

**The Annual Quality Assurance Report (AQAR) of the IQAC
2016-17**

Part – A

1. Details of the Institution

1.1 Name of the Institution

Dayanand Arya Kanya Mahavidyalaya

1.2 Address Line 1

Near Janta Hospital

Address Line 2

Jaripatka

City/Town

Nagpur

State

Maharashtra

Pin Code

400014

Institution e-mail address

aryawani.ngp@gmail.com

Contact Nos.

0712-2633233/2631353

Name of the Head of the Institution:

Dr. Vandana Khushalani

Tel. No. with STD Code:

0712-2633233 / 2631353

Mobile:

9373282064

Name of the IQAC Co-ordinator: Mrs Parineeta Harkare

Mobile: 9765560502

IQAC e-mail address: parineeta.harkare@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 1887) []

1.4 NAAC Executive Committee No. & Date: EC/57/RAR/46 dated 30/11/2011

1.5 Website address: dakmnagpur.edu.in

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	30/11/11	20/11/16
3	3 rd Cycle	[]	[]	[]	[]
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) 2016 - 17

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 2012-2013 24/12/2013 (DD/MM/YYYY)
- ii. AQAR 2013-2014 30/04/2014 (DD/MM/YYYY)
- iii. AQAR 2014-2015 13/10/2015 (DD/MM/YYYY)
- iv. AQAR 2015-2016 03/12/2016 (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 PEI (Phys Edu)

TEI (Edu) Engineering Health Science

Management

Others (Specify)

MA

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

UGC-COP Programmes



2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

01

2.9 Total No. of members

14

2.10 No. of IQAC meetings held 04

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? No

2.13 Seminars and Conferences (only quality related)

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

Level Total Nos. International National State Institution

(ii) Themes

2.14 Significant Activities and contributions made by IQAC -

- 1) Technical Awareness created & used - The college has well equipped computer lab where students make use of computers respective to their courses. Fashion Designing and Home Economics Lab are well equipped where students make use of computerised sewing machine and other gadgets.
- 2) New teaching learning methods adopted - Teachers make use of ICT for acquainting students with recent learning methods.
- 3) Experts from various faculties are invited to deliver lectures and share their knowledge and benefit the students.
- 4) Conferences, Seminars and Workshops are attended by the teachers for updating their knowledge and keeping in touch with current environment.

- 5) Student progression and placement is regularly monitored by all departments and Alumni Committee.
- 6) Regular guidance sought from renowned persons from various fields.
- 7) Books and Journals enhanced.
- 8) Network, Technical facilities used by teaching staff
- 9) Proposal for one day seminar sent to NAAC.
- 10) 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

- 1) Meetings
- 2) Academic Calendar Chalked
- 3) Remedial Classes
- 4) Bridge Courses
- 5) Minor Research Projects
- 6) Journals Magazines
- 7) Certificate COP
- 8) 7 day orientation
- 9) 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 Program	For freshers 7 day orientation is given to acquaint them with the subjects.
5) Remedial Classes	Special remedial classes for poor and weak students formulated.
6) Bridge Courses	For encouraging self employment various bridge courses are conducted.
7) Career oriented programmes	UGC sponsored career oriented programme are conducted.
8) Research projects	To promote research culture minor research projects are ongoing
9) Journals	3 Annual ,Biannual ISBN journals are published.

2.16 Whether the AQAR was placed in statutory body Yes

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 of the management regarding improvement of results were taken into consideration.
- 3) Suggested to prepare submit proposal for one day conference

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-			-
PG	02	-	-	-
UG	02	-	-	05
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	02	-	-	-
Others		-	-	-
Total	06		-	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	02

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

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

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

At University level
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
19	10	09	-	-

15

2.2 No. of permanent faculty with Ph.D.

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
10	Nil	09	Nil	-	-	06	Nil	24	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

06

nil

06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	20	17
Presented	--	20	18
Resource Persons	-	08	02

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 Code Double Valuation, Photocopy, Online Multiple Choice Questions)

Annual Semester Exam pattern of RTMNU followed First & Second Term Home Exam Conducted

