

The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

Academic Year 2014-2015 (July 1, 2014 to June 30, 2015)

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution	H.N.B.GOVERNMENT P.G.COLLEGE NAINI ALLAHABAD
Name of the Head of the institution :	Prof. Ratnakar Shukla
Designation:	Principal
Does the institution function from own campus:	Yes
Phone no./Alternate phone no.:	0532-2695138
Mobile no.:	9450000056
Registered e-mail:	naachnbnaini20@gmail.com
Alternate e-mail :	hnbaini@gmail.com
Address :	Chakbhatai, Naini
City/Town :	Allahabad
State/UT :	Uttar Pradesh
Pin Code :	211008
2. Institutional status:	
Affiliated / Constituent:	Affiliated
Type of Institution: Co-education/Men/Women :	Co-education
Location : Rural/Semi-urban/Urban:	Semi-Urban
Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing	State financed

Name of the Affiliating University:		CSJM University Kanpur		
Name of the IQAC Co-ordinator :		Dr. Vinay Singh		
Phone no. / Alternate phone no.		0532-2695138		
Mobile:		9415445924		
IQAC e-mail address:		<u>naachnbnaini20@gmail.com</u>		
Alternate Email address:		hnbaini@gmail.com		
3. Website address:				
Web-link of the AQAR: (Previous Academic Year):				
4. Whether Academic Calendar prepared during the year?		Yes		
Yes/No....., if yes, whether it is uploaded in the Institutional website:		No		
Weblink:				
5. Accreditation Details:				
Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.59	2011	from:08/01/2011 to: 07/01/2016
6. Date of Establishment of IQAC:		10/02/2009		
7. Internal Quality Assurance System				
7.1 Quality initiatives by IQAC during the year for promoting quality culture				
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries		
IQAC Meeting	08/12/14, 01 Hour	09		
IQAC Meeting	28/01/2015, 01 Hour	10		
Note: Some Quality Assurance initiatives of the institution are: (Indicative list)				
<ul style="list-style-type: none"> • Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements • Academic Administrative Audit (AAA) conducted and its follow up action • Participation in NIRF • ISO Certification • NBA etc. • Any other Quality Audit 				
8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.				
Institution/	Scheme	Funding	Year of	Amount

Department/Faculty		agency	award with duration	
Institution	Furniture, Machine Maintenance, Computer Anurakshan, Office Expenditure/ Stationary	State	2014-15	400000.00
Department	Chemicals	State	2014-15	40,000.00
9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No:		Yes		
*upload latest notification of formation of IQAC				
10. No. of IQAC meetings held during the year:		02		
The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website		Yes		
Please upload, minutes of meetings and action taken report		--		
Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
12. Significant contributions made by IQAC during the current year (maximum five bullets) <ul style="list-style-type: none"> ❖ Endeavour towards construction of smart class rooms ❖ Effort towards provision of E-Library facility for staff and students ❖ Organization of national level Seminar in Department of Commerce ❖ Community outreach programmes through NSS/Rovers-Rangers ❖ Utilization of existing resources of college to best possible extent 				
13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year				
Plan of Action		Achievements/Outcomes		
Purchase of new books and journals for Various UG and PG courses.		No grant allotted for purchase of books but monthly magazines and news papers purchased.		
Renovations of Science Labs		No grant received for renovations		
Expansion of existing Cultural and awareness programmes and Sports events.		Organised different cultural programmes during the session at department level as well as college level, awareness programme such as matdata jagrukta Abhiyan, Self		

	defence programmes for girl safety etc.
Measures undertaken for ensuring eco-friendly environment	Constructed water harvesting plant, tree plantation drives undertaken
Efforts towards digitalization	Six computers, one laptop, one printer and Photostat machine was purchased
14. Whether the AQAR was placed before statutory body?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission:	2015
Date of Submission:	20/08/15
17. Does the Institution have Management Information System?	No
If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)	

Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words Hemwati Nandan Bahuguna Govt PG College being an affiliated college by university has restriction in deciding the curriculum but is dedicated for the implementing of the curriculum. The time table is prepared well by the head of the time-table committee which provides the faculty enough time to plan effectively at the beginning of the session. In a department, teacher distribute syllabus unit wise among them. The principal ensures that every teacher of the institution should complete the syllabus within the allotted time frame, which was done by the principal by taking random round of all classes randomly, to observe class room teaching and enquires regularly about percentage syllabus covered by the teachers of the concerned departments. Teachers make use of lecture method, chalk and board method, group discussions, quizzes, role plays, use of ICT through PPT, multimedia presentation and so on. Class test are conducted. When teachers go on long leave such as for refreshers/orientation courses then he should complete his syllabus through extra classes. Co-curricular activities are the connection between theory and real world. Such programmes enhance student’s confidence about the subject knowledge. The institute allows faculty members to attend symposium, workshop, guest lecture, training programmes held

<p>in other recognised institutes which helps teachers to adopt such issues in the concerned department. Teachers take topics related to their curriculum while organising competitions in the college. Teachers motivate students for book reading and enhance their self-learning capability. They provide notes or study material to the students if they ask for. On most of the working days we celebrate birthdays of national important personalities or events or campaigns based on important topics also present on curriculum. Rallies and competitions are arranged to make students more confident in such topics based on the curriculum of the college. Same exercise is repeated in NSS camps and in long tours. Feedbacks from the students provide valuable input in making required change in mode of delivery of content in the existing system.</p>						
1.1.2 Certificate/ Diploma Courses introduced during the Academic year : <i>No Course Introduced</i>						
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development		
NA	NA	NA	NA	NA		
1.2 Academic Flexibility						
1.2.1 New programmes/courses introduced during the Academic year : <i>No courses introduced</i>						
Programme with Code		Date of Introduction		Course with Code		Date of Introduction
NA		NA		NA		NA
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year. The university does not follow CBCS system						
Name of Programmes adopting CBCS		UG	PG	Date of implementation of CBCS / Elective Course System		UG PG
NA		NA	NA	NA		NA NA
Already adopted (mention the year)						
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year						
		Certificate		Diploma Courses		
No of Students		NA		NA		
1.3 Curriculum Enrichment						
1.3.1 Value-added courses imparting transferable and life skills offered during the year						
Value added courses			Date of introduction		Number of students enrolled	
No courses introduced			NA		NA	
1.3.2 Field Projects / Internships under taken during the year						
Project/Programme Title				No. of students enrolled for Field Projects / Internships		
NIL				NIL		
1.4 Feedback System						
1.4.1 Whether structured feedback received from all the stakeholders.						
1) Students		2) Teachers		3) Employers		4) Alumni 5) Parents
No		No		No		No
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)						

Feedback is essential for improving the teaching -learning process of the teachers, students and overall development of the college. For this purpose, we take feedback from almost every stakeholder. The IQAC team analyse it carefully and results help us to chalk out future plan and strategies. Feedback helps to critically analyse our teaching processes and provide suggestions regarding imparting of curriculum co-curricular and extra-curricular activities. Feedback form analysis, helps to adopt new ideas and improvements needed at college level. Based on needed improvements requirements are sent to appropriate authorities such as the State and University for funding and curriculum enhancement respectively.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Total Students Enrolled
B.A.	720	590	255
B.Sc.	240	510	308
B.Com.	240	400	244
M.A.	360	610	441
M.Sc.	80	230	104
M.Com.	60	260	98

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014	807	643	10	-	32

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
42	9	Projector and laptop	Nil	Nil	PPT lectures

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1450	42	1:35

2.4 Teacher Profile and Quality**2.4.1 Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
43	42	01	Nil	32

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
Nil	Nil	Nil	Nil

2.5 Evaluation Process and Reforms**2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A.	-	Year	15 April	June
B.Sc.	-	Year	15 April	June
B.Com.	-	Year	15 April	June
M.A.	-	Year	10 May	June
M.Sc.	-	Year	10 May	June
M.Com.	-	Year	10 May	June

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous internal evaluation is carried out by means of class tests, field projects, seminars, industrial visits etc to enhance overall knowledge in various subjects by the respective teachers. The college conducts various competitions such as quiz, debate, essay, chart, model etc. through its various departmental councils to evaluate summative performance of students. The institution also encourages students to take part in the above events and also gives prizes to best performers.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The new academic session of the college begins in the first week of July. Admission forms for the U.G. programmes are made available from mid-June and the process of admission to the U.G. programmes commences in July and is completed up to 31st of July. Admission to P.G. courses starts just after the declaration of the results of the qualifying examination by the university and usually is completed at the end of August. Teaching usually starts on 16th July and 1st August at U.G. and P.G. levels, respectively. Each department has to prepare its own time-table in co-ordination with the central time-table committee in accordance to availability of time and space. Each department prepares the time-table giving a clear distribution of work load of the teachers. Evaluation of the students is carried out by means of an annual system of

examination at UG and PG level conducted by the university which is supported by continuous internal examinations at departmental level. Annual exam starts from first week of March and results are declared by mid of June.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
-	B.A.	349	343	98.2
-	B.Sc.	70	70	100
-	B.Com.	74	72	97.2
-	M.A.	188	180	95.7
-	M.Sc.	24	19	79.1
-	M.Com.	38	38	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) ff

