SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

ISWAR SARAN DEGREE COLLEGE

ISWAR SARAN DEGREE COLLEGE, CHANDPUR SALORI, PRAYAGRAJ
211004
www.isdc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The college, a constituent unit of the University of Allahabad was established in 1970. Its name itself is a fitting tribute to Late Munshi Iswar Saran Ji, a close associate of Mahatma Gandhi. His initiative was to realise the goal of imparting education to the deprived section of the society. The college upholds the ideals of its founding father to achieve this objective. It has been striving to achieve excellence in higher education, through hard work and sincere efforts by all of us having been associated with this institution of fifty years of its existence.

We are highly grateful to NAAC Peer Team for examining our systems and methods of working and validating our claims of academic performance in our first accreditation and assessment for which we obtained CGPA 2.87 in the year 2008. The approval and appreciation of NAAC Peer Team further strengthened us in our resolve to touch greater heights in all the areas of education. The team's fruitful suggestions have helped us to overcome our shortcomings and aspire for better growth and opportunities. We tried our level best to implement the suggestions as directed by the NAAC Peer Team over these years.

Vision

Our vision is to make our institution a cohesive centre of excellence; to produce best manpower enriched with highly innovative perception and adaptability potential.

Mission

The mission of the college is to cater to the higher education needs of youths belonging to the socially and economically deprived and disadvantaged groups; and to equip the students with skill, values and character, required for a good citizen.

The Self-Study Report (SSR) conforms and adheres to the rules and guidelines of NAAC.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Strength:

2. The college is distinguished as a Centre with Potential for Excellence (CPE) by the UGC.
3. The college is running successfully total 20 Add on/certificate/value added courses.
4. The college offers UG in 31 subjects and PG in 15 subjects.
5. The college is imparting two professional courses B.Voc. (July 2016) (Automobile and Food Processing) and five years integrated course in law-BALLB (July 2019).
6. The college has started Ph.D in various departments from the academic year 2019-20.
7. Seminars and Symposiums are regularly organised.

8. The college excels in Fostering sustainable lifestyles.
9. The college is located within the city that has an efficient public transport system. Students coming from outside the city avail bus/auto transportation easily.
10. Buildings are architecturally designed taking into account the maximum utilization and preservation of natural resources.
11. The College provides special attention and various facilities to promote gender justice and the sense of harmony among students.
12. The College owns Faculty Development Centre established in August 2018, is funded by MHRD Govt. of India under the scheme of (PMMMNMTT).
13. Online feedback mechanism for procuring feedback from all the stakeholders.
14. Online grievance redressal portal for registering and addressing grievances of all the stakeholders.
15. Effective implementation of total quality management, teaching-learning and evaluation, research, consultancy and extension activities for all the stakeholders are carried out efficiently.
16. The College has Gandhi Swadhyay Aveym Shanti Addhayan Kendra.
17. The College tries its best to cater to the needs of students coming from humble background.
18. The Governing Body and Administrative Management of the College are highly supportive and encouraging.
19. The library of the college is fully automated having the SOUL 2.0 – Library Management Software.
20. Proactive and visionary leadership of the college Principal and his effective team-work spirit for desired results.
21. The college produces knowledgeable graduates and post graduates coming from rural background.
22. Qualified, competent and committed teaching staff.

Institutional Weakness

1.   Hectic semester system and vast curriculum of PG impede the assimilation of more activities with stake holders.

2.   Expansion of infrastructure, streams, courses and addition of new departments.

3.   Online/distance learning resources and opportunities.

4.   Career-specific guidance and counselling.

5.   Need based planning and development of research facility is required.

6.   Number of smart class rooms needs to be increased along with further modernization of existing laboratories.

7.   Collaborative research with Institutes of repute is needed.

8.   Lack of direct control in syllabus and curriculum designing and evaluation system of both UG and PG.

9.   Lack of students' hostels and sufficient residential quarters for staff.

10. Lack of MIS.

11. Incubation centre needs to be developed further.

Institutional Opportunity

1. Interactive learning experiences.
2. Programmes aligned with the employment needs.
3. Job oriented initiatives of the college to spruce students through Language Proficiency, Computer Awareness and Competition Foundation Courses on mandatory basis.
4. The college has bright prospects of producing noted sports persons if proper training facilities can be procured, The College already has in its roll national and state players in cricket, football and other athletics.
5. In the field of co-curricular and extracurricular activities, our students have conscientiously won many accolades and laurels in intercollegiate competitions.
6. If infrastructure is expanded to include more class rooms, meritorious students from other states can be accommodated. This would raise the prospect of transforming the college into a deemed university /centre of excellence for higher education.
7. Tremendous scope for the students in Bachelor of Vocation and BALLB (5 years) Programmes.
8. Free accessibility of library resources to all the stakeholders.
9. Learning through computer and internet technology.
10. Personality development and value addition enrichment programmes for students.
11. Affordable cost of education as the fee structure is minimum
12. The College has earned reputation in the society by imparting quality education which can be helpful in launching more professional and need-based programmes.
13. The college needs to have national and international tie-up for its academic and research activities.
14. The good relationship with stakeholders and various organizations can be utilized for strengthening research and consultancy activities.
15. Scope of conducting more skill based programs.
16. Availability of industry relevant projects and training to students and willingness of industry to interact and collaborate with institution for preparing role-ready managers.
17. Scope for multi-disciplinary research by forming industry-institute research group.
18. Opportunity for internships with stipends leading to placements and enhancement of placements of students.

Institutional Challenge

1. To orient the faculty members and non-teaching staff to keep pace with the ever changing new paradigms in higher education.
2. To achieve sustained academic excellence by ad-hoc appointments of good teaching staff.
3. To develop the intake of poor and weak students to the level of national and international job opportunities.
4. Limitation of government grants and financial resources.
5. Fulfilling high expectation of stakeholders.
6. Inviting companies for selection of students in the campus.
7. To cope up with emerging technologies.
8. To attract high meritorious students, especially from streams other than commerce and management.
9. Retaining the senior and dynamic faculty members.

10. Conducting teaching-learning in English language to the students, owing to their exposure and acquaintance with mother tongue in schools.
11. Addressing gender equity & sensitivity issues and their auditing in syllabus.
12. Attracting students and faculty members from other states and nations.
13. Meeting the learning demands of the heterogeneous group of students in the class.
14. Enriching the faculty members with newer methods of teaching, learning and pedagogy.
15. Motivating the students to use the available sports facilities.
16. Imparting various training programmes to the non-teaching staff.
17. Aligning the strategy of the college to the highly volatile contemporary market situation.
18. Allotting time for various student activities addressing environmental & social causes.
19. Competition from other educational institutions, both local and national.
20. Regulatory framework which is ever changing.
21. Creating an ecosystem that will not turn away the meritorious students, especially from the weaker sections of the society, from obtaining education due to the non-affordability of the costs of education.
22. Ensuring the quality of Academic faculty – due to the reasons of decline in distinguished faculty who are willing to take an academic career path.
23. Flexibility in teaching learning process keeping in view the all-pervasive ICT, taking students away from classrooms.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects: The college stays in constant touch with the University and tries its level best to keep abreast of the guidelines laid down by the University for the effective delivery of the curriculum.

The time table and Academic Calendar are prepared by the Time table and prospectus committee respectively at the beginning of each academic year. The website encompasses the master academic calendar of the college along with the department wise academic calendar and work plan. The IQAC ensures the smooth running of the programmes mentioned in the academic calendar.

Academic Flexibility

The cross-cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc are an integral part of the college's curriculum. There are various committees which look after the students' overall growth and development.

Curriculum Enrichment

The college, after the admission of the students, assesses their learning levels and enriches their knowledge by organising special Programmes for advanced learners and slow learners like- orientation programmes, remedial classes, tutorial classes etc. The tentative workload for each semester/year is analysed at the end of every semester/year. The available faculty resources are matched with the need. The work plan is meticulously prepared by each teacher at the commencement of the academic year.

The faculty members identify quick learners and slow learners through their performance in internal assessments, annual examination, interaction in classroom and laboratory and are assessed on the basis of their

fundamental knowledge, conceptual understanding, articulation abilities etc. Once the knowledge gap among the slow learners is identified, the college devises tailor-made bridge courses, certificate courses and add on programmes etc. Remedial classes are compulsorily the part of the timetable for the slow learners.

Feedback on Curriculum:

Feedback from the faculty, students, alumni and parents is collected online, through the online portal and meetings. College takes internal assessment of UG students in the month of December each year and of PG students thrice in a semester. After this internal assessment, feedback on curriculum and other aspects are taken from the students on an online proforma provided by the college.

Teaching-learning and Evaluation

The college has adopted student-centric methods to make the Teaching-Learning process more effective. In this process experiential learning, participative learning and problem-solving methodologies are used. The teacher's role is that of a facilitator who promotes self-management of knowledge, holistic development, and skill formation through participatory learning activities such as following lecture method, case studies, group activities, presentations (individual as well as in groups), Video Clippings, etc in combination with other teaching methods. The extent of the lecture method varies from course to course. However, there has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture methods and modern methods of pedagogy.

The college has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the college level. Continuous Internal Evaluation (CIE) is an ongoing process and is based on attendance, the participation of students in classroom discussions, presentations, assignments, projects, tutorials, mock tests, surprise tests and one internal examination for UG and Three internal examinations for PG as a formative assessment.

The faculty members use the outcomes of the internal assessment and evaluation to gauge and evaluate students' performances, understanding, and achievement of learning objectives.

Each department prepares the learning outcome of each programme and course. A copy of the course/programme outcome is uploaded on the website as well as made available to the students through departmental notice boards. Each faculty member before the beginning of the term declares the learning objectives, course outline, work plan and evaluation process setting out the details of the books, research articles, cases that are required to be taken up in the classroom.

Research, Innovations and Extension

The IQAC and Research and Development Committee of the College have been looking after and promoting research culture among the students and faculty members. The digital library is fully equipped with e-resources having required software like DELNET and N-List which is a storehouse of primary and secondary data. The research articles and journals (online and offline both) along with the bounded volumes available in the library meet the research requirements.

The College **owns a personal ISBN** number that promotes the publication of research articles that are contributed in the seminars/ conferences organized by the college.

The college has constituted an **Institutional Ethics Review Board (IERB-ISDC)** to review and analyze the research methodology and merit pertaining to human values and ethics of all the research proposals submitted by faculty members and research students.

Incubation Centre: Incubation centre was established in the college on 13th August 2017 to acquaint the students with an entrepreneurial culture by providing them with the opportunities to decipher their creative ideas and innovative skills into reality.

Extension Activities

The college is actively involved in organising innumerable extension activities throughout the year. This has a profound impact on sensitizing the students on social issues and helping in their holistic development.

The college organises many extension activities based on the gap analysis in the nearby villages and blocks based on Girls' education, Safe Drinking Water, Swachcha Bharat Abhiyan, Personal and Social Hygiene, Awareness about harmful effects of plastic, Power Conservation and Renewable energy, Awareness and Promotion of Digital Transaction and Mental Health Survey.

The college has an NSS and NCC committee to sensitize students towards social issues, aid in their holistic development and to groom them towards understanding and sharing social responsibility. The extension activities include -Adult education, Blood Donation Camp, Vaccination Camp, Eye Camp, Disaster Management Camp etc. These are the regular features of college extension activities in collaboration with government agencies and NGOs. Highly motivated students of the college under the guidance of their coordinators are sincerely involved in these extension activities.

Infrastructure and Learning Resources

Following the vision of the institute, the college owns the best infrastructure on the campus. Our college encompasses a well-maintained campus spread over **56656 sq. metres** of serene green land imbued with all kinds of facilities. The existing infrastructural facilities have optimal utilization for conducting theory, tutorial, laboratories, ICT classes etc.

The college is known not only for its quality and effective education but also for its lush green campus and infrastructure facilities. The campus has ample space for all academic, administrative, co-curricular and extracurricular activities.

The college has a Faculty Development Centre, Video Centre/Video conferencing, well-furnished, ventilated, spacious classrooms for conducting theory classes, well-furnished laboratories: for Science, Psychology, Defence and Strategic Studies, etc, technology Enabled/ ICT Rooms, Seminar Halls, Open Auditorium, Lecture Theatre, Day Care Centre/Crèche and Language centre. The library of the college has a separate newly built building having nearly fifty thousand books, regular subscriptions of 93 international and national journals; 21 magazines and daily newspapers. It caters to the needs of more than 5000 students at undergraduate and postgraduate level. Library services are fully automated. The Library has reading halls on the ground floor both for UG and PG students. The reading halls can accommodate one hundred and fifty students. Computer Lab is

full-fledged with 50 systems for the students to access the e-resources**,** Training and Placement Cell, Infirmary, Multimedia room, Computer Centre, Sports room, Health room, Canteen, Study Centre, CCTV cameras etc.

Student Support and Progression

The socio-economic profile of the students reflects that the students hail from diverse backgrounds. The college has an almost negligible dropout rate as it provides many support and welfare facilities. In order to minimize the dropout rate of the students, the college provides suitable aid to students through financial help from Poor Boys Fund. (P.B.F). The facility of freeship is given on the basis of academic merit and family income status of the students.

The College has the facility of providing coaching for various competitive examinations for the week students under the UGC scheme. Financial aid is also provided to deserving students coming from poor families and weaker sections of the society in the form of scholarships from P.B.F. Cash prizes are also given for academic distinctions in various fields.

Other than the bestselling books available for the students in the library, the Book Bank facility is exclusively provided to the students from a poor background. Remedial classes are conducted for those students who lag behind in a particular subject to bring them at par with the rest of the students of their class. The workshops at the departmental levels are also organized to enrich the academic and campus experiences of the students.

The college also provides various welfare facilities to the students like canteen, health facilities, counselling and mentoring. The college has a mentoring system, where for every 40 students a faculty acts as a mentor, till the student completes his/her programme. The College creates a platform for the active participation of the students in the various academic & administrative bodies including other activities.

The college also has an active placement cell addressing the campus placements of the students both within and outside the campus. It regularly conducts various training sessions, talks and events for the students.

The teaching-learning process is complemented by various activities such as expert lectures, industrial visits, workshops and seminars to provide exposure to students to real-life aspects. Various training sessions are conducted for vocational and career guidance along with cultural and sports events.

Governance, Leadership and Management

The parent society-Iswar Saran Ashram is the Apex Society which constitutes the Governing body of the college, along with four nominated numbers by the Vice-Chancellor of the University as per the provisions of Allahabad University Ordinance. The constitution of the college is made by the Apex Society and approved by the University of Allahabad.

As per the Ordinances of the University of Allahabad, there is a Governing Body to manage the affairs of the college. It is presided over by the President of the parent society-the Iswar Saran Ashram.

The committee consists of 17 members. They are persons of eminence drawn from various walks of life. As per the statutes, 8 members of the committee are the representatives of the society, four members are present as University nominee, 3 members (2 seniors and one junior) as representatives of college teachers and Principal

of the college as ex-officio Secretary.

