

2014-15

**Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) by Accredited Institutions
(For Affiliated/Constituent Colleges)**

(Revised as per Revised Accreditation Framework in November, 2017)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

Guidelines for the Creation of the

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Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution Mahila P.G. Mahavidyalaya

- Name of the Head of the institution : Dr. Manorama Upadhyaya
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 0291-275
- Mobile no.: 9414141766
- Registered e-mail: principalmmv09@gmail.com
- Alternate e-mail : bohra.avinash@gmail.com
- Address :Kamla Nehru Nagar, Soor Sagar Road
- City/Town : Jodhpur
- State/UT : Rajasthan
- Pin Code : 342009

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Women
- Location : Rural/Semi-urban/Urban:Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(please specify)
- Name of the Affiliating University: Jai Narain Vyas University
- Name of the IQAC Co-ordinator : Dr. Avinash Bohra
- Phone no. : 0291-275

Alternate phone no.

- Mobile: 9461082231
- IQAC e-mail address:principalmmv09@gmail.com
- Alternate Email address: bohra.avinash@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year): www.mpgmahavidyalaya.org/AQAR
 For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year? NO

Yes/No....., if yes, whether it is uploaded in the Institutional website:

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B+	76	2004	from: 2004 to: 2009
2 nd				from: to:
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: 02/07/2004:

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
IQAC meeting Ist	7/7/2014	10
IQAC Meeting IInd	17/11/2014	10
IQAC Meeting IIIrd	26/02/2015	8
IQAC Meeting IVth	14/05/2015	10

8. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Mahila P.G. Mahavidyalaya	Minor Project	UGC	2014-15	403388

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year:

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No - YES

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

If yes, mention the amount:

Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

* Proposal were made to introduce new courses in M.Sc. Mathematics and M.Sc. Computer Science and Diploma in French Language.

* Organizing PUT Exams.

* Star college award by Red Ribbon Club NACO for outstanding work on AIDS awareness and blood donation.

* Workshop on Gender sensitization.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> Concentrated on cultural and sports activities Evaluation of Students were proposed Seminars and Workshops for different subjects and faculty were proposed.	<ul style="list-style-type: none"> Various institutional, inter college level competitions, and PUT were organized RP Vyas Memorial Lecture Series
<ul style="list-style-type: none"> Digitization 	<ul style="list-style-type: none"> E-file System to promote paperless office. Online admission form.
<ul style="list-style-type: none"> Student Development programs 	<ul style="list-style-type: none"> Organized and encouraging participation in workshops, conferences, seminars Poster presentation by Students. Industrial visits and tours. Science Fair Nutritional Health Care of In house students

14. Whether the AQAR was placed before statutory body? Yes /No: NO

Name of the Statutory body:

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: NO

Date:

16. Whether institutional data submitted to AISHE: Yes/No:

Year: YES

Date of Submission:

17. Does the Institution have Management Information System?

No

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS				
1.1 Curriculum Planning and Implementation				
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
<ul style="list-style-type: none"> • The vision, mission, goals and objectives of college are communicated to the students, teachers, staff and stakeholders mainly through college prospectus, magazines and website and display boards in campus at significant places. • There are academic calendar and time table prepared. • As curriculum is designed by university, teachers make students familiar with curriculum through regular and effective classroom teaching. • Various methods for effective delivery of curriculum • Use of e-learning resources (DELNET) • Special lectures and Expert lectures • Vocational training on curriculum (BBA, BCA) • Industrial visit • Seminars and workshop are organized for students • Student motivation for attending conferences and seminars in different other institutions. • Documentation • Teaching schedule are prepared before commencement of every session by all teachers for their subjects and head of departments. • Teacher self assessment is done on annual basis. • Monthly monitoring and evaluation of completion of syllabus by principal and management. • Student feedback on teaching evaluation. • Internal evaluation of students by pre university exams, project presentations, class test, presentations, student seminars and attendance. • Student attendance information system in institution 				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
PMKVY	Diploma Course In English Language Communication And Personality	1. 14.05.2014 (PMKVY) 35 DAYS 2.	Employability and Entrepreneurship Both	Sales Promotion Showroom Hostess Language

	Development			Communication and Personality Development
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1.2 Academic Flexibility NIL

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year. NIL

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
NIL	NIL	NIL	NIL	NIL	NIL
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students		
226	PMKVY	
107		English Diploma

