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. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

> 2013-14

1. Details of the Institution

1.1 Name of the Institution

> Sahu Ram Swaroop Mahila Mahavidyalaya, Bareilly

1.2 Address Line 1

> Shyam ganj

Address Line 2

>

City/Town

> Bareilly

State

> Uttar Pradesh

Pin Code

> 243005

Institution e-mail address

> principal_srspg@rediffmail.com

Contact Nos.

> 0581-2578415

Name of the Head of the Institution:

> Dr. Shashi Bala Rathi

Tel. No. with STD Code:

> 0581-2578415

Mobile:

> 9359117819

Name of the IQAC Co-ordinator:

> Dr. Poonam Singh

Mobile: 9412193002

IQAC e-mail address: Poonam.kva@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

OR

1.4 **NAAC Executive Committee No. & Date:** EC/66/RAR/062
*(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.srmmbareilly.com

Web-link of the AQAR: www.srmmbareilly.com

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	1st Cycle	B+		2004-05	2009-10
2	2nd Cycle	B	2.54	2013-14	2018-19
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY   23/08/2008

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

    i. AQAR _13-14 submitted to NAAC on   20/12/2014   (DD/MM/YYYY)

    ii. AQAR_____ _____ (DD/MM/YYYY)

    iii. AQAR_____ _____ (DD/MM/YYYY)

    iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State   Central   Deemed   Private

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ] No [✓]

Autonomous college of UGC   Yes [ ] No [✓]

Reguly 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 [ ]   Deleted[A]:

1.10 Type of Faculty/Programme

   Arts [✓] Science [ ] Commerce [ ] Law [ ] PEI (Phys Edu) [ ]

   TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

   Others (Specify) [ ]

1.11 Name of the Affiliating University *(for the Colleges)*   MJP Rohilkhand University, Bareilly, Uttar Pradesh,India

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc -- None

  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

11

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and

1

community representatives

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

20

2.10 No. of IQAC meetings held   No.   2

2.11 No. of meetings with various stakeholders: Faculty   2

Non-Teaching Staff Students   1   Alumni   1   Others   1

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.   1

International [ ]   National [ ]   State [ ]   Institution Level   ✓

(ii) Themes   Preparation for ground verification of SSR for NAAC PEER Team Visit

2.14 Significant Activities and contributions made by IQAC

The IQAC has been continuing its efforts for quality up gradation of the institution. At the beginning of the session , It had taken some steps to enhance the academic and other activities of the institution. As far as curricular aspect is concerned, College authority had applied for few job oriented vocational courses to the UGC interface meeting of which is yet to be fixed by the UGC, specially commerce faculty in the college. IQAC prepare annual plan for   college activities for quality enhancement in the beginning of session and try to implement it, collect feedback from students , Organise meetings and motivates teachers for research activities. Present suggestions for infrastructural development of the college.

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
Annexure-1 attached	Annexure -1 attached

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

> The members of the Evaluation committee of AQAR appreciated the effort done by the IQAC of College for the quality assurance and improvement in overall aspects of academic and administrative development.

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	03	--	---	--
PG	09	---	06	---
UG	04	---	02	---
PG Diploma		--		--
Advanced Diploma		---	--	--
Diploma	08	---	08	---
Certificate	08	--	08	---
Others		---	--	--
Total		---	---	---
Interdisciplinary	--	--	--	--

Innovative	---	---	---	---

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	✓

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.

No

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

No

Criterion – II
2🖳 Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	09	12	None	---

2.2 No. of permanent faculty with Ph.D.

19

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
-	09	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty [34] [-------] [---------]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	8	1
Presented papers	---	8	1

Resource Persons	---		1	1

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

Teaching and Learning process is based on ICT. The faculty is always making efforts to create a richer learning environment through the use of multimedia learning resources. There has been increased application of teaching aids such as Computers, Internet, OHP and LCD Projectors to ensure greater response.