The Governing Body of the College is committed to delivering quality education and making education accessible to economically deprived and disadvantaged groups. The Governing Body and Principal are actively engaged in ensuring the policy statements and action plans aligned for attaining the vision and mission of the college and disseminating the same to all the stakeholders. The action plans are formulated in line with the quality policy under the leadership of the Principal and the same are incorporated into strategic plans for effective implementation. The Principal ensures that all the stakeholders are involved in different activities. The Governing Body of the college plays a prominent role in the effective and efficient education transactions for better teaching/learning process. The vacancies are filled in the college as per the UGC regulations 2010 and the faculty members are given support for self-development and higher education. The IQAC, established on July 15, 2007, monitors the quality initiatives for the effective functioning of the college.

Institutional Values and Best Practices

The college consistently aspires for high standards in academics, research and continuous improvement in other areas. It is involved in developing realistic and attainable standards for every administrative and academic activity, aiming mainly at keeping the institution up-to-date with the activities that ensure the best quality of the college.

The College imparts education to the students coming from diverse backgrounds of society. It religiously focuses on value addition to enhance the quality of the students. Learning is made student-centric so that they acquire lifelong expertise and values.

The college is involved in raising environmental consciousness among the students and faculty members by creating awareness about the use of proper waste management, rainwater harvesting, and the execution of green practices. The college has introduced green practices on the campus with green landscaping and adequate trees and plants. It encourages the students to keep the campus plastic-free and encourages the use of bicycles and public transport to make it pollution-free. The college is gradually progressing towards a paperless office. Most of the communication with the teachers is done through email or WhatsApp.

The college has explored and adopted many unique and significant practices gradually over years of which two best practices are-

 1.) Fostering a sustainable lifestyle in the faculty members, students and non-teaching staff of the college.

2). Seminars and Symposiums are organized regularly.

The aim and objective of fostering a sustainable lifestyle is –

- To protect the environment in both a proactive and remedial manner, with emphasis on anticipation and prevention.
- To make decisions that recognize the interdependence of humans and nature in a common ecosystem.
- To promote responsible resource use and conservation practices.

The aim and objective of Seminars and Symposiums being organized regularly are:

The qualifications may not be all that is needed in today's competitive job market and globalized era. The teachers and students need to be well equipped with the challenges of society. For this, faculty development programmes, workshops, seminars, conferences, and symposiums are regularly organized to meet the need of contemporary society.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ISWAR SARAN DEGREE COLLEGE
Address	Iswar Saran Degree College, Chandpur Salori, Prayagraj
City	Prayagraj
State	Uttar pradesh
Pin	211004
Website	www.isdc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Anand Shanker Singh	0532-2544801	9415324671	0532-2544739	isdc.ass@gmail.com
Associate Professor	Ajay Kumar Srivastava	-	9415316780	-	isdc.aks@gmail.com

Status of the Institution	
Institution Status	Government , Grant-in-aid , Self Financing and Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

Date of establishment of the college	01-07-1970

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Uttar pradesh	University of Allahabad	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	01-07-1970	View Document
12B of UGC	01-07-1970	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Iswar Saran Degree College, Chandpur Salori, Prayagraj	Urban	14	18296.26

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Ancient History	36	Twelfth	English + Hindi	462	449
UG	BA,Medieval History	36	Twelfth	English + Hindi	462	448
UG	BA,Sociology	36	Twelfth	English + Hindi	462	462
UG	BA,Political Science	36	Twelfth	English + Hindi	462	461
UG	BA,Economics	36	Twelfth	English + Hindi	462	445
UG	BA,Philosophy	36	Twelfth	English + Hindi	462	336
UG	BA,Education	36	Twelfth	English + Hindi	277	252
UG	BA,Hindi	36	Twelfth	English + Hindi	462	447
UG	BA,English	36	Twelfth	English + Hindi	462	302
UG	BA,Sanskrit	36	Twelfth	English + Hindi	462	106
UG	BA,Psychology	36	Twelfth	English + Hindi	77	71
UG	BA,Defence And Strategic	36	Twelfth	English + Hindi	154	133

	Studies					
UG	BSc,Defence And Strategic Studies	36	Twelfth	English + Hindi	93	93
UG	BA,Geography	36	Twelfth	English + Hindi	40	40
UG	BA,Urdu	36	Twelfth	English + Hindi	60	3
UG	BSc,Mathematics	36	Twelfth	English + Hindi	415	415
UG	BA,Mathematics	36	Twelfth	English + Hindi	40	19
UG	BA,Statistics	36	Twelfth	English + Hindi	25	6
UG	BSc,Statistics	36	Twelfth	English + Hindi	77	75
UG	BSc,Physics	36	Twelfth	English + Hindi	415	415
UG	BSc,Chemistry	36	Twelfth	English + Hindi	139	139
UG	BSc,Computer Science	36	Twelfth	English + Hindi	184	184
UG	BSc,Botany	36	Twelfth	English + Hindi	138	121
UG	BSc,Zoology	36	Twelfth	English + Hindi	138	121
UG	BSc,Biochemistry	36	Twelfth	English + Hindi	30	28
UG	BSc,Environmental Science	36	Twelfth	English + Hindi	40	27
UG	BA,Physical Education	36	Twelfth	English + Hindi	30	5
UG	BSc,Home Science	36	Twelfth	English + Hindi	30	4
UG	BCom,Com	36	Twelfth	English +	308	258

UG	merce			Hindi		
UG	BVoc,B Voc Automobile	36	Twelfth	English + Hindi	50	0
UG	BVoc,B Voc Food Processing	36	Twelfth	English + Hindi	50	0
PG	MA,Ancient History	24	Graduation	English + Hindi	50	42
PG	MA,Medieval History	24	Graduation	English + Hindi	50	35
PG	MA,Sociology	24	Graduation	English + Hindi	50	34
PG	MA,Political Science	24	Graduation	English + Hindi	50	48
PG	MA,Economics	24	Graduation	English + Hindi	50	22
PG	MA,Philosophy	24	Graduation	English + Hindi	40	5
PG	MA,Education	24	Graduation	English + Hindi	50	22
PG	MA,Hindi	24	Graduation	English + Hindi	50	35
PG	MA,English	24	Graduation	English + Hindi	50	27
PG	MA,Sanskrit	24	Graduation	English + Hindi	40	4
PG	MA,Defence And Strategic Studies	24	Graduation	English + Hindi	15	9
PG	MSc,Defence And Strategic Studies	24	Graduation	English + Hindi	15	8
PG	MCom,Commerce	24	Graduation	English + Hindi	50	50

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				0				53
Recruited	1	0	0	1	0	0	0	0	33	18	0	51
Yet to Recruit				0				0				2
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				48
Recruited	0	0	0	0	0	0	0	0	30	11	0	41
Yet to Recruit				0				0				7

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				29
Recruited	11	1	0	12
Yet to Recruit				17
Sanctioned by the Management/Society or Other Authorized Bodies				38
Recruited	34	4	0	38
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	6	0	0	6
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	10	7	0	21	7	0	46
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	2	3	0	5

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	7	0	16
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	18	5	0	23

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	3	0	0	3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	3461	49	0	0	3510
	Female	997	7	0	0	1004
	Others	0	0	0	0	0
PG	Male	332	0	0	0	332
	Female	246	0	0	0	246
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	217	239	302	303
	Female	67	87	80	79
	Others	0	0	0	0
ST	Male	1	0	3	0
	Female	0	1	0	0
	Others	0	0	0	0
OBC	Male	484	584	518	536
	Female	134	179	243	221
	Others	0	0	0	0
General	Male	679	837	844	1017
	Female	170	282	263	261
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1752	2209	2253	2417

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 44

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
44	34	34	21	21

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5200	5055	4611	4228	4460

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1493	1454	1454	1166	1166

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1347	1251	1025	965	1182

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
96	82	53	64	52

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
98	85	85	81	59

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 42

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
134.9282	128.12179	140.86073	57.37285	93.85982

Number of computers

Response: 164

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Iswar Saran Degree College is a constituent college of University of Allahabad and follows the syllabus prescribed by the University. The college stays in constant touch with the University and tries its level best to keep abreast with the guidelines laid down by the University for the Effective functioning of the curriculum.

The time table and Academic Calendar are prepared by the Time Table and Prospectus committee at the commencement of each academic session. The IQAC ensures the smooth running of the programmes as mentioned in the academic calendar. The Academic Calendar comprises the brief outline and tentative dates of various programmes. The specific details of events, programmes and curricular and co-curricular activities are included in the departmental academic calendar, made available on the college website

The syllabus of all the subjects is divided in three parts, first part is completed before Dussehra & Dipawali vacations, second part is completed before the Winter vacations and the third part is completed well before the annual examination which generally starts in the second week of March every year for UG. Similar pattern is adopted for PG Classes in synchronization with the semester examination schedule of the University of Allahabad.

1.Staff Council Meetings:

Staff Council meetings are regularly conducted which play an important role not only in planning the curriculum delivery but also provide a platform for discussing the course contents, the difficulties in delivering the content, finalizing the quality objectives and laying guidelines for the assessment methods.

2. Academic Calendar:

Academic calendar has helped to plan and implement the activities. The academic calendar, which is prepared after deliberations by the prospectus committee, synchronizes with the departmental academic calendar assisting in the smooth delivery of curricular and co-curricular activities.

3. Manpower Planning:

The tentative workload for each semester/year is analysed at the commencement of every semester/year. The available faculty resources are matched with the need. If special expertise is needed, guest faculty /visiting faculty are identified. This practice assists in minimising academic exigencies.

4. Subjects Paper Allotment:

Based on the workload/expertise and discussions held in the departmental meetings, subjects are allotted to respective faculty members for teaching.

5.   **Program Sheet**: The timetable is finalized by the Time table committee which is further notified or circulated among the students/faculty members and is simultaneously uploaded on the website.

6.   **Work Plan:**

The work plan of each paper is prepared by the respective faculty members and is approved by the convener of the department before uploading on the website.

8**. Teaching – Learning Progress**:

The conveners of the department regularly evaluate the teaching learning progress. The faculty members also discuss regularly the performance of the students, teaching -learning strategies and evaluation methods used for the same.

9**.   Monitoring by IQAC**

The IQAC rigorously monitors everything by collecting feedback from students and conducting intermittent Academic Audits.

10. **Communication through Notice Boards and Social Groups**:

The students are regularly intimated regarding topics to be taught, syllabus completion and tentative examination schedule through the notice board/ WhatsApp groups/email, website.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 10

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	1	7

File Description	Document
Minutes of relevant Academic Council/BOS meetings	
Details of the certificate/Diploma programs	

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 33.14

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	7	4	2	4

File Description	Document
Details of participation of teachers in various bodies	

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 52.27

1.2.1.1 How many new courses are introduced within the last five years

Response: 23

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	
Details of the new courses introduced	

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 11.36

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 5

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 68.9

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3732	3419	3086	2967	3032

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The cross-cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc are an integral part of the college's curriculum. We believe in imparting a balanced and healthy personality to the students by imparting the essential values and ethics. The UG curriculum designed by the University of Allahabad already includes many of these aspects. There are various committees which look after the students' overall growth and development are:

Women's Cell:

The Women's Cell is constituted to help maintain a harmonious atmosphere in the college to enable the girl students to pursue their education with dignity and reassurance. The Cell has been devotedly working to raise awareness on gender equality issues. One of the Women cell's mandate is to prevent gender discrimination and inappropriate sexual conduct. This is best achieved through promoting and conducting

programmes on women empowerment, women health care, gender sensitization etc.

Grievance Redressal Cell: As per the guidelines of UGC and University, this cell has been constituted to handle the issues pertaining to ragging/abuses/exploitation/discrimination of any kind. The names of the committee members along with their mobile numbers are displayed at different places in the college. Along with this the college also has online grievance portal which allows students to register their grievances /complaints related to anything with/ without disclosing his/her identity. The code of conduct book distributed to the students at the time of admission has redressal form attached to it. The grievances thus registered are then taken by the grievance redressal cell and sorted out timely.

NSS/College: The College and NSS conduct various programmes on Human Rights to provide awareness among students like:

- Clean India Campaign
- Tree Plantation Drive
- Health Awareness Programmes
- Blood Donation Programmes
- Voter's Day Programme
- Girl Child Education
- Literacy drive in suburban and rural areas.
- Water Conservation and Environment Awareness.

Proctorial Committee & Anti- Ragging Committee: These committees play a vibrant role in the maintenance of discipline on the entire campus. In the day to day functioning of the college as well as on any special occasion or any programme, these committees' presence and control are mandatory.

Human Values and Professional Ethics: Apart from running a value-added course on Human Values and Professional ethics, the College also conducts various programmes and foundation courses like *Constitution and You* and *Stock Exchange and Portfolio Management* etc. for value addition and augmenting the placement percentage of the students in addition to their regular curriculum. They help the students in acquiring professional ethics and in enhancing the development of their overall personality. The modules covered under this include, human values, professional ethics, communication skills, Effective presentation, Leadership skills, Interview etiquettes etc.

Environmental sustainability: The College creates awareness among students on the occasions like Environment Day, World Tree Plantation day etc. It frequently organizes Clean India Campaign, workshops and events promoting eco-friendly products. The college also has Green Club and running regular courses on Environmental Studies and solid waste management.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 73

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 73

File Description	Document
Details of the value-added courses imparting transferable and life skills	
Brochure or any other document relating to value added courses.	
Any additional information	

1.3.3 Percentage of students undertaking field projects / internships

Response: 1

1.3.3.1 Number of students undertaking field projects or internships

Response: 52

File Description	Document
Institutional data in prescribed format	

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	
URL for stakeholder feedback report	

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.72

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
56	41	23	28	24

File Description	Document
List of students (other states and countries)	[View Document]()
Institutional data in prescribed format	[View Document]()

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 77.44

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2483	2253	2209	1752	1878

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3065	2935	2935	2355	2355

File Description	Document
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 77.5

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1164	1146	1090	903	913

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Orientation Programme:

An overall as well as department wise orientation program is organised in the college for the students before the formal commencement of the regular classes which helps in the identification of active/extrovert and passive/introvert students. The program helps to understand the echelon of knowledge and skills possessed by the students besides their overall personality. These sessions assist in understanding and identifying the knowledge gap and learning ability of the newly admitted students.

- **Quick learners and slow learners**:

Quick learners and slow learners are also identified through their performance in internal assessments, examination, interaction in class room and laboratory and are assessed on the basis of their fundamental knowledge, conceptual understanding, articulation abilities etc. The college promotes independent learning that contributes to their academic, personal and social growth.

- **Bridge courses, certificate courses and add on programmes**

Once the knowledge gap among the slow learners is identified, the college devises tailor-made bridge

courses, certificate courses and add on programmes like modules on, soft skills, marketing, museum studies, summer classes on spoken English, vocational guidance and counselling, news editing and writing, smart investor and portfolio management etc. These modules are rolled out on a continuous basis to plug the knowledge gap among the students.

