

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

SARASWATI MAHILA MAHAVIDYALAYA

1.2 Address Line 1

PLOT NO.2

Address Line 2

VIJAY NAGAR, KANPUR NAGAR

City/Town

KANPUR NAGAR

State

UTTAR PRADESH

Pin Code

208005

Institution e-mail address

nigamsj@yahoo.com

Contact Nos.

0512-2234528

Name of the Head of the Institution:

DR. NIRU NIGAM SIKRORIA

Tel. No. with STD Code:

0512-2234528

Mobile:

09839057229

Name of the IQAC Co-ordinator:

Dr Sanjay Kumar Chandani

Mobile:

09305180603

IQAC e-mail address:

[Sanjay\\_chandani@yahoo.com](mailto:Sanjay_chandani@yahoo.com)

1.3 NAAC Track ID (For ex. MHCogn 18879)

UPCOGN25111

1.4 NAAC Executive Committee No. & Date:

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

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

EC(SC)/22/A&A/22.1 DATE:22/02/2017

1.5 Website address:

Saraswatomahila.org

Web-link of the AQAR:

Saraswatomahila.org/AQAR2017-18.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.10	2017	2022
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

11-03-2015

2016-17

**1.8 AQAR for the year (for example 2010-11)**

**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

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

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

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="12"/>

2.10 No. of IQAC meetings held 06

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

NATIONAL SEMINAR CHANGING SCENERIO OF EDUCATION IN PROGRESSIVE INDIA  
6-7 FEB 2018,  
NATIONAL SEMINAR EMERGING DIMENSIONS OF ENVIORNMENTAL ISSUES 6-7  
JAN 2017

2.14 Significant Activities and contributions made by IQAC

The Internal Quality Assurance Cell of the college was formed in 11 March 2015. The IQAC has been actively performing its duties. IQAC provides quality parameters for curricular, co-curricular and extracurricular activities of the institutions. The IQAC meeting of the college held on last Saturday of every second month. IQAC collect data to analyze them and suggestions are made to improve. The IQAC forwards its suggestions to the college management.

The IQAC guidelines have made us to bring out the following improvements in our teaching learning methods:

1. To prepare academic calendar.
2. To analyze the university examination results at the beginning of the academic year and to decide the measures required for improvement.
3. To consider the improvements suggested by the students, staff, faculty, parents & stakeholders.
4. Frequent use of ICT in teaching learning process.
5. Use of models, methods, strategies and techniques in teaching and learning. (Specially in teacher's training programmes).
6. Introduction of various training programmes.
7. Frequent utilization of library i.e. teachers and students use text books, reference books, journals and internet to prepare study material and update themselves.
8. Frequent activities like:- guest lectures, orientation sessions, workshops, conferences and seminars. Enhance in outreach activities.
9. To obtain feedback from students, staff, faculty, parents & other stakeholders.

Thus we can say that the IQAC monitors, promotes, implements and rejuvenates the curricular, co-curricular, extracurricular and administrative activities

## 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
MEETING 9 <sup>TH</sup> 30-JULY-2016	
WHITE WASH IN COLLEGE	WHITE WASH DONE BY SEPT 2016
IMPORTANCE OF VOTE IN ASSEMBLY ELECTIONS WITH MAKING OF VOTER ID CARD	143 VOTER ID CARD ARE MADE IN COLLEGE WITH THE HELP OF GOVERNMENT AGENCIES
MEETING 10 <sup>TH</sup> 24 SEPT 2016	
INCREASE OF PROJECTORS FOR PPT AND ICT TEACHING PLATFORMS	2 NEW LCD PROJECTORS HAVE BEEN PURCHASED
ANNUAL HEALTH CHECK FOR GIRLS	ALMOST 900 GIRLS DENTAL AND ECG CHECKS HAVE BEEN DONE WITH COLLOBORATION OF LIONS CLUB INTERNATIONAL
REQUIREMENT OF FURNITURE AND BOOKS HAVE BEEN RAISED BY DIFFERENT DEPARTMENT	350 NEWS TABLE AND CHAIRS HAVE BEEN PURCHASED AND 15 RACKS FOR LIBRARAY AND 10 NEW ALMIRAS FOR DIFFERENT DEPATMENTS HAVE BEEN PURCHASED.
TO ORGANIZE NATIONAL SEMINAR IS PROPOSED BY PRINCIPAL	NATIONAL SEMINAR ON ENVIORNMENTAL ISSUES TO BE ORGANIZED IN JAN 2017.
12 <sup>TH</sup> MEETING 11-FEB-2017	
EVALUATION OF NAAC INSPECTION PREPERATION OF FINAL EXAMS	SUGGESTIONS OF NAAC PEER TEAM DISCUSSED AND IMPLETENTION OF THOSE SUGGESTIONS HAVE BEEN DISCUSSED BY IQAC MEMBERS.  EXAMINATION COMMITEE GIVEN TASKS TO COMPLETE THE EXAMINATION IN A PROFICIENT WAY.
13 <sup>TH</sup> MEETING 29-04-2017	

