

**Annual Quality Assurance Report (AQAR)
Of the IQAC**

Dayanand Arya Kanya Degree College, Moradabad-244001

(www.dakcollege.org)

For the Session, 2017-18

Submitted On:



Submitted to:

**National Assessment and Accreditation
Council**

Bengaluru (India)

The Annual Quality Assurance Report (AQAR) of the IQAC Dayanand Arya Kanya Degree College, Moradabad

Part – A

AQAR for the year (for example 2013-14)

2017-18

I. Details of the Institution

1.1 Name of the Institution

- Dayanand Arya Kanya Degree college, Moradabad

1.2 Address Line 1

- Dayanand Arya Kanya Degree college, Moradabad

Address Line 2

Civil lines

City/Town

Moradabad

State

Uttar Pradesh

Pin Code

244001

Institution e-mail address

dakcollege@gmail.com

Contact Nos.

0591- 2425952, 0591- 2411892

Name of the Head of the Institution:

Dr. Poonam Gupta

Tel. No. with STD Code:

0591- 2425952, 0591- 2411892

Mobile:

9837020926

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.26	2013	2018
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

- i. AQAR 2014—2015 _____ 16-11-2015 (DD/MM/YYYY)4
- ii. AQAR 2015 - 16__ _____ 17-11-2016_____(DD/MM/YYYY)

iii. AQAR__2016-17_____ (29/10/2017)

iv. AQAR_____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Education

1.11 Name of the Affiliating University (for the Colleges)

M. J. P. Rohilkhand University,
Bareilly

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

Autonomy by State/Central Govt. / University

NA

NA

University with Potential for Excellence	NA	UGC-CPE	
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (<i>Specify</i>)	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers

04 Dr. Shobha Gupta (Co Ordinator), Dr. Rita Jetley, Dr. Archana Rathor , Dr. Ritu Dixit.

2.2 No. of Administrative/Technical staff

Mr. Manoj Agarwal

2.3 No. of students

07- Km. Anjali Saxena, Km. Neha, Km. Shivani, Km. Akanksha, Km. Shirsti, Km. Sakshi, Km. Sakshi Saxena

2.4 No. of Management representatives

01- Mohd Junaid Aijaz

2.5 No. of Alumni

03- Dr.Shubhra Agarwal, Dr. Neha Nagpal , Miss. Nisha

2.6 No. of any other stakeholder and community representatives

01-Mr. Mohd. Haneef (father of Km Neha, BA III year)

2.7 No. of Employers/ Industrialists

02- Mr. Rahul Singh, CEO, Expressions of India Ltd. Moradabad, Mr. Avtar Krishan.

2.8 No. of other External Experts

1

2.9 Total No. of members

20.

2.10 No. of IQAC meetings held

06

2.11 No. of meetings with various stakeholders: No. 01 Faculty 01

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC organised a couple of substantial workshops for the betterment of the students and the staff. A workshop was organised to address the issues of women security through women help line on 18th September 2017. Government of Uttar Pradesh has established 'women power line 1090' for atrocities against women.

A talk on self defence was organised by the IQAC team on 5th December 2017. The Keynote Speaker was DIG, Moradabad, Shri Omprakash Singh. He told that women are targeted by many criminals because they seem fragile and cannot defend themselves. Many women panic in the state of attack causing them to be easily overtaken. He told the students about 'UP 100' A citizen centric police system, The Uttar Pradesh Police has launched the organization's largest and one of the most ambitious projects in the history. 'The UP 100' is the official name of the UP Police Emergency Management System.

For the emotional and spiritual wellbeing of the college, a session was organised by the Art of Living group wherein the tips were given about how to be happy on a permanent basis.

Another workshop was organised to teach students how to fill the forms of various exams and how to face the interviews. The target audience were the final year students of BA and B Sc.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>The IQAC holds its meetings every year. The number of meetings varies as per the need. In 2017, the plan of action was finalized by the committee on the meeting held on 10th August 2017, regarding the stipulated tasks for the IQAC as such and also for other committees and departments.</p> <p>Regarding the action plan of the departments and committees, it was decided that the events organized should include the syllabus so that the teaching doesn't get suffered. And that the different departments should not clash over an event and plan their events on separate days with mutual consent.</p> <p>It was decided to hold a workshops on topics that included multifarious development of the staff and students.</p>	<p>It was observed that most of the commitments were fulfilled and only some of the plans were not met out because of some inevitable circumstances. All the committees and departments do keep submitting their appraisals every trimester.</p> <p>The outcome of the Workshops was very effective and informative.</p>

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

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Will recommend to place

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA			
PG	2 M.Sc. in Zoology M.A. in Hindi		2	
UG	B.A., B.Sc., B.Ed.			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	6			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options :- The University decides the curriculum so there is no flexibility.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	Annual

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

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

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

Alumni: This year also we had wonderful input by our aluminus. Our alumnus are working in different fields and did some commendable job. First, we came to know that now 10 of our alumni roped in to upgrade their NGO Helping Hands. They are giving free education to downtrodden who have no means for getting primary education. We invited them in our college to motivate our students. The Alumni visited our college on 24th November 2017 on the day of Alumni Meet and reflected their sheer satisfaction and happiness with the performance of the college. In their opinion they owe a lot from what college taught them- Self-discipline, importance of time and opportunity, curricular and co- curricular activities which college offered, really gave them great exposure to learn. They always want to give their service and support to the college. We have a long list of well-placed and settled Alumni. Our alumnus Dipti Grewal is selected as Yoga Coach for international yoga day events. Alumnus Rakshita joined Bank of Baroda as Cyber Security Officer North Zone. Ms Neha Dixit has started a Library for the children.