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

183

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

Not Applicable

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

02	00	02

2.10 Average percentage of attendance of students

79

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	608		109	440	26	97.86
MA Drwing	20		19	01	00	100.00
MA sociology	65		02	57	03	95.30
MA Music vocal	10		08	02	00	100.00
MA Music sitar	05		05	00	00	100.00
MA Music Tabla	04		04	00	00	100.00
MA Economics	18		00	09	09	100.00
MA Political Sc.	24		02	18	03	95.00
MA History	20		12	08	00	100.00
MA English	69		06	59	04	100.00

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

In its meetings IQAC reviewed feedback related with the methods, techniques, material aids and other means being used in the process of teaching and learning in the campus and made suggestions for its

Improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	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	06	08	--------	-------------
Technical Staff	----------	---------	---------------	--------------

Criterion – III
3☐ Research, Consultancy and Extension

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

> IQAC of the college encourages the teachers to get involved in quality research participation in seminar and conferences and to send proposals for minor and major research project to the different funding agencies as ICSSR, UGC etc. The IQAC appreciates the teacher's research work, particularly who have published quality research publications in its annual meetings and in reports.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	none	none

Outlay in Rs. Lakhs		Lakh	

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	none	none	none	none
Outlay in Rs. Lakhs	none	none	none	none

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02	02	
Non-Peer Review Journals	--	---	03
e-Journals	01	01	--
Conference proceedings	--	---	--

3.5 Details on Impact factor of publications:

Range [.6 to 5]   Average [2.1]   h-index [nil]   Nos. in SCOPUS [nil]

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. [2]   Chapters in Edited Books [01]

ii) Without ISBN No. [1]   [6]

3.8 No. of University Departments receiving funds from --------**None**

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	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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

2

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

3.14 No. of linkages created during this year Nil

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

From Funding agency ×   From Management of University/College ×

Total ×

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	None
	Granted	None
International	Applied	None
	Granted	None
Commercialised	Applied	None
	Granted	None

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
--	--	---	--	01	--	--

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

3.19 No. of Ph.D. awarded by faculty from the Institution 2

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

JRF ×   SRF 01   Project Fellows ×   Any other ×

3.21 No. of students Participated in NSS events: University level 8   State level

National level 3   International level

3.22 No. of students participated in NCC events:

University level 25   State level 4

3.23 No. of Awards won in NSS:

National level	3	International level	
University level	5	State level	

3.24 No. of Awards won in NCC:

National level		International level	
University level	18	State level	2
National level	2	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. **Our** college has 160 SW cadets in NCC. Other than Independence and Republic Day celebrations, the Cadets undergo hard training, live rifle drill, foot drill, weapon training, field craft, map reading, hygiene and sanitation, first aid, physical exercises, obstacle courses and other cultural activities in college campus, Battalion, Firing range of army area and in Annual camps.
2. In collaboration with IMA, a one day workshop was organised on "Aids Awareness" by NCC.
3. Adult education camp by NSS
4. Plantation in college campus and villages by NCC and NSS Unit of the College.

Criterion – IV

4️ Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4039.72 Sq.Meter	----	-----	----
Class rooms	42			
Laboratories	03			
Seminar Halls	01	01		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> All administrative Sections of the college office are fully computerized.
> Library is partially computerized and full computerization is under process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5841	55,31,384/-	--	--	--	--
Reference Books	44000	--	--	--	--	--
e-Books	--	--	--	--	--	--
Journals	69	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing		01	01	--	--	01	11	--
Added		--	--	--	--	--	--	--
Total		01	01	--	--	01	11	--

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

> Free training of computer operations, internet access for faculty and non teaching staff and MA Students. PG Students are encouraged to make use of computers for Power Point Presentations of their seminars and dissertation.

4.6 Amount spent on maintenance in lakhs :

i)   ICT | ----- |

ii) Campus Infrastructure and facilities | 10,00,000/ |

iii) Equipments | 01,50,000/ |

                                                  | NIL |

iv) Others

Total : | 11,50,000/

Criterion – V
5️⃣ Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Supportive staff of college administration for any information to the students
Counselling of the students in the beginning of the session.

5.2 Efforts made by the institution for tracking the progression

Annual Meeting and monitoring, to observe the progress of the
suggestions given by IQAC.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2011	468		

(b) No. of students outside the state

(c) No. of international students

	No	%			No	%
Men	×		Women	———	×	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1298	275	02	770	02	2347	1428	265		785	01	2479

Demand ratio   Dropout %   0

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

The UGC sponsored coaching classes for competitive examinations like UPPSC, Bank exam,
NET etc. are being conducted in our campus. The UGC assisted remedial coaching classes for
weak students are going on successfully in our college.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET [02]   SET/SLET [×]   GATE [×]   CAT [×]

IAS/IPS etc [×]   State PSC [01]   UPSC [×]   Others [×]

5.6 Details of student counselling and career guidance

Counseling unit of the college provide information and guidance regarding vacancies in different services, arrangement of lectures from different career counselor.

