-Donation.

**5.13** Major grievances of students (if any) redressed:

* Renovation of Dayanand Hall.
* Home Science Department and Lab shifted to spacious hall.
* Renovation of College Gate and Corridors.
* Installation of RO water plant.
* Fresh supply of drinking water.
* Computer in every Department.
* Facility for indoor games.
* Departmental Libraries.
* Book Bank facility.
* Reading Room and Common room facility.
* Better library facilities for Research Scholars.
* Renovation of Parking Space.
* Installation of CCTV Cameras in each room.
* Students’ feedback is duly considered.

**Criterion – VI**

**6. Governance, Leadership and Management**

**6.1** State the Vision and Mission of the institution

Vision

Embracing the Vedic essence ‘SAMSHRUTEIN GAMEMAHI’ cultivating the young women spiritually, mentally and physically, providing them equal opportunities to deal with the global challenges successfully.

Mission

Nurturing the young women for the much-needed harmonious life with the help of value- based education.

**6.2** Does the Institution have a management Information System: Yes

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

**6.3.1** Curriculum Development

* The Curriculum is designed by the university as per the UGC norms. The college follows the university calendar and instructs the departments to cover their respective syllabus using the best teaching techniques.

**6.3.2**  Teaching and Learning

* Teachers take interest and initiative to introduce innovative methodology in teaching and learning process.
* They focus on value-based education.
* Classroom lectures are student oriented, coping with the need of time.
* Students are motivated to take part in more and more events arranged in other colleges and the university.
* Faculty members keep themselves updated with the latest information to guide the students for better prospects.
* Traditional as well as modern ICT based teaching methods are adopted.
* Competitions (debate, speech, poster, slogan etc.) are organized.

**6.3.3** Examination and Evaluation

* Half-yearly examinations, monthly tests, preliminary tests etc are organized. This helps the students understand the concept of time management, selection of proper questions, finally helping them overcome their weak points.
* Apart from academic growth, due emphasis is laid on all-round development of the personality of the students with the help of a number of co-curricular events, organized in the college.
* Certificates and prizes are distributed to the best performers through the hands of chief guests.

**6.3.4** Research and Development

* All the faculty members are actively engaged in writing research papers. They are motivated to attend the seminars, workshops, conferences to upgrade their knowledge.

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

* College has sufficient library facilities.
* Availability of staff room, meeting room and reading room.
* OHP and LCD projectors.
* Laboratories for practical subjects.
* Spacious lecture rooms with proper ventilation.
* Well maintained corridors and washrooms.

**6.3.6** Human Resource Management

* The college aims at maximizing the usage of resources available in the college.
* The training programs for teaching and non-teaching staff are organized from time to time. To reap the best results, incentives/rewards are also given.
* Leave to teachers is sanctioned on genuine ground such as for career advancement training program, refresher course, orientation program, maternity leave, child care leave etc.
* Loan facility against provident fund is provided to the employees to meet their urgent requirements.

 The functioning of the college is impartial, devoid of any

 type of harassment. There prevails congenial ambience for each

 stakeholder.

**6.3.7** Faculty and Staff recruitment

* The recruitment of well-qualified faculty and staff is made in accordance with the rules and regulations laid by the University Grants Commission, State Government and C.S.J.M. University.

**6.3.8** Industry Interaction / Collaboration

Nil

**6.3.9** Admission of Students

* Admission of the students is made as per norms of the University.
* Admission of students is done on the basis of Merit/ ‘First Come First Served’ basis.
* Pre-Admission counselling of Students is arranged to identify their area of interest and to guide them to choose their subjects accordingly.
* The seat reservation policy is followed as per the rules of state government.

**6.4** Welfare schemes for

|  |  |
| --- | --- |
| Teaching |  PF, Gratuity, Monetary help from T.W.F. |
| Non-teaching | Loan facility from PF. |
| Students | Scholarship from Govt. Merit scholarship from NGOs. |

**6.5** Total corpus fund generated

Rs. 7,50,000/-

✓

**6.6** Whether annual financial audit has been done Yes No

**6.7** Whether Academic and Administrative Audit (AAA) have been done?

|  |  |  |
| --- | --- | --- |
| Audit Type | External | Internal |
| Yes/No | Agency | Yes/No | Authority |
| Academic | No | No | Yes | Teaching staff |
| Administrative | No | No | Yes | Members of Management committee |

**6.8** Does the University/ Autonomous College declare results within 30 days? : N/A

-

-

 For UG Programmes Yes No

-

-

 For PG Programmes Yes No

**6.9** What efforts are made by the University/ Autonomous College for Examination Reforms: N/A

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

* On the basis of seniority and work experience, teachers from the affiliated colleges are selected as members of Board of Studies, Conveners and Dean of faculty.
* Representatives from the colleges are consulted by the university regarding any academic reform.
* Teachers avail the privilege of framing the question papers for the university examination.
* Teachers are appointed as subject experts in faculty recruitment.
* Teachers are appointed as external expert for viva-voce examination.
* Teachers are appointed as Observer for conducting Entrance exams like B.ed, M.ed, LLB, M.Sc.