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
PMKVY	14.5. 2014	226
DIPLOMA IN ENGLISH LANGUAGE COMMUNICATION		107

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders. YES

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BA	560	413	400
B COM	560	426	375
B COM (HONS)	60	29	27
BBA	60	40	34
BCA	60	34	26
BSC	180	225	188
MSC BIOTECH	30	13	5
MSC CHEMISTRY	40	16	20
MSC BOTANY	20	03	00

MA GEOGRAPHY	60	41	39
MA SOCIOLOGY	60	10	08
MA POLITICAL SCIENCE	60	27	23
MA HINDI	60	55	52
MA HISTORY	60	16	15
MA ENGLISH	60	23	21
MCOM (BUSINESS ADMINISTRATION)	60	62	51

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014-2015	1050	234	27	-	49

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
70	53		02	02	

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

- Informal student teacher mentoring system is through feedback from various students that helps in alleviation of many problems of the students both inside and outside the classroom.
- The college has a Training and Placement and Counselling Centre which offers counselling related to career opportunities and skill enhancement to the students from time to time.
- The encouragement given to students to participate in Co-curricular and Extra-Curricular events is also part of the process of mentoring.
- The students support and career opportunities are provided through the departmental activities are organized time to time and are followed up the faculty assigned to the task. Introduction of practical aspects of the subjects has been provided by expert lectures.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
3085	68	45.37

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
71	71	0	45	35

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
NIL			

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
M Sc (Biotech)		Year	30-04-2015	16-07-2015
M.Sc. (Chemistry)		Semester	28-06-2015	
M Sc (Botany)		Year	30-04-2015	
M.A. (Geography)		Year	25-04-2015	10-07-2015
M.A. (Political Science)		Year	23-04-2015	12-07-2015
M A (Hindi)		Year	03-05-2015	10-07-2015
MA (Sociology)		Year	03-05-2015	10-07-2015
MA (History)		Year	28-04-2015	11-07-2015
M A (English)		Year	29-04-2015	10-07-2015
M Com (Business Administration)		Year	25-04-2015	06-07-2015
B Com (Honors)		Year	09-04-2016	02-07-2015
BBA		Year	29-04-2015	31-08-2015
BCA		Year	29-04-2015	05-08-2015
BSc		Year	20-04-2015	08-07-2015
B Com		Year	06-04-2015	26-10-2015
BA		Year	18-05-2015	16-07-2015

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- Seminars and presentations evaluated and judged by academicians and experts from outside the college.
- Class tests were given to the students as a means to check their level of understanding and progress.
- Experts provide students with suggestions for further improvements updated information, current research trends and job areas.
- Students are made available or accessible with the answer sheets after evaluation to discuss their problems.
- Debates, extempore and quiz are organized to make student aware of new trends and current affairs.
- Parents are notified about PUT results of their wards which are uploaded on websites.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- The academic calendar is prepared and adhered for conducting pre-university as well as university examination,

workshops, seminars, conferences and other curricular activities.

- The academic calendar is prepared at the beginning of every academic year.
- The college follows the Examination schedule of the affiliating University for conducting the examinations.
- The college strictly adheres to the examination schedule prepared by the examination committee and approved by the College management for conduct of internal examinations as pre university tests.
- The schedule is included in the academic calendar and published in the institutions website, notice board.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mpgmahavidyalaya.org/iqac.php>

<http://www.mpgmahavidyalaya.org/mcp/iqac/15528995332015-16%20commerce-converted.pdf>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	M Sc (Biotech)	05	05	100
	M Sc (Chemistry)	20	08	100
	M Sc (Botany)	-	-	-
	M A (Geography)	39	27	100
	M A (Political Science)	23	17	94.44
	M A (Hindi)	52	34	91.89
	MA (Sociology)	08	20	90.90
	MA (History)	15	07	87.5
	M A (English)	21	13	86.6
	M Com (Business Administration)	51	45	100
	B Com (Honors)	27	27	100
	BBA	34	32	91.42
	BCA	26	23	100
	BSc	188	92	80
	B Com	375	262	91.60
	BA	400	313	85.51

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects	3 years	UGC	80,000	NIL
	2 years	UGC	403388	2,90,000
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				
3.2 Innovation Ecosystem NIL				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar		Name of the Dept.		Date(s)
NIL				
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre		Name	Sponsored by	
NIL		NIL	NIL	
Name of the Start-up		Nature of Start-up	Date of commencement	
NIL		NIL	NIL	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State		National	International	
NIL		NIL	NIL	
3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)				
Name of the Department		No. of Ph. Ds Awarded		
NIL		NIL		
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	Biotechnology	02	NA	
International	Nil			
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference				