NA

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored Projects	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students Research Projects (other than compulsory by the College)	NIL	NIL	NIL	NIL
International Projects	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL

Total	NIL	NIL	NIL	NIL
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
NIL	NIL		NIL	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
NIL	NIL		NIL	
Name of the Start-up				
Nature of Start-up		Date of commencement		
NIL	NIL		NIL	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
NIL	NIL		NIL	
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)				
Name of the Department		No. of Ph. Ds Awarded		
NIL		NIL		
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	Commerce	1	--	
	Political Science	2	--	
	History	1	-	
	Philosophy	1	-	
	Hindi	2	-	
	Military Science	1	-	
	Physical Education	2	-	
Intern	Physics	1	-	

ationa 1	Chemistry	1	--
	Home Science	2	-
	History	1	-
	Hindi	1	-
	Economics	1	-
	Military Science	1	-

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Physics	1
Chemistry	1
Pol. Science	2
Mil. Science	1
Philosophy	2
Commerce	3
Home science	2

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
-	-	-	-	-	-	-

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
-	-	-	-	-	-	-

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	1	6	0	0
Presented papers	4	21	0	0
Resource Persons	0	0	0	0

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-

Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year			
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
7 days camp	NSS	1	50
1 day Camp	NSS	1	50
5 days camp	Rovers and Rangers	2	49

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NIL	NIL	NIL	NIL

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachhhta mission	College level with NSS unit	Cleanliness drives, rally to create awareness	21	124
Human Rights Day	College level	Rally and seminar to create awareness	14	75
Campus Cleaning programme	College level	Cleaning drives by staff and students in the campus	36	115
Youth Day	College level	Lecture on Gender and youth related issues	30	130
Plantation	College level with rovers-rangers	Plantation drives in college campus	35	100

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	NIL

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration (From-To)	participant
-------------------	----------------------	---	---------------------------	-------------

		details				
NIL	NIL	NIL	NIL	NIL		
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year						
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs			
NIL	NIL	NIL	NIL			
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development				
Rs.3,76,000.00		Rs.3,76,000.00				
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities	Existing	Newly added				
Campus area	2.5Acre	-				
Class rooms	10	-				
Laboratories	07	-				
Seminar Halls	-	-				
Classrooms with LCD facilities	03	-				
Classrooms with Wi-Fi/ LAN	-	-				
Seminar halls with ICT facilities	-	-				
Video Centre	-	-				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-				
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-				
Others	-	-				
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation			
Nil	-	-	-			
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15'551	26,51,568.00	-	-	15'551	26,51,568.00
Reference Books	2,227	2,50,000.00	-	-	2,227	2,50,000.00

e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Library automation	-	-	-	-	-	-
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify) Magazines	-	-	48	695	48	695

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	10	02	10	04	02	02	05	4	-
Added	-	-	-	-	-	-	-	-	-
Total	10	02	10	04	02	02	05	4	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
-	-