PROCEDURE OF AFFILAITION OF D.EL.ED COURSE	AFFILIATION FILE FOR D.ELED HAS BEEN SUBMITTED BY THE COLLEGE TO SCERT UTTAR PRADESH
PREPERATION OF 4 MONTHS B.ED INTERNSHIP COURSE	SCHOOLS FOR BED INTERNSHIP HAVE BEEN SELECTED FOR INTERNSHIP TO GO IN A SMOOTH WAY.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body    Yes     No   
 Management     Syndicate     Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	B.A.	D.EL.ED	ONE	ONE
	B.Sc.			
	B.Ed.			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>				
Interdisciplinary				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	
Annual	03

1.3 Feedback from stakeholders\* (On all aspects)

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input checked="" type="checkbox"/>	Students	<input type="checkbox"/>
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Mode of feedback : Online  Manual  Co-operating schools (for PEI)

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

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

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

D.EL.ED 2 YEAR DIPLOMA IN ELEMENTARY EDUCATION IS INTRODUCED IN 2017

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
38	30	03	00	05

2.2 No. of permanent faculty with Ph.D.

8

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
07	NIL								

2.4 No. of Guest and Visiting faculty and Temporary faculty

	0	5
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level



Attended	03	14	01
Presented papers	01	12	
Resource Persons	00	03	01

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

AS PER THE SUGGESTION GIVEN BY THE NAAC COMMITTEE COLLEGE HAS STARTED ENGLISH PROFICIENCY AND

2.7 Total No. of actual teaching days during this academic year 240 DAYS

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) FORMATIVE

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

2.10 Average percentage of attendance of students 86%

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed. 2015-16	65		61	NIL	NIL	100
B.Ed. 2016-17	66		63	03	NIL	100
B.A. 2016-17	222			93	110	98
B.Sc. 2016-17	237		12	211	12	99

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	02
HRD programmes	02
Orientation programmes	02
Faculty exchange programme	01
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	02

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12			
Technical Staff	04			

## Criterion – III

### 3. Research, Consultancy and Extension

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

Through college is not a recognized centre for research but a Research Committee has been formed. This committee has given certain relevant recommendation and most of the recommendations have already been implemented just to encourage research element amongst teacher and students. Institution has implemented some of recommendations like to pay TA/Duty Leave and registration fees for attending and contributing in seminars/workshops, to pay fee for publication of research paper in reputed journal to promote action research, to organize GP discussion, quiz, class room seminars, exhibition etc. ICT facilities, library with dedicated software and laboratories are made available to students and teachers

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	ACADEMIC SOCIAL REASEARCH, Elwiser	doctrine	
Non-Peer Review Journals	The Gunjan		
e-Journals			Sodh.net
Conference proceedings	World social science forum		

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

Range  Average  h-index  Nos. in SCOPUS

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

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

NIL

3.7 No. of books published i) With ISBN No.

NIL

Chapters in Edited Books

NIL

ii) Without ISBN No.

NIL

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

NIL

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	00	02	00	00	03
Sponsoring agencies					

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

08

01

12

02

01

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year 04

3.15 Total budget for research for current year in lakhs : 5.5 lakhs

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year 02

Total	International	National	State	University	Dist	College
02	01	01				

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS: N/A

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="08"/>
NCC	<input type="text" value="04"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

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

Since the extension activities spearhead social change, development, revolution and engineering, in order to be successful there must be positive response from the grass root level. We are proud to register people's participation in all our out reached programs, meetings and functions and it makes the awareness programs, campaigns and drives a success.