Parents- A Parent-Teacher meet is organized in the college every year. In 2017, it was held on 1st December 2017. Parents also vocalised their views. Following are the comments given by the parents-

- i. College has good infrastructure, well behaved faculty who teach with great passion.
- ii. Parents are satisfied with the studies.
- iii. Parents are also satisfied with the management of the college.
- iv. Parents like discipline and studying pattern of the college.
- v. College takes good care of the students.
- vi. Since it is a Women's institution, parents feel relaxed in sending their wards.
- vii. Qualified teachers and good teaching quality, transparency in all the fronts like admission, examination and evaluation are the things that make the parents happy.

Disciplined and secured atmosphere are the hall marks of this college.

- i. Multidimensional activities like rovers and rangers, NSS, NCC, Sports and cultural activities bring out the best in the personality of the students.
- ii. The attitude of Management, Principal, teaching and non-teaching staff is cordial and very cooperative.
- iii. The study curriculum at the college is affordable.
- iv. Good infrastructure, library, laboratories and other facilities attract the parents.
- v. Easily accessible location and green, clean and peaceful learning environment of the college gives encouragement to the students to attend the classes daily.

Students-

- i. In order to get the feedback of the Students, the Student Welfare committee got the students to fill the Feedback form on 11/11/2017. The points that came up are
- ii. The students are satisfied with the studies of the college.

- iii. The Students requested for some vehicle to commute from remote areas to come to college.
- iv. All the teachers are co-operative and try their best to solve their problems- both academic and personal.

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

The syllabi are regulated by the University.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	4	19	-	-

2.2 No. of permanent faculty with Ph.D.

19

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
4								4	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2
2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	01	40	
Presented papers	01	36	
Resource Persons			

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

Use of ICT is encouraged for last some years. Students are shown transparencies and they are taken to the computer lab to make their own projects and assignments. Remedial classes are held wherein the students get their cobwebs cleared and the revision is also done. Monthly class tests are held. Inter collegiate events and group discussions are organized to take their understanding level to new heights.

2.7 Total No. of actual teaching days during this academic year 147 days

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

The college doesn't have any direct or decision making role in the conduction of Examination and Evaluation. The Examinations are conducted by the University and college has to follow the norms. The answer sheets are sent to evaluation as per University norms. Practical exams are conducted by the different departments as per their convenience but again in accordance with the rules set by the University. The External Examiner comes and gives the experiments to the students and thus evaluates them.

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

Dr. Jolly Garg, Dr. Sujata Kumari, Dr. Shubha Goyal

2.10 Average percentage of attendance of students 72

2.11 Course/Programme wise distribution of pass percentage : ----

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.III	547		19	382	49	98%
B.Sc. III	65		14	45	Nil	90%
M.Sc. Final	20	08	17	03	Nil	100
M.A. Final	17	04	03	13	01	

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

IQAC team watches that the teaching classes are going on regularly. It also sees whether the students are attending the classes regularly and in proper strength. The IQAC team also keeps an eye that the teachers are conducting their classes according to the stipulated Time Table. The team goes to inspect all the laboratories and college library from time to time and checks the material required for the laboratories to conduct practical classes. The team watches whether the books are maintained in proper order and always makes arrangements for new books and reading material to provide students of the college. The team also inspects that the computers and internet are working in proper order. The teachers have to submit to the committee the month wise distribution of the syllabus which they have to teach. Monthly tests are conducted to evaluate the students learning power.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmed</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programmed	Nil
HRD programmed	Nil
Orientation programmed	Nil
Faculty exchange programmed	Nil
Staff training conducted by the university	02
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	10
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	04		
Technical Staff	03			

Criterion – III

3. Research, Consultancy and Extension

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

Our college is an undergraduate college so the scope for research is meagre. Previously the teachers of U.G. colleges were not made research guides by the University but now the University has started granting permission to UG teachers for research guidance. Some teachers of this college are engaged in research work. The IQAC team provides brochures of the seminars to the faculty and inform about the different workshops.

3.2 Details regarding major projects :---- No major research project has been sanctioned.

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects:- No minor research project has been sanctioned.

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Dr. Reena Mittal- 03	Dr. Jolly Garg-02 Dr. Shobha Gupta-01 Dr. Reena Mittal- 03 Dr.Aruna Sharma-01	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NA			
Minor Projects	NA			
Interdisciplinary Projects	NA			
Industry sponsored	NA			
Projects sponsored by the University/ College	NA			

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from ::-- NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges ::-- Autonom CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences ::--Organized by Institute

Level	International	National	State	University	College
Number					3
Sponsoring agencies					

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

3.13 No. of collaborations:- International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs ::-- NA

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
03			03			

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

Dr. Jolly Garg, Dr. Shobha Gupta, Dr. Poonam Bansal – 3 students registered, Dr. Seema Rani – 4 students registered, Dr. Shubha Goel – 1, Dr. Reena Mittal-1 Dr. Ritu Dixit-1, Dr. Anupama Mahrotra-08, Dr. Mani Bansal-01

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC

NCC:

17.06.2017: 16 units blood donated by the NCC cadets

11.08.2017: Tree plantation activity done in college under the guidance of Dr Poonam Gupta and Dr Seema Mahendra

23.08.2017: workshop on First Aid was held by Ms Neetu Singh

14.11.2017: A procession was taken out for the awareness of world Diabetes day.

NSS

NSS-

27-09-2016 swachchhta evam safayi diwas.

11-11-2016 panel discussion on national integration week

25-11-2016 15days workshop on Skill Development with career counselling cell

26-11-2016 Vidhik saksharta goshthi

01-12-2016 One day camp

22-12-2016 program on water conservation

Celebration of youth day on 19th January 2017

Matdata Diwas and Polythene bahishkar on 25th January 2017

Celebrated legal awareness day .

7day camp celebration-

18th January to 24th January 2017

02-02-2017 Matdhata Jagrukta goshthi with the principals of other schools and colleges at the behest of the DM, Moradabad.

03-02-2017 4th one day camp on Leprosy.