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - conten
-	-	-	-

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
--	--	--	--

49000.00	49000.00	Rs.3,76,000.00	Rs.3,76,000.00
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)			
<p>The college being a government institution receives grant from the directorate, Higher Education Department, Government of Uttar Pradesh, RUSA and UGC. Over the years, college has utilized the grants as per UP government financial hand book guidelines to maintain laboratories, library, Computers, Classrooms etc. The In-charges of the above are fully authorised to take up adequate measures to act upon their annual plan, well approved in advance by the principal of the Institution. Before the beginning of the session the Heads of departments which have laboratories and library as well as the in-charge of Sports, submit a charter of requisitions and plan for further enhancement. The proposals are thoroughly discussed by the members of the committees concerned under the chairmanship of the Principal, and the recommendations are forwarded to the government for the allocation of the funds. Besides this, the office/departments are inspected periodically by the IQAC, the members of the administration and principal and shortcomings if any in the functioning of these facilities are found and redefined by the competent authorities. Also the departments maintain stock registers for consumable and non-consumable items and if any deficiency occurs they send requisitions to the Principal for the purchase of essential items. At the beginning of the session, all departments constitute departmental council which keep monitoring students-related facilities and inform the authorities in their periodic meetings about the discrepancies or requisitions needed for improvements. As regards library, requisitions for books are sought with the allocation of funds from each department and the orders are placed by the librarian to various book selling agencies through the tender system. In the Science departments, Laboratories are maintained by the lab assistants under the supervision of the Heads and day to day problems are sorted out by the departments in coordination with the In-charge of the Faculty. Sports in-charge purchase of the Sports items is made periodically as per requirements and the norms of NCTE. Regular maintenance of classrooms is done by annual whitewashing, cleanliness drives and electrical check-up. Portion of the fund received under RUSA at the last of session has not been utilized and planned to utilize in next session.</p>			
CRITERION V - STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Post metric Scholarship from state government	1026	Directly transferred to the student account by Social Welfare department of State Government
Financial support from other sources			
a) National	Nil	-	-
b) International	Nil	-	-
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga(Meditation)class	12/09/2014	44	Department of Physical

			Education
Remedial Classes	06/09/2014	38	By Different departmental faculty of college
Career Counselling	13/12/2014	100	By Career counselling committee

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2014-2015	No information available	No information available	No information available	No information available	No information available

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	Nil	Nil	No information available	No information available	No information available

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2014	35	B.Com.	Commerce	HNB Govt. PG College, Naini	M.Com
2014	15	B.A.	Pol.Science	HNB Govt. PG College, Naini	M.A. Pol.Science
2014	16	B.A.	Sociology	HNB Govt. PG College, Naini	M.A. Sociology

2014	13	B.A.	History	HNB Govt. PG College, Naini	M.A. History
2014	21	B.A.	Home Science	HNB Govt. PG College, Naini	M.A. H.Science
2014	02	B.A.	Philosophy	HNB Govt. PG College, Naini	M.A. Philosophy
2014	19	B.A.	Hindi	HNB Govt. PG College, Naini	M.A. Hindi
2014	03	B.Sc.(PCM)	Physics	HNB Govt. PG College, Naini	M.Sc. Physics
2014	06	B.Sc.(PCM/ZBC)	Chemistry	HNB Govt. PG College, Naini	M.Sc. Chemistry
2014	04	B.Sc.(ZBC)	Botany	HNB Govt. PG College, Naini	M.Sc. Botany
2014	10	B.Sc.(ZBC)	Zoology	HNB Govt. PG College, Naini	M.Sc. Zoology

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	No information available	
SET	No information available	
SLET	No information available	
GATE	No information available	
GMAT	No information available	
CAT	No information available	
GRE	No information available	
TOFEL	No information available	
Civil Services	No information available	
State Government Services	No information available	
Any Other	No information available	

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Annual Sport	Institution level	180

Youth Festival	Institution level	169
----------------	-------------------	-----

5.3 Student Participation and Activities

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

Year	Name of the award/medal	National/International	Sports	Cultural	Student ID number	Name of the student
2014-2015	Nil	Nil	Nil	Nil	Nil	Nil

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

At the beginning of academic session, each department forms a student council. It includes class representatives from each class, a President, Vice President and Secretary. The student council aims to enhance leadership qualities among the students, deal with problems and issues pertaining to students as well as endeavor to improve teaching learning environment. The student council helps the teachers of the department in planning and execution of various activities like guest lectures, quiz competition, debates, model making etc. The student representatives of each class are chosen by the students on the basis of their majority views. These class representatives are responsible to maintain decorum in the class in absence of the teacher as well as transmit the problem faced by the students to the departmental teachers and the principal. The principal holds regular meetings with the class representatives where they are told about various committees and facilities available for the students. Student representatives also facilitate securing feedback from students. Student members are also nominated in editorial boards of college magazine as well as some other committees such as NSS and Rovers and Rangers.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No