The objectives of the extension activities of the college are to realize the vision and mission of the college, by doing as much service as possible to the community. The college aims to create a just, equitable and sustainable society, and we are always ready to make contributions towards this in whichever way possible. The expected outcomes are better college-community links, and some perceptible improvements in living conditions of the villagers and student enrichment. The students get an opportunity to learn about the daily struggle of the villagers, and they become socially responsible. They begin to appreciate the value of everything, and the need to protect the environment. They also learn the basic lessons in energy conservation, water management and agriculture practices. The values inculcated are group dynamics, empathy, social responsibility, ecological awareness, along with skills like self-reliance, interpersonal skills, etc.

## 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	3035.14	200		3235.14
Class rooms	16	04		20
Laboratories	07	0		07
Seminar Halls	01	0		01
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.	33	09		43
Value of the equipment purchased during the year (Rs. in Lakhs)			COLLEGE FEES	457021.00
Others				

### 4.2 Computerization of administration and library

THE LIBRARY IS FULLY COMPUTERIZED WITH THE DEDICATED LIBRARY SOFTWARE AND A SEPERATE IT EXPERT HAS BEEN APPOINTED A S TO FEED, ISSUE AND KEEP THE RECORDS OF BOOKS .WHOLE ACCESSION REGISTER IS DIGITISED AND COLLEGE IS PLANNING TO MAKE LIBRARY ONLINE IN THE FUTURE.

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7521	1123521	583	212239	8104	1335760
Reference Books	602	148520	453	176701	1055	325221
e-Books	10	13500	-	-	-	-
Journals	20	11100	06	20500	-	31600
e-Journals	01	3000	--	-	--	-
Digital Database	01	2500	-	-	-	--
CD & Video	103	4500	-	47	150	
Others (specify)	-	-	-	-	-	-

### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	15	10	10	2	10	03	05	01
Added	05	05	00	00	00	00	00	00
Total	20	15	10	2	10	03	05	00

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

Computer is available in all the departments of the college and campus is wi-fi with JIO internet facility. Teachers can access internet from their departments and office and students can access it from library and computer lab/centre.

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

i) ICT	107021
ii) Campus Infrastructure and facilities	150000
iii) Equipments	200000
iv) Others	1055160
<b>Total :</b>	<b>1512181</b>

## Criterion – V

### 5. Student Support and Progression

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

Handbook serves as a compendium that contains updated information. The calendar is available to teaching faculty and students through college website. The handbook gives information relating to:

- ✓ Vision, Mission and objectives.
- ✓ Academic Calendar (Government Holidays, day order systems.)
- ✓ Laboratory Details.
- ✓ Faculty details ( teaching Faculty, non-teaching faculty)



- ✓ Grievance Committee, Examination Committee, Library Committee, Student Welfare Committee, Admission Committee Extra-Curricular Activity Committee, Maintenance Committee.
- ✓ Special Coaching ( IT & TALLY )
- ✓ Rules and Regulations (General, Library, Hostel, Ragging)
- ✓ General Discipline
- ✓ Extra-Curricular Activities
- ✓ Physical Education
- ✓ Extra Academic Courses
- ✓ Extension Activities
- ✓ Outreach Activities
- ✓ Examination Details
- ✓ Contact Information

The college ensures its commitment and accountability by striving through participative framework activities towards the holistic development of the students.

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

1- ESSAY COMPETITION – “DOWRY PROHIBITION ACT 1960” BY NATIONAL WOMEN COMMISSION – 10.10.2017  
 2- SLOGAN COMPETITION – TOPIC – “BETI BACHAO BETI PADHAO”  
 3- RALLY ABOUT “VOICE AGAINST EXPLANATION” – 14.12.2017  
 4- NATIONAL SEMINAR – TOPIC – CHANGING SCENARIO OF EDUCATION IN PROGRESSIVE INDIA – 6, 7 FEB. 2018-

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1050			

(b) No. of students outside the state

NIL
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(c) No. of international students NIL

NIL
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<table border="1"> <thead> <tr> <th>No</th> <th>%</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	No	%			Men	<table border="1"> <thead> <tr> <th>No</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>1050</td> <td>100</td> </tr> </tbody> </table>	No	%	1050	100	Women
No	%										
No	%										
1050	100										

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total



	<i>On campus</i>	<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	500	15	60

### 5.8 Details of gender sensitization programmes

THE COLLEGE IS GIRLS COLLEGE AND WE PUT ALL THE EFFORTS THROUGH WORKSHOPS AND SEMINARS SO THAT GENDER EMPOWERMENT CAN BE RAISED.

