The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

> **2014 -15**

1. Details of the Institution

1.1 Name of the Institution

> **Moti Ram Babu Ram Govt. P G College, Haldwani**

1.2 Address Line 1

> **Bhotia Paraw, Nainital Road Haldwani**

City/Town

> **Haldwani, Nainital**

State

> **Uttarakhand**

Pin Code

> **263139**

Institution e-mail address

> **principal@mbgpgcollege.org**

Contact Nos.

> **05946-222017**

Name of the Head of the Institution:

> **Dr. B. C. Melkani, Principal**

Tel. No. with STD Code:

> **05946-222017**

Mobile:

> **9837376604**

Name of the IQAC Co-ordinator:

> **Dr Sucheta Shah Mehta**

Mobile:

9412108422

IQAC e-mail address:

principal@mbgpgcollege.org

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   **UKCOGN11549**

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)

NAAC/WH/Cert-RAR/EC-64/5/2014

1.5 Website address:

www.mbgpgcollege.org

Web-link of the AQAR: **http://www.mbgpgcollege.org/AQAR2014-15.doc**

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**B$^+$**	**75.75**	**2004**	**16/09/2004 – 15/09/2010**
2	2nd Cycle	**B**	**2.58**	**2013**	**08 July 2013 – 07/July/2018**

1.7 Date of Establishment of IQAC :DD/MM/YYYY   **05/09/2009**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC   **…NA…**

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) ☐ .

1.11 Name of the Affiliating University *(for the Colleges)*   **Kumaun University**

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

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers	**06**
2.2 No. of Administrative/Technical staff	**02**
2.3 No. of students	**02**
2.4 No. of Management representatives	-
2.5 No. of Alumni	**02**
2. 6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	-
2.9 Total No. of members	**12**
2.10 No. of IQAC meetings held	**02**

2.11 No. of meetings with various stakeholders: **...NA...**

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)   **...NA...**

(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 held periodical meetings with teachers, non-teaching staff and students. It helps for timely collection of all data.
> ➤ IQAC monitoring and supervised the academic and research activities of the college.
> ➤ IQAC make an Academic calendar for compulsory teaching of 180 days.
> ➤ IQAC also organized the workshop and seminars "Intellectual Property Rights" and RTI seminars appreciated by all the students and faculty too.

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**
(i) Counselling of students before taking admission	Doing successfully
(ii) Undertaking filled by students about minimum 75% attendance.	Implemented.
(iii) Departmental Activities (Parishad)	Organised many student friendly programs.
(iv) Starting special lecture series for ST/SC/OBC students Extension of Social Participation.	Lecture series successfully done.
(v) Extension of Social Participation	Participating social activities through NSS, NCC and Rover &Ranger

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

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Part – B

</div>

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	**03**	--	**03**
PG	**16**	**03**	**03**
UG	**19**	**03**	**03**
Diploma	**02**	**02**	**02**
Certificate	**--**	**--**	**--**
Others	**--**	**--**	**--**
Total	**40**	**08**	**11**

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

Pattern	Number of programmes
Semester	19
Trimester	-
Annual	19

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

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

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

> The updating or revision of syllabi is done by the Board of Studies constituted by Kumaun University. Board of Studies meets from time to time and updates/ modifies syllabus.

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
95	29	37	-	19

2.2 No. of permanent faculty with Ph.D.

40

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
0	2	0	0	0	0	0	0	0	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

06		06		10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	10	05
Presented papers	-	65	05
Resource Persons	-	-	02

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

> - **The College has continued using ICT based teaching-learning education.**
> - **Computerization of all academic and administrative blocks with Wi-Fi/Net Connectivity.**
> - **The College conducts three weeks special research methodology workshop for Ph. D. Scholars to enhance the research skills.**
> - **Carrier oriented programmes for students are conducted regularly.**
> - **Participation of students at National level through NCC, NSS and Rover/Rangers.**

2.7 Total No. of actual teaching days

during this academic year

180

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

Internal assessment /test are held regularly

Board of Study   Faculty develop   Syllabus development

2.9 No. of faculty members involved in curriculum
Restructuring /revision/syllabus development

| 19 | 19 | 19 |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

| 75% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA Final year	1590	04	24	58	14	96
BSc Final year	403	02	13	75	10	69
B.Com Final year	675	01	26	57	16	90
MA IV sem	218	10	25	55	10	98
MSc IV sem	187	04	57	35	04	96
MCom IV sem	90	-	26	72	2	94