- **Remedial classes**

Remedial classes are compulsorily the part of the timetable for the slow learners, absentees and the students who miss classes (due to their engagement in other co-curricular activities like Sports, NSS activities and other activities,) for clarifying doubts and re-explanation of critical topics for the improvement of their performance and result. This practice assists the struggling learners to update their subject knowledge and catch up with their peers.

- **Counselling:** Appropriate counselling helps the students in coming at par with other students. The problem of absenteeism is dealt initially by counselling and in extreme cases by sending registered letters to the parents of absentees.
- **Tutorials**

The faculty members are mandatorily engaged in conducting tutorial classes for the students for precisely monitoring the improvement in the learning of slow learners and encouraging the advanced learners.

- **Question banks**

The students are provided topic wise question banks for all the subjects by their respective teachers. They are also simultaneously encouraged to solve previous years University Exam question papers and model papers.

- **Placement Training programmes**

Training and Placement programmes are conducted to develop students' core competencies.

- **Summer Classes:**

Since majority of our students belong to rural background, the college provides courses like Summer Institute in English, Functional and creative writing, free coaching for qualifying competitive exams (net, slet, civil services) etc.

- **Industrial visits/training/Internships and study trips**

Industrial visits/trainings and study trips of students are regularly organised by various departments. These trips and trainings supplement and enhance their practical understanding of the related areas of their respective subjects and assist in connecting with the social and economic relevance of the same.

File Description	Document
Link for Additional Information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 54.17

File Description	Document
Any additional information	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college has adopted student centric methods to make the Teaching- Learning process more effective. In this process experiential learning, participative learning and problem solving methodologies are used. The teacher's role is that of a facilitator who promotes self management of knowledge, holistic development and skill formation through participatory learning activities such as following lecture method, case studies, group activities, presentations(individual as well as in groups), Video Clippings etc in combination with other teaching methods. The extent of the lecture method varies from course to course. However there has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern methods of pedagogy.

Experiential learning: Learning that is considered "experiential" contains all the following elements: reflection, critical analysis and synthesis, opportunities for students to take initiative, making decisions and stay accountable for the results. It provides opportunities to students for engaging intellectually, creatively, emotionally, socially and physically. It is a learning that supports students in applying their knowledge and conceptual understanding to real world problems or authentic situations.

Participative learning/ Extension activities

Students are the first and foremost stakeholders of the college. The teaching learning process is student centric by default and sufficient space is provided for that in the academic plan. Learner centric teaching methods such as group work, role play, project work, field visits, industrial visits, case studies, debates, seminars, presentations are employed to make teaching and learning more effective. Educational trips and surveys are organized at departmental level. All the departments organize guest lectures by eminent experts to assist the students in enhancing their learning skills. Students also participate in various extension activities like Blood Donation camps, Clean India Campaign, visits to villages extending a helping hand to the needy and spread awareness, etc. which make the students responsible corporate citizens. Visiting faculty/ Guest Faculty drawn from the industry and other academic institutes of repute supplement the teaching process bridging the gap between industry and academia.

Collaborative learning:

The college maintains library and internet facilities to access the journals, e-materials, e-books etc., through library server enabling the students and faculty to keep abreast of the latest developments in their respective fields. The college periodically conducts orientation programmes and workshops on new pedagogy methods for the faculty members. Problem based learning is implemented in the tutorial classes by the faculty members.

Yoga and Meditation Classes:

The college runs an Add on course on *Yoga and health* for the students of all the streams. Yoga proponents are invited to engage sessions on relaxing and rejuvenating the minds of students, teaching and non-teaching staff.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response: 57.29

2.3.2.1 Number of teachers using ICT

Response: 55

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Any additional information	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 208

2.3.3.1 Number of mentors

Response: 25

File Description	Document
Any additional information	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

- The faculty members of the college impart knowledge using wide-ranging and innovative methods of ICT in their classroom teaching.
- Effective utilization of teaching strategies like Group Discussion, Presentations, Role plays, Case studies, Quizzes and Debates.
- Brain-storming sessions provide platform to the students for voicing their thoughts confidently and assertively.
- Lateral thinking is encouraged among students that triggers creativity and out of the box thinking.
- Symposiums on union budget are regularly organised for the students.
- The college arranges experience sharing by the Alumni of the college.
- Practical learning is encouraged through industrial visits, internships and field trips.
- Screening of movies related to prescribed texts are organised in smart classes to enrich and complement the learning skills of students.
- Students are encouraged to attend seminars, present papers, participate in various intercollegiate cultural and academic fests.
- Faculty members are deputed to attend FDPs (both within and outside the college), Conferences, seminars and workshops organized on relevant topics.
- Faculty development programmes with special focus on teaching and research have been organised by the College through Faculty Development Centre.
- Full-fledged Internet accessibility is provided in the campus.
- Faculty members are encouraged to take up minor/major research projects funded by the ICSSR, ICPR, and UGC etc to enhance their knowledge and their research potential.

The Impact of Innovative practice on students' learning:

- Better interaction in the classroom boosts the confidence of the students to participate, discuss and present their ideas within and outside the college.
- Students gain pragmatic insights in the areas studied in classrooms.
- Examination results of the students have improved over the years.
- Participation and success rate in placement drive has comparatively increased.
- It inspires and motivates students to be self-learners.
- Students extensively use e-resources and library resources to enhance their knowledge base.
- Students of ancient history collect specimens from different places and translate them.
- Students also work on mini projects and assignments etc.
- Makes room for visual reflections- Reflective activities like making chart-papers and posters, provide students with opportunities to absorb information more deeply – enhancing their creative and contextual understanding of the content. When reflective learning exercises are displayed visually in the classrooms and campus, they become of benefit not only to those who share these, but to others.
- Collaborative working spaces help students to see themselves as co-constructors of knowledge, rather than "subjects" of teachers. Without hierarchical front to back row seating, every seat is the best seat in the class, and students are always at the centre of learning.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 84.79

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 65.18

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
62	54	36	41	33

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	

2.4.3 Teaching experience per full time teacher in number of years

Response: 8.58

2.4.3.1 Total experience of full-time teachers

Response: 823.51

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 25.94

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	1	8	1

File Description	Document
Institutional data in prescribed format	
e-copies of award letters (scanned or soft copy)	

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 4.22

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	3	3	3

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the college level. Continuous Internal Evaluation (CIE) is an ongoing process and is based on attendance, participation of students in classroom discussions, presentations, assignments, projects, tutorials, mock tests, surprise tests and one internal examination for UG and Three internal examinations for PG as a formative assessment.

The reforms are as follows:

1. CIE approach espoused by the college helps the students to be better performers.

2. These regular evaluations assist the students in identifying their strengths and grey areas that need intensive focus and attention.

3. Tutorial classes are regularly organized and personal attention is given to students to comprehend things and understand curricular aspects in a better way.

4. Remedial classes are conducted for the slow learners and absentees. This practice helps the students who are lagging behind to update their knowledge and catch up with their peers.

5. Topic wise question banks of all the subjects are provided to the students by the concerned faculty members.

6. Faculty members take up previous Year University Exam question papers in their respective classes and have discussion with the students.

7. Maintaining a follow- up of the improvement in grasping power of slow learners, and inspiring the advanced learners by reviewing their performance in internal assessments is done by the allotted Mentors.

8. The College has adopted the following summative assessment methods:

a. Internal Assessment Examinations.

b. Field Assignments.

c. Power Point Presentations

d. Final year Project Work (UG and PG)

e. Viva-voce

9. The Class Test and Viva Voce of PG students conducted in each semester, serve to assess the learning outcome of the students and initiate changes and rectify the shortcomings present.

10. The final year project work of PG students is a study carried out by the students on specific topics related to their area of interest with the assistance of faculty members who keep providing inputs at regular intervals. Projects are evaluated by the concerned faculty members and significant feedback is provided simultaneously.

11. The field trip assignments (visiting industries and carrying out mini projects) help the students in better understanding the theoretical aspects taken up in class by looking at the pragmatic application of the concepts.

12. Reforms in Continuous Internal Evaluation entrust complete transparency in informing students regarding the schedule of examination, methods of marking and discussing what is expected from the students. Evaluation methods are communicated to the students in the beginning of each academic session. Schedules are communicated to students through examination time table well in advance.

13. The positive impact of Continuous Internal Evaluation (CIE) is an improvement in pass percentage and ranks secured by the students at the university level.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The mechanism of internal assessment is transparent and robust in terms of frequency and variety. The tentative schedule of internal assessment is communicated to the students and faculty in the beginning of the semester through college academic calendar. The students are timely informed about the date and Syllabus of internal assessment. The pattern of the question paper for the internal assessment is based on the pattern followed by the University in final examination. The question papers are prepared according to the course outcomes and are approved by the conveners of the department. The scheme and solutions are prepared by the faculty members before the assessment.

The assessment and feedback is given by the faculty members on time, so that the students perform better next time. Individual acknowledgment through signature is obtained from every student on the evaluated answer sheets. Students' have the **facility of reporting their grievances related to the internal assessment on the online grievance portal** of the college where their grievances are redressed in a timely

manner.

The schedule for end semester/final examination is released by the University four months well in advance before the commencement of the examination. Students are also updated regarding methods of evaluation of answer scripts by the University. The periodic instructions issued by the University are promptly communicated to the students.

File Description	Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Internal Evaluation is done in the college on a continuous basis that includes class tests, assignments, projects, internal examination, power point presentation, quizzes, group discussions, aptitude test, viva voce etc. Grievances related to internal evaluation include syllabus not covered but questions asked, less marks given than expected, etc. Mechanism for redressal of grievances regarding internal evaluation includes:

a.   **Timing of internal test / examination**: Generally no grievance has been reported so far regarding this aspect as students are notified at least a month before about the date and time of test.

b.   **If internal test/examination is having questions from syllabus not covered so far:** The students can register their complaint on the online grievance portal of the college. The Grievance cell redresses the grievances and necessary action in such cases is taken by asking the concerned faculty for explanation and conduct a retest if required.

c.   **Grievances regarding lesser marks given in internal evaluation**: Evaluated answer sheets are shown on time to the students so that they can know the marks they received in each question. Faculty members discuss the question paper with the students in their respective classes and clarify their doubts regarding marks received

Mechanism for redressal of grievances regarding External Evaluation by University includes:

a.   **Before the examination**: The grievances of the students before the University examinations are usually related to admit cards required to appear in the examinations. In this case, grievances are forwarded through the Principal of the college to the Controller of the University Examination and are resolved there at the earliest.

b.   **During the Examination**: The college instantly reports to the controller of University Examination if there are any grievances related to the question paper. Clarification received from the University is communicated to the students. If the question paper is based on the topics outside the prescribed syllabus, complaints of students are redressed by requesting the Controller Examination University to solve the

matter by getting the respective questions replaced by other questions from the syllabus.

c. **After the declaration of Results**: If students have grievances related to marks received in particular courses(s), s/he has the right to apply for scrutiny of papers by filling scrutiny forms and getting it forwarded by the Principal of the college. The changes, if any, are communicated to the students in the given time frame. If there are no changes, this is also communicated to the students by the Controller, University Examination.

Sometimes students may come up with incorrect details in their admit cards and mark sheets such as wrong subjects are mentioned , incorrect spellings and names, wrong date, day or timings of examination, a student inadvertently marked absent in the examination etc. These grievances of the students are promptly reported, by getting the application (along with requisite documentary evidence) forwarded by the Principal to the Controller Examination University. The grievances concerning results that may be withheld or any wrong information on the mark sheet is also sorted out through the same procedure.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

An all-inclusive academic plan for each academic year is prepared in synchronization with the University calendar- vacation, holidays, projects and other in-house college activities. The students are acquainted with the academic calendar and the same is uploaded on the college website and displayed on the notice boards and at strategic locations.

The academic calendar is an integral part of various teaching-learning plans prepared before the beginning of every semester/session. An overall master academic calendar is prepared by the prospectus committee of the college for undergraduate as well as postgraduate courses before the commencement of every semester/year and consists of the tentative schedule of the co-curricular activities, annual sports day, annual function etc. A detailed and precise academic calendar is prepared by each department and the conveners of various committees comprising the details of activities – like guest lectures, workshops, seminars, presentations, field trips, quizzes, internal assessments, projects etc of the entire academic session and submitted to the IQAC and uploaded on website.

Along with the departmental academic calendar, each department prepares a work plan which includes - lecture number, unit number, content of the syllabus to be covered each month, methods of delivery, use of ICT, papers referred, text books/reference books, websites referred etc.

The schedule of the internal assessment is prepared in advance and given to the students a month before the commencement of the assessment. Faculty members' regularly hold meetings to discuss the matters related to academic delivery of the previous month and academic plan for the ensuing month.

The conveners of the department keep an eye on the quality of the teaching and learning by- regularly

monitoring the teaching -learning activities of the faculty members. Along with this, the Principal keeps a strict vigil on the performance, punctuality and regularity of the faculty members through continuous inspections, meetings, and students' feedback on teaching- learning activity.

File Description	Document
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Response:

The faculty members use the outcomes of the internal assessment and other evaluation activities to gauge and evaluate students' performances, understanding and achievement of learning objectives.

The methods of internal assessment depend on the courses and the respective departments. The internal assessment evaluates specific knowledge, critical thinking skills, and written communication skills of the students. The weak students are further groomed and guided in tutorial and remedial. All departments prepare the learning outcome of each programme and course which is made available to the students through the college website. Each faculty member before the beginning of the term shares with the students the learning objectives, course outline, work plan and evaluation process, setting out the details of the books, research articles, cases that are required to be taken up in classroom etc.

The college believes in accomplishing the learning outcomes through teaching, learning and assessment both within and outside the class room. The strategy to achieve the same is devised through formulating the structure which comprises academic calendar, work plan, and regular meetings. Along with the academic activities, there is also an immense emphasis on co-curricular activities and field activities. Besides academic milestones, there are many scholarships, awards and certificates which acknowledge the achievement of learning outcomes, further encouraging students toward higher benchmarks.

Strategies:

Teaching strategies: The College follows and innovatively rolls out the syllabus formulated by the University of Allahabad through lectures, group activities, experiential learning, independent learning and collaborative learning with the use of ICT.

The delivery mechanism is designed to integrate latest research and technology. The regular floating of lecture series by inviting the experts, industrial visits, internships etc aim to take the classroom teaching beyond the syllabus and theoretical learning. Strategies like tutorials, remedial classes, mentoring and orientation programmes are aimed at overall growth and development of students.

Learning strategies: Learning strategies aim to make learning an active and ongoing process. The main objective of learning strategy is to make the students learn and imbibe rather than merely study and memorise the concepts.

In class rooms: Asking questions, problem solving, power point presentations, critiquing a concept and having rigorous discussions in the classroom.

In Computer laboratory/Library: exploring various e-resources, notes making, accessing various useful websites, searching for research journals etc.

Independent learning: Individual assignment, research projects, use of e resources to utilize worldwide resources (Online journals).

Learning on the field: Internships, industrial visits and excursions

File Description	Document
Link for Additional Information	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The programme and the course outcomes are aligned with the vision and mission statement of the college which is displayed on the website of the college. In the orientation program of the first year students, the broad program objectives of all the programmes are explained.

