

**DAYANAND ARYA KANYA MAHAVIDYALAYA
JARIPATKA, NAGPUR**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

Dayanand Arya Kanya Mahavidyalaya

1.2 Address Line 1

Beside Janta Hospital

Address Line 2

Jaripatka

City/Town

Nagpur

State

Maharashtra

Pin Code

440014

Institution e-mail address

Aryawani.ngp@gmail.com

Contact Nos.

0712-263323/2631353

Name of the Head of the Institution:

Dr. Shraddha Anilkumar

Tel. No. with STD Code:

0712-263323/2631353

Mobile:

9325153116

Name of the IQAC Co-ordinator:

Dr. Monali Masih

Mobile:

9370971222

IQAC e-mail address:

monalimasih@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN12346

1.4 NAAC Executive Committee No. & Date:

EC/57/RAR/46 dated 30/11/2011

(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)

1.5 Website address:

www.dakmnagpur.in

Web-link of the AQAR:

http://dakmnagpur.in/default.aspx

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		28/02/2005	5 Years
2	2 nd Cycle	B+	2.7	30/11/2011	5 Years
3	3 rd Cycle	B	2.36	19/09/2018	5 Years
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30/06/2004

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

2017-18

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

i. AQAR	2012-13	24/12/2013	(DD/MM/YYYY)4
ii. AQAR	2013-14	30/04/2014	(DD/MM/YYYY)
iii. AQAR	2014-15	13/10/2015	(DD/MM/YYYY)
iv. AQAR	2015-16	3/12/2016	(DD/MM/YYYY)
v. AQAR	2016-17	_____	(DD/MM/YYYY)

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)

MA (HINDI)

1.12 Name of the Affiliating University (for the Colleges)

RTM Nagpur University

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

Autonomy by State/Central Govt. / University

RTMNU

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

03

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

02

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

2.14 Significant Activities and contributions made by IQAC

1. Technical awareness created and used – The college has well equipped computer lab where students make use of computers respective to their courses. Fashion designing and home economics labs are well equipped where students make use of computerized sewing machine and other gadgets.
2. New teaching – learning methods adopted – teacher make use of ICT for acquainting students with recent learning methods. Projector is used for PPT presentation for students as well as teachers.
3. conferences, seminars and workshops are attended by the teachers for updating their knowledge and keeping in touch with current environment.
4. student progression and placement is regularly monitored by all departments and Alumni Committee.
5. Regular guidance sought from renowned persons from various fields.
6. books and journals enhanced.
7. network, technical facilities use by teaching staff
8. sexual harassment cell formed.

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 2017-18

1. Meetings
2. Academic Calendar Chalked
3. Remedial Classes
4. Bridge Courses
5. Journals, Magazines
6. COP
7. 7 days Orientation
8. Teaching Plan

Plan of Action	Achievements
1) Meeting	Important matters discussed like conducting conferences and preparing & sending proposal in progress.
2) Academic Calendar	New Academic Calendar planned,
3) Teaching Plan	Teaching plan is prepared for 1 st & 2 nd session according to the course
4) 7 day Orientation Programme	For freshers 7 days Orientation is given to acquaint them with the subjects
5) Remedial Classes	Special remedial classes for poor & weak students formulated.
6) Bridge courses	For encouraging self employment, various bridge courses are conducted
7) Career Orientated Programmes	UGC Sponsored Career Oriented Programmes are organized.
8) Journals	Two Annual Research Journals are published

* 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

1. Academic calendar was presented which was passed by the management
2. Suggestions from the Management regarding improvement of results were taken into consideration.
3. Suggested to prepare proposal for one day conference.

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	01	-	-	-
UG	02	-	-	05
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	02	-	-	-
Others	-	-	-	-
Total	05	-	-	05
Interdisciplinary	03	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	NIL
Annual	01

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

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

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

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

- 1) At RTMN University level syllabus is revised
- 2) Board of studies members and Head of the department of various colleges are appointed by university to design & revise the syllabus
- 3) The copy of revised syllabus is sent to the affiliated colleges of the university, this revised syllabus is then followed by respective colleges.
- 4) Workshops are held in various colleges for discussion on syllabus, faculty attend the workshop

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	08	09		

2.2 No. of permanent faculty with Ph.D.

12

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
00	03	00	00	00	00	00	01	00	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

00 08 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	08	-
Presented papers	-	08	-
Resource Persons	-	01	-

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

- Use of ICT in class and database in library
- Power Point Presentations, Smart class, Teaching modules.
- Information Videos Interactive learning facilities and learning sources.