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

➢ Use Of LCD / multimedia / Internet facility for teaching and learning
➢ Field visits of Practical subject students
➢ IQAC periodically discusses and reviews the professional courses i.e. biotech, yoga and interior and exterior
➢ After the internal assessments IQAC evaluate and identify the performance of students in each subject.
➢ IQAC periodically organizes workshops and development programmes for faculty members to enhance the quality of teaching practices.
➢ IQAC and Research development cell conducts three weeks special research methodology workshop for Ph. D. Scholars to enhance the research skills.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	-

Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	08
Others	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**10**	**08**	-	**-**
Technical Staff	**08**	**08**	-	**-**
Supporting Staff	**21**	**17**	-	**-**

Criterion – III

3. Research, Consultancy and Extension

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

> ➤ The IQAC has constituted a Research development cell with the objective of organizing workshops, seminars, conferences and lecture series on various topic of quality education.
> ➤ Promote Faculty for attending Orientation, refresher and short term courses.
> ➤ Promote faculty to undertake research projects from various funding agencies like UGC, DST, DBT and ICSSR.
> ➤ Students to Prepare Dissertation in PG and Ph. D. courses.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	2013	-
Outlay in Rs. Lakhs	-	4.75 lakh	-	-

3.3 Details regarding minor projects **...NIL...**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	14	23	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	30	-

3.5 Details on Impact factor of publications: **...NIL...**

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

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

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

Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   **03**   Chapters in Edited Books   **06**

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 **...NA...**   Autonomy   CPE   DBT Star Scheme

INSPIRE   CE   Any Other (specify)

3.10 Revenue generated through consultancy   **NIL**

3.11 No. of conferences   **...NIL...**

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   **10**

3.13 No. of collaborations   International **-**   National **04**   Any other **-**

3.14 No. of linkages created during this year   **NIL**

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

From Funding agency   From Management of University/College

Total

3.16 No. of patents received this year: **...NIL...**

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
02	-	02	-	-	-	-

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

45

40

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

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

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events:

University level [-]   State level [04]

National level [-]   International level [-]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [15]   International level [-]

3.23 No. of Awards won in NSS: **...NIL...**

University level [ ]   State level [ ]

National level [ ]   International level [ ]

3.24 No. Of Awards won in NCC: ...NIL...

University level		State level	
National level		International level	

3.25 No. of Extension activities organized

University forum		College forum			
NCC		NSS		Any other	04

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

- Environment awareness Program on "World Environment Day" and tree plantation.
- No tobacco day
- Blood donation camp in college campus
- Aids Awareness programme in nearby villages
- World Cancer Day
- NSS week
- Cultural Activities
- Republic day, Independence day and Gandhi Jayanti celebration
- NCC students selected in RDC Parade
- Sports weeks
- Science Day
- Execute Clean and Green Campus Programme
- Refresher course form in-service (organized by CTE Haldwani)
- Workshop on training need analysis(CTE organized)

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 Acre	-	-	5 Acre
Class rooms	67	-	-	67
Laboratories	19	-	-	19
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

> ➢ Administrative and accounts work is done through computer. Biometric system of attendance for staff has also been implemented.
> ➢ Library has LIBSYS software that runs OPAC (Online Public Access Catalogue). Using this soft ware, students can locate the book of their interest with the name of the author or the topic of their interest available in which book and the titles of the books of the subject of their choice.
> ➢ Online free access journals information is displayed in the library.
> ➢ Book bank facilities are available for SC, ST and OBC students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	131414	401023	538	171283	131952	572306
Reference Books	11227	1760	07	2920	11234	4680
e-Books	-	-	-	-	-	-
Journals	15	1880	05	4000	20	5880
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	--	-	-	-

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	23	15	All	01	01	01	03	02
Added	-	-	-	-	-	-	-	-
Total	23	15	All	01	01	01	03	02

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

4.6 Amount spent on maintenance in lakhs:

i) ICT   7000

ii) Campus Infrastructure and facilities   265000

iii) Equipments   90000

iv) Others   36000

Total: 398000

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ➢ **The IQAC has proposed various initiatives to enhance awareness of the students about various support services such as website and parent meet. Student support services are incorporated in the college prospectus.**
> ➢ **IQAC encourages students to participate in NSS, NCC, Sports, Rovers and Rangers and Cultural activities during admission times.**

5.2 Efforts made by the institution for tracking the progression

> **Progress made in academics by the students is analyzed by:**
> ➢ **Results obtained in the semester examinations**
> ➢ **Internal Assessment/Test**
> ➢ **Seminar Presentation**
> ➢ **Field Visit Report**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
10200	1831	64	-

(b) No. of students outside the state

152

(c) No. of international students   **...NIL...**

Men

No	%
5267	43.5

Women

No	%
6828	56.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
10224	1389	331	814	02	12760	9346	1514	297	938	-	12095

Demand ratio   Dropout ratio   4.2%

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

Students of both UG and PG are encouraged for competitive exams such as NET/ All India entrance exams/Banking etc. Faculty and other professional expert help students by giving guidance, providing information and clear doubts.