All the important academic and non-academic programmes taking place in the College are displayed on the website under the upcoming events column. The results of the final/end semester examination are declared by the university on its website.

The internal assessment/evaluation outcomes are used as an indicator for the evaluation of the students' performances, achievement of learning objectives and outcomes. Each department of the college has clearly defined the expectations of learning outcome at programme level and course level. The faculty members discuss at length the details of the expected learning outcomes in the class well before taking up the particular topics. They continuously asses the students' real outcome by asking questions at the end of the lectures as well as in the subsequent classes besides evaluating through class tests, surprise tests, discussions and examinations. The syllabus details, reference books, research articles, classroom presentations and class participating activities are also taken up by the teachers.

The College recognizes that to achieve the desired learning outcomes, assessment must happen continuously both within the class room and beyond. The structure includes the academic calendar, work plan, meetings etc. There is an emphasis on academic activities, co-curricular activities, assignments, projects and field activities.

Apart from academic growth learning outcomes are also assessed through the achievements of the students in extra and co-curricular activities. During the mentoring of the students also the outcomes are reviewed and evaluated.

The knowledge is imparted to the students through lectures, group activities, independent learning, collaborative learning and use of ICT. The college also floats many essential certificate course/ value added and add on programmes that aim to plug in the gaps between curriculum and other areas that are not covered directly through the syllabus but deemed essential and contemporary.

Students, who score the highest marks in UG and PG in annual examinations and win various competitions, are awarded every year on Republic Day by the Principal of the College. There are various other awards like Prof. Pramila Srivastava Award, Smt. Vinod Kumari Award etc. offered by the faculty members to the deserving students for their achievements.

File Description	Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 89.94

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 1234

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1372

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	00	00	00	00

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 0

3.1.2.1 Number of teachers recognised as research guides

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.26

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 5

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 96

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

1. **Incubation Centre:** Incubation centre was established in the college on 13th August 2017, to acquaint the students with an entrepreneurial culture by providing them with the opportunities and a conducive working environment to decipher and nurture their creative ideas .

1. **Research Promotion:**

The University of Allahabad has granted research facility to our college from the academic session 2019-20 which would facilitate quality research and would eventually take this college to newer heights.

The IQAC and Research and Development Committee of the College have been looking after and promoting research culture among students and faculty members. The digital library is fully equipped to cater to the research demands having e-resources and required software (like DELNET and N-List) which is a store house of primary and secondary data. The research articles and journals (online and offline both) along with the bounded volumes are available in the library to meet the research requirements. The library has an optimal utilization by the students as well as faculty members.

1. The College **owns a personal ISBN** number that promotes publication of research articles in the form of a book that are contributed in the seminars/ conferences organized by the college.
2. The college has recently constituted an **Institutional Ethics Review Board (IERB-ISDC)** to review and analyze the research methodology and merit pertaining to human values and ethics of all the research proposals, submitted by the faculty members and research students.
3. **College's support to facilitate research:** For smooth progress of research efforts and initiatives the College supports the faculty members:

1. By granting leave and financial assistance for paper presentations in seminars and conferences.
2. For attending FDPs conducted in our college and other institutions.
3. For getting their research papers published in good quality online and print journals.

1. **Computer Lab:** The College has well equipped computer lab with internet connectivity and printers available for the faculty members and students.
2. **Personality   development   sessions   and   worksho**

The College regularly organizes many events and workshops to impart required soft skills to students to enhance their personality and enable them to appear in interviews (in campus and off campus) and meet challenges of the contemporary society.

3. Besides, short term exercises, following assignments/activities directly contribute to the research capability of students as well as faculty members:

1. College arranges industrial visits & study tours to impart subject knowledge to the students.
2. Students' workshop, outreach activities and other cultural events.
3. Internships, Field trips etc are undertaken.
4. The faculty members are actively involved in guiding the students in writing their internship project reports and research projects. The faculty members are involved in the entire process from designing the project title, design, data collection & analysis and report writing.

File Description	Document
Link for Additional Information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 23

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
14	4	2	2	1

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	[View Document](#)

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response:

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 1.64

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	35	25	36	06

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.84

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	14	11	9	5

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college is actively involved in organising countless extension activities throughout the year. This has a profound impact in sensitizing students towards social issues ensuring their absolute social development. The college has an NSS committee to sensitize students towards social issues, aid in their holistic development and to groom them towards understanding and sharing the social responsibility.

1. **Extension Activities:** The college has organised many extension activities based on the gap analysis in the nearby villages and blocks based on Girls' education, Safe Drinking Water, Swachcha Bharat Abhiyan, Personal and Social Hygiene, Awareness about harmful effects of plastic, Power Conservation and Renewable energy, Awareness and Promotion of Digital Transaction, Mental Health Survey etc.

2. Blood Donation Camp: College organizes Blood Donation Camp in the campus every year. Students and staff voluntarily participate in large numbers. Blood Donation Camp sensitizes students towards the needs of society without bothering about any kind of discrimination or prejudice.

3**. Clean India Activities**: In congruence with the 'Swachch Bharat Mission', College conducts many extension activities with the help of the student volunteers.

4. **Lectures in other universities/ colleges/ FDC**: The College promotes college- neighbourhood network by associating with NGOs, Government Departments and Service Agencies. The Faculty members from our college are invited for conducting guest lectures, training programmes, etc in other colleges, Universities and FDCs.

4. **Nukked-Natak'** for creating wakefulness over social issues like Voters Awareness rallies and camps , Eve teasing, Dowry system , Girl education etc.

5. **Students participation in Awareness programmes**. Students' interaction with people from diverse fields and backgrounds gives an impetus to fostering competency, innovativeness among the students and in understanding of social, economic, cultural and environmental realities.

6**. Socially Relevant Surveys & Projects**: Students conduct many socially relevant surveys and work on projects during summer internship and research assignments.

7. **Add on courses/Certificate courses**: The College offers along with the regular curriculum- various Value Added, certificate courses, Soft Skill courses and personality development workshops etc

8. **Tree Plantation drive:** In order to combat and mitigate the increasing levels of carbon dioxide and filter the impact of harmful pollutants the college tirelessly organizes plantation drive many times in a year. The Green Club of the college (constituted in 2019-20) works cohesively with the students and faculty in and around the college, and in the nearby slum areas to make everyone conscious of the importance of adopting sustainable lifestyles.

9. **Health Check up Camps:** are regularly organised both within and outside the college, in nearby villages and slum areas spreading awareness on adopting and leading a healthy lifestyle.

10. **Rallies on various social issues**: Beti bachao, Beti Padhao, Swach Bharat Abhiyan, Plastic ban, digitalization, Voter Awareness, Blood Donation etc.

11. **Celebration of National/International days/festival**: Independence Day, Republic Day, Constitution Day, Women's Day, Yoga Day, Gandhi Jayanti, Environment day etc are celebrated every year in the college.

13. **Road Safety Campaign**: is organised as a part of extension activity to create awareness about the road and traffic rules.

File Description	Document
Link for Additional Information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during

the last five years

Response: 130

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
40	26	20	28	16

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 8.05

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
700	119	779	96	234

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 35

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	15	5	3	2

File Description	Document
Number of Collaborative activities for research, faculty etc	[View Document]
Copies of collaboration	[View Document]

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 4

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	3

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	[View Document]
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document]

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Our college owns the best infrastructure encompassing a well maintained campus that is spread over the built up area of 18296.26 sq. metres of serene green land imbued with all kinds of facilities. The existing infrastructural facilities have optimal utilization for conducting theory, tutorial, laboratories, ICT classes etc.

Faculty Development Centre -The Faculty Development Centre funded by MHRD Govt. of India under the scheme of Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMTT) was established in the college in August 2018.

Video Centre/Video conferencing – There are two video Centres in the college, from where all the recorded lectures are directly uploaded on YouTube and college website.

- : Our college has sufficient number of well-furnished and ventilated, spacious classrooms for conducting theory classes.

  - All the laboratories (computer, language lab, Science, Psychology and Defence and Strategic Studies etc) of the college are established as per the norms of the University of Allahabad/UGC.

Technology Enabled/ ICT Rooms: There are 15 e-classrooms equipped with LCD Projectors, effective audio system and internet facilities.

Seminar Halls: College has seminar halls to conduct conferences, seminars and workshops.

Open Auditorium- The College has an open auditorium with aseating capacity of 1000 people.

Golden Jubilee Hall: The College has a well designed and full- fledged lecture theatre with a seating capacity of 200 people.

Day Care Centre/Crèche- There is a well maintained crèche for the kids of the faculty members and non teaching staff.

Language centre - The college has well developed Language Lab with LCD Projector –Audio-video Facilities and Equipments, computers, micro phones etc.

- - is a repository of rich learning resources for the students. It contains adequate number of books, periodicals, CDs/DVDs, Online databases, digital library and newspapers.

Training and Placement Cell:

The college has a dedicated Training and Placement Cell in the campus which facilitates students' training and placement, coordinating all the placement drives and connecting with well reputed companies and organizations.

Multimedia room- There is a multimedia room (LCD Projector –Audio-video Facilities and Equipments,) with a seating capacity of 100 students.

Computer Centre-The computer centre in the college is fully furnished with modern technologies and internet connectivity for students and faculty members.

Museum: Prof . Pramila Srivastava Memorial Museum: The museum has been developed by the Department of Ancient History of the college in order to study practical aspects of archeological and historical artifacts and to understand the development of civilization and culture.

Green House: The science faculty of the college has a well maintained green house encompassing many rich varieties of plants, herbs and shrubs having commercial and medicinal value eg. basil, aloe vera, urry, stevia plant etc.

 Botanical Garden: A *botanical garden* or *botanic garden* is a garden dedicated to the collection, cultivation, preservation and display of a wide range of plants labelled with their *botanical* names.

Study Centres :

1. **Centre for Gandhian thought and peace studies.**
2. **Rural Development and Extension centre.**
3. **U.P Rajarshi Tandon Open University, Prayagraj.**

File Description	Document
Link for Additional Information	[View Document](#)

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

Our College believes in the all-round development of the students. There is a lot of emphasis on the students' participation in sports and cultural activities. We have a spacious and well maintained infrastructure for indoor and outdoor games allowing complete access both during and beyond college hours.

1. **Mini Sports Complex**- We have a large and well equipped Sports room, where the students can play indoor games like table tennis, chess, carom etc. Qualified trainers have been appointed to take care of day to day games and sports activities of the college. The College teams take part in

University level, intercollegiate and state level competitions. The outdoor games such as badminton, volley ball, throw ball, cricket, football, kabaddi, hand ball, kho-kho, Martial Arts etc., are well practiced and played by the students.

- **Sports Ground** – The College has sports ground for outdoor games- cricket, basket court, race track (4 lane track) / Martial Arts, etc.
- **Health room** - The College has a Health room/sick room where the doctor attends the sick students and faculty members.
- **Yoga centre**. The Students meditate and practice yoga in Yoga centre on International Yoga Day and during a short term course *Yoga and Health*.
- **Vehicle Stand**- The College has two spacious vehicle stands, separately for faculty members and students.
- **Gymnasium Centre**- There is a well furnished gymnasium which has the facility of exercise and body building.
- The registration fee of the students who participate in various sports and cultural competitions is paid by the college. The College provides all the requisite sports materials to students.

Sports	Numbers of Kit	Participation	Court/Ground
Volley ball	10	20	1
Badminton	4	10	1
Basket ball	4	12	1
Cricket	4	192	1
Athletics – 400 m track	1	50	1
Lawn Tennis	1	8	1
Table Tennis	1	10	--
Chess	4	16	--
Carom	2	8	--
Gymnasium Centre	1	200	
Yoga Centre	1	200	

- There is a dedicated Sports Cell for Promoting Sports Behaviour in College
- Multipurpose indoor Stadium- 274 sq. mt.
- Physical Education as Subject For Under Graduate Students
- Value added course on Yoga and health for both UG and PG students.
- Qualified Coach For Various Sports activities.

Cultural Activities: Students are enthusiastically encouraged to participate in cultural events held in college like Fresher's Day, Teacher's Day, Annual Day, Farewell and other cultural events like fashion show, poetry competition, dance competition etc. Students also show eager participation in intercollegiate competitions organised by other colleges like dance, drama, skits, essay writing, singing, poetry, debate competition etc., which assist in their overall development. The cultural activities are organised by Cultural Committee as well as by the individual departments.

File Description	Document
Link for Additional Information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 40.48

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 17

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 23.18

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
27.0	30.0	55.00000	10.00000	15.00000

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Prof. Pramila Srivastava Memorial Library : The college has a newly built Library building having nearly

fifty thousand books, regular subscriptions of ninety three international and national journals; twenty one magazines and daily newspapers. It caters to the needs of more than 5000 students at undergraduate and postgraduate level. The Library services are fully automated. There are reading halls at the ground floor separately for research and UG and PG students. Both the reading halls can accommodate one hundred fifty students in total. The E-Resources Lab is full- fledged with 50 systems for the students to access the e-resources of the library.

The information resources in the library include print and non-print resources comprising rich collection of subject books, national and international journals, newspapers and databases. The publisher's catalogues are circulated amongst the faculty members for recommendations. The books recommended by the faculty members in accordance with the University syllabus are placed with the empanelled vendors.

Software: The Library uses the SOUL 2.0 – Library Management Software. The software is used for cataloguing, classification, and circulation etc. The Library is well equipped with all the modern facilities and resources (print and electronic) in the forms of CDROMs, DVD-ROM, books, journals, etc. It is well handled and managed by well qualified and professionally equipped full time Librarian Dr. Satyabrat Shukla.

User Orientation and awareness - User Orientation and awareness programme is organised for the first year students at the commencement of the academic year to ensure efficient and maximum utilization of library services. The monthly new arrival list is displayed on the library notice board.

Reference Library

Separate Reference Library hall is situated in the main building. It is exclusively for Teachers. With a seating capacity of 50 users, this section procures, collects and manages the reference Books, encyclopaedias, journals, periodicals, newsletters, bulletins, reports, seminar proceedings etc.

E-Resource Centre

Apart from e- Journals, the college has an institutional membership of N-List and DELNET.

N-LIST through INFLIBNET provides access to 6000+ e-journals and 31,35,000+ e-books. Users can get their user ID and password to access the N-List resources.

DELNET provides sharing of resources among different libraries by developing a network of libraries by collecting, storing and disseminating information and by offering computerized services to the users.

Library of Gandhi Swadhyay Evam Shanti Adhyay Kendra :The library of the Gandian centre is a rich collection of rare books by eminent writers on Gandhi and Gandhian thoughts.

Events (2018-19)

1. A Student Awareness Programme on the **Use of Library resources** was organized on 28 September 2018.
2. A **Three day Book Exhibition** was organized from 9 – 11 October 2018
3. An invited Lecture on the topic **"Plagiarism and access of e-Resources"** on 31st October 2018.
4. A **Regional Seminar** for Library Professionals sponsored by Indian Public Library Movement was

organized on 25th November 2018.

