



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	HEMWATI NANDAN BAHUGUNA GOVT. PG COLLEGE NAINI PRAYAGRAJ
Name of the head of the Institution	Dr. H.P. Singh
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	05322695138
Mobile no.	8840477383
Registered Email	naachnbnaini20@gmail.com
Alternate Email	hnbnaini@gmail.com
Address	Chakbhatai, Naini
City/Town	ALLAHABAD
State/UT	Uttar pradesh
Pincode	211008

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Subarna Sarkar			
Phone no/Alternate Phone no.		05322695138			
Mobile no.		9450070916			
Registered Email		naachnbnaini20@gmail.com			
Alternate Email		subarnamukerjee@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://www.hnbpqcollegenaini.org/uploads/images/aqar_2017-18.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://www.hnbpqcollegenaini.org/uploads/images/academic_calendar2018-19.jpg			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.59	2011	08-Jan-2011	07-Jan-2016
6. Date of Establishment of IQAC			10-Feb-2009		
7. Internal Quality Assurance System					
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	

Seminar on Women Empowerment	01-Nov-2018 1	150
Swatchta Pakhwara	15-Sep-2018 7	210
Lectures on employment opportunities	26-Sep-2018 2	110
Voter Awareness Programmes	16-Apr-2019 1	150
Digital India Week	13-Dec-2018 7	90
IQAC Meeting	14-Jul-2018 1	8
IQAC Meeting	30-Aug-2018 1	23
IQAC Meeting	26-Sep-2018 1	8
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Office expenditure, stationary, Office furniture, Machine maintenance, Chemicals, computer anurakshan, Lab equipment	UP State government	2019 365	166000
Institution	Up-gradation work, Supply and Installation of 02 Smart classroom equipment	RUSA	2018 365	1180000
Institution	College infrastructure	Uttar Pradesh Government	2019 365	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. 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)
Seminar on women Empowerment under 1090 power line
Lecture series on employment opportunities
Digital India Week
Swatchata Pakhwara
Orientation and Freshers party

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Setting up of new computer facilities	New computer centre constructed with RUSA funds and orders placed for purchase of computers
Upgradation of library facilities	Reading room made available for students with computer facilities for students to access e-content
Conduct of various seminars and conferences	College level seminars conducted on varied topics such as women empowerment, deliberations on the lives of imminent personalities such as Dr. Radhakrishnan, Pt. Deendayal Upadhyay etc.
Provision of employment oppurtunities for students	Workshop on employment oppurtunities organized for students with assistance from Gillette, Amar Ujala and NSIC
More Sports activities for students	Conduct of Yoga and sports week from 15/11/2018 to 21/11/2018

Orientation for students	Orientation and freshers programme conducted for new students on 07/09/2018
Efforts towards digitalization of campus	Digital India week organized in campus from 13/12/2018 to 18/12/2018
Provision of adequate clean drinking water for students	Order placed for heavy duty RO plant.
View File	
14. Whether 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	2019
Date of Submission	27-Feb-2019
17. Does the Institution have Management Information System ?	No

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

All the programs taught in the college are affiliated to Allahabad State University and hence, all departments are required to implement the syllabus prescribed by the Allahabad State University. The Timetable Committee headed by the Principal and a senior Faculty Member draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular purposes as for example, theory, practical, debate, quizzes and competitions thereby ensuring a balance between the different types of engagement a student is expected to participate in. The teachers strive for effective curriculum delivery by its own, through a combination of time-tested and innovative methods: They assess each of the student's aptitude and try to connect them with the expectations relating to the course, and following the teaching plans based on an academic calendar quite enough to cover the available time edge, yet supple enough to permit changes. The teaching plans consist of detailed distribution of the syllabus among all the faculty member of a particular department of the college. Faculty members sincerely complete their syllabus on time. Class tests, tutorials/projects, and internal assessments are in practice for the formal evaluative processes, but students are allowed and motivated to meet faculty members outside classroom hours for doubt-clearing and other curricular discussions. Additional hours are devoted by the teachers to boost

those students who were not performing good in classes due to some problem and accordingly suggest them to solve their problems before University examinations. Regular meetings of IQAC were held to ensure the progress of the teaching-learning process. Interactive teaching is today's most effective way promoted through students' participation in group discussions, quizzes, and seminars. We motivate our students by special lectures delivered by eminent scholars on topics related to the curriculum to intensify students' learning experience.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	05/11/2018	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	NIL	30/06/2018
View File		

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.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	NIL	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