5.3.2 No. of registered enrolled Alumni:

NA

5.3.3 Alumni contribution during the year (in Rupees) :

NA

5.3.4 Meetings/activities organized by Alumni Association :

NA

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

- Every department of college has a 'Parishad' comprising of departmental staff and students which ensure a participative style of management and academic endeavour. The decision making process of each department is systematized in such a manner that the students through their representatives are fully consulted with regards to teaching schedules, organizing of individual tours, allocation of projects and other departmental programme.
- Various academic and administrative committees formed by the principal ensure decentralization of authority. The committees which include admission committee, examination committee, scholarship

committee, student welfare committee operate independently within the broad guidelines set by the college principal/administration.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
No
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<p>❖ Curriculum Development The College has to follow the curriculum as developed by CSJM University, Kanpur to which it is affiliated. However, the University keeps updating its curriculum.</p>
<p>❖ Teaching and Learning</p> <ul style="list-style-type: none"> • New pedagogy techniques such as debates, class tests and use of audio-visual aids in line with demands of curriculum are being adopted. • Bilingual medium of teaching and learning. • Two ICT enabled smart class room have been proposed to be set up with RUSA funds
<p>❖ Examination and Evaluation Installation of CCTV cameras in each class room as well as other strategic locations is being carried out to fair examination as well as safety and security of campus. Being a Govt. College, our college has a unique distinction of conducting very smooth and fair examinations as per university schedule and hence serve as examination centre as well as nodal centre for many others nearby colleges.</p>
<p>❖ Research and Development</p> <ul style="list-style-type: none"> • The faculty members are encouraged to submit research proposal for external funding from government agencies. • Students are given project works to help learners their research skills. • Some faculty members provide doctoral guidance to students
<p>❖ Library, ICT and Physical Infrastructure / Instrumentation</p> <ul style="list-style-type: none"> • The existing Broadband/LAN connectivity is being enhanced.
<p>❖ Human Resource Management</p> <ul style="list-style-type: none"> • Being a government college, all recruitments are effected directly through UP Public Service commission and Directorate of Higher Education. • Many teaching staff participated in various orientation programmes, refresher courses and other shorter courses. • Along with academic activities, the teachers are allocated various administrative works to fine tune their corporate and societal responsibilities.
<p>❖ Industry Interaction / Collaboration</p> <ul style="list-style-type: none"> • Organizing industrial tour for students. • Encouraging companies to come for campus placement.
❖ Admission of Students

The admission of students is conducted as per available seats and university admission norms. Though first – come – first serve basis is adopted in admission being a government college, each of the applicants is interviewed by respective admission committees to wean out totally inept candidates.

6.2.2 : Implementation of e-governance in areas of operations:

❖ Planning and Development

- Plans made according to directives of university and that of government. The various government orders issued from time to time serve as an important source of action and activities to be undertaken.
- Efforts are being made to generate e-service books of staff.

❖ Administration

- Full digitalization in terms of computation of salary, arrears, taxes etc.

❖ Finance and Accounts

- Funds provided by the state government for campus up keep and maintenance of laboratories.
- Digital salary computation as well as maintenance of various records.
- Accounts maintained as per directive of government and audit requirement.

❖ Student Admission and Support

- Students admitted according to available seats on first-come-first serve basis.
- One point admission for helping students achieves hassle free admission.
- Interviews conducted by various admission committees to wean out inept candidates.
- Along with a central library, internal library facilities are provided by various departments.
- Students information uploaded in college data-base on the basis of subjects, gender, category etc.

❖ Examination

- Fair examinations conducted as schedule. Along with our students, the college serve as examination centre as well as nodal centre for many other colleges allotted by the university.
- Examination related data provided by university in the college login id of college website

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	Nil	Nil	Nil	Nil

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training programme organised for	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-
------	---------------------------------------	--	-----------------	--------------------------------------	---------------------------

	programme organised for teaching staff	non-teaching staff			teaching staff)
	Nil	Nil	Nil	Nil	Nil
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
Refresher Course		1		01/06/15-21/06/15	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/temporary
36		06 (Contractual)	19		0
6.3.5 Welfare schemes for					
Teaching			Provision of various leave facilities such as maternity leave, CCL, etc as per provisions of UGC and State government norms		
Non teaching			As per state government norms		
Students			Empowerment of girl's students by making them proficient in self defence through conduct of Taekwondo classes under 1090 provision. Provision of scholarship		
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) For the efficient and effective use of available financial resources, there are various committees at the institutional level like income tax committee, increment committee, purchase committee etc. At the end of the year internal financial audit is conducted by internal institutional committee. Different committees conduct physical verification independently. External financial audit is done by AG office, Allahabad under the directions of Directorate of Higher Education. No external audit has been undertaken in the financial year 2015-16.					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)					
Name of the non government funding		Funds/ Grants received in Rs.			Purpo