### 5.9 Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	55	55800
Financial support from government	356	3028111
Financial support from other sources		
Number of students who received		

## International/ National recognitions

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_NO OF TOILETS TO BE INCREASED\_\_

## Criterion – VI

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

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

The vision and mission of the college has always been to provide holistic knowledge to its students. The college also encourages the staff to undergo training on the computer-aided teaching, learning and training. The college also has been conducting sessions for the college faculty on use of computers from time to time. Well equipped computer labs, LCD are available to the faculty for computer aided teaching. Seminars are conducted on latest topics by students with the involvement of teachers in various Deptts. Both faculty and students are encouraged to make maximum use of internet facility using which they can have latest knowledge in their fields.

#### 6.2 Does the Institution has a management Information System

For the sake of an overall improvement of the institution, the management committee, the Principal and the faculty members work simultaneously in a planned way. The Principal with regular consultation with management committee and IQAC members, Frames the policies which are implemented by the active participation and involvement of different committees endowed with different responsibilities.

- ✓ The top management provides a role of facilitator for implementation of various policies and plans decided by principal,

- faculty and IQAC.
- ✓ Principal plans the academic calendar, curricular, co-curricular, extra-curricular and cultural activities in the beginning of the academic year.
  - ✓ Always tries to create an environment for ethical values of academic and vocational needs of all students.
  - ✓ Faculty provides the plans and the needs of their departments every year to principal through IQAC.
  - ✓ Faculty regularly interacts with the Principal and Management to resolve the academic and administrative difficulties.

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

#### 6.3.1 Curriculum Development

At the start of new session, teachers discuss amongst themselves about development and deployment of action plan for effective implementation of curriculum based on their previous experiences. A group of teachers under the guidance of principal and consultation with IQAC, prepare academic calendar

and time-table. Specially for teachers training every teacher prepares annual plan, unit & lesson plan mentioning outline for effective implementation of curriculum. Faculty also maintain daily diary to ensure quality of teaching and accountability. Time-table is prepared in such a way so that syllabus is completed within stipulated academic session. Adequate time is prescribed for teaching other than syllabus like remedial teaching, counselling, co-curricular & extra-curricular activities.

The curriculum design and development action plans are prepared by the C.S.J.M. Kanpur University Kanpur to which the College is affiliated. For effective implementation, department-wise senior teachers of all its affiliated colleges are invited by Kanpur University in meeting/workshop of curriculum development and the faculty members of the College take an effective role. The HODs conduct their departmental meetings with faculty members and develop academic plans for the coming academic session. For effective implementation of the curriculum, the syllabus and the number of classes are allotted among the faculty members at the beginning of the academic session, keeping in mind the syllabus to be tested in various unit tests. Teachers also take extra classes to complete the assigned syllabus within the stipulated time. The principal reviews the curricular, co-curricular & extra-curricular progress of the students in staff & other committees meetings. Principal instructs the faculty members to follow the teaching plan for effective implementation of curriculum.

### 6.3.2 Teaching and Learning

The institution continuously reviews the teaching learning process. The structure, methodologies of operations and the outcome are mentioned as under:

- ❖ The Principal, the IQAC, the HOD of various subjects and academic committees constantly observe and evaluate the teaching learning process.

- ❖ The written feedback from present students and their parents and alumni, the analysis of the result etc. justify the mechanism of improvement and implementation of quality standards.
- ❖ The personal visit to the class and campus by the Principal to overview of teaching as well as campus.
- ❖ Evaluation of teaching learning process by IQAC and Principal.
- ❖ Thus, the institution has developed the structure and methodologies for reviewing the teaching and learning process.