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

75%

2.11 Course/Programme wise distribution of pass percentage :

RESULT FOR ARTS / COMMERCE

YEAR : 2016-17

Programme	Appeared	Passed	Distinction	First Class	Second Class	Third Class	Pass Percentage
BA SEM I	127	51	29	05	15	06	40%
BA SEM II	105	23	16	05	02	-	17%
BA II	120	37	21	07	20	10	29%
BA III	80	33	15	03	18	12	41%
B.COM SEM I (H)	110	23	05	05	12	101	21%
B.COM SEM I (E)	53	17	06	02	15	-	30%
B.COM SEM II (H)	109	29	05	1	18	01	27%
B.COM SEM II (E)	57	12	10	06	06	-	27%
B.COM II (H)	80	30	07	03	23	-	38%
B.COM II (E)	48	14	09	03	08	03	29%
B.COM III (H)	75	49	18	02	35	12	65%
B.COM III (E)	22	12	02	01	06	05	55%
MA SEM I (H)	06	05	-	01	03	01	83.33%
MA SEM II (H)	06	03	-	-	03	-	50%
MA SEM III (H)	12	12	-	06	06	-	100%
MA SEM IV (H)	13	10	-	06	04	-	76.92%
MA SEM I (ECO)	06	-	-	-	-	-	0%
MA SEM II (ECO)	09	02	01	-	-	01	22.2%

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.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
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	09	Nil	Nil	06
Technical Staff	-	Nil	Nil	04

Criterion – III

3. Research, Consultancy and Extension

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

<ol style="list-style-type: none"> 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	14	-	-	-
Outlay in Rs. Lakhs	919000	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	17	-
Non-Peer Review Journals	Nil	Nil	-
e-Journals	Nil	Nil	-
Conference proceedings	Nil	Nil	-

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 (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from

UGC-SAP

Nil

DST-FIST

Nil

DPE

Nil

DBT Scheme/funds

Nil

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

Nil

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

04

3.13 No. of collaborations

International

Nil

National

-

Any other

Nil

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

Nil

From Management of University/College

Nil

Total

Nil

3.16 No. of patents received this

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

year

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 -

3.21 No. of students Participated in NSS events :

University level 170 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 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

- 1) Medicinal Tree plantation drive.
- 2) Blood test & Haemoglobin test and thalassaemia conducted under health cell.
- 3) Swacchta Abhiyaan.
- 4) Eye check up camp
- 5) Blood donation camp.
- 6) Dental check-up camp.
- 7) Rallies participation AIDS awareness rally, save girl child, National integration day, Rally except.
- 8) Sexual Harassment awareness program

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 Acre	Nil	Nil	0.67

Class rooms	22	Nil	Nil	22
Laboratories	03	Nil	-	03
Seminar Halls	01	02	-	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	05	NIL		05
Value of the equipment purchased during the year (Rs. in Lakhs)	2,19,590/-	-	.	-

4.2 Computerization of administration and library

- | |
|--|
| <ul style="list-style-type: none"> • Computerised office by using Masters Software • Computerised Library by using Libman Software • Multilingual software • Bar coding of Books |
|--|

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5901	221786	117	30475	6018	252261
Reference Books	6778	286864			6778	286864
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	Through N-List	5750-	-	5750-
Digital Database	-	-	-	-	-	-
CD & Video	158	10554	08	600	164	11154
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computer	Computer Labs	Internet	Browsing	Computer Centres	Office	Departments	Others

	s			Centres			ments	
Existin g	72	02	-	-	-	-	-	-
Added	02	-	-	-	-	-	-	-
Total	74	02	-	-	-	-	-	-

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	19000
ii) Campus Infrastructure and facilities	Nil
iii) Equipments	18000
iv) Others	Nil
Total :	37000

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
794	22	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
Nil	

 Men

No	%

 Women —

Last Year (2015-2016)	This Year (2016 – 2017)
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General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Other	Physically Challenged	Total
279	289	20	168		828	285	270	09	174	52		794

Demand ratio

Dropout %

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

<ol style="list-style-type: none"> 1) Counselling program for banking defence and media based profession. 2) Digital India week organised. 3) Students participated in entrepreneurship development programme. 4) Students attended youth empowerment Summit . 5) Students attended Management Seminar on Mumbai Dabbawala.
--

No. of students benefitted

713

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Womens Cell – Under the cell lectures arranged on female foeticide, Pre marriage counselling, gender discrimination. Eve drawing, Demonstration of martial.