File Description	Document
Link for Additional Information	**View Document**

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The College Library is enriched with good numbers of textbooks, reference books, journals and magazines. The institution has taken initiatives to enrich the library with e-resources like e-books, e-journals, e-articles related to the subject and curriculum of the college which provides support to the teachers and the students. In addition to these collections, library has a good collection of bestselling books. Since July 1st 2014 to June 30th 2019, institution has added 12,018 Text books along with 2772 reference books. The college library has good collections of rare books on Mahatma Gandhi and bestselling books of each subject.

File Description	Document
Link for Additional Information	**View Document**

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	**View Document**

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 7.8

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
6.76985	15.52859	5.58942	0.51545	10.59180

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)
Audited statements of accounts	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.59

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 84

File Description	Document
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has a well developed system for providing IT facilities to the users. Some of the facilities are as under:

1. The college has LCD projectors/ overhead projectors in as many as 15 rooms.

2. The faculty members have the facility of accessing e-resources in the IQAC room enriched with the facilities of computers, printers, photocopiers and scanners. The faculty members can work in a serene ambiance for the preparations of lectures and power point presentations. Along with this, the computers and printers have also been provided to various departments like English, Economics, Sanskrit, Ancient History and Commerce who have the required software installed in them and the hardware is also maintained from time to time. The library systems have Internet facility through BSNL internet Wi-Fi router and the computer power back up of the campus is matched through Online Power Backup of total 40 KVA.

3. The college website is monitored and updated from time to time by the Media cell of the college.

 4. The whole campus of the college has Wi-Fi facility having speed of 2 mbps.

5. The College has software installed in English Language centre (English Soft Language), Computer Lab (MS office, Turbo C, Visual Studio, Window XP), Psychology (SPSS, PsychoPy, OpenSesame, PsyToolkit) Library (DELNET, and N-List), Commerce (Tally Software) that are well secured with antivirus and are updated regularly.

In addition to this the college is provided with the following ICT facilities:

ICT Facilities in the College

S.N	Items	Numbers
1	CCTV	60
2	**Computers**	
3	Office	12
4	Awareness Lab	45
5	Language Lab.	32
6	Commerce	08
7	Psychology	01
8	Economics	02
9	Library	06
10	E- Library	40
11	Comp. Sc Dept.	40
12	Zoology	03
13	IQAC	08
14	FDC	04
15	Projectors	15
16	Photocopier	04
17	Printers	25
18	Smart Podium	03
19	Interactive Smart Board	02*
20	LED TV	05
21	TV	02
22	Cameras	02
23	Lecture Recording System	02
24	Wi Fi	Campus
25	Collar Mike & Speakers	06*

The College facilitates extensive use of ICT resources for the purpose of computer-aided teaching/ learning activities. This is attained by having:

1. Spacious Interactive Classrooms with LCD projectors.
2. Providing laptops for Power point presentations,
3. Demonstrations & Project preparation,
4. Group discussions,
5. Educational films and documentaries,
6. Video Conferencing etc.

The following mechanisms are deployed by the college, with regard to the ICT resources, to make the learning student-centered:

1. Formal training in basic computer skills is given to the students (MS Power point, MS Word, MS Excel, web-research etc.)
2. The students' workshops and presentations are ICT enabled.
3. The students are trained to use LCD for PPT presentations. Teachers also use ICT for teaching – LCD presentations, etc.
4. The online resources are accessed by the students for gathering data, information and materials related to the topics for their study in the library.

File Description	Document
Link for Additional Information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 31.71

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 75.01

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
106.87438	95.16022	83.92063	45.65474	77.37395

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The following initiatives are taken to implement the policy:

i).The College has a **Planning, Infra- Development and Building Committee** to supervise new construction works and extensions needed from time to time and also for the overall infrastructural maintenance of the college.

ii. The college has different committees which are made to look after the maintenance of the campus, garden, physical infrastructure, Internet and Wi-Fi facility, cycle stand, canteen, parking zone, sports maintenance and library facilities etc.

iii. For the maintenance and repair of computers, the college takes assistance of special technical Experts.

iv. All kinds of **plumbing issues** are dealt in timely manner; regular cleaning is done to ensure hygiene; maintenance of toilets is looked after regularly.

 v. **Routine pest treatment** and control services of the campus are regularly done by the local pest control agencies.

viii. **Electrical Facilities**: Maintenance committee keeps regular vigil in classrooms and campus to ensure that all the electrical fittings are working in excellent condition. Voltage power supply, functioning of generators in the campus is called for repairing within warranty or after warranty as per the norms. Supply of electricity during power breakdown is immediately supported through generator.

ix. The College is well cordoned with the **boundary walls and security guards** are placed at the entrance and other strategic places in the college.

x. The **physical and academic facilities** including classrooms, computer laboratories and computers are made available to the students of the college. The students seek admissions in the desired courses and they are charged fees as per the university guidelines at the time of admission.

xi. The **furniture** is periodically checked and the maintenance is regularly looked after. The equipment such as LCD, Audio-Visual equipments etc are maintained regularly. As per the strength of the students new equipments and furniture are purchased.

vii. The class room **furniture facilities** are utilized regularly by the students but sometimes it is also made available for the events organized like election, competitive exams and CA, SSC, APA, UPSC, Judiciary examination etc.

viii. **Library:** The Library Committee looks after the regular maintenance of the library which includes raising purchase order of books, procurement of books and maintenance.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 28.93

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1526	1591	1753	1024	963

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.44

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
41	32	51	86	118

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**

7.Yoga and meditation

8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document]
Link to Institutional website	[View Document]

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 6.44

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1206	91	120	81	120

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document]

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 6

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
285	315	308	255	248

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.09

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	0	0	0	0

File Description	Document
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 7.94

5.2.2.1 Number of outgoing students progressing to higher education

Response: 107

File Description	Document
Details of student progression to higher education	

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 3.61

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	00	00	00	00

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
72	0	00	00	0

File Description	Document
Upload supporting data for the same	
Number of students qualifying in state/ national/ international level examinations during the last five years	

5.3 Student Participation and Activities

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

Response: 3

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	1	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

- The College has students' union as Students' Union Advisory Committee. Students' Union Advisory Committee is composed of a teacher as a Chairperson and five elected office bearers. Student's union elections are held every year. The college administration facilitates the election process and students elect their representative as President, Vice President, General Secretary, Assistant secretary and cultural secretary.
- There is an arrangement to have meetings with these students' representative at regular intervals to apprise them with different students' centric decisions. In these meetings their grievances are given due attention and problems are addressed by the concerned committees.
- The college creates a platform for the active participation of the students in the various academic & administrative bodies including other activities. This empowers the students in gaining leadership qualities and execution skills.
- Each class has two students' representatives- a boy and a girl. The student representatives bring forward the views and suggestions of the other class members.   This method is followed in all the classes. They also help in raising funds for various activities, including social events, community projects, helping people in need and college reform.
- The students' union along with the college administration actively solves the problems of the students like admission, availability of resources etc.
- Students actively take initiatives in organizing Blood Donation Camps, Swatchch Campus Abhiyan, Intercollegiate competition etc. These programmes provide a good opportunity for the students to exhibit their leadership skills, innovative skills, organizing skills and team work. Fresher's day, Teacher's Day and Farewell day are the programmes ideated, participated and executed by the students only.

File Description	Document
Link for Additional Information	<u>View Document</u>

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	5	7	5	3

File Description	Document
Number of sports and cultural activities / competitions organised per year	<u>View Document</u>

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

1. The Alumni Association meets at regular intervals in order to discuss various changes that are carried out in the College.

2. We also organise the lectures by the Alumni, wherein the discussions are on the topics related to their job experiences, the expectations of the job market and some topics which are normally not dealt directly through the syllabus.

3. The Alumni interaction with the students provides an opportunity for better placements and training of our students to meet the industrial and professional requirements.

5. A networking facility of alumni has been created in order to give current update of the industries/jobs/institutions etc where they are currently pursuing their career.

6. Alumni have donated money, articles, and cash prizes each year.

7. Some of the Alumni give cash prizes to subject toppers of the college.

8. Dr Vijay Tiwari, Dr Vivek Yadav, Dr Shiv Ji Verma, Dr Sachi, Ms Pragati Srivastava, Sri Ved Prakesh Singh Sri Abhimanyu Singh, Sri Vivk Upadhyay , our alumni, have joined the college as assistant professors, and guest faculties   in various departments of the college. This has helped in better understanding the aspirations of the students at the college. These alumni have also been instrumental in linking other Alumni with our college through the Alumni Association.

File Description	Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 3

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Management's Commitment and Leadership:

- The Management is committed to delivering quality education and making education accessible to economically deprived and disadvantaged groups.
- The management and Principal are actively engaged in ensuring the policy statements and action plans aligned for attaining the vision and mission of the college and disseminating same to all the stakeholders.
- Formulation of action plans: The action plans are formulated in line with quality policy under the leadership of the Principal and the same are incorporated into strategic plans for effective implementation.

Interaction with stakeholders: The Principal ensures that all the stakeholders are involved in different activities.

- The Governing Council of the college plays a prominent role in the effective and efficient education transactions for better teaching/learning process.

- The vacancies are filled in the college as per the UGC rules and the faculty members are given support for self-development and higher education.

- The IQAC monitors the quality initiatives for effective functioning of the college. An effective internal and external audit system is in force which maintains total transparency and reliability in its financial transactions.

- The college excels in promoting teamwork and sharing knowledge among the faculty by creating/providing conducive environment for teaching, learning and research.

- Creativity and innovations are always recognized, encouraged and acknowledged so that the teachers and students feel empowered.

- The performance of faculty members and staff is regularly assessed which includes self–appraisal forms, appraisal by the Principal and comprehensive evaluation (through both verbal and written feedback) by the students.

Reinforcing the culture of excellence: For the strengthening of cultural excellence the vision, mission, short term goals, long term goals and quality policies are kept wide open to all the stakeholders for their ideas and suggestions. The necessary training is regularly provided to the faculty members and supporting staff for their better growth and development which further contributes in team building and team work spirit to create healthy work culture and ambiance.

- The College has a mechanism for delegating authority and providing operational autonomy to all the functionaries to work towards decentralized governance system.
- The Faculty members are given representation in various committees/cells and are encouraged to conduct various programmes to showcase their abilities. They are motivated to develop leadership skills by being in charge of various academic, co-curricular, and extracurricular activities. They are given authority to act as coordinators and conveners for organizing seminars/workshops/conferences/FDPs etc

- **Student Level** –The students are empowered to play an active role as coordinators of co-curricular and extracurricular activities, social service group coordinators etc.
- The Institute promotes a culture of participative management by engaging the faculty members and students in various activities.
- The staff members are involved in preparation of annual budget of the college. They also correspond with the University and governing body for the completion of the same.

File Description	Document
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

1. **Principal Level**: The Governing Body entrusts all the academic and operational decisions to the College Staff Council headed by the Principal in order to fulfill the vision and mission of the college.
2. **Faculty Level**: Faculty members are given representation in various committees/cells and allowed

to conduct various programmes to showcase their abilities. For effective functioning of the college following committees are made:

Principal	Implementation and monitoring of academic and ad system to cater to the vision and mission of the colle
Internal Quality Assurance Cell	IQAC
NAAC Committee	NAAC
College Staff Council	Academic development and monitoring progress of teaching/learning processes
College Prospectus Committee	Prospectus Designing
Clean and Green campus Committee	Keeping the campus clean and green.
Cultural/Extra Curricular activities Cell	Cultural/Extra Curricular activities
Examination Committee	Examination
Grievance Redressal Cell	Attending and redressing of students' grievances.
Internal Purchase and Maintenance Committee	Purchase and maintenance of the college
Language Centre	Language and Communication
Library Committee	Library management.
Media Centre	Website maintenance and upgradation.
NSS and Outreach Programme Committee	NSS and outreach activities
Planning, Infra- Development and Building Committee	Planning, Infra- Development and Building Commit
Publication and Documentation cell	Publication and Documentation
Research and Development cell	Research and Development
SC/ST Cell	To protect the rights of SC's and ST's
Sports Committee	cultural and sports activities of the college.
Student's Counselling Cell	Student's Counselling
Student Union Advisory Committee	Sorts out the problems of the students
Student's Welfare Committee	Student's Welfare
Training and Placement cell	Training and Placement activities
Women's Cell	Problems/challenges/ issues related to Women
Add on courses committee	Introduction of value added/add on courses

1. **Student Level**: Students are empowered to play an active role as volunteers and coordinators of co-curricular and extracurricular activities.
2. **Participative management**: The College promotes a culture of participative management by involving the staff and students in innumerable activities organized from time to time.
3. **Strategic Level**: The principal and the staff council are involved in defining the policies and procedures, formulating guidelines and rules & regulations pertaining to admissions, placements, discipline, grievance, counseling etc
4. **Functional Level**: At the functional level, the faculty members participate in various academic ventures and share knowledge.
5. **Operational level.** The Principal of the college is a member secretary of the Governing Body. The Governing body gives suggestions and monitors the procurement, introduction of new programs and welfare activities.

Case Study: Participative management in the organization of National Seminar in the Academic Year 2017-2018

The college practices the decentralization participative management in organization of National Seminar on the topic "**Decolonizing the Minds and Reconstructing Indian History: Retrospect and Prospect"** Feb 27th -28th, 2018).

1. Brochure Preparation, Papers inviting, and Acceptance Committee.
2. Papers Scrutiny and Printing & Distribution of the seminar proceedings committee
3. Registration & Kit Committee
4. Guest & Speaker Invitation and escorting Committee
5. Stage & Seating Arrangement Committee & Aesthetics/Ambience Management & Decoration
6. Hospitality and catering committee
7. Report, Media & Photographs Committee.
8. Report Submission Committee.

File Description	Document
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Based on the vision and mission, our college has formally stated policies that aim towards the successful implementation of strategic plans that help in the smooth working of the departments.

1. The college has a research and development cell to promote research aptitude among faculty as well as students. More than 50% of the faculty members are actively engaged in research activities.

2 .National Seminars are organized to promote research and research related activities. Eminent professors/Industrialists and speakers are invited for delivering lectures.

3. The linkages with local industry and various manufacturing units have been established to provide exposure to our students and further help them in entrepreneurial activities.

4. Working towards strategic development, the college addresses various issues from the perspective of stake holders and takes steps to fulfill the requirements of the students and parents.

5.The college also has an active Training and placement cell addressing the placements of the students both within and outside the campus. It regularly conducts various training sessions, talks and events for the students to prepare them for appearing in recruitment drives in various strata of industry.

6. The college also encourages students to engage with NGO activities, blood donation camps, tree plantation programs etc

7. Added to this, the college also conducts Faculty Development Programs (FDP) through Faculty Development Centre that aims for updating the knowledge and pedagogical skills of the faculty.

8. It also makes continuous efforts for improving the internal development of the college by inculcating harmonious work culture.