### 6.3.3 Examination and Evaluation

The college has adequate in-built mechanisms which are continually updated to achieve of academic excellence. The college plans and organizes teaching, learning and evaluation schedules by maintaining following the University Academic Calendar, by maintaining diaries of the academic events and co- curricular activities.

Fully aware of the extent and significance of institutional accountability in the teaching-learning and evaluation process, individualized teaching-learning of programmes are conducted to cater to the broad spectrum of academic caliber of students admitted. Term tests are conducted to assess the academic needs of the students slow learners and advance learners are identified through an analysis of the formative tests. Remedial classes are arranged to help the slow learners to adapt to the rigorous teaching learning process and to make credible academic progress. Specialized classes are organized for enhancing the competence and performance of advance learners. Student mentoring and guidance services are provided for the academic, personal and psycho-social needs. The college also organized programmes to sensitize the faculty and students on gender inclusion and environment.

### 6.3.4 Research and Development

Through college is not a recognized centre for research but a Research Committee has been formed. This committee has given certain relevant recommendation and most of the recommendations have already been implemented just to encourage research element amongst teacher and students. Institution has implemented some of recommendations like to pay TA/Duty Leave and registration fees for attending and contributing in seminars/workshops, to pay fee for publication of research paper in reputed journal to promote action research, to organize GP discussion, quiz, class room seminars, exhibition etc. ICT facilities, library with adequate software and laboratories are made available to students and teachers.



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

The available infrastructure of the Institution is in line with its academic growth. The Institution ensures optimal utilization of its infrastructure for the various ongoing programmes. The class rooms are optimally used for teaching learning process add-on programmes, remedial classes and tutorials are conducted after the regular class time and on holidays. Practical classes are conducted in the respective laboratories. Workshops, conferences, seminars, guest lectures & group discussions are also conducted.

The Governing Body of the college reviews its reserve fund and if necessary makes arrangement for more funds from Trust to build new infrastructure usually in a phased manner. The college had spent total amount of 19185900/- during last four years for developing infrastructure facilities, on construction, furniture & fixtures, laboratory equipments, computers & softwares, books & periodicals and vehicles.

### 6.3.6 Human Resource Management

- ✓ Support for the skill-development of the staff and faculty through arrangement of training for them.
- ✓ Sanction of leave to the faculty members for research participation in seminars, conferences, workshops, etc.
- ✓ Appraisal of the staff and teachers to improve teaching/ research of the faculty and services of other staff
- ✓ Welfare measures for the staff and faculty
- ✓ Provision of infrastructural facility for both the teachers and the taught.

### 6.3.7 Faculty and Staff recruitment

- ✓ Advertising for vacancies are given in state level 2 daily newspapers as per the norms of affiliating university.
- ✓ Selection committee is constituted as per the university norms, to conduct personal interviews.
- ✓ Selection committee recommends the suitable candidates based on overall performance of the candidate and appointment order is issued by the management of the college.
- ✓ The candidates who accept appointment orders and joined their duties.
- ✓ Management level appointments are made on temporary basis

for one academic year and preference is given to the candidates who are qualified and competent to be a good teacher.

- ✓ The teachers appointed as above are given conducive atmosphere to make teaching learning effective.

- ✓ Their academic and research needs are fulfilled in order to retain them in the college. They are encouraged and motivated for innovation and research activities.

#### 6.3.8 Industry Interaction / Collaboration

The consultancy services provided by the faculty at individual level were given free. The beneficiaries by and large are the general public and teachers. The institutionalization of these services will take little more time.

The college has got collaborative efforts with administrative agencies like Mahanagar Palika, KDA, District Sports Bodies and Pollution Control Board. We interact with these bodies at various levels. The teachers of the departments of Botany, Zoology and Chemistry meet the farmers and provide them with inputs and knowledge in organic and scientific farming, top soil management, conservation, etc. Teachers also go to various schools and colleges as resource persons.

### 6.3.9 Admission of Students

Admission to the programmes is by a transparent, well-administrated mechanism, complying with all the norms of the concerned regulatory authorities (governing agencies including state and central governments). The institution ensures equality and wide access by following the policy of Govt. and is well represented by students from different geographical areas and social-economics cultural and educational backgrounds.