Arts. Health cell organises activities to create awareness about health and hygiene Sanitary Napkin Vending machine 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	453	1801503
Financial support from other sources	08	9500
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

- Medicinal Tree Plantation
- Plastic Free Campus and neighbourhood
- Swachata Abhiyan

5.13 Major grievances of students (if any) redressed:

- Outstation Picnic should be allowed
- Sports tournaments should be conducted in the college.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Regular prayer, (Assembly), Havan, 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 Saraswati,
- 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 Diwas, Shraavaniparva, Ved Prachar Saptah, Spiritual discourses organised.

6.2 Does the Institution has a management Information System

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 Fashion Designing and 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 & other technical modes used subject related films, documentary shown to students.
- 3) Technical awareness created 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 examination (RTMNU) pattern followed subject wise class tests taken results of all examinations prepared and analysed.

6.3.4 Research and Development

- 1) Minor Research Projects by faculties ongoing and some completed.
- 2) Literary voices, Vishleshaka, Kala Drishti, ISBN Journals published.
- 3) 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 is 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 is in place.

6.3.7 Faculty and Staff recruitment

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

6.3.8 Industry Interaction / Collaboration

To enhance skill development. Industry interaction / collaboration. Industrial visits organised for the students at small scale industries, food industry, clothes industry. Students are briefed with the production, packing, marketing, financial sections of there industry. This is helpful to them, if they plan in future for industry setup, or starting a business. Which will increase the workforce of nation.

6.3.9 Admission of Students

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

50% quota reserved for minorities and management.

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	
Non teaching	Group Insurance
Students	Group Insurance

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	CA	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?

Online

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

N.A.

6.11 Activities and support from the Alumni Association

Participation of Alumini in college events Active support for 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

- 1) Remedial coaching for weak students.
- 2) Rooting values and culture through regular havan.
- 3) National Services Scheme
- 4) Population Education
- 5) Grievance Cell
- 6) Womens Cell
- 7) Anti Ragging Cell
- 8) Health Cell
- 9) Career Counselling Cell

7.4 Contribution to environmental awareness / protection

- Environmental Awareness programme is run in the college. Guest lectures arranged to improve environmental awareness of students.
- 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.

Opportunities

- 1) Have maximum use of ICT.
- 2) New PG programmes and add on courses.

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.

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 2016 – 17

First Term	15.06.2017	-	30/10/2016
Winter Vacation	01/11/2016	-	28/11/2016
Second Term	29/11/2016	-	30/04/2017
Summer Vacation	01/05/2017	-	14/06/2017

First Term (Tentative)

June	15/06/2016 to 21/06/2016	Wednesday to Tuesday	First Term Begins welcome Hawan for Freshers, Orientation Classes
July	11/07/2016	Monday	World Population Day
August	12/08/2016 to 12/08/2016	Monday Friday	Lokmany Tilak Birth Anniversary Dr. Ranganath Birth Anniversary
	15/08/2016	Monday	Independence Day Celebrate
	18/08/2016 to 25/08/2016	Thursday to	Ved Prachar Saptah

		Thursday	
September	05/09/2016	Monday	Dr. Radhakrishna Jayanti
	08/09/2016	Thursday	World Literacy Day
	14/09/2016	Wednesday	Hindi Diwas
	24/09/2016	Saturday	NSS Day
	30/09/2016	Friday	Dr. Laxminarayan Day
October	02/10/2016	Sunday	Mahatma Gandhi Jayanti
	13/10/2016 to 22/10/2016	Thursday to Saturday	First Term Exam
November	28/10/2016 to 28/11/2016	Friday to Monday	Winter Vacation & University winter Exam
		<u>Second Session</u>	
November	29/11/2016	Tuesday	
	17/12/2016	Saturday	Second Session begins
	19/12/2016 to 22/12/2016	Monday to Tuesday	Physical Examination Annual Sports Events
December	23/12/2016	Friday	Shraddhanand Balodaan Diwas
	09/01/2017 to 13/01/2017	Monday to Friday	Inter Collegiate quiz Debate music competition Students Day & Annual Gathering

January	26/01/2017	Thursday	Independence Day
February	15/02/2017 to 24/02/2017	Wednesday to Friday	Second Term Exam
		Saturday	Rishibodhatsav Parv
March	28/02/2017	Saturday	Farewell
	04/03/2017	Wednesday	International Womens Day
	08/03/2017	Monday	
	20/03/2017		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 equip 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 induct 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,