9. Initiating various short term courses in the college.

10. Regularly enhancing the quality and e-resources of the library.

11. Signing the MOUs with well-known institutions.

13. New programmes with new combinations are introduced in UG & PG as per the need of the hour along with certificate courses, add-on courses, value added course and skill development courses.

14.The college encourages the students for different educational trip like visiting industries , museums etc for research and extension activities.

One activity successfully implemented based on the strategic plan:

The Faculty Development Centre in our College was established in August 2018 as a part of the strategic plan of the college. It is funded by MHRD Govt. of India under the scheme of Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMTT).Many workshops, seminars and training programmes have organised so far through FDC.

Strategic Plan for future:

1. Achieving the status of Autonomy.
2. Taking the BALLB (five years integrated course on Law) to newer heights.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

1. The Governing Body assigns all the academic and viable decisions based on the policy to the Staff Council to translate the vision and mission of the college. It further formulates common working procedures and entrusts the implementation to the faculty members.
2. The college has been able to fulfill its duties effectively with the commitment and coordination of various committees of faculty members and non- teaching staff.
3. The committees constituted in the institute for the overall development of the students are:

IQAC- IQAC of the institution aims mainly at keeping the institution up-to date with activities that ensures to mai

of quality of the college.

College Council Staff- Academic development and monitoring progress of various teaching/learning processes.

College Prospectus Committee – Looks after the designing of the prospectus, inclusion of the relevant info updation of the same from time to time.

Clean and Green campus Committee – It works continuously for the maintenance of green campus and garden of t

NAAC Committee-NAAC

Cultural/Extra Curricular activities Cell- Organizes various events and important events in the college.

Examination Committee- Looks after the smooth functioning of exams in the college.

Grievance Redressal Cell -The cell provides a forum for the students to disclose any grievances, if any and provide the same.

Internal Purchase and Maintenance Committee: Purchase

Language Centre- prepares the students for their academic presentations and job interviews.

Library Committee- This committee considers the recommendations of books from the students and facu improvements required for library facility

Media Centre- Website maintenance and upgradation

NSS and Outreach Programme Committee - NSS and outreach activities

Planning, Infra- Development and Building Committee- Planning, Infra- Development and Building.

Publication and Documentation cell- Publication and Documentation

Research and Development cell- Research and Development

SC/ST Cell- These cell are constituted to promote the interests of the students belonging to minority community

Sports Committee- Planning, execution and supervision of cultural and sports activities of the college

Student's Counselling Cell- Student's Counselling

Student Union Advisory Committee- Sorts out the issues/problems of the students

Student's Welfare Committee - Student's Welfare

Training and Placement cell- Training and Placement activities

Women's Cell-This committee aims to protect the female students of the institute from any form of harassment.

Proctorial Committee- Proctorial activities

File Description	Document
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP Document	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Governing Body

The Governing body meetings are held 1-2 times in a year. The academic, industrial and operational expertise of the Governing body members leads the college towards effective implementation of teacher oriented and student centred programmes.

The Governing body Meets are preceded by a notice sent by the Principal well in advance containing the Agenda and explanatory notes on Agenda. The explanatory notes assist the members to think and examine the issues before hand so the meaningful discussions may take place to reach desired resolutions.

Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) steers the college towards aspiring for high standards in academics and research. IQAC is involved in developing realistic and attainable standards for every administrative and academic activity. It mainly aims at keeping the institution up-to date with the activities that ensure the maintenance of the best of quality of the college.

Some of the major resolutions reviewed and implemented in these committees:

1. Decision to organize National Seminars/Workshops.

3. Conducting workshops for UG and PG students

4. Conducting placement training programmes, capability enhancement programmes, gender equity programmes.

5. Maintenance and upkeep of all the infrastructural amenities.

6. Recruitment of Faculty members.

19-12-2019 09:51:27

7. Introduction of new courses and programmes.

Grievance Redressal Committee

The Grievance cell meetings are convened on an average thrice a month to take and solve the grievances received both in hard copy and online grievance portal of the college. Proper and swift actions are taken for redressing the grievances and the action taken report is prepared.

Language Centre:

The Language Centre is very essential for assessing and improving students' speech and pronunciation. It provides students with the technical tools/ lab software/ headphones etc to get acquainted and practice the correct pronunciation of the English phonemes. The electronic devices used in the laboratory stimulate the eyes and ears of the learner to acquire the language quickly and easily.

One activity successfully implemented based on the Language Centre: The language lab's module is deliberated to support the students in acquiring and maintaining aural comprehension, oral and written proficiency, and cultural awareness. The module also grooms students in grammar and imparts required communication skills.

The college regularly/ annually organizes following certificate/ value added / add on courses, workshops for the grooming and placement of students:

1. Certificate Course in English Proficiency and Personality Development (1 year).
2. Vocational Guidance and Career Counselling (30 hours)
3. Summer Institute in Spoken English (60 hours)
4. Functional and creative writing in English (30 hours)

File Description	Document
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The Principal of the college regularly interacts with the faculty members to discuss the grievances/professional requirements. The regular meeting of the Staff Council Committee provide a forum to convey and review matters that can help the faculty members grow professionally. The Principal directly deals with the redressal of the grievances of both the teaching and non-teaching staff (received in hard copy as well as on online grievance portal of the college). The College has invested a lot in providing quality physical amenities and human resource support to the students. One of the pre-requisites of quality

education is well-qualified and effective faculty members. Faculty members are motivated by various welfare measures provided.

- Faculty members are encouraged to attend and present papers at national and international conferences.
- Financial support is also provided towards the reimbursement of registration fee/TA, DA for attending the conferences and faculty development programmes.
- The college organizes faculty development programs through FDC, non-teaching staff development programs, seminars, workshops and conferences for the overall development of the employees. The College believes in promoting research that can lead to good teaching and also publishes book with its own ISBN number to promote research culture amongst faculty members and researchers.
- Full time faculty members have the provision to pursue their Ph.D. by availing study leave with salary for two years which can be extended for one more year.
- The following employee benefits other than salary are extended to all the employees as per the statutory requirements Provident Fund as per PF Act. Leave Benefits

Casual Leave-8 days/ annum, Earn Leave-30 days/annum, Medical Leave -365 in the entire service period), Maternity Leave (180 days), Sabbatical Leave, Gratuity as per Gratuity Act, Leave encashment etc.

- Other welfare schemes provided to the staff members include Leave Encashment, Interest free Loan facility, etc. Leave relaxations and Sabbaticals are extended to the faculty while undertaking research related activities.
- The support staff of the College is given an opportunity to pursue further education if in case they have discontinued it for various reasons.
- The college keeps organizing training programmes for non teaching staff on "Computer Literacy", "Roles and Responsibilities in HEIs" etc.
- Faculty members take keen interest in guiding the kids of non-teaching Staff by providing course material and coaching.

The College creates health awareness by hosting Yoga Sessions, blood donation camps, free health check-up, dental check-up etc in the campus for the staff.

File Description	Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.47

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	1	3

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	1	1	3	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 15.47

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
32	2	4	7	12

File Description	Document
IQAC report summary	[View Document](#)
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college gives immense importance to the teaching- learning and evaluation process. The college attempts to provide quality education and strives to develop the holistic personality of the students. The performance of faculty members is reviewed through a structured Performance Appraisal System. The efficiency of the non- teaching staff is also assessed at regular intervals.

The objective of the performance appraisal is to create awareness among the faculty members regarding professional values based on knowledge, practice and relationship with stakeholders. It plays a pivotal role in upgrading skills and performance of teaching and non-teaching staff.

The filled prescribed Proforma (ACR) is reviewed by the IQAC and if need be before the staff council of the college and final performance functioning status is setup and confidentially recorded in the office.

Appraisal Process

Evaluation of the faculty member is based upon the self-appraisal reports. At the end of the year each faculty members are required to submit a self appraisal report containing the details of his / her performance in academic and non-academic activities. Due weightage is also given to the contributions made for placements, brand building and institute's development activities. The final reports are sent to the IQAC. The system of Performance appraisal ensures both accountability and continuous improvement in the abilities and performance of the faculty memebers. The appraisal focuses on the faculty are related to:

1. Teaching, Learning and Evaluation related activities.
2. Co-Curricular, Extension and Professional Development related activities
3. Research Publications and Academic Contributions

The college encourages transparency and maintenance of a healthy environment among the faculty members to effectively and efficiently carry out their duties and responsibilities towards the college, students and oneself. Appraisals are done bi-annually and high performers are recognized on Republic Day.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

For the financial audit college hires a Chartered Accountant, who regularly audits the college account. Apart from this government auditors also audit the college's financial activities.

The college has a mechanism for internal and external audit. We have our own internal audit mechanism which is an ongoing continuous process in addition to the external auditors to verify and certify the entire income and expenditure and the capital expenditure of the college each year. Qualified accounts experts in the college and a team of staff under them does a thorough check and verification of all the vouchers of the transactions that are carried out in each financial year. Likewise an external audit (government audit) is also carried out in an elaborate way on annual basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 27.31

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
11.90943	15.39355	0	0	.01

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college has developed a very effective mechanism to monitor and use of the available financial resources through the various committees formed under the concurrence of the Governing Body. It has budgetary provisions for all administrative and academic activities.

There are different committees like Finance Committee, Purchase Committee, Building Committee and Library Committee which help Principal and the Governing Body in preparing the budgets. The budgets prepared as such take care of the following segments:

- Infrastructure maintenance and development
- Upgrading the institutional system
- Augmentation of library and laboratories improving the basic facilities provided to students and staffs
- Salary for staff
- Welfare measures
- Emergency situations
- Social and extension activities.

The college strictly follows the Government financial rules (GFR) in the making of its budget. In this respect the following procedure is adopted.

- The last financial year's income and expenditure is taken into account to decide the budgetary provisions of the coming financial year.
- In every financial year a mid- term appraisal of the budget is done after taking into account the income accrued and expenditure made till 30th September. After that revised budget estimates are decided on the basis of expected income and modified expenditure.
- After these exercises the Finance Committee presents the budget before the governing body. After the analysis and deliberations, the budget it is approved and signed by the chairman governing body.

Procurement of goods and services are finalised in the following manner:

- Any expenditure to be made is first prepared in form of demand in writing by the concerned department with full details of requirement of apparatus/equipments/maintenance/infrastructure to the Principal.
- The Principal considers the applications and after being convinced puts it before the purchase committee and invites quotations from reputed firms.
- The meeting of purchase committee is held on receipt of the quotations and recommends the competitive price /rates.
- The Principal forwards the approved quotations to the Governing Body for final approval.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The Internal Quality Assurance Cell (IQAC) of the institute guides the College to formulate the policy for the academic and administrative growth of the College. It plays a major role in designing and maintaining quality assurance within the academic system. It monitors the proper implementation and analysis of overall academic and administrative performances of the college activities. The policy is as follows:

Structure of IQAC:

The IQAC is formed according to UGC format with the Principal of the college as Chairman and Dr Ajay Kumar Srivastava as the coordinator (since May 2018). The faculty members and important functionaries from the administrative section are members.

Quality assurance in academic and extracurricular ventures of the college helps it to move on the path paved to achieve its mission and vision of developing students into able and socially responsible citizens. This is executed by formulating various Committees such as Student's Union, Anti-ragging Cell, Women Cell, Library Committee, Training and Placement Cell, Language Cell, Cultural Activity Committee etc.

The Internal Quality Assurance Cell has also initiated various programs such as:

- The college has developed several quality assurance mechanisms under college Staff council as under:-
- It receives and analyses Feedback from the Students, parents, alumni and other stakeholders.
- Coordinates with all the stakeholders for their opinions and advice for quality improvement.
- It continuously updates itself on latest information on various quality parameters of higher education through various articles & institute visits.
- The college appreciates, encourages and provides support for quality improvement in teaching, research & administration.
- Proper and regular documentation of the various programs /activities/events further leads to the quality improvement.
- Planning and Support: effective implementation of Total Quality management, Teaching-Learning and evaluation, Research, Consultancy and Extension activities for all the stakeholders are carried out efficiently.

Two practices institutionalized as a result of IQAC initiatives:

- **Competitive offline Aptitude Test (COAT)** - It is a one day inter- institutional objective type (MCQ) exam which prepares the students for appearing in different kinds of competitive exams like SSC/CGL/Railways/Bank exams etc. The MCQ is based on the questions collected from humanities, Science and technology and current affairs. The focus of the exam is to make the students aware about the latest patterns in objective exams. The College has been running intercollegiate COAT event every year since 2016.
- **Summer Institute**: Two months programme/course entitled *Summer Institute of English Speaking* is conducted by the Language Centre every summer for the needy students. The course encapsulates number of modules covering basics of language, spoken English, communication skills etc. The college has been running this course every year since 2014.

File Description	Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

As per the norms, the IQAC constantly observes the functioning of the college. The IQAC cell reviews the processes and outcomes of all the activities conducted by the college. The observations received from the audit are discussed to arrive at the resolutions that are beneficial for the improvement of the college. The college organizes interactive meetings with its stakeholders to communicate its quality assurance policies, mechanisms and outcomes. IQAC ensures quality in the following academic and non-academic functions of the college:

- The IQAC cell supports the teaching and learning goals articulated in the college's strategic plan. As the college has grown in size and stature, it has evolved certain quality assurance measures keeping in mind the academic and administrative requirements.

- The Regular meeting of IQAC takes place to discuss various measures related to quality enhancement in which the recommendations made by Governing Body and Staff Council are discussed and analyzed for further improvements.
- It ensures maximum utilization of infrastructural facilities and the available ICT resources. On the basis of academic audit, review of students' performance is made by IQAC. IQAC also ensures the proper and timely implementation of the academic calendar.

Improvements in college activities initiated due to the outcomes of academic audit:

- Additional skill development programs.
- Organizing more Faculty Development Programs through Faculty Development Centre.
- Maintaining consistency in participation in seminars and workshops and involvement of the faculty member in research publications/research projects.
- Introduction of certificate programs, value added courses and add on courses, internship programmes, conducting in campus/off campus placement interviews.

Mechanisms to continuously review the teaching - learning process

- Self Appraisal Report of teaching staff and Annual Confidential Report of non teaching are received in the structured format and after evaluation by the Principal of the college are forwarded to the Governing body.
- Attendance registers are properly maintained. Faculty members prepare academic calendar and work plan which enable them to plan their academic programmes and adhere to the schedules.
- Students' feedback for teachers is sought regularly by distributing feedback forms as well as online feedback is procured at the end of the year/semester. This data is collected and handed over to the

Principal.