6.4 Welfare schemes for

Teaching	10
Non teaching	05
Students	

6.5 Total corpus fund generated 7286062.00

6.6 Whether annual financial audit has been done Yes

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

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

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

Every department is supposed to submit periodical evaluation report to the principal of the institution. He puts the reports in IQAC that takes the stock of the situation for necessary action. Recently the university has introduced objective form of papers in many subjects at UG level. The answer sheets are coded and evaluated centrally. During Induction Course itself, students are informed about time gap, method of assessment, weight agesystem, feedback process and proposed remedial measures.

The college has established its own examination committee(computerized) consisted with a teacher as convener and 5-6 teachers as members. The members are available all the time during examination periods. they follow all the directions and orders of Kanpur University .Students are not allowed to enter the examination building with personal belongings like, bags, mobile phones etc. to avoid unfair practices in the examination hall.

However, university has discontinued the practice of mid-term examination and has introduced on-line:-

- ✓ Submission of examination form.
- ✓ Admit card/Verification Form/Roll list
- ✓ Mark sheets.
- ✓ Result chart
- ✓ Circulars/Notices
- ✓ Practical marks.

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

Yes the Parent University has a provision of according to status of autonomy, but our, institution has not yet taken any steps in the direction of autonomy status.

6.11 Activities and support from the Alumni Association

The students and alumni contribute considerably by giving their feedback/ suggestion about the course syllabi, infrastructure of college, co-curricular facilities, teaching methodologies etc. and thus help for the effective functioning of the IQAC.

6.12 Activities and support from the Parent – Teacher Association

- ✓ Our institution takes the feedback of the students, alumni and parents from time to time through various methods.
- ✓ We organize the annual meeting with the alumni of this college along with the parents
- ✓ Principal and faculty members of the college regularly interact with parents and community and their feedback also helps in designing the policies.

#### 6.13 Development programmes for support staff

- ✓ Support for the skill-development of the staff and faculty through arrangement of training for them.
- ✓ Sanction of leave to the faculty members for research participation in seminars, conferences, workshops, etc.
- ✓ Appraisal of the staff and teachers to improve teaching/ research of the faculty and services of other staff
- ✓ Welfare measures for the staff and faculty
- ✓ Provision of infrastructural facility for both the teachers and the taught.

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

Buildings are well ventilated with glass window to maximize natural lighting. It helps in conservation of electricity. The college had installed CFLS lights and fans are switched off by peons, staff and students after the completion of classes so that the use of electricity can be minimized. It helps in energy saving. Energy consumption in the hostel is closely monitored by turning of power during day time.

- ✓ **Use of renewable energy** : NIL
- ✓ **Water harvesting** : NIL
- ✓ **Check dam construction** : There is no dam nearer to the college and so there is no scope of checking dam construction.

#### ❖ **Effort for carbon neutrality :**

Specific parking areas allotted for faculty and students. LPG is used in chemistry department

❖ **Plantation :**

- ✓ A number of Plants exist at different place in the college
- ✓ The college maintains a substantial green cover.
- ✓ Plantation is a regular activity in our college.
- ✓ There is a well maintained gardens with various types of flowering plants and crotons.

❖ **Hazardous waste management :**

In our college hazardous waste is generated minimum. Sufficient number of dustbins are kept at various places in college campus for disposal of wastes.

❖ **e- waste management :**

- ✓ All e-waste is disposed through outside agencies.
- ✓ The non-working computer, spare parts and other non-working equipments are safely disposed outside.
- ✓ The cartridge of laser printers is refilled outside the college campus.
- ✓ UPS batteries are recharged/repaired/exchanged by the suppliers.

## **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.

During the last four years the college has taken many innovative steps for smooth functioning of the college some of them are presented below :

#### **Innovative infrastructural facilities :**

- ✓ Construction and renovation of principal office, office,store and fee collection area.
- ✓ Renovation of old building with construction of multipurpose hall with modern instruments.
- ✓ Renovation of old library
- ✓ Construction and development of garden.
- ✓ Construction of Principal chamber.
- ✓ Enhance drinking water facility for students.
- ✓ Construction of new toilets for girls and male staff.
- ✓ Science labs equipped with instruments.
- ✓ Automation of library .
- ✓ Network Resource Centre .
- ✓ Installation of LCD in classrooms.
- ✓ Installation of fire extinguisher in college campus .