Proceedings per Teacher during the year							
Department				No. of publication			
History				01			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index							
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations	
NIL	NIL	NIL	NIL	NIL	NIL	NIL	
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)							
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication	
NIL	NIL	NIL	NIL	NIL	NIL	NIL	
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :							
No. of Faculty		International level		National level		State level	Local level
Attended Seminars/ Workshops		1		8			
Presented papers				2			
Resource Persons		-		2			
3.4 Extension Activities							
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year							
Title of the Activities	Organising unit/ collaborating agency	Number of teachers co-ordinated such activities			Number of students participated in such activities		
पौधारोपण: पर्यावरण सुरक्षा का संकल्प (14 th July 2014)	NSS,MMV	3			100		
वनक्षेत्रमेंश्रमदान 28/08/2014	NSS, MMV	3			150		
शिक्षक दिवस के उपलक्ष में उठोजागो प्रेरणा प्रतियोगिता 05/09/2014	NSS,MMV	4			150		
विश्व साक्षरता दिवस पर पर 1 k(kjrk tk: drk jsh	NSS,MMV	3			50		

08.09.2018			
जेंडर आधारित हिंसा पर 3 दिवसीय कार्यशाला 18-20/09/2014	NSS,MMV	3	150
स्वच्छ भारत स्वस्थ भारत16/10/2014	NSS,MMV	4	150
वन क्षेत्र में श्रमदान 14/11/2014	NSS,MMV	3	100
कौमी एकता सप्ताह दिवस	NSS,MMV	3	150
विश्व एड्स सप्ताह 01/12/2014	NSS,MMV	3	150

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
NIL			

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
NIL				

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
97 lacs	85 lacs

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	69286	
Class rooms	34	
Laboratories	15	
Seminar Halls	1	
Classrooms with LCD facilities	1	
Classrooms with Wi-Fi/ LAN	nil	
Seminar halls with ICT facilities	0	
Video Centre	0	
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 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS }

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3637	737097	958	105600	4595	842697
Reference Books	15049	2983588	1958	165285	17007	3148873
e-Books						
Journals	47	9100				

Digital Database						
CD & Video	74	750				
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	30	2	20 MBPS	1	1	1	1	20 MBPS	-
Added	0	0	0	0	0	0	0	0	0
Total	30	2	20 MBPS	1	1	1	1	20 MBPS	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Internet	nil

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
nil	Nil	nil	

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on	Expenditure incurred	Assigned budget on	Expenditure incurred	on
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academic facilities	on maintenance of academic facilities	physical facilities	maintenance of physical facilities
32 lacs	32 lacs	38 lacs	38 lacs

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

- The college has well developed infrastructures to meet academic, co curricular, extra-curricular and sport activities.
- For academic activities- There are well equipped spacious laboratories of botany, zoology, chemistry, physics, electronics biotechnology, home science, geography, music, and language and computer labs. Well furnished class rooms, one seminar hall, auditorium, ICT enabled conference room.
- The Central library of college is rich in all aspects. It is well equipped with books related to curriculum of all subjects. Library is divided into undergraduate, postgraduate and reserve section for research and reference studies.
- The library committee looks after the requirements and purchase of books. The college purchases books and journal from the budget allocated for this purpose.
- Following support facilities are available in the library- Computer systems for library staff
Generator
system Xerox
facility Book
Bank facility
Reading area
- Well-equipped Conference hall for seminars, conferences, workshops, expert lectures, extension lectures, and other curricular and extra-curricular activities.
- Well developed auditorium with seating capacity of 500 students for academic and co-curricular and extra -curricular activities.
- Access to new arrivals, availability of updated syllabus, availability of model question papers for faculty and student use.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	College Freeship	44	1,40,850
Financial support from other sources			
a) National	Post Metric Scholarship, Samaj Kalyan Vibhag	244 (Verified from College)	36,95,450 (proposed from college)
b) International			

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Extension lectures, Seminars		102	Career Counselling Cell, MMV

Soft Skill Development		226	NSDC
		107	Diploma Course in English Language
Language Lab		107	English Language Lab, MMV

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2014-15	Career Counselling	NIL	102	NIL	07

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Academic and Infrastructure Committee 07	07	3-7 days
Anti ragging Committee NIL	NIL	3-7 days
Anti harassment NIL	NIL	3-7 days

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
SBI GE	38	08			

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2015	359	BA,BCOM,BSC, ,BBA AND BCA	SCIENCE ARTS COMMERCE	Mahila P.G. Mahavidyalaya Mahila Teachers' Training college Law Collegeg	MA, MSc.M.Com. B.Ed. L.L.B.