**6.11** Activities and support from the Alumni Association:

* Alumnae association ‘Ojaswini’ exists in the college.
* Alumnae Meets are organized.
* Guest lectures for students are conducted by Alumnae.
* Feedback taken from Alumnae is duly considered.
* As a mark of respect for their Alma Mater, Alumnae provide concession to the students, seeking admission in their work place.
* Proposal for publication of Magazine by Alumnae.
* Proposal for raising the fund by Alumnae.

**6.12** Activities and support from the Parent – Teacher Association:

* Parent-Teacher association exists in the college.
* Parent –Teacher meetings are arranged.
* Parent- Teacher association feedback is taken on all aspects.
* Suggestions given by the parents are duly considered.
* Their grievances if any are duly redressed.

**6.13** Development programmes for support staff:

* Computer literacy Programme.
* Non -teaching staff actively participates in cultural programmes and events organized in the college.
* There exists mutual understanding between the Employer and the Employees.
* Regular meetings are held with the support staff for better coordination and smooth functioning of the college.

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

* Classrooms are designed to make use of natural light and ventilation.
* Students and Staff are sensitized for saving water and electricity.
* Replacement of old bulbs with Light Emitting Diodes (LED).
* Regular plantation camps.
* The use of Plastic and Plastic products is discouraged.
* Washrooms are well maintained.
* Use of Blue and Green bins for garbage.

**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.

* Posters containing positive messages have been installed at several places in the entire college campus.
* During prayer assembly, different prayers on different days are recited in the college.
* The unit of Women Power line 1090 was established two years back in the college with the aim of empowering and training girls for the challenges related to their safety and self-confidence. Under this many meaningful programmes have been conducted such as Trauma Management, Gender sensitisation, Women’s education programme.
* Keeping in mind the urgency of environmental protection, we are developing the practice of presenting a sapling as memento to all the guests in the college during special occasions.
* We celebrate teachers’ day in a unique way. Students are prompted to undertake the task of teaching that day. This gives them a lot of self-confidence. They realise their potential and resolve to do better.
* On teachers’ day, Alumnae are invited to deliver lecture in the class.
* Teachers celebrate children’s day on 14th November.

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

 beginning of the year

* Renovation of Dayanand Hall.
* Home Science Department and Lab shifted to a spacious hall.
* Renovation of College Gate and Entrance corridor.
* Prabhat pheri on Independence Day.
* Sports Meet attended by most of the students, members of management, teaching and non-teaching staff.
* Programmme Youth Mahotsav “Umang”.
* Programmme on Gender Sensitization.
* Rally organized for Women Empowerment.
* Programme on Personality Development.
* Use of ICT for improving efficiency in delivery mechanism.
* General awareness to check the misuse of electricity, water, paper etc.
* Improved facilities of college Library.
* Guest lectures, special lectures by eminent academicians, alumnae lectures were organized.
* 100% syllabus completed during the session.
* The faculty members were engaged in research-work.
* Regular class tests arranged by departments to prepare the students for the university exams.
* Observance of discipline and cleanliness in college campus.
* Tree plantation was done with active support of students, faculty members and non-teaching staff.
* Environmental awareness & other social programmes were organized.
* Seminars and workshops were attended by faculty members to update themselves.
* A prompt admission procedure was adopted to maximize the number of teaching days.

**7.3** Give two Best Practices of the institution:

Annexure-IV

**7.4** Contribution to environmental awareness / protection:

* Tree plantation.
* Environmental awareness and other social awareness programmes were regularly organized.
* The focal issues were: Save Water, Save Electricity, Save Paper,

Say No to plastic, No to Tobacco.

* Poster and Slogan competition on Environmental Awareness.

**7.5** Whether environmental audit was conducted? Yes No

-

✓

**7.6** Any other relevant information the institution wishes to add. (For example SWOC Analysis)

**STRENGTHS –**

* We enjoy the special privilege of being guided and governed by the management body whose members are mainly from the field of education.
* College was accredited ‘A’ Grade by NAAC in 2009.
* Centre for girls’ Higher Education.
* Well-maintained infrastructure.
* 90% of the faculty is Ph.D. holder.
* Well placed Alumnae in various professions.
* Well trained Non-teaching staff.
* Provision for education to the students from low strata of society.
* College is centrally located in the heart of the city.
* Education at a low cost.
* Supportive management committee.
* Supportive Office staff.
* Parking facility.
* Supply of pure drinking water.
* Faculty -Arts and Science.
* Canteen Facility.
* Twenty four hours Power Backup.