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

180

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

Semester Exam Pattern of RTMNU is followed

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

01		
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA SEM I	169	1	21	6	1	20.70%
BA SEM II	169	1	21	6	1	20.70%
BA II	80	03	26	15	-	57.80%
BA III	100	67	22	11	-	40.00%
BCOM SEM I (H)	117	-	07	20	07	33.37%
BCOM SEM I (E)	77	-	05	17	07	44.61%
BCOM SEM II (H)	117	-	07	20	07	33.37%
BCOM SEM II (E)	77	-	05	17	07	44.61%
BCOM II (H)	82	-	10	36	-	58.97%
BCOM II (E)	40	-	06	15	-	53.80%
BCOM III(H)	86	-	05	33	11	57.64%
BCOM III (E)	37	-	-	19	02	58.33%
MA SEM I(H)	13	-	05	04	03	92.30%
MA SEM II(H)	13	-	06	05	02	100%
MA SEM III(H)	07	-	04	03	-	85.7%
MA SEM IV(H)	07	-	03	04	-	100%

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

- 1) Regular interaction with staff for maximum use of teaching & modules
- 2) Feedback from students regarding new techniques of teaching implemented
- 3) Feedback from staff about ongoing learning process
- 4) Instructions for necessary amendments given
- 5) Regular attendance register maintained
- 6) Class test, college examination taken results are evaluated.
- 7) Session wise teaching plan is taken

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	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	N.S.S 01
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	NIL

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	10	NIL	NIL	03
Technical Staff	NIL	NIL	NIL	02

Criterion – III

3. Research, Consultancy and Extension

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

1. Ph.D ongoing
2. Journals published
3. Books published
4. Seminar Proposals sent
5. Research committee monitors progress of research work

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	10	-
Non-Peer Review Journals	-	-	-
e-Journals	-	01	-
Conference proceedings	-	08	-

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the	-	-	-	-

University/ College				
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

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

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

04

04

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 State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC: University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- SWACHHTA ABHIYAN
- SEXUAL HARRASMENT – AWARENESS PROGRAME

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	0.67	NIL	NIL	0.67
Class rooms	22	NIL	NIL	22
Laboratories	03	NIL	NIL	03
Seminar Halls	01	02	NIL	NIL
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	03	-	UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)	13.25985	4.19759	UGC & Non-Salary	17.45744
Others	NIL	NIL	NIL	NIL

4.2 Computerization of administration and library

- Computerised office by using Masters Software
- Computerised Library by using Libman Software
- Multilingual software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6018	252261	223	93482	6241	345743
Reference Books	6778	286864	100	33988	6878	320852
e-Books	Unlimited	5750	-	-	Unlimited	5750
Journals	26	7200	02	240	28	7440
e-Journals	Unlimited	5750	-	-	Unlimited	5750
Digital Database	-	-	-	-	-	-
CD & Video	162	11154	13	NIL	175	11154
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	38	-	12	-	06	-	-
Added	10	-	-	-	-	07	-	03
Total	66	38	-	12	-	13	-	03

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

- 1) Computer training provided and internet access available.
- 2) MS-CIT training made compulsory for teachers & students
- 3) Knowledge regarding software imparted and students are trained in use of softwares.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.90689
ii) Campus Infrastructure and facilities	-
iii) Equipments	0.6000
iv) Others	-
Total :	0.96689

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) College library provides Question Bank Facilities which is helpful for students to prepare themselves for their exams
- 2) Lectures arranged on Net, Set & other competitive exams for students to provide information.
- 3) Prospectus, Pamphlets made available.
- 4) Financial aid to poor.
- 5) Canteen facility provided
- 6) Palak Sangh activities.