Sports-

SPORTS

Sports team of the college participated in the following inter collegiate tournament:

Football, basketball, khokho, athletics, badminton, boxing, weightlifting, power lifting and judo.

AQAR of Day

Heena (BA 3rd) participated in North Zone inter university Hockey tournament which was conducted by MJPRU

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

ACADEMIC COMMITTEE:

* Students' steering committee are formulated from different faculties.

Conducted the following events and activities in the co-operation by members:-

+ In the month of August an Essay Writing Programme (collegiate level) "Save biodiversity : Role of Youth". Judges Dr. Shobha Gupta, SMT. Padma Jain.

+ 04. Sep.2017 celebrated Teachers Day & depicted an exhibition "Inspiration from the Scientists and educationalist"

+ 14. Sep.2017 (in the eve) celebrated the Hindi Divas and studented participated in "Hindi - Sulekh Writing".

+ 28. Sep.2017 and 05.Oct.2017 Programmes with reference to Gandhi Darshan, Essay Writing Programme (collegiate level) on "Gandhi Darshan- "Vartmansamaymeibhiprasangichai" by students.

+ 11. Jan .18 Speech competition (Collegiate) " Biodiversity Conservation and protection - with special reference to 2016 -2017" . conduction by Dr. Sujata kumari.

+ 30 Jan. 2018 In Collaboration State Bank of India, Moradabad "Savchtha par Vichar Abhiyavayakti" (Collegiate) competition Judges are Dr. Sujata Kumari, Dr. Kanchan Singh and Dr. Seema Mahendra; Winners are 1st Ankansha Sharma (B.Ed. II) Monica Saxena (B.Sc I), Swati (B.Ed.I) Consolation First Parulgangwar , Consolation Second Alima Khatoon.
Note + also participated in miscellaneous activities in various headings

VIVIDH KALA SAMITI:

16.11.2017: POSTER COMPETITION

CULTURAL COMMITTEE:

15.08.2017: COMMEMORATION OF Independence Day

10/10.2017: Sgardiyamahotsava including Free style dance, instrument play, drama and singing skills

12.12.2017: Annual function organized and prize distribution.

26.01.2018: Republic Day celebration and prize distribution of Annual function participants.

Community Services:

The college has adopted a slum area "Saini Basti"

The committee took a Cleanliness rally from the college premises to the slum area on 1st February 2018.

The committee members also tried to inculcate and spread the teachings of Sant Ravidas amongst the denizens of that area.

VIVIDH KALA SAMITI:

16.11.2017: POSTER COMPETITION

CULTURAL COMMITTEE:

15.08.2017: COMMEMORATION OF Independence Day

10/10.2017: Sgardiyamahotsava including Free style dance, instrument play, drama and singing skills

12.12.2017: Annual function organized and prize distribution.

26.01.2018: Republic Day celebration and prize distribution of Annual function participants.

DEPARTMENTS

Sociology Department:

10.09.2017: panel discussion on “Relevance of Social norms in Contemporary times”.

21.02.2018: debate competition on “Modernisation is good for the progress of Indian Society.”

Home Science Department:

The department organizes some activities related to the extension services: 1. Dissminating knowledge about numbers and alphabets to the children of Saini Basti.

Teaching of sewing, stitching and mehendi to the girls.

Teaching of prevention of diseases and superstitions to the women there and also the knowledge of water harvesting.

16.11.2017: poster completion and prize distribution

23.01.2018: workshop on fashion designing

EDUCATION DEPARTMENT:

11.11.2017: Panel discussion on Value Education

22.-1.2018: Lecture on youth empowerment by Dr Meenu Mehrotra.

English Department:

02.11.2017: Vocabulary day celebration of BA first year student.

07.11.2017: Enactment of Roll play in Othello by the students in an inter collegiate competition.

03.12.2017: Creative writing completion on “Importance of Women Writers In India.

Hindi Department:

14.09.2017: Commemoration of Hindi Diwas by the department with the lecture of resource person Dr Meena Kaul, MH College.

02.10.2017: Commemoration of Gandhi Jayanti by the department in collaboration with English Department.

31. 01.2018: Celebration of Ravidas Jayanti by the department.

Political Science Department:

10.12.2017: Commemoration of World Human Rights Day

25.01.2018: Voter Awareness Day celebrated by the department.

BOTANY DEPARTMENT:

+ Instructed and guided the students to prepare pupil's products for subjective and environmental studies (Chart/ posters/ etc.); Provided the instructions and guidance in preparation; finally displayed (group-wise) by the students in groups;
 + Instructed and guided the students to prepare "Plant Herbarium" and plant collection; Study and recording of the Flora (trees, shrubs and big/ important herbs) growing in campus using various Tools & Techniques;

"Capacity Building for Biodiversity Conservation : in the Ecological Perspective"

First day : 21 Aug 2017	Second day : 22 Aug 2017
Third Day : 28 Aug 2017	Fourth Day : 29 Aug 2017
Fifth Day: 4 Sep 2017	Sixth Day : 11 Sep 2017
Seventh Day 12 Sep 2017	

+ Seven Days Workshop for the students of B. Sc I
 "Capacity Building for Biodiversity Conservation : in the perspective of role of Flora in Ecosystem"

First day : 16.Aug.2017	Second day : 17.Aug.2017
Third Day : 23.Aug .2017	Fourth Day : 24.Aug.2017
Fifth Day : 30.Aug.2017	Sixth Day : 31.Aug.2017
Seventh Day : 06. Sep. 2017	

+ Seven Days Workshop for the students of of B. Sc II
 "Capacity Building for Biodiversity Conservation : Taxonomic Perspective"

First day : 18.Aug.2017	Second day : 19.Aug.2017
Third Day : 25.Aug.2017	Fourth Day : 26.Aug.2017
Fifth Day : 01. Sep.201	Sixth Day: 8.Sep.2017
Seventh Day : 09.Sep.2017	

+ Seminar Title "Plants and Utility" OHP Transparencies preparation and presentation by the Faculty and students (optional). B. Sc III 05. Oct. 2017
 B. Sc II 06.Oct. 2017
 B. Sc I 9.Oct. 2017

+ Essay Writing topic "Gandhi DarshanAnd Environmental Protection" in the month of October.