No. of students benefitted [230]

5.7 Details of campus placement   NOT AVAILABLE

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
×	×	×	×

5.8 Details of gender sensitization programmes

College accomplish three days orientation programme of two hours / day on gender issues and women empowerment , in the very beginning of the session. A Grievance Cell is also working to gratify the needs of students and staff.

5.9 Students Activities

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

State/ University level [12]   National level [×]   International level [×]

No. of students participated in cultural events

State/ University level [15]   National level [×]   International level [×]

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

Sports : State/ University level [10]   National level [×]   International level [×]

Cultural: State/ University level [8]   National level [×]   International level [×]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	------
Financial support from government	1183	4600840
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 [3]   National level [×]   International level [×]

5.12   No. of social initiatives undertaken by the students   [5]

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision Statement of the College:
Vision of the college is excellence in higher education and women empowerment through imparting knowledge, inculcating values, personality development and inclusive growth for socio-economic change and sustainable development. The college strives towards creation of an equitable, enlightened and tolerant society.

Mission of the college
The society can be enriched only through a holistic education for women. Thus we strive
 To equip and empower students with relevant knowledge, competence and creativity to face challenges of society.
To introduce innovations in teaching-learning, research and extension activities to realize national goals.
To facilitate optimum use of human and natural resources for sustainable development.
To promote and practice inclusive growth.
To create awareness on human rights, value system, culture, heritage, scientific temper and environment.
 The college ensures that its vision and mission are in tune with the National policies on Higher Education by providing quality education to girls of low income group and minority sections of the society. Our college emphasis is on the all round development through teaching, learning environment and extra curricular

6.2 Does the Institution has a management Information System

No formal system exists but
The Management/ Principal rely on the following to gather information about the various aspects of College functioning:
a) Personal interaction of the Principal with the faculty and non teaching staff.
b) Personal interaction of the Principal with students at both formal and informal levels.
c) Information available in student feedback forms.
e) Information available in self-appraisal forms of teachers.
f) Staff meetings and meetings with the Head of the Departments.
h) Reports of the different College Committees and Centres

The College's objectives are communicated to all staff members through circulars and notices. The objectives are also published in the College's prospectus making them available to students, guardians and the public.
Meetings of the principal with the teaching and non teaching staff members communicate the objectives at all levels. The responsibilities are assigned to various staff members by forming committees and concerned letters are issued to them at the beginning of the session.

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

6.3.1 Curriculum Development

NOT APPLICABLE

6.3.2 Teaching and Learning

All round and inclusive development of the student is the mission of College. Teaching learning processes helps in developing competency, skills and a socially responsible attitude in students. The major practices are-
• Academic discussions take place during formal and informal meetings at the departmental level.
• Faculty members are apprised about the student feedback and areas of improvement are suggested
• based on ICT i.e. smart classes, projectors, presentations, etc are encouraged and practiced

6.3.3 Examination and Evaluation

Teachers and administrative staffs are involved in conducting University Annual Exams properly. The Teachers are participated in the evaluation of the answer sheets.

6.3.4 Research and Development

IQAC regularly collects data from different departments regarding publications, participation in seminars, organizing seminars/workshops and lecture series/etc. IQAC also motivates teachers for research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Sufficient number of text books, reference books ,journal, magazines and newspapers are available. Digitization of Library is under process.

6.3.6 Human Resource Management

IQAC encourage teachers to attend computer learning, orientation programmes, refresher courses,training programs, workshops, seminars and conferences for upgradation of knowledge and development of competencies. Academic staff is also endorsed to attend skill development programmes

6.3.7 Faculty and Staff recruitment

Not Applicable

6.3.8 Industry Interaction / Collaboration

Interaction through seminars, workshops and conferences; lectures/talks delivered by experts from industry to help in teaching sections

6.3.9 Admission of Students

Transparent and merit based

6.4 Welfare schemes for

Teaching	NONE
Non teaching	NONE
Students	NONE

By Self Finance Courses and diplomas-

6.5 Total corpus fund generated

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	NONE	NONE	NONE	NONE
Administrative	Yes	up govt. local fund audit	YES	Chartered Accountant

6.8 Does the University/ Autonomous College declares results within 30 days? **NOT APPLICABLE**

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [ ]   No [ ]

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

NOT APPLICABLE

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

NOT APPLICABLE

6.11 Activities and support from the Alumni Association

One meeting in the year and provide valuable suggestions to improve different learning activities in the college.