**WEAKNESSES**

* A few important plans could not be implemented.
* Scarcity of land for future expansion of campus.
* Small playground for sports activities.
* P.G. courses in only two subjects (Education & Sanskrit).

**OPPORTUNITIES-**

* Non -availability of Girls’ college in nearby area.

**CHALLENGES-**

* No professional courses.
* Declining rate of attendance.
* Sharp fall in student-strength.
* Single permanent faculty in the Department.
* Need for the replacement of retired faculty.

 **8. Plan of Institutions for next Year-**

* Yoga Classes.
* Judo Karate Classes for self-defence programme to be organized for students.
* English Speaking Classes.
* Computer Classes.
* Sanskrit Speaking Classes.
* Fevicryl Hobby Classes.
* Light Music Classes.
* Trauma Management Classes.
* Renewals of Rovers Ranger Programme.
* To organize Youth Festival.
* To renew NSS Programme.
* To encourage teachers for research oriented activities.
* To organize Sports Meet.
* To improvise College Library.
* To introduce Faculty of Commerce.
* To organize sports and cultural events at inter-collegiate level.
* To organize Convocation.
* To publish College Magazine.
* To invite qualified Alumnae to adjudge the academic events organized in the college.
* To organize lecture series conducted by Alumnae.
* To promote awareness among students regarding their civic responsibilities, motivate their participation in curricular activites.
* To promote Self-evaluation and accountability among the faculty members.
* Appointment of Faculty on permanent basis.
* Apply for physical instructor.
* To organize sports and cultural events at inter-collegiate level.
* Installation of Smart Classes.
* To organize professional development programme for non-teaching staff.

 Name Name

 Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

|  |  |
| --- | --- |
|  |  **ACADEMIC CALENDAR (2017-18)** |
| **Months** | **Total working Days**  | **Date**  |  **Plan of Action** |
| July | 26 | 15th June – 31st July’ 17 | Admissions open. |
| 15th July 2017 | Classes resume. |
| August | 25 | 15/8/2017 | Independence day Celebration. Prabhat Pheri,Tree Plantation. |
| 22/8/2017 | Seminar on “Sanskaron ki Vaigyanikta”. |
| 26/8/2017 | Lecture on Challenges and Solutions for Sanskrit. |
| 28 – 30 Aug’17 | Workshop by Home Science Department. |
| September  | 23 | 8/9/2017 | International literacy day celebration followed by competitions and cultural programmes. |
| 15/9/2017 | Seminar on women existence from Vedic period to till date. |
| 19/9/2017 | Seminar based on Career avenues. |
| 20/9/2017 | Workshop on Bandish diversity in Sitar Playing. |
| 22/9/2017 | Clean India Campaign oath. |
| 27/9/2017 | Importance of National Language Hindi. |
| October |   | 2/10/2017 | Gandhi Jayanti Festival. |
|   | 21 | 4/10/2017 | Alumnae Meet. |
|   |   | 11/10/2017 | Seminar on ‘Man hi Manushya ke Bhandhan aur mokshya ka karan’. |
|   |   | 29/10/2017 | Parent-Teacher Meeting |
| November | 21 | 7/11/2017 | Seminar on Language and its Key properties. |
| 13/11/2017 | Workshop onTrauma Management by Pediatric Association Pranodaya. |
| 16/11/2017 | Workshop on Career after Graduation. |
| December | 19 | 7/12/2017 | Sports Day Celebration. |
| 22/12/2017 | Poster Competition and Nukkad Natak under Sanitation Compaign. |
| January | 24 | 12/1/2018 | National Youth day celebration on Vivekanand Jayanti. |
| 17-18 Jan’18 | Workshop on Repair and Maintinance of Sitar. |
| 19/1/2018 | Youth Festival ‘Umang’. |
| 22/1/2018 | Saraswati Puja on Basant Panchami followed by Cultural Programme. |
| 26/1/2018 | Republic Day Celebration. |
| 31/1/2018 | Ravidas Jayanti Celebration. |
| February | 22 | 1/2/2018 |  Seminar on Impact of Yoga on Health. |
| 2/2/2018 | Seminar on Lecture on relevance of values. |
| Exhibition by Home Science Department. |
| 17/2/2018 | Stage Performance exhibit by Alumnae. |
| 23/2/2018 | Sitar Competition Judge by Almnae. |
| March  | 20 |   | University Exams. |
| April | 22 |
| May-June’17 | 1st May - 30 June 2017 | Summer Vacations and admission.  |