+ 06.Feb.2018 : Organized a Tour to River Ram Ganga, Moradabad; conducted the Rally depicting the slogans like ; also visited Ram Ganga Chopal, Moradabad, WWF.

+ 25.Jan.2018: Campus/ Field Visits were organized with references to observe and study the plant biodiversity for the students of B. Sc I + 27.Jan.2018: Campus/ Field Visits were organized with references to observe and study the plant biodiversity for the students of B. Sc II

+ exhibited the flora of D. A.K. Degree College, Moradabad, for the students of B. Sc I

+ exhibited the flora of D. A.K. Degree College, Moradabad, for the students of B. Sc II

+ exhibited the flora of D. A.K. Degree College, Moradabad, for the students of B. Sc III

i.e. the demonstration of Flora growing in campus;

+ Evaluated the students on the basis of their overall performance (internal assessment). evaluated the overall performance of students (internal assessment).

B. Sc. I :	Evaluation and	internal assessment :-
+ 12.	Aug.	2016 Test
+ 10.Sep.2016		Test

+ 18.Nov.2016 Test

+ 07. Jan.2017 Practical Exam Practical Exam ReharsalB. Sc. II : Evaluation and internal assessment :- + . Aug. 2016 Test

+ . Sep.2016 Test

+ . Nov.2016 Test

+ . Jan.2017 Practical Exam Practical Exam ReharsalB. Sc. III : Evaluation and internal

assessment :- + . Aug.
 2016 Test
 + . Sep.2016 Test
 + . Nov.2016 Test
 + . Jan.2017 Practical Exam Practical Exam Reharsal

Facilities	Existing	Newly created	Source of Fund	Total
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Criterion – IV

4. Infrastructure and Learning Resources

Campus area	5021.038sqm			
Class rooms	14			
Laboratories	09			
Seminar Halls	01			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Rs. 68000			
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.254790			
Others				

4.1 Details of increase in infrastructure facilities:

4.2 Computerization of administration and library

The administration is now totally computerized. The fees receipt is a computerised slip. The budget and other records are maintained both manually and computerized also. The scholarships are also maintained on computer and their receipts also provide to the students.. The official letters are made on computer. The institute also has a photocopier.

The Library is also computerized but it is in the process of getting the complete data base.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	71	4500				
Reference Books	21111		131	19350		
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

Apart from these books our library has a vast collection of competitive magazines and books.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others

Existing	21	01	10broad bands			01	01	
Added	01		01 Jio internet connection					
Total	22	01	11			01	01	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Upgradation (Networking, e-Governance etc.)

The institute has a well-furnished computer lab where both teachers and students can learn the basics and other advanced courses. The lab is well equipped with internet facility. The college office is also equipped with internet connection. The students are given assignments, using ITC. The students are encouraged to take advanced computer courses. The Career Counselling and Placement cell keeps on organizing computer training programmes.

The teachers are encouraged to undergo training workshops on ICT teaching and Research Methodologies.

The college is upgraded with Jio fibre line that can be used by the staff as well as the students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs 14375

Rs 32350

ii) Campus Infrastructure and facilities

iii) Equipment

Rs 254790

iv) Others

Rs1945700

Total :

Rs.2247215

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC regularly makes efforts to enhance the awareness about Student Support Services. The Student welfare committee submits its Plan of Action to the IQAC at the beginning of the academic session. Similarly, all the departments have to submit their Plan of Action including the Remedial and Extra classes to IQAC. The Alumni Association, Parent- Teachers Committee and all the extension units like NSS, NCC and Rangers also submit their Plan of Action at the beginning to IQAC. The IQAC monitors these submissions and at the end of the session, it analyses the concrete

5.2 Efforts made by the institution for tracking the progression

The tracking of progression is done through the Parent Teacher Association and Alumni Association.

The Alumni Association is actively involved in the convenorship of Dr Reena Mittal and the members: Dr Seema Mahendra, Dr Mani Bansal and Mrs Ruchi Agrawal. The alumni get together is done annually while the workshops involving the alumni are regularly organized. The alumni introduce themselves and thus the college is provided with their track record of how they are doing professionally. The successfully placed alumni are invited to give lectures to inspire the students. The alumni are duly registered. They are invited on Annual function of the college also and they are given a place in the College magazine also.

Parent –Teacher Association holds meeting once a year and if the need be, there can be another meeting. The students are asked to submit two self addressed post cards. These post cards are used to communicate with the parents. The parents come with their grievances or appreciations and they are informed about the progress of their wards. Looking at the suitability of the suggestions, the feedback of the parents is reckoned with positivity.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1769	75	NA	NA

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	NA				100

No	%
	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
351	408	02	1081		1842	334	372	02	1135	01	1844

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

The Academic Committee as well as the career counselling cell regularly organizes training sessions and workshops to inculcate the Zeal of competitive examinations into the students.

To support the coaching for competitive examinations, the students are provided with the TIMES classes and there are spoken English classes also held in collaboration with the British School of languages. The competitive magazines are subscribed in the library and also there are plenty of books that the students can avail of for their competitive exams. The career counselling cell advises the students about the various coaching options that are available in the city as well as outside the city.

No. of students beneficiaries

6

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

For student counselling and career guidance, the college has a Career Counselling and Placement Cell which is headed by the Convener Dr Seema Mahendra and has three members: Dr Bimal Sharma, Dr Archana Rathore and Dr Mani Bansal

In the academic session 2017-18, the cell organised following programmes-

17.09.2017: a workshop on how to prepare for right career by all the members of the committee.