#### **CCTV Camera :**

To observe and monitor all the students activities, the college has installed CC TV camera in the particular locations such as main entrance,library, Hostel, Gallery, administrative office, office counter and campus.

#### **e-Learning Application :**

ICT enabled class rooms, are developed

- ✓ E-Learning resources for innovative teaching.



**Innovative techniques in assessment :**

Power point presentation, seminars assignments, quiz, debate and group discussion employed in assessment.

**OTHER INNOVATIONS :**

- ✓ IQAC's role made prominent by upgrading its functional status as the facilitator of all developmental initiatives in the institution.
- ✓ Alumni Association has been formed to maintain the good relationship between the college and old students.

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

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

### **PRACTICE – 1**

**1. Title of the Practice:**

***“Say No to Plastics.”***

**2. Goal**

- ✓ To advocate reduction in the use of plastics.
- ✓ To educate the process of recycling plastics.
- ✓ To create an awareness of the harmful impact of plastics on the environment and health.

**3. The Context:**

Plastics pose a significant threat to our earth. The very qualities that make it an adaptable and durable product to use also make plastic an environmental nightmare. Plastics do not biodegrade. They are buried deep in landfills and leak harmful chemicals that spread into groundwater. Floating plastic waste, which can survive for thousands of years in water, serves as mini transportation devices for invasive species, disrupting habitats. Chemicals added to plastics are absorbed by human bodies. Some of these compounds have been found to alter hormones or have other potential human health effects.

**4. Practice:**

As a part of social responsibility, an awareness programme on “Say No to Plastic” was conducted. Faculty, Staff and Students of the College went on an anti-plastic campaign through the streets of

Kanpur, sensitizing people about the ill-effects of plastics. They collected plastic bottles & bags. The team went on to explain why plastic causes contamination and is non- ecological. They urged residents to avoid using plastic bottles & bags. Banners with slogans and pictures, pamphlets addressing the need to act with social and moral responsibility were displayed around the area. This awareness was created not only within the campus but has reached a large audience.

**5. Problems Encountered and Resources Required:**

The awareness program, ‘Say No to Plastics” had a lot of hurdles to go through. Volunteers played a significant role, who voluntarily went to the each

inhabitant of Kanpur Bus Stop, Railway Stations and all the public areas and did cleanliness drive through out city, which resulted in good collection of Bottles & Bags needed for the awareness program.

## **PRACTICE -2**

### **1. Title of the Practice:**

**“Yoga and Meditation:Inner Strength ToFace Outer Strain”**

### **2. Goal**

Harmony, metaphorically may be termed as a state of internal peace. More precisely it means an alignment between one’s emotional state, intellectual understanding and external action. It will also bring in an ‘absence of fragmentation’, which does not mean the complete absence of internal tension. There will always be a certain degree of tension as one constantly faces new situations and in utilizing one’s emotional and intellectual energy to bear upon them. However, this tension can be confined within the limits of one’s strength of character. This wholesome development of an individual can be called the formation of an ‘Authentic-Self’ and that is the goal of the Yoga Club.

Girl students need catalytic moral booster through an appropriate regimen of proper mental preparation and ability training in growing their inner strength to cope with all external strain and stress of life.

### **3. The Context:**

It is highly imperative to prepare the girls to cope with the future challenges with proper development of their body, mind and soul to develop a balanced personality, who does not rejoice in happiness nor break down in sufferings. Furthermore, to cope with the changing needs of personal, domestic as well as professional life.

#### **4. Practice:**

Holistic development is the dynamic motto of higher education. Fitting the girl students to three aspects of a human being, i.e. *Sila*, *Chitta* and *Prajna* (physical, mental and intellectual) the practice renders all possible manifestations in their personality to be a complete woman.

With a trainer, the practice has become a part of the students' routine. All are free to join Yoga and Meditation classes in addition to their academic engagement. This innovative practice has gained mass student's appeal.