No. of students beneficiaries   130

5.5 No. of students qualified in these examinations

NET	05	SET/SLET	03	GATE	02	CAT	02
IAS/IPS etc	-	State PSC	05	UPSC	01	Others	20

5.6 Details of student counselling and career guidance

(i)   Before taking admission, every admission committee elaborates the future prospect of corresponding subject.
(ii) In notice board college display the newspaper cuttings, employment information, higher study & research facility in other institutions of India & abroad.
(iii) Career counselling cell organized career guidance lectures.

No. of students benefitted   **160**

5.7 Details of campus placement **...NA...**

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

5.8 Details of gender sensitization programmes

➢ Prevention of Sexual Harassment cell is established in the College.
➢ Continuous monitoring by proctorial board.
➢ Establishment of legal cell.

5.9 Students Activities

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

State/ University level [45]   National level [11]   International level [   ]

No. of students participated in cultural events

State/ University level [20]   National level [02]   International level [-]

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

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

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	**2749**	**3271350**
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives **...NIL...**

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   [02]

5.13 Major grievances of students (if any) redressed: 05

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISSION:

To serve the humanity by empowering the individuals through education. To inculcate the professional excellence in students and staff to serve the society. College will rejuvenate the existing infrastructure and create new facilities for class rooms, laboratory, library, conference rooms, recreation and student support activities. Computerized cataloguing of books available in the library, software development for initiating online admission will be undertaken on priority basis.

Internet access will be increased in departments and library building for access to on-line journals and digital books. College will explore and widen the range of research funding sources, with emphasis on both national and international funding. College will encourage staff and students to express their views on issues of public interest without any fear, it will harness expertise of academic community in promoting a dialogue with all its stakeholders, policy-makers, etc. to access their attitudes and perceptive.

MISSION:

Academic honesty and Humanistic approach, Prepare students with an optimistic attitude and train them to be honest in their dealings. Offer academic liberty, allowing its faculty members and students to exchange their ideas without any fear, favour or hesitation.

Connect and contribute through its academics, research, extension and collaborations to find ways to meet the challenges before society. Democratization of education and employability. Encourage and facilitate the transfer of knowledge and technology into solutions to improve the quality of life of people by addressing issues of common concern. Impart a humanistic attitude and spirit of service.

6.2 Does the Institution has a management Information System

> The College ensures a system of participative management whereby information flow and decision making processes are channeled through all key constituents of the College. The college has automated accounting system, fees system and library management. Salary and Payroll system generated by Treasury.

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

6.3.1 Curriculum Development

> ➢ Development of prospectus of college, which includes information viz. course information, course combinations, departmental & faculty profile, resources viz. library, internet, indoor & outdoor games available, reading room etc.
> ➢ Development of self finance courses syllabi.

6.3.2 Teaching and Learning

> Teachers update their knowledge through internet surfing and reading latest journals and books related to respective specialization. Invited lectures by experts and interaction of the staff and students with them are also arranged for gaining the latest developments in the field.

6.3.3 Examination and Evaluation

> Internal assessment of students has been adopted for continuous evaluation of students. Assignments and presentations are incorporated in the academic activity.

6.3.4 Research and Development

> ➢ Both staff and research students are provided by congenial and best facilities for doing research. Teachers with PG are encouraged for their Ph.D. programs.
> ➢ They are encouraged to present their work in the conferences/ symposia and also to participate in the workshops.
> ➢ College has Research Advisory committee to guide both young staff and research students in improving their work and publishing in impact journals and for patenting.
> ➢ College also encourages staff for industrial collaborations, contact research and also training of dissertation students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is equipped with latest software for book circulation, cataloging

Books are purchased every year. Library also has e-library enriched with power point presentations of the staff and down loaded presentations and e-books. Separate book bank facility is developed for the SC, ST, OBC students and also for PG students.

6.3.6 Human Resource Management

On the basis of expertise in extracurricular activities of the staff, on their academic strength, each staff is given the responsibility of convener of various committees of the college. The in-charge staff along with its members and students representatives encourages students to participate in academic and extracurricular activities. They plan the events, according to academic calendar and organize events under the able guidance of the Principal.