**Annexure-II**

**Achievements towards Quality Enhancement**

1. As per schedule admission process was timely completed.
2. Orientation programme was conducted to convey the rules and regulation of the college.
3. Independence Day celebration followed by ‘Prabhat-Pheri’ and tree plantation.
4. Workshop focusing on job oriented theme.
5. We have sustained the tradition of organizing special occasions like Sadbhavana Divas, International Literacy Day celebration, Hindi Divas, Gandhi Jayanti Festival, Education Day, National Youth Day, Republic Day, Basant Panchami Utsav, Ravidas Jayanti, Yoga Divas. The willing participation of students, teaching and non-teaching staff add value to our celebration.
6. Environmental awareness programme with the help of Poster Competition and Nukkad Natak.
7. Sports Meet with full enthusiasm and team spirit was attended by most of the students members of management, teaching and non-teaching staff.
8. Youth Festival ‘Umang’ provided an open and healthy platform for the students to display their talents.
9. The stakeholders of the institution took oath to contribute to Swachchh Bharat Abhiyan Pakhwada on cleanliness awareness.
10. Lecture series conducted by well qualified Alumnae on competitive exams and their stage performance in fine arts encouraged the students.
11. Parent - Teacher Meet was successfully held ensuring their participation in enriching teaching and learning atmosphere in the college.
12. Various seminars organized at college level proved fruitful for strengthening the students morally, spiritually and emotionally.
13. Women sensitization programme initiated by a team of renowned doctors empowered the students socially and emotionally.
14. The observance of Yoga Divas helped the students realize the value of mental and physical fitness.

**Annexure-III (A)**

**Feedback from Alumnae**

1. Willingness on their part to contribute for the welfare program of the college.
2. More frequent meetings to be arranged to enable them stay connected to the development/achievement of the college.
3. Strengthen the bond of communication through multimedia.
4. Up gradation of central library to meet the requirement of research scholars.
5. Improvisation of Book Bank facility.
6. Provide spacious Sports ground facility.
7. Proposal for professional courses.
8. Proposal for raising the Alumnae Association Fund.
9. Proposal for the publication of Alumnae magazine.
10. Yoga and Meditation Classes.
11. Revive NSS Programme.
12. Proposal for reviving Rovers and Rangers.
13. Facility of the e-journals for the research scholars.
14. Up gradation of Auditorium for organising college functions.

**Annexure-III (B)**

**Feedback from Students**

1. Arrangement for elementary knowledge of computer.
2. Guidance session on career counseling/personality development.
3. Extension to P.G. classes in other subjects.
4. Book bank facility and departmental libraries within the access of the students.
5. Sports and co-curricular activities to be improved.
6. Appointment of sports instructor.
7. Appointment of Faculty on permanent basis.
8. Internet facility for students.
9. Arrangement for excursion tour and picnic trips.
10. Organization of Fete and Exhibitions.
11. Requirement of opening ‘Vocal Music Department’.

**Annexure-IV**

**Best practices**

**(i) Regular prayer**

Right from the inception of the institution, we maintain the tradition of regular prayer at 10:45 to 11:00 a.m. and we consider it as one of the best practices.

 Though students enrolled in the college belong to different religion and caste yet at the time of prayer session they join together with full devotion as a mark of unity in diversity. This practice tends to promote secularism and the spirit of universal brotherhood.

In the modern materialistic world, moral and spiritual values are at stake. The impact of westernization is so severe that the young generation is turning rootless, forgetting the real values of life, hence arises the need and necessity to give them right direction and channelize their energy properly. We realize that the observance of daily prayer strengthens them morally and spiritually and inculcates in them the samskara like (pity and patience, compassion and kindness) much needed in the present scenario.

To reach this goal we have different prayers for different days and students have adopted this practice quite religiously.

**(ii) Strong Bonding with Alumnae**

We feel privileged to mention that the college maintains a strong bond of faith with the Alumnae Association ‘Ojaswini’. Our Alumnae association is ever connected to various activities and programmes, arranged in the college and it ensures its due participation in them. Our well-placed alumnae in different institutions willingly join the lecture series week. They not only deliver lecture on their area of specialization but also prove to be a great source of inspiration to the students. The students of the college establish a rapport with alumnae and feel free to discuss their problems and queries and exchange their views. Our alumnae are rendering valuable services to the society, bringing honour to our college. Their feedback is taken from time to time and as far as possible their suggestions are seriously considered and implemented. We are proud of our Alumnae.