agencies/ individuals		se		
NIL	NIL	NA		
6.4.2 Total corpus fund generated NIL				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External	Internal		
	Yes/No	Agency		
Academic	No	NA		
Administrative	No	NA		
	Yes/No	Authority		
		Principal, IQAC		
		Internal Committees		
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
No formal parent teacher association				
6.5.3 Development programmes for support staff (at least three)				
<ul style="list-style-type: none"> Motivational lecture by Principal and departments System of Grievance Redressal 				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ul style="list-style-type: none"> More community outreach programmes through Rover Rangers and NSS Annual student’s feedback systems which serve as quality assessment of teachers. Remedial classes for weaker students 				
6.5.5				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : No				
c. ISO Certification : No				
d. NBA or any other quality audit : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2014	IQAC Meeting	08/12/14	03:00pm-04:00pm	09
2015	IQAC Meeting	28/01/2015	03:00pm-04:30pm	10

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period to	Participants	
			Female	Male

Women Empowerment	08/03/2015	08/03/2015	All Girls Students and staff members	All boys students and staff members
-------------------	------------	------------	--------------------------------------	-------------------------------------

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

- **The college ensures that the students plant new saplings to keep the environment green.**
- **All the bulbs are replaced by LEDs to lower the consumption of electricity.**

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	All enrolled
Provision for lift	No	-
Ramp/ Rails	Yes	All enrolled
Braille Software/facilities	No	-
Rest Rooms	No	-
Scribes for examination	No	-
Special skill development for differently abled students	No	-
Any other similar facility	No	-

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2014	01	01	31/10//2014	National Unity Day	Importance of Unity	All staff and students
2014	01	01	1/12/2014	AIDS Awareness Day	To aware the community towards AIDS	All staff and students
2014	01	01	08/09/2014-14/09/2014	International Literacy week	Awareness about literacy	All staff and students
2014	01	01	20/08/2014	Sadbhavna divas	To inculcate the spirit of religious harmony	All staff and students

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
-------	---------------------	------------------------------------

-	-	-
---	---	---

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
Human Rights Day	10/12/2014	All staff and students
Gandhi Jayanti	02/10/2014	All staff and students
National Unity Day	31/10/2014	All staff and students
Kaumi Ekta week	19/11/2014-25/11/2014	All staff and students
Ambedkar Jayanti	14/04/2015	All staff and students
Voter awareness day	18/11/2014	All staff and students

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Use of dustbins in each corridor
- No use of polythene in campus
- Management of waste materials
- Greenery within campus
- Construction of water harvesting plant

7.2 Best Practices

Describe at least two institutional best practices

1. Environmental Issue: The college makes effort to inculcate in the students sensitivity towards the environment while simultaneously enhancing green cover around the college campus.

The aim of the practice is to develop eco-sensitivity and environmental awareness to the students and to conserve biodiversity through tree plantation. The students have collectively cleared a patch of land in the college campus which has been marked for this very purpose. The saplings of few plants are planted. They are taken care by students and gardener.

2. Industrial tour: Organising industrial tour by few departments to make the students aware of the functioning of the industry NTPC, Parle-G, Areva, Baidynath. Later the students are supposed to submit a report on their findings.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

-

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

To keep pace with the competitive world and to challenge to global scenario every college has to strive hard to achieve its excellence in different fields.

Keeping this view on its board, the college is taking high strides towards excellence in various fields over the years. From the date of establishment to till the date , the college has successfully achieved its excellence in infrastructure and student support facilities. This shows that our college has reached the certain distinctiveness from other higher educational colleges.

8. Future Plans of action for next academic year (500 words)

- To apply for PG status in Economics, English, Geography, Psychology, Physical Education , Military Science and Sanskrit
- Endeavour towards establishment of research centre in all PG subjects
- Construction of multi-purpose hall for seminars, workshops and symposia
- To secure funds for infrastructural facilities for indoor and outdoor sports
- To secure funds for setting up Common room for girl students
- A more modernised computer centre which is both staff and student friendly facilitating use of ICT tools .

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