21.12. 2017: workshop on Self employment and Fashion Technology by the Entrepreneur Ms BarkhaUpadhyaya.

24.01.2018: Opportunity Cap by MrKhushhal Singh, University Communication and Planning Centre.

27-28.09.2017: Workshop on Quality control and Hygiene, by the incharge of State Department of Food and Technology.

20.11.2017: workshop on how to make our CV by Dr Archana Rathore and Dr Mani Bansal.

19.12.2017: Workshop on Dressing Sense and Body Language by Dr Seema Mahendra and DrBimal Sharma.

05.01.2018: workshop on Stress management byDr Mani Bansal and Dr Archana Rathore.

No. of students benefitted

235

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

For Gender sensitization, the college has following provision-

The gender sensitization is done through the various extension services like Community service, NSS, NCC and Rangers. All the teachers also teach keeping in mind the gender perspective. The department of English organised a workshop on “Gender Awareness in Working Women” on 28 November 2017. The NCC unit organised a workshop on “How to Deal with Gender Issues in the National Camps” on 12th and 13th November 2017..

IQAC also organised a couple of substantial workshops for the gender sensitization of the students and the staff. A workshop was organised to address the issues of women security through women help line on 18th September 2017. Government of Uttar Pradesh has established ‘women power line 1090’ for atrocities against women.

A talk on self defence was organised by the IQAC team on 5th December 2017. The Keynote Speaker was DIG, Moradabad, Shri Omprakash Singh. He told that women are targeted by many criminals because they seem fragile and cannot defend themselves. Many women panic in the state of attack causing them to be easily overtaken. He told the students about ‘UP 100’ A citizen centric police system, The Uttar Pradesh Police has launched the organization’s largest and one of the most ambitious projects in the history. ‘The UP 100’ is the official name of the UP Police Emergency Management System.

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	32	15600

Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

Students do apply for the government scholarship through the college but we don't get to know the amount as it is deposited directly in their accounts.

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
 Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students :

5.13 Major grievances of students (if any) redressed: The students are not allowed mobiles in college campus. But there were some students who needed to carry the cell phones for security purpose as they come from far off areas. So, their grievances were redressed and they were allowed to carry the phones after they submitted their parent's application. The students coming from far flung areas demand a bus service but we have not yet been able to provide one. The students wanted to have a water cooler that has now been installed in the college.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision and mission of the institution is basically to invade the territory of darkness and ignorance and illuminate it with the light of knowledge. It is even reflected in the Logo and motto of the institute. The prospectus begins with the quote: ASTO MAA SADGAMAYA, TAMSO MAA JYOTIRGAMYA. The basic intention of the college is to check the students from straying away from the right path of knowledge. This reason will come to them through the knowledge and wisdom catered to the students by industrious

6.2 Does the Institution has a management Information System

6.2 Does the institution have management Information System ?

No, the Institution does not have a management Information System.

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

6.3.1 Curriculum Development

The college is affiliated to the University. So, it does not hold autonomous power to develop curriculum on its own. Instead, the college teachers are members of the Board of Studies at the university where they play a role in managing the curriculum.

6.3.2 Teaching and Learning

Use of ICT is encouraged for last some years. Students are shown transparencies and they are taken to the computer lab to make their own projects and assignments.

Remedial classes are held wherein the students get their cobwebs cleared and the revision is also done.

Monthly Class tests are held to hone their competitive skills.

AQAR d Inter collegiate events and group discussions are organized to take their understanding level to new heights.

The teachers are adopting changes to opt for more students' centric methods - namely

6.3.3 Examination and Evaluation

The college doesn't have any direct or decision making role in the conduction of Examination or Evaluation. The Examinations are conducted by the University and college has to follow the norms. The answer sheets are sent to evaluation as per the University norms. The practical exams are conducted by the different departments as per their convenience but again in accordance with the rules set by the university. The external examiner comes and gives the experiments to the students and thus evaluates them.

6.3.4 Research and Development

In B.A.III and MA Final, Hindi Literature, a Project is compulsory. Similarly in MA (Hindi) a Dissertation is optional paper. Same is the case of B.A.III Sociology. These practices inculcate research orientation amongst students. And then, there is the provision of Major and Minor research project grants given by UGC, ICCR, ICSSR, DST, AICTE and IHCR. The college is always supportive of such applications. The college provides brochures of the various seminars and conferences to the teachers. And they are given duty leaves too if the concerned event is that of Rohilkhand University.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has a well furnished Library with a system data base. The regular financial audit is also done. The text books, the reference books, journals, competitive magazines, question papers of different exams and entertainment magazines are available.

ICT is being encouraged. We have a sophisticated computer lab with 24 computers and net connection. The students can take computer course and it is free for the use of teachers.

The college has sufficient physical infrastructure to run the session. Apart from the class rooms and the laboratories, the college has a computer lab, a library, staff rooms and a common hall for the students as well.

6.3.6 Human Resource Management

Administration provided with congenial and conducive working conditions to the teaching and non-teaching staff.

Students are made aware of global competition.

We have a Women's Rights unit called 'Tejaswini' group which works under a teacher and representatives of students and staff. The main purpose of this cell is:

To make students aware about gender equality

To provide professional counseling

Prevention of sexual harassment and protection of woman rights

6.3.7 Faculty and Staff recruitment

As the college is governed by the Higher Education Commission, Uttar Pradesh, it can not recruit the Faculty or any other staff on its own. College appoints part time staff and teachers as a stop gap measure.

6.3.8 Industry Interaction / Collaboration

The college is basically an Undergraduate college, except the post graduation course being only in Zoology and Hindi. So there is no scope of any collaboration with any industry. But the college does run a UGC sponsored add-on course in Journalism wherein we tie up with the Media industry like Dainik Jagran and Hindustan media LTD in print media and City Channel in Electronic media. For the communication skills paper, we have collaboration with the British School of languages in Moradabad.