5.2 Efforts made by the institution for tracking the progression

Alumni Association exists in the college for tracking student progress

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
788	24	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Other	Total	General	SC	ST	OBC	Other	Total
285	27 0	09	174	52	794	256	29 4	13	199	54	816

Demand ratio

Dropout %

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

NIL

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	01	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- 1) Career in Banking
- 2) Mind Power Various methods enhancing mind capacity to students
- 3) Skill development through IT
- 4) Basic soft skills & brain storming session
- 5) Career in office administration

No. of students benefitted

628

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	57

5.8 Details of gender sensitization programmes

1. Women's cell – under the cell lectures arranged on female foeticide, pre marriage counselling, martial arts training
2. Health cell organizes activities to create awareness about health and hygiene for that vending machine has been installed..

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	555	13,51,616/-
Financial support from other sources	20	24,500/-
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: Clean Toilets, Uniform Issue, Vehicle Parking

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Regular prayer, (Assembly), Hawan, Thought of the day is in practice
- To enhance spiritual knowledge among students for self discipline, self control.
- To acquaint with the principles of Arya Samaj and Dayanand Saraswat,
- Provide value education to students which will help in good character building.
- To provide education to minority and backward class students and cater to their needs and give message to the society on gender bias
- Provide safe environment to girls.
- Various spiritual event like Rishi Bodhotsava Divwas, Shravaniparva, Ved Prachar Saptah, Spiritual discourses organised

6.2 Does the Institution has a management Information System

YES.

The college has an efficient Management Information System (MIS) which is used for the collection and integration of data related to Academic and Administrative aspects. It is used in governing administrative work like Admissions, Fees collection, Result analysis, Preparation of Salary bills, day to day official correspondence, financial transaction etc.

For the smooth co-ordination of various curricular and extra –curricular activities, various internal committees are formed (40-42), which share the information through reports, periodic meetings etc. The college constantly updates its official website and uploads latest information on it.

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

6.3.1 Curriculum Development

1. UGC sponsored Career Oriented Programme in Functional Hindi conducted. The curriculum/syllabus was planned by the teachers according to the university norms. These courses help the students to know about new courses for the development of their career. They boost their knowledge & keep them upgraded.
2. Motivate skill development
3. Syllabus designed by board of studies RTMNU committee members, and followed by the affiliated colleges.

6.3.2 Teaching and Learning

1. Yearly teaching plan is prepared by the teachers to monitor the completion of syllabus.
2. Interactive learning facilities like interaction board provided. Use & LCD white boards , & other technical modes used subject related films, documentary shown to students
3. Technical awareness crated students motivated to make use of computers for learning & other technical work.
4. Lectures arranged where experts are invited for their valuable guidance which are beneficial to students

6.3.3 Examination and Evaluation

1. Ist term, IInd Term, (college level) examination pattern occurs in the college. These examinations are compulsory, which make the students aware about their progress and rectify their mistakes and plan for the future examination
2. Annual exams & Sem pattern followed subject wise class tests taken results of all examinations prepared and analysed.

6.3.4 Research and Development

1. Literary voices, vishleshaka, kala drishti, ISBN journals published.
2. Books, paper published in journals and proceedings

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Learning sources, books and journal, magazine available in the library. Competition, exhibition display of books activity undertaken by the library.
- 2) Use of ICT in lectures through interactive board LCD project habit developed smart class rooms provided.
- 3) Well equipped computer labs exist. Students make use of LCD, computers & latest softwares.
- 4) Well equipped Home Economics & Fashion Designing, Lab with Computerised machine, modular kitchen exist.

6.3.6 Human Resource Management

- 1) Good work is recognized and appreciated.
- 2) Self appraisal for teachers, confidential report of teachers and students evaluation by teachers

6.3.7 Faculty and Staff recruitment

- 1) Permanent fully qualified staff exists.
- 2) Fully qualified staff recruited as per UGC, RTMNU, Government norms on contract basis

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Admission is conducted strictly on merit basis for 1st year in any stream.

Admission quota followed as per government rules & norms.

Admission Committee formed.

Preadmission counselling done.

Chairperson decides cut of marks.

Freedom of selection of subjects prior to the marks scored given.

6.4 Welfare schemes for

Teaching	PF, Insurance, Emergency Loan
Non teaching	PF, Insurance, Emergency Loan
Students	Group Insurance, Bookbank Facility, Govt. Of Maharashtra Scholarship

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	Yes	C.A	Yes	Management

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?