6.12 Activities and support from the Parent – Teacher Association

One meeting in the year and provide valuable suggestions to improve different learning activities in the college

6.13 Development programmes for support staff

None

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

Tree Plantation ,solar lights, awareness rally by students, One plant is given under the super vision of one cadet, No-Plastic use Oath by students.

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.

- Decentralization of administrative functions.
- Maintaining transparency in all aspects of the College's functioning through a process of involvement of all in implementation.
- Participation of both teaching and non-teaching staff in development programmes coordination between academic administrative planning and implementation, of management, principal, various committees in the process of implementation of development programmes
- Full computerization of office functions.

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

During the year , 9 renowned and distinguished resource persons lectures were organized in different departments. Partial Up-gradation and computerization of the library has been done. In this direction some more efforts are still being made

- All departments are encouraged to innovate in the areas of teaching/learning and research. Best practices that evolve in these areas are discussed in the staff meetings of the college. Faculty members are encouraged to take part in national and international seminars, conferences and workshops to get acquainted with the latest developments in their respective domains.

- All activities for the academic year such as admission, academic activities, extracurricular activities examination and result declaration schedules, portion completion dates, study, are planned and executued systematically. The entire procedures have institutionalized. All planning details are communicated to the staff in writing. There is regular monitoring of all activities in the form of

7.4 Contribution to environmental awareness / protection

Tree Plantation ,solar lights, awareness rally by students, One plant is given under the super vision of one cadet, No-Plastic use Oath by students.
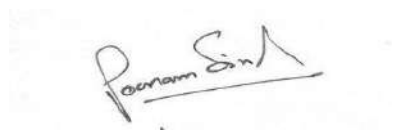
7.5 Whether environmental audit was conducted?   Yes [×]   No [✓]

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

1.   Management of admission procedures by computers and specially designed software
2.   More emphasis on decentralized and participative governance

8 Plans of institution for next year

Promote Research Activities particularly research Projects.
Introduction of new faculty -B.Com (H)
Introduction of the new UG level Subject- Choreography in the music department.
Promotion of Advance ICT based Learning
Introduction of smart classes.
Organising a workshop or National seminar in the college campus.

Name Dr. POONAM SINGH   Name Dr. Shashi Bala Rathi
Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

Anexure-1 - **Plan of Action (For the session 2013-14)**

1. Preparation for NAAC visit.
2. Implementation of UGC Remedial Coaching and coaching for entry into different services for ST / SC and Minority students.
3. To increase interface of college with local industries and with other higher institutions. some subject proficient scholars will be invited in the campus for lecture series by social science Departments.
4. Field works & Educational Tours by the Departments.
5. Improvement in the attendance percentage of the students.
6. Library automation is being partially done and is expected to be completed by the end of session.
7. The college gives academic and financial support to SC, ST, OBC.
8. NSS Camps in winter vacation for about ten days –Lecture on various themes.
9. Economically disadvantaged students will be supported by the book bank.
10. Drawing and painting Exhibition, Exhibition of Interior decoration, Fashion Show by Drawing Dept. in the month of December during NAAC Visit.
11. Annual Day and Cultural Activities by Music department in the month of December.
12. Remedial teaching classes for academically week students in different subjects
13. Career coaching classes for various competitive exams like IAS prelims, Banking services

Achievements after the session

1. NAAC peer team visit has been done successfully on 5th to 7th December 2013.
2. Remedial Coaching and coaching for entry into different services for ST / SC and Minority students were taken by several subject experts. 165 students have been participated and benefitted by the classes, financed by UGC.
3. Educational Tours have been organised by Economics and Home science Department.

4. Library automation is being partially done.
5. Ten days NSS Camp has been organised in winter vacation during 16th to 25th December.
6. Drawing and painting Exhibition, Exhibition of Interior decoration, Fashion Show have been organised by Drawing Dept. and Cultural Activities by Music department in the month of December during NAAC Visit and highly appreciated by the peer team member.
7. Remedial teaching classes for academically week students in different subjects and Career coaching classes for various competitive exams like IAS prelims, Banking services