6.3.9 Admission of Students

The admission of students is again governed by the University norms. The criterion for admission in Undergraduate programmes is done on the merit basis while the admission in Post graduate course is done by an entrance exam conducted by the University

6.4 Welfare schemes for

Teaching and Non-Teaching-

Loan from GPF: Members of teaching and non – teaching staff can apply for loan from GPF/EPF. It can be refundable and non refundable. Loan is sanctioned by Director/Regional Director of Higher Education. College Principal and Manager forward their papers and send them to concerning authority. The requirement and eligibility criteria are as per govt. rules. College authorities are concerned with the requirement of the loan. Class IV employees can take them for the marriage of their children.

Mritak Aashrit Quota College offers jobs to the dependants of employees who died untimely. Staff is encouraged to take up free computer education in college. We even offer computer education to teacher's ward free of cost.

Institution always encourages faculty for career advancement and professional development. They are given duty leave to join and attend seminars, symposia and conferences, Orientation Courses and

Refresher courses. They are motivated for attending and joining organisations which help their professional growth. Even study leave is allowed to the faculty of whenever required. Institution has not conducted any such training programmes yet but nearly all the faculty invariably have attended orientation, refresher courses and many have done SAM workshops even. These workshops are sponsored by UGC for women in higher education. Their main aim is to develop Sensitivity, Awareness and Motivation amongst women to build better women managers and creating capacity building amongst them. The non teaching staff is also sent on career advancement training programmes.

Students-

The institution has a committee for Student welfare that looks after the wellbeing of the students. This committee has made a student wing also that works as liaison between the committee and the students.

There are many scholarships available for the minority and reserved category students.

There is a student grievance cell also. The students drop in their grievances in a box. Their identities are not disclosed and the matters are discussed to be resolved alongwith the principal and the senior most teacher.

Student Welfare committee:

On 30th October 2017, a student welfare team was made under the convenership of Dr Rita Jetley. Wherein overall 32 student representatives from all the streams were given badges and an oath was taken by them to work for the welfare of the students.

On 8th September 2017, in joint venture with TMU Medical college. The Eye donation fortnight was commemorated, in which awareness about eye donation was spread during 25th Aug to 8th September 2017. Dr Priya Suman Rastogi, Rohit Singh and Dr Anil Gupta gave important information about the eye donation to the students.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

The college doesn't have any direct or decision making role in the conduction of Examination or Evaluation. The Examinations are conducted by the University and college has to follow the norms. The answer sheets are sent to evaluation as per the University norms. The practical exams are conducted by the different departments as per their convenience but again in accordance with the rules set by the university. The external examiner comes and gives the experiments to the students and thus evaluates them.

The university did adopt some measures to reform the evaluation process. Since 2007, it has started Central Evaluation System. The entries of the examination candidate are kept secret with the inclusion of computer coding system.

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

No such efforts are made by the University to promote autonomy in the affiliated/constituent colleges.

6.11 Activities and support from the Alumni Association

The Alumni Association is actively involved in the convenorship of Dr Reena Mittal and the members: Dr Seema Mahendra, Dr Mani Bansal and Mrs Ruchi Agrawal. The alumni get together is done annually while the workshops involving the alumni are regularly organized. The successfully placed alumni are invited to give lectures to inspire the students. The alumni are duly registered. They are invited on Annual function of the college also and they are given a place in the College magazine also. The alumni are bound together through the college website, Facebook group and a whatsapp group.

6.12 Activities and support from the Parent – Teacher Association

Parent –Teacher Association is maintained by the student welfare committee that is comprised of Dr Reeta Jetley as the convener and the members are Dr Reena Mittal, Dr Ritu Dixit, Dr Mani Joshi. It holds meeting once a year and if the need be, there can be another meeting. The students are asked to submit two self addressed post cards. These post cards are used to communicate with the parents. The parents come with their grievances or appreciations and they are informed about the progress of their wards. Looking at the suitability of the suggestions, the feedback of the parents is reckoned with positivity.

6.13 Development programmes for support staff

The institute does not have any development programme for the support staff.

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

The institution is very particular about the Ecological issues. Infact, it is one of the best practices of the college to safe guard the environment. We have an Eco Club that is comprised of the Department of Botany, Department of Home Science, NSS and NCC. The college is very concerned about the measures that affect the environment issues. Use of polythene is strictly prohibited in the institution. There are flexes installed in various locations stating the same. The college has developed three gardens to help the increase in plantation. One of these is a well developed botanical garden. The college is very concerned about plantation activities. The NCC, NSS and Rangers units of the college keep organizing plantation activities. The details are expatiated in the following point. The convener of the Club is Dr Jolly Garg and the members include Dr Bimal Sharma, Dr Anupama Mehrotra and Dr Mani Bansal. Throughout the session, posters, slogans, environment related messages were displayed in groups regularly. Healthy practices like disseminating the knowledge about Ozone day, world AIDS day were maintained. The students exhibited charts depicting HIV virus, AIDS disease, Nitrogen cycle, Oxygen cycle, Water Cycle, different types of pollutions and different aspect of environmental conservation. The Eco club holds a year wise campaigning on the topic "Biodiversity Conservation". The Botany department arranged for a demonstration of Plant biodiversity in the college campus on 8th August 2016 so that the students can understand and appreciate the importance of plants. Seven Days workshop on Biodiversity Conservation and the role of students was organised by the Botany department. The Eco Club, NSS units and Education department commemorated the Ozone day on 16th September 2016.

The Discipline committee also works round the clock to see that the initiatives to make the campus eco-friendly are duly implemented. The college prohibits the use of polythene bags in the college premises. The use of cell phones is also strictly prohibited in college. The college maintains two small gardens alongwith one big ground. One botanical garden is also maintained by the Botany department. We have one solar panel also that lights front garden of the administrative building.