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	NIL	NIL

SET	NIL	NIL
SLET	NIL	NIL
GATE	NIL	NIL
GMAT	NIL	NIL
CAT	NIL	NIL
GRE	NIL	NIL
TOFEL	NIL	NIL
Civil Services	NIL	NIL
State Government Services	NIL	NIL
Any Other	NIL	NIL

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
1. Rangoli Competition	Institutional	20
2. Dance Competition	Institutional	55
3. Rakhi Fest	Institutional	35
4. Singing Competition	Institutional	68
5. Antakshari Competition	Institutional	30
6. Mehendi Competition	Institutional	28
7. Diya Fest	Institutional	28
8. Sawan Utsav	Institutional	115
9. Teacher's Day	Institutional	350
11. Employee's Day	Institutional	55
12. Fresher's Party	Institutional	325
13. Independence Day	Institutional	650
14. Republic Day	Institutional	585
15. Badminton Competition	Institutional	45

16. Chess Competition	Institutional	20
17. Chinese Checker	Institutional	20
18. Kho Kho	Institutional	40
19. Cricket	Institutional	100
20. Tug of War	Institutional	15

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/International	Sports	Cultural	Student number	ID	Name of the student
NIL	NIL	NIL	NIL	NIL	NIL		NIL

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

- The Student Union is an integral part of the college, in terms of academics as well as administration.
- The college has an active Student Union and represents the students on academic and administrative bodies and committees of the Institution.
- The Student Union is a democratic body of students responsible for the holistic development of the students and works in consonance with the respective departments, clubs and groups of the college with faculty support.
- The Union is active in organising all cultural activities, sports as well as co-curricular activities.
- They organise inter and intra college activities like Kriti (3 day cultural sports event), Janmashtami, Vasant Panchmi celebrations, etc.
- The Student Union reports and functions under the general supervision of the Principal or his nominee as student Union advisor
- They identify and suggest the student perspectives in the development of Arts and Culture, Sports and games and other Co-curricular activities.
- They identify and suggest methods of improving student life, conduct and discipline. They encourage and initiate inter departmental activities.
- The Student Union consists of the president, vice president, secretary, joint secretary, are the core members of the student Union and are elected from among the students.
- The CRs assist in matters relating to conveying of notices and helping in general to maintain the tone and discipline of the college.
- They support and promote the different extra-curricular and co curricular activities and encourage participation among students to promote a vibrant campus life.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

5.3.2 No. of registered enrolled Alumni: **NIL**

5.3.3 Alumni contribution during the year (in Rupees) : **NIL**

5.3.4 Meetings/activities organized by Alumni Association : NIL
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) <ul style="list-style-type: none"> • Alumni meetings to discuss and enhance wholesome education and development. In these meetings suggestions are invited for the pedagogy, curriculum and co-curricular activities. • Informal interaction of Principal with students and parents. Principal takes informal meetings randomly with students. Parents have direct access with the principal when needed. • Free Medical Camps are held once every year in the college and in town. In this camp blood test of students is carried out for Anemia which is very common in girls and in this camp a course of iron tablets is given. A follow up medical camp also organized after one month of foresaid camp to check the benefits. • Blood donation camp once every year is organized by college in collaboration with Red Ribbon Club. Approximate 50 units of blood is collected each year by the team. • NSS activities for awareness of AIDS/ Girl Child Feticide/ Girl Education and many other social issues related to girl child are carried out by the college students. • Principal interaction with students; special focus on importance of discipline, time management, regularity in classes, importance of use of library and many other issues related to academics and sports are discussed. • Name of committees for the smooth functioning of the institution: Admission committee, Anti-harassment committee, Grievance Committee, Cultural Committee, Disciplinary Committee, Student Council etc.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: YES
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development <ul style="list-style-type: none"> • As institution is an affiliated body with the state university it has a passive role in curriculum development in form of suggestions and feedbacks to affiliated university. • Assessment of curriculum is done by faculty as resource persons and subject experts, opinions and suggestions from visiting professors and resource persons from academic and corporate institutions outside the college, alumni meetings and students in feedback form, student Unions and classrooms interactions of which are then forwarded to respective departments of affiliating university. • Suggestions are also provided by parents during various formal and informal parents-teacher meet. • Feedback from external faculties as examiners and visiting faculties, community is also obtained.
❖ Teaching and Learning <ul style="list-style-type: none"> • Academic calendar along with schedule for pre-university test prepared by the Examination Committee which is provided to students at time of admission with information brochure which also include academic and cultural events.