* The Governing Council members take keen interest in the development of the faculty members. They call for meetings with the faculty on a once in a year which cultivates increased transparency and accountability among the faculty members.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 16.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
25	17	14	14	13

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The college has over the years taken interest in improving its programs based on the recommendations of the NAAC Peer team for quality enhancement:

1. The college devised an **effective feedback mechanism** which was made online during the academic year 2017-18.
2. **Faculty Development Centre:** The Faculty Development Centre in our College was been established in August 2018. It is funded by MHRD Govt. of India (PMMMNMTT).
3. **Increased participation of faculty in Seminars, Conferences/workshop.**

IQAC: Major Highlights of the initiative taken up by the IQAC are:

- A Seven Days *Faculty Enrichment Workshop on Changing Trends in Qualitative teaching* was organized by the IQAC from 23rd Feb- 29th Feb 2016.
- A Ten days *Workshop on Self Defence* was organized from 4th -13th Dec 2015.
- Two months programme/course entitled *Summer Institute of English Speaking* from 20.5.2015-20.7.2015.
- The 'XIV Annual Conference of Indian Society for Bhuddhist Studies (ISBS) and a *National Seminar on Buddhist Philosophy* from 10-12 October 2014.
- A *workshop 'Theatre and Techniques'* was organised by the Language centre in association with NCZCC from 6-12 January 2017.
- A N*ational Seminar on Sanskrit Vangmayme Mahilao ka Vashyavik Avdan*(sponsored by Rastriya Sanskrit Sansthan Deemed University Allahabad)was organised on 9-10 Nov 2017.
- A Two Days National seminar sponsored by ICSSR organized on the topic '*Decolonizing the Minds and Reconstructing Indian History: Retrospect and Prospect* (Feb 27-28, 2018).
- A two days *e- learning and teaching workshop* was organized on 2nd and 3rd November 2018 by methodex, New Delhi.
- A two days *National Seminar on Youth in Contemporary India: Issues, Challenges and Opportunities* (27-28 October 2018), was successfully organized.
- A two *days national seminar on Caste, Democratic Politics, and Nation Building: Challenges and Possibilities, sponsored by ICSSR* (21st -22nd February 2019).
- A two days *National Seminar on Evaluation in Higher Education in 21st Century* sponsored by ICSSR (14th -15th February, 2019)

- **The institute has entered into MOU** with-

1. Poorva Pratisthan, 348, Tagore Town, Allahabad.
2. Food Science Training Centre, Allahabad
3. United Automobiles Allahabad
4. UPTEC computer consultancy Limited

6. **Alumni Association**

7. **Automation of Library**

- **The college website is well maintained.**
- **The infrastructural facilities** of the college facilitate and reinforce its optimal utilization by consistently engaging the classrooms for various teaching learning operations.
- The college caters to the diverse needs of the students by offering following one year certificate programmes at nominal rates for all the streams of all the years B.A , B.Sc and B.Com**.**
- Many certificate courses are run by the Commerce department.
- There are **optional certificate courses** for the students organized by the college during summer vacations
- Many **Value Added Courses** are conducted by various departments to enhance the competitive ability of the students
- The college is effortlessly running UG in 31 subjects and 15 PG programmes along with BVOC (automobile and food processing) and BALLB (five years integrated course on Law)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 23

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	5	5	2	3

File Description	Document
List of gender equity promotion programs organized by the institution	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:
      1. Safety and Security
      2. Counselling
      3. Common Room

Response:

One of the main objectives of the college is to produce socially dedicated and intellectually proficient, independent men and women to confront the challenges of the contemporary society. The College provides special attention and various facilities to promote gender justice and the sense of harmony among students,

Safety and Security of girl students

1. Common Room/ infirmary fir girl students.
2. Sports facilities such as Volleyball, Badminton and cricket etc.
3. College has a large campus with a garden for morning and evening strolls, yoga and health facilities .
4. CCTV has been installed in the college ensuring a safe, secure and healthy learning environment.

Health & Hygiene: To maintain the hygienic environment the college focuses on the following points:

• Special cleanliness drives – Swachch Campus.

- Encourage growing of different varieties of plants.

- Prohibition of smoking inside and outside the college.

- Proper use of dustbins and waste disposal.

- The canteen is under CCTV surveillance.

- Health awareness programmes and seminars are organized regularly for the benefit of the

   Faculty members and students.

- The college has an in-house medical room equipped with first-aid facilities.

- Well known hospitals are located at a short distance from the College.

1. *Grievance Redressal Cell* : receives ethical/moral complaints and arbitration requests on the online Grievance portal of the college as well as in written which are further taken up by the *Grievance Redressal Cell* to discuss with those concerned and submit its recommendations and report to the principal of the college as expeditiously as possible.

1. *Women's Cell*-The cell conducts different activities to encourage women to fight against any kind of injustice resulting from gender bias. It can be stated with due pride that in the institution the incidents of sexual harassment of girl students are nil due to the discipline in the campus. The Cell also tries to incorporate good hygiene habits and ensures a healthy atmosphere in and around the college.
2. **Displays are made in the** *Notice board* of the college regarding strict observance of gender dignity and strict codes of conduct are laid for the students and faculty members to abstain from any kind of harassment.
3. **Regular lectures on Human Rights**, **Anti ragging** etc.
4. **Counseling Cell**: Identifies the difficulties and problems of individuals along with their potentialities and limitations. It helps the students to develop their capabilities and potentials through self exploration and understanding and assists them in taking full advantage of the available resources. It also assists in extenuating the problems and sufferings of the students, suggesting appropriate solutions and helping them become self- actualized individuals.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 10

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 5

7.1.3.2 Total annual power requirement (in KWH)

Response: 50

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 60.35

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 15.16

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 25.12

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste management :

Proper solid waste management practices are adopted in our college.

- In Solid Waste Management we stress on three R's i.e Reduce, Reuse and Recycle.

- . The reduction in use of raw materials
- **:** Reuse of waste materials and recycling them.
- **:** Recycling of materials.

- There are two types of Solid wastes (i) Bio-degradable (ii) Non-bio degradable. Bio-degradable waste is allowed to degrade or decompose in an oxygen rich medium. A good quality nutrient rich and eco-friendly manure is formed and non-biodegradable wastes are dumped into dumping yards.
- **Proper dust bins** (blue and green dust bins are separately available for dry and wet waste products) are provided throughout the campus. Throwing the waste anywhere is strictly prohibited. Usage of plastic bags is discouraged within the premises of the College.

Liquid Waste Management: Well constructed drainage system leads to the closed collection tanks, which are regularly cleaned to avoid stagnation of water.

E-Waste Management: E –Waste, which on the face of it seems quite clean and safe is not so. Its qualitative characterization shows it to be very complex consisting of several hazards constituents that can play havoc with our health .These are disposed off in an appropriate manner.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

1. The college stores the rain water in underground water tanks and then pumps it for gardening and cleaning purpose. The system has been developed in such a way that we can use the stored water for many days. It is observed that we save lots of water due to storing and reusing rain water.
2. The College has undertaken an initiative entitled "Green Campus" which is aimed at the transformation of the campus from dependency to sustainability with respect to water resources. The Rain Water Harvesting project is an attempt in this direction.
3. In our college all the buildings are architecturally designed taking into account the maximum utilization of natural resources. Awareness among the students and staff on water conservation is created. The landscape of the campus is designed to reduce the amount of runoff of rain water and to allow maximum percolation of water underground, thereby enabling rain water conservation.
4. There are adequate open spaces within the campus that are not covered by concrete/ tiling for rain water to be absorbed by the soil directly such as the ground, landscaping and gardens.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The college is located within the city that has an efficient public transport system. Students coming from outside the city avail bus/auto transportation. Students and staff who reside in the immediate environs of the college walk to the campus.

Plastic-free campus: The College provides resources and tools to educate the students of the College on the environmental and health benefits of making the campus plastic-free and encourages minimizing plastic consumption and pollution in the premises and the surrounding environment. The Plastic Free campus program aims to reduce single-use plastics in campus by encouraging students & faculties to make plastic-free commitments to use reusable water bottles and tote bags and pack waste-free lunches.

Paperless office: We always promote lesser usage of papers in the office as well as when it comes to distribute any kind of study material to the mass students. Electronic means are used for this such as Gmail or slides to share the contents.

Green College:

The college is gradually progressing towards a paperless office. Most of the communication with the teachers is done through email or whatsApp. The campus has a well maintained landscaped lush garden with a variety of plants and trees like Peepal, and a variety of other trees. Various flowering plants like rose, marigold and Jasmine are grown around the campus. The college has a practice of welcoming its special guests by giving plant saplings.

Plantation drive:

In order to combat and mitigate the increasing levels of carbon dioxide and filter the impact of harmful pollutants the college tirelessly organizes plantation drive every year. The plantation drive promotes:

- Maintaining bio diversity.
- Purification of air.
- Conservation of water.
- Habitat for birds and animals.
- Climate Control.

- Preservation of soil.

Eco-Friendly Initiative:

Implementing environmental friendly practices is becoming more and more essential for the college. In addition to doing what's right for the environment, venues that initiate sustainability programs promote three-fold benefits: environmental, social and economic. These three arenas are extensively looked after, explored and enthusiastically worked upon by the **Eco-Green Club** of the college established in June 2019-20.

Function of Eco-Green Club:

1. Organizing Poster competition and exhibition on environment.
2. Essay, poetry and debate competitions.
3. Extension activities include the initiative of the members of the club to move out to nearby slum areas and enlighten the residents towards gaining consciousness on the issues related to conservation and protection of our environmental.

Apart from the proactive participation of Eco-Green Club, the college also indulges into many sustainable initiatives:

1. Roof Top Rainwater Harvesting.
2. Usage of LED bulbs
3. Green House
4. Medicinal plants (Botanical garden)
5. Waste Segregation Management
6. Swachch Bharat scheme by NSS volunteers is fully functional.
7. Smoking and Tobacco Free Campus.
8. Plastic Free Zone Campaign.
9. A new course on Environmental is introduced in this academic year.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.37

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
.28590	.60095	.69030	.21930	.2654

File Description	Document
Green audit report	[View Document]
Details of expenditure on green initiatives and waste management during the last five years	[View Document]

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document]
link to photos and videos of facilities for Divyangjan	[View Document]

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 52

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
19	11	12	3	7

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 45

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
20	8	7	3	7

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 43

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
17	10	10	2	4

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The College organizes national Festivals and birth/death Anniversaries of the great Indian Personalities with great enthusiasm. Our students are on a mission towards better India by breaking the boundaries of religion and caste. The thoughts of great Indian personalities are sowed into the young minds through the exhibitions and programs conducted on these days. The institution practices pluralistic approach towards all the religions and encourages the students and faculty members to showcase the same. The faculty members and students get to know the importance of national integrity in the country in general and their role in it in particular.

1. **Republic Day**- Republic Day is celebrated on January 26 to commemorate the adoption of constitution. On this day, various formal events including flag-hoisting and march-past/parade are organised in the course.

2. **Independence Day** - It is a grand event marked with the flag hoisting by the Principal and well-practiced march-past by the trained team of NCC students.

3**. Teacher's Day**: Dr. Sarvpalli RadhaKrishnan Birth Anniversary- On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour. The students organize a programme for the teachers and the Guru-Shishya-parampara is celebrated.

4.**Gandhi Jayanti**: The 2nd October Mahatma Gandhi's Birth Anniversary.- A standout amongst the most mainstream events in India and one of the three national occasions, Gandhi Jayanti is celebrated in our College every year consistently to stamp the birth commemoration of Mahatma Gandhi. The standards of truth, peacefulness and trustworthiness are recalled and generally plugged among the students of the college.

5. **National Youth Day**: National Youth Day/ Yuva Diwas or birthday of Swami Vivekananda is celebrated every year on January 12 with great zeal and joy in our college. It is celebrated by organising speech performances, recitations, songs, essay-writing competition etc on Swami Vivekananda. To draw inspiration our students also perform writings and lectures of Swami Vivekananda.

6. **National Unity Day**: National Unity day (also known as Rashtriya Ekta Diwas) is celebrated every year on 31st of October in the college. It is celebrated to commemorate the birth anniversary of Sardar Vallabhbhai Patel. Various programmes are organized in college like run for unity, pledge taking ceremony, essay competitions etc by the students.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and

auxiliary functions

Response:

Our College is governed by the University of Allahabad, so the college abides by the terms of the University. Admission is an online process which is strictly on the basis of merit in accordance to the government reservation policies. There is an admission committee in the college which monitors every academic activity of the college. Important notices regarding college are regularly posted on the college website to ensure complete transparency in all its functioning. The college maintains transparency in its financial, academic, administrative and auxiliary functions.

It has proper system outline taking care of ethical and human values responsible for transparency. The college's financial transaction Audits are being carried out yearly by external auditor. The anti-ragging committee in the college looks after the prevention of ragging. The counselling committee is there for personal counselling of students.

It ensures that all the financial transactions, reports and documents are completed with integrity. The College presents timely and accurate information to the University. The University maintains complete transparency in its financial, academic, administrative and auxiliary functions:

Finance- Budgeting through meetings of Governing Body makes different heads of budget clear and transparent to all the members of Governing Body. Since two teachers representatives are also members of the Governing Body, information s in this regard trickle down to faculty members also. Most of the payments in college are done through e payments (RTGS, NEFT etc). Salary of all the permanent faculty and staff are transferred into their accounts through PFMS. Temporary, Guest faculty and Staff are paid salary through RTGS. All the civil and other work orders and purchases are processed through e- tendering published on college Website.

Academic: The recruitment for all the faculty positions is done through open advertisement. The names of the faculty members appointed along with their full qualifications and experience is uploaded on the website of the college for general information. The courses along with their details like eligibility, fees structure etc., are available in the College Prospectus/ Website.

Administrative and Auxiliary functions:

- The recruitments in the college are done through open advertisement in national newspaper and employment news Government of India . The rules regulating the services and conduct of the staff members have already been framed and notified and uploaded on the website of the college.
- By organizing meetings of different committees at regular intervals deciding the various functions and activities in the campus, the college administration delegates power to committees and its members at decision making level and implementation.
- All the faculty members share been given free hand to decide and execute activities pertaining to academic and cultural events.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice 1

Title of the best practice: Fostering sustainable lifestyle in the faculty members, students and non teaching staff of the college

Objective:

1. To protect the environment in both a proactive and remedial manner, with emphasis on anticipation and prevention.
2. To make decisions that recognizes the interdependence of humans and nature in a common ecosystem.
3. To promote responsible resource use and conservation practices.
4. To have regard for environmental, economic and social costs and benefits in the development and use of resources, products and services.
5. To promote responsible stewardship to ensure equitable use of natural and environmental resources in order to meet essential needs of both present and future generations.
6. To ensure good health and well-being of human beings and ecosystem.

Context: In the context of increasing population and consumption of natural resources, sustainable development and lifestyle is a development model aiming at a balance between economic growth, quality of life and environmental preservation medium and without increasing consumption of natural resources beyond the capacity of the Earth. The intensified global problems such as depletion of natural resources, damage to the natural environment, economic and financial crisis and increasing consumption led to the paradigm shift from consumption to sustainable development and recognition of new courses of action, namely green initiatives or eco-friendly initiatives. The college fosters and inculcates sustainable development goals in its students, teaching and non teaching staff by organising various awareness campaigns, promoting consciousness towards these initiatives, through Nukkad Natak, Extension activities, activities addressing Locational advantages and disadvantages, lecture series etc

Practice:

1. As a part of Green practice the college is trying to promote the use of bicycle and e-rickshaw once in a month by the students, teaching and non-teaching staff for commuting to college. There are also plans to convert this practice into once in every week.