Crit

7. Innovations and Best Practices

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

The college has been taking up different innovative practices like Yog, Information and Communication Technology and this year we have taken up Environment conservation that is executed by the Eco Club of the College. The detailed configuration of the eco club and it's functions have been discussed below:

Configuration: Multi-disciplinary Infrastructure of The college and Includes the following under the charges of the department /elements.

Department of Botany,
Department of Home Science,
N. S. S. and N. C. C.

There has been constituted a "Committee" Which includes :-

Garg, Convenor
Gupta, member
Sharma, member
Anupama Mehrotra, member
Bansal, member

Dr. Jolly
Dr. Shobha
Dr. Bimal
Dr.
Dr. Mani
*

Students' steering committees (group leaders) are formulated under the elemental departments, NCC and NSS .

students, Department of

Botany;

students, Department of Home Science,

students, unit of NCC under the guidance of Dr. Mani Bansal

students, unit of NSS under the guidance of Dr. Bimal Sharma & Dr. Manju Johari

the individuals and students willing to participate in the activities

Conducted the following events and activities with the and events

The various miscellaneous activities of eco-club were performed / conducted through -out the duration by the elemental configuration of the Club and their reports will be submitted by the incharges of the elements to the IQAC Cell and the part of the report by Botany Department is as.

Eco club – (Botany Department) Students conducted the following activities under the guidance of Dr. Jolly Garg, Dr. Seema Mahendra and Smt. Padma Jain along with Students Steering committee.

11. Aug 17 training hour for NCC students,

16. Sep. 2017 "Jal Samvardhan and sanrakshan" one day workshop, Resource person Neha Bhatnagar WWF Ram Ganga

27 and 28 Sep for Two Days Workshop " Food Quality Control and Hygein" in association with

10. Oct. 2017 Programme and OHP projection : "Gandhi Darshan And environmental conservation"

+ 16. Nov. 2015 "Save Water" programme

displayed Study on Plant Biodiversity growing in college campus.

+ Organized a campaign through out the period on "Swachh Bharat and Swastha Bharat", students of Botany prepared approximately 150 posters / charts in the month of October and displayed these in groups. Finally organized an exhibition and displayed in the month of November 2016. conducted by Dr. Seema Mahendra

+ slogans / environmental friendly messages / etc. were displayed in groups or individually frequently. Text messages were displayed regularly.

+ Healthy practices were maintained viz. disseminated the knowledge of some important days/ Divas regularly i.e., Ozone day, World AIDS day, about scientists. environmentalists

+ Scientific awareness creation/ promotion and extension; uses of Science and Technology.

+ various miscellaneous activities were also performed related to hygiene and health viz. nutrition education; vaccination information; PT & yoga; prevention of various diseases i.e., Aids, Tuberculosis, Malaria, Dengu, Viral fevers etc.

+ Social awareness human rights, woman rights and environmental rights, etc.

+ organization and conduction of Socio-cultural programmes (viz. nukkarNataks, kavita), to eradicate the ill traditions regarding various superstitions, andhviswas, Rudivadita and KuprathaUnmulan, etc. governmental orders and acts for Environmental Literacy;

+ displayed the permanent charts /posters by the Botany Department in the college ground depicting the knowledge of the following :-

Various diseases viz. HIV virus; AIDS disease;

Environmental aspects and biodiversity conservation viz. Nitrogen cycle, Carbon cycle, Oxygen Cycle, pollution and other types of Pollution

different aspects of environmental

role of Vitamines in human health

role of Balanced diet in human health

displayed the permanent charts /posters by the Botany Department in the college ground depicting the knowledge as Pupil's Product.

displayed the charts /posters/ slogans /messages, text messages, etc. (designed and prepared by the students) displayed in the college ground depicting the knowledge of environmental conservation;

“Environmental pollution”, “Save Earth”,
“save biodiversity”, “Save Water”
“Water conservation”

- + Ethanobotanical knowledge of plants medicines / Ayurvedic medicines and uses and importance of plants parts
- + to prohibit the use of polythene bags and to promote the use of clothes bags.
- + Exhibition on Plants Biodiversity growing in College Campus.
- + various miscellaneous activities were also performed
- + displayed the slogans/ text messages (designed and prepared by the students) by the Botany Department in the college ground depicting the knowledge of environmental conservation. “different aspects of environmental conservation”
- + various miscellaneous activities were also performed + Organized a campaign on “Save Earth”, approximately 150 posters /charts were prepared by the students of Botany in the month of October. Students displayed these in groups. Finally organized an exhibition and displayed on
- + Organized a Science exhibition depicting the environmental friendly messages/posters. + Ethanobotanical knowledge of plants (medicines, Ayurvedic medicines, plants parts their uses and importance). Plants Biodiversity (English and Hindi names of the plants growing in college campus).
- + + + Various activities were also performed.
- + Various activities were also performed.

Activities: the activities of eco-club were conducted through -out the aforesaid duration some of the activities include The coordinator and club members have undertaken various environmental friendly activities for spreading awareness to environment. These activities were conducted To satisfy the intellectual and academic/hunger; to develop and promote citizenship roles/leadership/to enlarge the encompassment of mental sphere/to prepare them for national and international competence/ to progress them according to the needs of the society and nation. Etc.

***** activities of Eco Club were conducted
to satisfy the intellectual and academic hunger;
to develop and promote citizenship roles/ leadership /
to enlarge the encompassment of mental sphere /
to prepare the students for national and international competence;
to progress them according to the needs of the society and nation etc.
The coordinator and club members have undertaken various environmental friendly activities for spreading awareness to environment.