- Teaching Schedules and teaching plans are prepared by teachers at beginning of every session that includes evaluation schedules (class tests, presentations, group discussions).
- Various teaching learning methods like lecture, interactive sessions, and project based learning, technology based learning, ICT based learning, seminars, charts, and power point presentations are used by teachers.
- Feedback of progress of teaching and learning has been provided to Principal through monthly progress report.

❖ Examination and Evaluation

- Continuous evaluation of teaching and learning has been done by Principal as per pre scheduled academic calendar, teaching schedules and teaching plans.
- Examination procedure and rules are communicated to the students through information brochure, notice board, circulars, notices, and time tables displayed at various places.
- Examination evaluation process discussed with students and Pre university examinations are conducted every year to make student aware and prepare for final examination.
- The result of pre university exams has been displayed on website of institution and also provided to the students for their preparation purpose.
- Periodical tests and Pre University exams ensure improvement in the students.

❖ Research and Development

- A Research Committee to facilitate and monitor research activities consisting of Chairman, Principal, and representation of faculty members.
- The committee encourages proposals for seminars, conferences, projects and their submission to various funding agencies.
- The institution promotes faculty participation in research by providing provision of academic and duty leave, library and DELNET services are provided to them.
- Teaching faculty is actively involved in research and consultancy work and research papers of faculty of institution have been published in refereed journal.
- The institution also promotes participation of students in various research activities by continuous organizing of conferences, seminars and workshops for them and encouraging them to participate.
- Certain faculty members have their research projects ongoing funded from various bodies like UGC, DST, CSIR, ICHR, and other such agencies.

❖ Library, ICT and Physical Infrastructure / Instrumentation

- The institute has well developed computerised and undergraduate and postgraduate and Research libraries. The Research library has two sections Reserve section and reference section for research purpose.
- The undergraduate library is divided into sections for different faculties in institution viz. science, commerce, arts, and one general section.
- Institution has up-to-date computer facility labs with 72 computers connected with LAN and broadband facilities.
- The institute has its own official website which is updated and maintained at regular basis as the annual budget has a provision for maintenance, updation and deployment of computers and software and other ICT infrastructure.
- The institution has 1 well equipped seminar room with smart board and 4 LCD projectors and 1 OHP projector.

<ul style="list-style-type: none"> • Well equipped laboratories of zoology, chemistry, botany, biotechnology, electronics and physics, home science, music, geography and english language lab. • Institution has an air conditioned auditorium with seating capacity of 400 students and upper section having seating capacity of 100 students. • The institution has its own hostel building with a capacity of 28 rooms where 56 students on twin sharing basis along with full time female warden and other basic amenities facilities for students. • The institution has indoor games facilities as badminton, table tennis, chess, carom, etc and outdoor games as cricket, volley ball, basket ball are conducted at regular intervals.
<p>❖ Human Resource Management</p> <ul style="list-style-type: none"> • The mechanisms for performance assessment of teaching faculty are done in form of self appraisal reports, and feedback by students and peers at end of every academic session. • The evaluations are assessed by the Principal and management for necessary improvements are made. • Well maintained infrastructure facilities such as teacher's computer lab, DELNET software as library resource, journals and e books, etc. are provided to teachers to carry out their work effectively.
<p>❖ Industry Interaction / Collaboration</p> <ul style="list-style-type: none"> • The institute has industry interaction in form of student training and placements by the institution. • The training and placement cell of institution organize time to time on and off campus placements. • The students of institution have industrial training in their curriculum as well as workshops and training seminars are organized periodically. • The institute has collaboration with PMKVY, Government project and NUSSD, Tata Institute of Social Sciences vocational training program as skill development initiatives of students of institution.
<p>❖ Admission of Students</p> <ul style="list-style-type: none"> • We ensure the wide publicity about admission with various measures as prospectus along with application form, profile pamphlets, website, and advertisements in electronic and print media, notice boards. • Counseling committee of faculty of different departments has been made in beginning of every academic session to counsel and guide students on deciding and selecting their subjects and process of admission. • The institution ensures admissions in all general and professional courses on merit cum reservation basis policy of State Government to maintain transparency. • After scrutinizing the application forms filled by students for admission in institution the cut-off lists are displayed on notice board.
<p>6.2.2 : Implementation of e-governance in areas of operations:</p>
<p>❖ Planning and Development</p> <ul style="list-style-type: none"> • Academic calendar • teaching schedule, workload for, and teaching plans by individual faculty member • Time table of respective faculty by time table Incharge of all faculties. • Pre university Examination schedule NSS activities
<p>❖ Administration</p>