2. Cleanliness drive:

Following theSwachh Bharat Abhiyan (SBA) or **Swachh Bharat Mission (SBM)** the college aims at spreading awareness and consciousness within and around the vicinity of the college. The objectives of the college under the banner of Swachh Bharat include:

1. Eliminating open defecation

2. Prevention of the use of plastics, polythene etc.
3. Segregation of bio- gradable and non bio -gradable waste.
4. Recycling of waste.
5. Swatchcha Ganga Abhiyan

1. **Eco-Friendly Initiative:**

Implementing environmental friendly practices is becoming more and more essential for the college. In addition to doing what's right for the environment, venues that initiate sustainability programmes promote three-fold benefits: environmental, social and economic. These three arenas are extensively looked after, explored and enthusiastically worked upon by the **Eco-Green Club of the college established in June 2019-20.**

1. **Function of Eco-Green Club of the college**: The members of the green club devotedly participate in the meaningful and significant environmental initiatives awakening the students and society towards the environmental issues and problems. The following activities are the part and parcel of Eco-Green Club:
2. Organizing Poster competitions and exhibitions on environment.
3. Essay, poetry and debate competitions.
4. Extension activities include the initiative of the members of the club to move out to nearby slum areas and enlighten the residents towards gaining consciousness on the issues related to conservation and protection of our environment.

Apart from the proactive participation of Eco-Green Club, the college also indulges into many sustainable initiatives:

1. Roof Top Rainwater Harvesting.
2. Usage of LED bulbs
3. Medicinal plants (Botanical garden)
4. Waste Segregation Management
5. **Academic Citizenship behaviour**: The Maintenance staff and students take care of switching off lights, fans and other electrical devices when they are not in use to avoid wastage of energy. The offices, to the extent possible, are arranged to take advantage of natural light from windows.

1. **Plantation**: A lot of expenditure is incurred to keep the environment green. Trees are planted every year. The college organizes tree plantation programme every year to inculcate this tradition amongst its students.
2. Swachch Bharat scheme by NSS volunteers is fully functional.
3. Smoking and Tobacco Free Campus.
4. Plastic Free Zone Campaign.
5. Course on **Environmental Studies** is introduced this academic year.
6. Go Green Initiative through Poster Competition and Environment Day Celebration is observed.
7. Implementation of double-sided printing and copying. Use of scrap paper for notes and internal memos. Buy toner in recyclable cartridges.
8. Set up recycling services in meeting rooms for all items, including paper, newspaper, bulbs, toner cartridges, electronics, mobile phones and batteries.
9. Use recyclable or reusable signage and name tags for Seminars and Workshops.
10. Replace bottled water with refillable bottles or containers that are refilled on-site.

11. Incorporate water-saving landscaping by planting trees, shrubs and/or native landscaping to keep watering to a minimum.
12. The college has appealing tradition of welcoming guests during various events by gifting them basil plants instead of flower bouquets.
13. *Grievance Redressal Cell* : receives ethics/moral complaints and arbitration requests through the online Grievance portal of the college which is further taken up by the *Grievance Redressal Cell* to discuss with those concerned and submit its recommendations and report to the Principal of the college as expeditiously as possible.
14. *Women's Cell*-The cell conducts different activities to encourage women to fight against any kind of injustice resulting from gender bias.

Evidence of Success: The efforts of the college in bringing out and inculcating sustainable lifestyle initiatives have so far been immensely fruitful and successful. The college has successfully fostered and inculcated sustainable development goals in its students, teaching and non teaching staff by organising various awareness campaigns, promoting pros and cons of various practices, through nukkad natak, extension activities, activities addressing locational advantages and disadvantages, lecture series, green initiatives etc, Swachcha Bharat Abhiyan, Save Ganga Save water, Each one teach one etc. It can be stated with due pride that in the institution the incidents of sexual harassment of girl students are nil due to the discipline in the campus.

Problems Encountered and Resources Required:

1. In making the campus plastic free the college encountered the challenge of providing the replacement for polythene and had a tough time being vigilant in observing complete implementation of the campaign.
2. Promoting green initiatives like planting maximum trees in the campus was presented with the challenge of post plantation initiatives and there was less fertile area available for the same.
3. The team faced challenges in grabbing attention of the common people for reducing the use of paper and switching to email and WhatsApp for communicating messages.
4. It took time for all the members to adjust to the use of cycle/e-rickshaw, especially for ladies and those who have to commute to long distances without bike/cars/buses.

Best Practice 2

- *Title of the best practice : Seminars and Symposiums are organized regularly*
- **Objective:** The qualifications may not be all that is needed in today's competitive job market and globalised era. The teachers and students need to be well equipped with the challenges of the society. For this faculty development programmes, workshops, seminars, conferences and symposiums are regularly organized to foster the need of the scenario.

Context:

- Understanding the individual needs of the identified students' groups.
- Designing individual activities with relevant details for implementing each of the programs/ activities.
- Identification of **resource persons** for delivery of these programs/activities.
- **Young students** lack proper career orientation in addition to their regular academic activities.
- Effective management of classes with other activities and academic pursuits of the **teachers.**

For the development of faculty the college has full-fledged Faculty Development Centre through which:

1. The faculty members understand their roles and responsibilities.
2. Familiarize themselves with structure, functioning, governance, rules, regulations and professional expectations in higher education institutions.
3. Explore pedagogical processes - aims of higher education, curriculum, instructional planning, classroom management and transaction along with the uses of resources and assessment.
4. Recognize the importance of self-development, socio-emotional development of the students and the importance of nurturing ethics and values in higher education.
5. Sensitize and motivate the faculty to adopt learner centered approaches.
6. Incorporate and integrate ICT in teaching-learning process.
7. Equip the teachers with necessary competencies, skills and attitudes which enables them to face the global challenges effectively.
8. Ensure personal, instructional, organizational and professional development of the faculty members.

9. **Seminars**: It is a forum for the teachers for the exchange of ideas with experts and the professionals with a view of acquiring additional knowledge acquainting each other with new research work, new methods and techniques of investigation or production. Lectures by experts, presentation of papers on selected themes in the area chosen for the Seminar, demonstration of new techniques and their discussion constitute the main activities of the Seminar/conference.

Programmes/ courses involving lectures, laboratory work, field work or project are floated for students with the intention of grooming them for their overall development.

Career guidance workshops: for the students to give them a direction in choosing and exploring better career opportunities.

Soft Skill Workshops for the students to improve their personality and self –confidence.

Guest Lectures on various academic and career oriented topics are held periodically in all the departments.

- – (to UG/PG Students on Business, politics, Commerce, general studies, English, aptitude etc)

Resume writing and Interview Skill workshops for UG Students.

Saturday Seminar Series: A series of interdepartmental Seminars known as "Saturday Seminar Series" is being run by the Political Science Department Since 2006 (till date) for UG and PG students. Each Saturday the UG and PG students give presentations on the topics that are related to their syllabus. The topics are further deliberated and discussed by the students and other faculty members after the seminar.

Evidence of Success-

1. The Guest lectures and various workshops have significantly contributed to the knowledge and skill enhancement of the students.
2. After attending these programmes students improved their confidence level, assertiveness, presentation skill etc.
3. The seminars and conferences have enriched the teachers with necessary competencies, skills and

    attitudes which have facilitated their facing of the global challenges more effectively.

4. Those students who have been the part of our competitive exams/ trainings/ workshops have appreciated and given us a positive feedback with respect to their knowledge enhancement and skill improvement.
5. These trainings and workshops have significantly contributed to the growth, grooming and development of students, motivating them to aspire for better career opportunities.
6. This has also showed its positive feedback in the recruitment of students in good companies.

Problems encountered and resources required

1. Synchronizing the availability of the resource person with the available time slots.
2. Long distance travelling by the team for field trips to reach respective locations, most of which are in quite remote areas.
3. Time constraints often restrict the quality of the content that is delivered to the faculty/students of the college.
4. Identification of the right resource persons to handle each activity, as different activities require different skill sets, knowledge, experience and expertise.

File Description	Document
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The college is given the potential of excellence. Following the vision and mission of our college i.e. to make it a cohesive centre of excellence, to produce best manpower by enriching our youth with highly innovative perception and adaptability potential and to prepare our youth to face the ever emerging global challenges, our college caters to the higher educational needs of youths belonging to the socially and economically deprived and disadvantaged groups and youths of rural areas.

Through proper planning and strategies, the institution focuses on delivering to its best ability the vision of the college. It is kept in mind that majority of the students come from rural back ground and have almost negligible access to the modern ways of teaching. Specific attention is given to comparatively weak students in all the subjects. For this, remedial classes, tutorial classes and extra classes are arranged for the students of English literature, Sanskrit literature, Economics, Commerce (Accountancy) and other subjects where students need help and assistance.

Seminars/ Workshops/ Lecture series:

The nation in general and the state in particular, is blemished with the problem of unemployment among educated youth. Therefore, the need for "Skill-based system of education" is becoming more vocal in present times. Many important initiatives are taken like special lectures, workshops and training programs are regularly organized in the college to offer skill-based education.

Certificate/Value Added / Add on courses:

The university curriculum enriches students academically but for the overall development of students and to supplement the need of today's competitive world, the college runs many Certificate/ Value Added/ Add on courses, bridge courses, workshops etc. These courses prepare the students to meet industry demands as well as develop their own interests and aptitudes. Our college offers a wide variety of short term certificate courses which are conducted within the regular time table, after the regular class hours or during vacations. These courses are conducted by the college faculty members, professionals and other industry experts and help students stand apart from the rest in the job market by adding further value to their resume.

The college offers following one year certificate programmes at nominal rates for all the streams of all the years B.A, B.Sc and B.Com :

1. *Certificate course in Computer Awareness for B.A I year, B.Sc I year and B.Com I year.*
2. *Certificate course in English Proficiency and Personality Development for B.A II year, B.Sc II year and B.Com II year.*
3. *Certificate course in General Studies for B.A III year, B.Sc III year and B.Com III year.*

The following certificate courses are run by the Commerce department:

1. *Certificate course in Entrepreneurship and Business.*
2. *Certificate course in E -Banking and Finance*
3. *Certificate course in Security Analysis and Investment Management.*
4. *Certificate course in E-Commerce.*

There are optional certificate courses for the students organized by the college during summer vacations:

1. *One month Course on Functional Creative Writing.*
2. *Two months Summer Institute of English Speaking*.

The following Value Added Courses are conducted by various departments to enhance the competitive ability of the students and equip them with extra capacity other than their regular course material to meet the challenges of the contemporary society.

Value added courses	Duration in hours
Yoga and Health	30 Hours

Solid Waste Management and Environmental Studies	30 Hours
Vocational Guidance and Career Counselling	30 Hours
Sanskrit Sambhashan	30 Hours
News Writing and Editing	30 Hours
Human Rights	30 Hours
Human Values and Professional Ethics	30 Hours
Stress Management	30 Hours
Smart Investor and Portfolio Management	40 Hours
Introduction to Theatre Studies	40 Hours
Orientation Programme on Soft Skill Development and Career	30 Hours
Constitution and 'You'	30 Hours
Museum Studies	30 Hours
Functional Creative Writing	30 Hours

The college has also constituted following committees for the proper grooming and betterment of the students:

Training and placement cell: prepares students in quantitative and verbal ability, personality development, logical reasoning and other abilities required to face job interviews as well as competitive exams. The cell grooms students to attend personal interviews and group discussions. All in all it provides students complete training to go ahead in the global market.

Language centre: With the help of language lab software, students develop better understanding of reading, writing and speaking abilities in English. Each student is allotted a personal computer for the same which also assists in strengthening their overall personality and confidence level.

Infra- Development and Building Committee: While taking care of regular instructions and day to day functioning of UG and PG courses, BVOC, BALLB programmes the college has paid specific attention to their long term growth and planned progress. Towards this end, college has adopted a distinctive developmental strategy for strengthening available programmes. The priority is given to the creation of academic facilities and student amenities through Construction of Permanent Buildings (Academic Blocks).There is an optimum utilization of infrastructural facilities for conducting and floating all kinds of programmes and activities.

Students' welfare committee is committed to transformational education through student's engagement in acquiring leadership quality, cultural competence, interpersonal growth, and civic engagement. Awareness, knowledge, and skills are essential components of students' success both academically and personally. Various programmes, workshops, certificate courses , Value added and add on courses focus specifically on helping students.

File Description	Document
Link for Additional Information	[View Document]

5. CONCLUSION

Additional Information :

The college has over the years taken immense interest in improving its programs based on the recommendations of the NAAC Peer team for quality enhancement. The incremental quality enhancement initiatives after cycle 1 assessment:

1. The college devised an effective feedback mechanism which was made online during the academic year 2017-18.
2. Faculty Development Centre: The Faculty Development Centre in our College has been established in August 2018.
3. Participation of faculty in Seminars, Conferences/workshop.
4. The institute has entered into MOU with-
5. Poorva Pratisthan, 348, Tagore Town, Allahabad.
6. Food Science Training Centre, Allahabad
7. United Automobiles, Allahabad.
8. UPTEC Computer consultancy Limite
9. Alumni Association:
10. Automation of Library: The library of the college is fully automated having the SOUL 2.0 – Library Management Software.
11. The college website: is maintained regularly to meet the academic and operational demands of the faculty members and students.
12. The Infrastructural facilities of the college facilitate and reinforce its optimal utilization by consistently engaging the classrooms for various teaching-learning operations.
13. The college caters to the diverse needs of the students by offering certificate programmes at nominal rates for all the streams of all the years of B.A, B.Sc and B.Com.
14. The college is also running optional certificate courses for the students during summer vacations.
15. 20 Value-Added/Add on Courses are run by various departments.
16. Gymnasium of the college is upgraded from time to time.
17. The college is effortlessly running UG programme in 31 subjects and 15 PG programmes along with vocational course B.Voc. in automobile and food processing.
18. Self-appraisal of faculty members.
19. The faculty members have procured major and minor research projects and are expeditiously working for its submission.
20. Use of wide-ranging and innovative methods of ICT in classroom teaching.

Concluding Remarks :

After its first assessment and accreditation by NAAC college has been striving its best to adhere to the recommendations of NAAC and has improved a lot in its academic and non academic endeavours and has following goals in the pipeline to be achieved in the coming years:

1. Development of more spacious laboratory and more smart classrooms with equipment and other facilities in newly constructed academic block.
2. Construction of two hostels separately for boys and girls.

3. RFID implementation to prevent theft of library books.
4. Institutional Repository.
5. Purchase of more number of computers to have satisfactory computer-student ratio.
6. Provide a bigger rest room for girls.
7. Introduce more job oriented/certificate courses for the benefit of the students.
8. To strengthen the Training and placement cell.
9. Providing transport facilities for students.
10. To increase the number of MoUs with industries and research organisations for better employment and job-training.
11. The college aspires to achieve the status of deemed university /centre of excellence for higher education.