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

#### 7.4 Contribution to environmental awareness / protection

The college is highly conscious of its responsibility to environment .in order to fulfill social responsibility of the institution and to faster the sprit in students, a variety of community development programmes like NSS and NCC are under process of commencement. The conduct of the activities in the college campus, programmes on Ozone day ,earth day, water Day, Environment Day and Tree plantation show an affection for nature and a desire to conserve energy and water.

7.5 Whether environmental audit was conducted?

 

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

### **SWOC ANALYSIS**

#### **STRENGTHS:**

- ✓ The college is equipped with total land area of **3035.14 sq. meters** and having a built up area of **3598 sq meters**.
- ✓ The college has been running Self-Financing Degree Course, BA, B.Sc. & B.Ed.
- ✓ Functional IQAC through which the academic and non academic activities are planned.
- ✓ Responsibilities are delegated and ideas are invited from all the levels be it the teaching or the non-teaching staff, students or parents, stake- holders and society etc.
- ✓ Combination of conventional chalk and talk method of teaching and innovative pedagogical approaches with parallel infrastructural and technological additions.
- ✓ Counseling of students prior to admission and examinations is

carried out in the campus and students are made aware about subject's choices etc.

- ✓ There are 14 doctoral degree holders and 5 M.Phil holders. 8 faculty members are pursuing Ph.D. Programme.
- ✓ Organizing National Workshops, Seminars and Conferences.
- ✓ Spacious classrooms for easy mobility and interaction between the staff and the students.
- ✓ The college has an Administrative Block comprises of the office of Principal, Fee Counters & Account Section.
- ✓ Department of Physics, Botany, Zoology, Chemistry are housed in Science block.

- ✓ Arts block consisting of 6 class rooms.
- ✓ To enhance teaching and learning process, the college has well stocked library.
- ✓ Ragging free atmosphere in the college.
- ✓ The college has been organizing a series of guest talks by experts at regular interval.
- ✓ The college is a leader in extra-curricular activities like Cultural Activities, Youth festival etc.
- ✓ The college provides Remedial Coaching classes for students belonging to ST/SC/OBC and minority Group.
- ✓ The college has a dedicated teaching & non- teaching staff managing the Institution against all odds.
- ✓ The Principal personally interacts with the students of each department regularly to get their problems solved and also seek advice from students regarding betterment of teaching and learning quality.

#### **WEAKNESSES:**

- ✓ The syllabus prescribed by the university concentrate more on traditional teaching. Therefore the students do not come to understand practical usage of subjects.
- ✓ Because of inadequate basic knowledge of computer, they are not able to use ICT facilities fully, available in the college.
- ✓ Not able to tag alumni resources in a comprehensive way.
- ✓ Poor economic and educational background of the students enrolled in UG courses.

#### **OPPORTUNITIES:**

- ✓ The College for its outreach programmes has an opportunity to collaborate with government and non-government organizations due to strong community network.
- ✓ The faculty is inspired for upgrading their academic qualification.
- ✓ To develop coordination among other institutions.
- ✓ To organize national/international seminar, workshops & conference in recent trends.
- ✓ Enhancement of research activities
- ✓ To create a model institution catering quality education to the students in the state by introducing new Ug/Vocational/Ad On



courses and training for skill development.

- ✓ Due to increased number of Ph.D. holders PG Courses can be introduced.

**CHALLENGES:**

- ✓ It is a challenge for the college staff to convince the parents to give priority to girls for higher education for their empowerment.
- ✓ The faculty has to encourage students to be more professional.
- ✓ Since the self-finance colleges in state have increased, it is a challenge for the college to sustain and increase the strength of the students.
- ✓ To encourage students to understand their social responsibility through college outreach programme.
- ✓ Decreasing dropout rate.
- ✓ In spite of the busy schedule of the teaching community it is difficult to keep the faculty members updated through refresher programmes, orientation programmes, faculty development programme and student development programme.
- ✓ Now-a-days there is a heavy increase in the cost of maintenance of a college which is a great challenge to the institution.
- ✓ Financial constraints.
- ✓ Paucity of space.

**8. Plans of institution for next year**

COLLEGE IS PLANNING TO START PG CLASSES IN ARTS AND SCIENCE FACULTY AND GO FOR 100% RESULT IN ALL THE STREAMS.

Name \_\_\_\_\_

Name \_\_\_\_\_

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

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

**Abbreviations:**

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

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