Examination forms accepted, Time Table, Exam schedule, Results declare, Online Internal marks introduced.

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

NA

6.11 Activities and support from the Alumni Association

Participation of alumni in college events, Active support in college activities

6.12 Activities and support from the Parent – Teacher Association

- 1) Parent Teacher interaction through meetings for providing information about their words.
- 2) Parents participates in academic and cultural events.

6.13 Development programmes for support staff

Development programs for support staff. Computer training provided for their upgradation.

- 1) Computer literacy and training programmes organised for support staff.
- 2) Encouraged to attend relevant conferences and programmes

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

- 1) Environment studies & Awareness program of one year duration held in college.
- 2) Active participation in plantation drive and Swacchta Abhiyaan.

Criterion – VII

7. Innovations and Best Practices

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

- 1) Field visits are increased .
- 2) Practical knowledge is emphasised.
- 3) Measurers are adopted for girls safety
- 4) More Bonds with society.
- 5) To improve working knowledge of students field visits are organised.
- 6) Practical knowledge is emphasized.
- 7) More interactive programs are organised to improve bonds with society.
- 8) Transactional Innovations
- 9) National Conferences / Seminars / Workshops
- 10) Vocational Courses
- 11) Career Oriented programmes
- 12) Resource and Reference material

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

- 1) Meeting
- 2) Academic Calendar
- 3) Teaching Plan
- 4) 7 Day Orientation Program
- 5) Remedial Classes
- 6) Bridge Courses
- 7) Career Oriented Programmes
- 8) Research Projects
- 9) Journals

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

- 1) Hawan, Dayanand Saraswati moral education
- 2) Health awareness

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

7.4 Contribution to environmental awareness / protection

1. Environment awareness programme is run in the college. Guest lectures arranged to improve environmental awareness of students .
2. Dance, Drama & Street play on "Save Environment"

7.5 Whether environmental audit was conducted? Yes No

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

Swot Analysis

Strength.

- 1) Location in the heart of the city hence girls are safe.
- 2) Value based education is provided

Weaknesses.

- 1) Problem of grass root poverty & low paying capacity.
- 2) Language problems, Specially English

Opportunities

- 1) Have maximum use of ICT.

Challenges

- 1) Making each student computer litrate.
- 2) Making each student skill communicator before leaving the college.

8. Plans of institution for next year

Language lab – Basic training in computer will be given to all, Health, toilets, Smart class given.

- 1) Development of language lab.
- 2) Basic training in computer will be provided to all students.
- 3) Health awareness programmes and health check up camps like sickle cell and thalassemia held for students.
- 4) Clean toilets will be provided to students.
- 5) Smart class room will be provided to student.

Name: **Dr. Monali Masih**

Name : **Dr. Shraddha Anilkumar**

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Annexure I

Abbreviations:

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

- SF - Self Financing
- SLET - State Level Eligibility Test
- TEI - Teacher Education Institution
- UPE - University with Potential Excellence
- UPSC - Union Public Service Commission

Annexure – I
Annual Academic Calendar Teaching Plan

Subject wise teaching plan is prepared for two sessions and implemented.

Completion of course according to teaching plan for the session monitored.

Remedial Teaching and Intensive teaching classes incorporated in teaching plan.

Attendance Registers maintained and

Feedback form filled and collected at and of second session.

Academic Calender 2017 – 18

First Term	15/06/2017	-	15/10/2017
Winter Vacation	16/10/2017	-	14/11/2017
Second Term	15/11/2017	-	30/04/2018
Summer Vacation	01/05/2018	-	14/06/2018

First Term (Tentative)

June	15/06/2017 to 21/06/2017	Thursday to Wednesday	First Term Begins welcome Hawan for Freshers, Orientation Classes
July	21/06/2017 01/07/2017 to	Saturday to	International yoga day Foundation Day