<ul style="list-style-type: none"> • Foster technology growth by asking parents to write e-mail addresses on admission forms. • Attend technology conferences to see what other schools are doing, what other teachers are doing to integrate technology, and what principals are doing to encourage the use of technology in their schools and classrooms. • Admissions through web-enabled services • All day-to-day activities of the institution (General Administration) • Staff administration • Single Window System for students. 												
<ul style="list-style-type: none"> ❖ Finance and Accounts <ul style="list-style-type: none"> • General Administration Pay Roll and Financial Accounting • Administration of Student Data • Inventory Management • Personnel Records Maintenance • Library System 												
<ul style="list-style-type: none"> ❖ Student Admission and Support <ul style="list-style-type: none"> • Admissions through web-enabled services • Single Window System for students. • Library System 												
<ul style="list-style-type: none"> ❖ Examination <ul style="list-style-type: none"> • Updated institutional website with complete information of all aspects. • Availability of time tables and Pre University exam schedules and the results. • Availability of main university examination time tables on college website. 												
<p>6.3 Faculty Empowerment Strategies</p>												
<p>6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year NIL</p>												
<table border="1"> <thead> <tr> <th>Year</th> <th>Name of teacher</th> <th>Name of conference/workshop attended for which financial support provided</th> <th>Name of the professional body for which membership fee is provided</th> <th>Amount of support</th> </tr> </thead> <tbody> <tr> <td></td> <td>NIL</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	Name of teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support		NIL					
Year	Name of teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support								
	NIL											
<p>6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year</p>												
<table border="1"> <thead> <tr> <th>Year</th> <th>Title of the professional development programme organised for teaching staff</th> <th>Title of the administrative training programme organised for non-teaching staff</th> <th>Dates (from-to)</th> <th>No. of participants (Teaching staff)</th> <th>No. of participants (Non-teaching staff)</th> </tr> </thead> <tbody> <tr> <td>NIL</td> <td>NIL</td> <td>NIL</td> <td>NIL</td> <td>NIL</td> <td>NIL</td> </tr> </tbody> </table>	Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)	NIL	NIL	NIL	NIL	NIL	NIL
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)							
NIL	NIL	NIL	NIL	NIL	NIL							
<p>6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year</p>												
<table border="1"> <thead> <tr> <th>Title of the professional development programme</th> <th>Number of teachers who attended</th> <th>Date and Duration (from – to)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)									
Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)										

FDP	19	16.07.2014 to 23.07.2014	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	35	NIL	3
6.3.5 Welfare schemes for			
Teaching		<ul style="list-style-type: none"> • Duty Leave: There is a provision of 08 duty leave during an academic session. • Casual Leave: There is a provision of 25 Casual leave during an academic session. • Academic Leave: There is a provision of 10 Academic leave during an academic session • Medical Leave: There is a provision of 05 Medical leave during an academic session • PF: 8.33% of the salary is deducted every month as PF and same amount is added by the institution. 	
Non teaching		<ul style="list-style-type: none"> • ESI: Medical facility of ESI is provided to non-teaching staff of the institution. • Medical Aid: • PF: 8.33% of the salary is deducted every month as PF and same amount is added by the institution. • CCL: this leave is given in lieu of any additional work after the working hours or if working on a holiday. 	
Students		Group Insurance Medical Aid Free ship & Scholarship	
6.4 Financial Management and Resource Mobilization			
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)			
<ul style="list-style-type: none"> • Yearly audit system • There are two steps carrying out yearly audit: Internal & External Audit • Internal Audit: <ol style="list-style-type: none"> 1. By DDO Daily Signing of Cash book by Principal; 2. Random Cash Book Checking by Treasurer of Governing Council; 3. Random checking an appraisal by Management Members • External Audit: <ol style="list-style-type: none"> 1. External Audit by Chartered Accountants hired institution <ul style="list-style-type: none"> ❖ CA Magendra Tyagi 			
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III) NIL			
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.	Purpose
6.4.2 Total corpus fund generated NIL			
6.5 Internal Quality Assurance System			