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

The Action Taken Report was submitted by the Discipline committee. The committee took random rounds in college to tab the cell phones carried by the students. In spite of the clear cut instructions given in the prospects, there are some defaulters who come with the phones. So, the phones were taken away from them and their parents were called. Secondly, the short-attendance students were sent notices to their homes and parents were called and questioned. Thirdly, in order to retain the environmental balance, the students were encouraged to plant the saplings. As a result, NCC and NSS students have done quite a remarkable work in this direction. Fourthly, all the departments and committees did meet out their Plan of Action submitted in the beginning of the year. The extension services units like NSS, NCC, Rangers and Community services committee

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

The two best practices adopted in the institute are: Strict Adherence to the Discipline and Environment Protection. All the rules that are to be followed in college are clearly prescribed in the prospectus of the college. There is a vigilant discipline committee in the college under the convenership of Dr Bimal Sharma. On the Orientation Day held on 4th August, 2017, all the rules were informed to the new students and the repercussions of trespassing were also explained. The students were given the 10th August 2017 as the deadline to come up in their college uniforms. On the meeting held on 3rd September 2017, it was decided by the discipline committee that it would take a random round of the college campus to look for any discrepancy in following the rules of college. The discipline committee took such rounds throughout the year. The students who were caught with mobile phones were interrogated and their parents were called. The college is very particular about the uniform.

The other best practice of the college is the Environment Conservation that is executed by the Eco Club of the College. The detailed configuration of the eco club and its functions have been discussed below:

Conducted the following events and activities with the and events

The various miscellaneous activities of eco-club were performed / conducted through -out the duration by the elemental configuration of the Club and their reports will be submitted by the incharges of the elements to the IQAC Cell and the part of the report by Botany Department is as.

Eco club – (Botany Department) Students conducted the following activities under the guidance of Dr. Jolly Garg, Dr. Seema Mahendra and Smt. Padma Jain along with Students Steering committee.

11.Aug 17 training hour for NCC students,

16.Sep.2017 “Jal Samvardhan and sanrakshan” one day workshop, Resource person Neha Bhatnagar WWF Ram Ganga

27 and 28 Sep for Two Days Workshop “ Food Quality Control and Hygein” in association with

10.Oct.2017Programme and OHP projection : "Gandhi Darshan And environmental conservation"

+ 16. Nov. 2015 “Save Water” programme

displayed Study on Plant Biodiversity growing in college campus.

+ Organized a campaign through out the period on “Swachh Bharat and Swastha Bharat”, students of Botany prepared approximately 150 posters / charts in the month of October and displayed these in groups. Finally organized an exhibition and displayed in the month of November 2016. conducted by Dr. Seema Mahendra + slogans / environmental friendly messages / etc. were displayed in groups or individually frequently. Text messages were displayed regularly.

+ Healthy practices were maintained viz. disseminated the knowledge of some important days/ Divas regularly i.e., Ozone day, World AIDS day, about scientists, environmentalists

+ Scientific awareness creation/ promotion and extension; uses of Science and Technology.

+ various miscellaneous activities were also performed related to hygiene and health viz. nutrition education; vaccination information; PT & yoga; prevention of various diseases i.e., Aids, Tuberculosis, Malaria, Dengu, Viral fevers etc.

+ Social awareness human rights, woman rights and environmental rights, etc.

+ organization and conduction of Socio-cultural programmes (viz. nukkarNataks, kavita), to eradicate the ill traditions regarding various superstitions, andhviswas, Rudivadita and KuprathaUnmulan, etc. governmental orders and acts for Environmental Literacy;

+ displayed the permanent charts /posters by the Botany Department in the college ground depicting the knowledge of the following :-

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

7.4 Contribution to environmental awareness / protection

The college is very particular about environmental awareness. It is one of the best practices of the college. Use of polythene is strictly prohibited in the institution. There are flexes installed in various locations stating the same. The college has developed three gardens to help the increase in plantation. One of these is a well developed botanical garden. The college is very concerned about plantation activities. The NCC, NSS and Rangers units of the college keep organizing plantation activities. The college has solar panel in the front garden of the college administrative block. We have an Eco Club that

7.5 Whether environmental audit was conducted? Yes No

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

Strengths

- Location of the college is very safe and it is in the heart of the city with a large campus and ample clean, green open space for future development possibility for vertical and horizontal expansion
- Adequate sports facilities with basketball ground and other required facilities.
- Fair and transparent examination and evaluation system.
- Deep association of alumni with their departments and university administration.
- Use of ICT in administration and fully computerised account management system.
- Placement and carrier counselling services provided to students.
- Successful management of water resources on the campus.

Weaknesses

Lack of post graduate classes in most of the subjects.

- Lack of regular faculty and technical staff.
- Lack of financial autonomy.
- Not sufficient number of research publications in national and international journals.

Opportunities:

- To explore the possibilities of establishing Collaboration with foreign universities / institutions.
- To assure the optimum use of the available learning resources and enhance the access facilities of web -based learning material.
- The college has enormous possibilities to start some soft- skill diploma and certificate courses as part of regular courses as dual degree programme.
- The college has the scope for expansion of physical Infrastructure in future to start new innovative programmes in the emerging disciplines.
- The college has the scope to increase collaboration with educational and industrial institutions at the regional level for mutual benefits.
- The college has enormous unused potential to significantly contribute to the development of knowledge inspired services to Society & Industry.

Challenges:

- To increase the attendance of rural students.
- To establish strong linkages with university and industries.
- To meet out the financial requirements in future.
- To meet out the diversified needs and demands of students in future.

8. Plans of institution for next year

· To promote International Seminars/Workshops etc.

To start more value added courses.

To start PG courses in more subjects.

• To maximize the use of ICT in teaching and learning.

• Strengthen the complete computerisation of the library.

• To generate funds for research

• Up gradation of laboratories

• To strengthen the sports facilities in college campus.

• To increase the no of quality research papers in National and International Journals.

Name :- Dr. Shobha Gupta

Coordinator, IQAC

Name :- Dr. Poonam Gupta

Chairperson, IQAC

Abbreviations:

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