6.3.7 Faculty and Staff recruitment

Through State public service commission and Directorate of Higher education Uttarakhand.

6.3.8 Industry Interaction / Collaboration   **...NA...**

6.3.9 Admission of Students

Admission of students in UG, PG and Ph. D. course according to Kumaun University Ordinance.

6.4 Welfare schemes for

Teaching	Staff Welfare Club, GPF & NPS
Non teaching	Staff Welfare Club, GPF & NPS
Students	Free Medical Checkup Blood Group Test and Fellowship

6.5 Total corpus fund generated   **Nil**

6.6 Whether annual financial audit has been done   Yes √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dept. of HE	Yes	Principal
Administrative	Yes	Dept. of HE	Yes	Principal

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

For UG Programmes   Yes ☐   No ☑

For PG Programmes   Yes ☐   No ☑

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

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

College has to follow the stipulated guidelines given by the university, both in academic curricula or in examinations or appointments and also in affiliations for new courses.

6.11 Activities and support from the Alumni Association

Alumni members give valuable suggestions in the development of the college, guide in placement for students.
Alumni members meet is held in the college premises after every few years.

6.12 Activities and support from the Parent – Teacher Association

Parent and teacher meet is organized in each year in the college to update the performance of the wards.

6.13 Development programmes for support staff

- ➢ College level seminar/Workshop on quality up-gradation, Technology enabled techniques.
- ➢ Personal interaction of Principal with office staff helps in increasing the efficiency   level.

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

- ➢ Plastic ban in College campus, Eco friendly environment
- ➢ Making office paperless through computerization
- ➢ Smoking prohibited in College campus
- ➢ Students and staff participate in plantation programs.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

> (i) Number of teachers takes care to enhance the employability of the students.
>
> (ii) Through consistent effort of the teachers, students are motivated to render services for community development.
>
> (iii) Departmental seminars.
>
> (iv) Extra lecture series for SC/ST/OBC and other weaker section of students.
>
> (v) To encourage participation to spread social awareness viz. polythene ban, AIDS awareness and literacy programme.
>
> (vi) Encouraging teachers to use ICT in teachings and recommend reference books for library.

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

> Running smoothly college of Teacher's Education (CTE). Organized so many refresher course and workshops. DPR submitted for the renovation and establishment of YOGA health centre at college.

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

> ➢ Staff constantly up dates their subject knowledge. Encouraging staff to take up research
>
> ➢ Extra lecture series for SC/ST/OBC and other weaker section of students.

7.4 Contribution to environmental awareness / protection

> ➢ Awareness program conducted by NSS, NCC, Rovers Rangers, B. Ed. and Yoga department.
> ➢ The College conduct and promotes programmes related to environmental awareness and protection activities. College primarily believes in green environment and clean environment.
> ➢ The institution encourages/ sensitizes students on environmental issues and motivates them to plant trees, clean environment, polythene free campus, implements healthy ecological practices in water and energy conservation and waste management.
> ➢ Go Clean Go Green Movement is actively promoted for social and environment awareness.

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 -**
> ➢ Campus –
>   o Located in the heart of the city
>   o Well maintained campus with facilities and infrastructure
>   o Environment -friendly
> ➢ High quality academic programmes
> ➢ Strong commitment to community service, social justice, empowerment of women
> ➢ Qualified faculty, dedicated faculty for student welfare
> ➢ disbursed scholarships to students from SC/ST/ and OBC
> ➢ good lab and library facilities
>
> **Weaknesses -**
> ➢ Limited number of Certificate Courses
> ➢ Insufficient student strength in some UG/PG programmes
> ➢ Slow progress in identifying funding agencies for research projects
> ➢ Less number of internet connections.
> **Opportunities** –
> ➢ Students can be effectively moulded to learn new things along with studies and young, energetic and dynamic faculty also get motivated to learn new techniques for teaching and learning.
> **Threats -**
> ➢ Dropout rate in First year is very high.
> ➢ Insufficient staff to conduct various extra activities even for semester exams and semester system.
> ➢ No industry or employable assets nearby.

8. **Plans of institution for next year**

- ➢ Introducing new courses at UG level and PG level.
- ➢ Submission of some research proposals for sanctioning.
- ➢ Opening of Jim in sports for physical fitness of students.
- ➢ Making the internal assessment more comprehensive, continuous and relevant.
- ➢ Increasing more infrastructural facilities.
- ➢ Automation of library
- ➢ Campus beautification

Name - Dr Sucheta Shah Mehta   Name - Dr B. C. melkani

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Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

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