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	UNIVERSITY	YES	MANAGEMENT
Administrative	YES	UNIVERSITY	YES	MANAGEMENT
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
NIL				
6.5.3 Development programmes for support staff (at least three)				
NIL				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) YES				
b. Participation in NIRF : (Yes /No) NO				
c. ISO Certification : (Yes /No) NO				
d. NBA or any other quality audit : (Yes /No) NO				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to----)	Number of participants
	पौधारोपण: पर्यावरण सुरक्षा का संकल्प	14/07/2014	1	150
	जेंडर आधारित हिंसा पर 3 दिवसीय कार्यशाला	18/9/2014	3 DAYS	100
	The initiative of raising social issues. Students presented dance drama regarding the pain misery and agony of “NIRBHAYA”	2/10/2014	1 day	2200

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
जेंडर आधारित हिंसा पर 3 दिवसीय कार्यशाला	18/9/2014-20/9/2014	125	25
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources			

7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities		Yes/No	No. of Beneficiaries			
Physical facilities		YES	50			
Provision for lift		NO				
Ramp/ Rails		YES	200			
Braille Software/facilities		NO				
Rest Rooms		YES	200			
Scribes for examination		YES	15			
Special skill development for differently abled students		NO				
Any other similar facility		NO				
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2014	1	1				
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
NIL						
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)			Number of participants	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
Paperless notification system was developed.						
Old bulb replace by LED lights.						
7.2 Best Practices						
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link						
Gender sensitization programme was organized for the students. To create linkag with other institute for skill development.						
7.3 Institutional Distinctiveness						
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words						
The philosophy of the college as engraved in its emblem <i>"Sanskrita Stree Para Shakti"</i> speaks about the significance of <i>empowered women, an open minded, professional, scientific, modern and progressive</i>						

woman as convener of Cultural Heritage and values. Under the vision of **women empowerment** the college strives to create complete personalities through value based and career oriented education through various curricular, co- curricular, and extra-curricular programs and activities.

- As a part of curricular activity for intellectual development
- the college is running three years Diploma course in English Communication and Personality Development as career oriented courses
- The institution organizes Student Parliament with one existing representative of Government to make students aware about constitution, procedure and working of Parliament and thus make students responsible citizens of nation.
- Eminent experts and people of National repute are invited from Industry, Academic and Research Institutions for seminar, workshop, conferences etc organized by institution on regular basis.

- For Industry Academia Interface
- Industrial tours of students has been organized to local industries
- The training and placement cell
- On and off campus placements of students in various local, regional and national level students
- Workshops, mock interviews, skill courses, are organized regularly for students.

- For development of Culture and values
- The institution organizes its foundation day as Cultural evening with a message of relevant social issue every year for spreading awareness among students, parents, society and stakeholders.
- The student's Union every year organizes Cultural- Sports fest involving activities for students which help them to understand and associate them with their local culture and traditional art.
- Various local festivals are celebrated in college with the motive to enlighten the students about the local folk art, festival and culture, like Vasant Panchmi, Saavan Mela, Janmashtmi, Garba at Navratra, etc.
- NSS unit of institution along with Red Ribbon Club organizes every year various activities related to society such as blood donation camps, Swachha Bharat abhiyan, rallies for saving and educating girl child, tree plantation, flash mobs (Nukkad natak) etc. focussing on developing values of social awareness, participation, team building, leadership, motivation, humanitarian approach, and selfless service towards society.

8. Future Plans of action for next academic year (500 words)

Proposal for New workshop , seminar and conference in all departments.

Planning for free medical camp and blood donation for social responsibility.

Drive for Anaemia free college for awareness on girls' health issues.

Renewal of MoU with NSDC FOR SKILL DEVELOPMENT.

Proposal for Faculty Development Programme.

Proposal for Self Defence classes.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advancement 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

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

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