August	11/07/2017	Thursday	World Population Day
	07/08/2017 to 13/08/2017	Monday Sunday	Ved Prachar Saptah
	12/08/2017	Saturday	Lokmanya Tilak Birth Anniversary Dr. Ranganath Birth Anniversary
	15/08/2017	Tuesday	Independence Day Celebrate
September	05/09/2017	Tuesday	Dr. Radhakrishna Jayanti
	08/09/2017	Friday	World Literacy Day
	14/09/2017	Thursday	Hindi Diwas
	24/09/2017	Sunday	NSS Day
	30/09/2017	Saturday	Dr. Laxminarayan Day
	October	02/10/2017	Monday
November	16/10/2017 to 24/11/2017	Monday to Tuesday	Winter Vacation & University winter Exam

November	15/11/2017	<u>Second Session</u> Wednesday	Second Session begins
December			
January	18/01/2018	Thursday	Inter Collegiate debate
	19/01/2018 to 20/01/2018	Friday to Saturday	music competition Students Day & Annual Gathering
	26/01/2018	Thursday	Republic Day
February	10/02/2018 to 14/02/2018	Saturday to Wednesday	Second Term Exam Rishibodhatsav Parv
	17/02/2018	Saturday	Sportsday
March	17/03/2018	Saturday	Students day
	08/03/2018	Thursday	International Womens Day
	20/03/2018	Monday	University Summer Examination begins

Annexure – II

- 1) **Transactional Innovations :-** Seminars, Workshops, group discussions, Power point presentations and project based learning methods were implemented especially in Fashion Designing and BCCA programme. These innovative methods in teaching learning help the students to widen their knowledge levels and are prepared to face the modern technological world.
- 2) **National Conferences / Seminars / Workshops :-** Proposals on topics which can upgrade the knowledge of faculty and students are sent. The Conference and Seminars are sponsored by UGC and are of National Level. National level resource persons and participants are invited for interaction and share their views on the related topics conference proceedings are monitored and published.
- 3) **Vocational Courses :-** For skill development and employment various vocational courses in Handicrafts, knitting, food presentation Basics of computer and TALLY etc were organised. Trained trainers are invited for conducting the courses which particularly help in the enhancement of the students practical knowledge and make them capable for employment.
- 4) **Career Oriented programmes :-** University grants commission sponsored career oriented programmes in Functional Hindi and Fashion Designing were also conducted. These courses equips the student with additional certificate which are useful to them in future.
- 5) **Resource and Reference material :-** Printed resource material, reference material are provided audio visual teaching aids like OHPs, Power Point Presentation, CDS, Slides and cassettes were used (Music, BCCA, Commerce, Home Economics department).
- 6) **Guest lectures :-** Renowned subject experts resource persons are invited and guest lectures are arranged. Interdisciplinary sharing of the knowledge is the need of the hour hence many times experts of other streams are also invited with knowledge for the enhancement of the students knowledge.
- 7) **Career counselling Cell :-** Held programmes with the help of actual recruitment people so as to indivate and inform the students about the latest job opportunities.
- 8) **Visits organised :-** Educational tours, industrial visits were organized. Home Economics organised Flower Show visits for face to face and live information about flowers and flower arrangement Commerce, economics subject arranged industrial visits to make the students aware about production & marketing units of the industry. Political Science department had arranged Vidhan Bhavan visit to give the knowledge about functioning & pattern of Vidhan Bhavan.

Annexure – III

- 1) **Meeting** :- Regular meetings are held and outcomes of meetings analysed by committee members.
- 2) **Academic Calender** :- Academic Calendar planned and implemented during 2014-15 session.
- 3) **Teaching Plan** :- Session wise teaching plan prepared and implemented.
- 4) **7 Day Orientation Program** :- Orientation Program for freshers implemented to acquaint students with subjects.
- 5) **Remedial Classes** :- Remedial Classes for poor and weak students held regularly such as knitting.
- 6) **Bridge Courses** :- Bridge Courses implemented for encouraging self employment.
- 7) **Career Oriented Programs** :- Career Oriented Programs sponsored by UGC implemented Fashion Designing & Functional Hindi.
- 8) **Research Projected** :- Minor Research programs are undertaken by faculty members.
- 9) **Journals** :- 3 Annual, Biannual, ISBN Journals published Literary Voices Vishleshak

Name

Name

Signature of the Coordinator, IQAC
IQAC

Signature of the Chairperson,