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
NIL	03/08/2018	0
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	NIL	0
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No

Parents

No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The institution has a formal mechanism to obtain feedback from students on the curriculum. The students express their views on course and faculty through a formal feedback form. The faculty members of different departments who are members of the Board of Studies and board of examinations of Allahabad State University, collect regular feedback from academic peers and suggests them to introduce while curriculum revision. The institution also collects and documents all responses given by students and faculty, analyses it, and represents them in the concerned bodies of the Allahabad State University. Teachers teach their students in both the languages English and Hindi to make them more comfortable. The principal ensures to incorporate the points obtained after feedback analyses, making the institution environment more student-friendly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hindi, History, Sociology, Philosophy, Economics, English, Sanskrit, Political Science, Physical Education, Geography, Military Studies, Home Science, Psychology	2160	675	439
BSc	Physics, Chemistry, Zoology, Botany, Math, Physical Education, Military Studies	720	480	393
BCom	Commerce	720	445	346
MA	Hindi, Home Science, History, Political Science, Philosophy, Sociology	720	340	177
MSc	Physics, Chemistry,	160	198	108

	Zoology, Botany			
MCom	Commerce	120	247	105
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1178	390	8	0	29

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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
37	20	6	0	2	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institute has an integrated mentoring system where each teacher along with principal acts as a link between the students and the institution. Teachers continuously monitor, counsel (through career counselling cell), guide and motivate the students on different academic matters. Teachers coordinate with the parents/guardians regarding the progress, academic irregularities and negative behavioural changes of the students. Mentors guide students on career development and promote in their academic and personal growth. Teachers also keep contact with students after classroom lectures and resolve their academic problems. Feedback from the students provide valuable input in making necessary changes in mode of delivery of content in the existing system. The teachers develop administrative and cultural quality in the students through departmental councils of each departments.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1568	37	1 : 42

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	37	6	1	32

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2018	NIL	Assistant Professor	NA
View File			

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

Programme 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
BA	001	I Year	15/04/2019	15/06/2019
BA	001	II Year	15/04/2019	15/06/2019
BA	001	III Year	15/04/2019	15/06/2019
BSc	004	I Year	15/04/2019	15/06/2019
BSc	004	II Year	15/04/2019	15/06/2019
BSc	004	III Year	15/04/2019	15/06/2019
BCom	007	I Year	15/04/2019	15/06/2019
BCom	007	II Year	15/04/2019	15/06/2019
BCom	007	III Year	15/04/2019	15/06/2019
MA	214,226,242,250 ,254,362	I Semester	10/12/2018	20/02/2019
View File				

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

Being affiliated to Prof. Rajendra Singh (Rajju Bhaia) University, Prayagraj, the college follows the evaluation structure as recommended by the university and hence has limited scope for modifying the evaluation system. So the Continuous Internal Evaluation (CIE) system at the institutional level is limited to practical examinations, assignments, seminars, projects and viva-voce examinations in some U.G. and P.G. departments, which depends on their attendance in classroom and performance at the time of evaluation. Instead, 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 a responsibility of the affiliating university which has an annual system of examination at UG level and semester system of examination at PG level. Annual exam starts from first week of March

and semester exam commences twice in a year- last week of November and first week of May.

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 (to provide the weblink)

<http://www.hnbpccollegenaini.org/page.php?id=78>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
001	BA	I Year (Hindi, History, Sociology, Philosophy, Economics, English, Sanskrit, Political Science, Physical Education, Geography, Military Studies, Home Science, Psychology)	252	184	73.02
001	BA	II Year (Hindi, History, Sociology, Philosophy, Economics, English, Sanskrit, Political Science, Physical Education, Geography, Military Studies, Home Science, Psychology)	121	119	98.35
001	BA	III Year (Hindi, History, Sociology, Philosophy, Economics, English, Sanskrit, Political	73	71	97.26

		Science, Physical Education, Geography, Military Studies, Home Science, Psychology)			
004	BSc	I Year (Physics, Chemistry, Zoology, Botany,Math, Physical Edu cation,Milit ary Studies)	234	136	58.12
004	BSc	II Year (Physics, Chemistry, Zoology, Botany,Math, Physical Edu cation,Milit ary Studies)	114	100	87.72
004	BSc	III Year (Physics, Chemistry, Zoology, Botany,Math, Physical Edu cation,Milit ary Studies)	46	44	95.65
007	BCom	I Year (Commerce)	158	133	84.18
007	BCom	II Year (Commerce)	120	115	95.83
007	BCom	III Year (Commerce)	68	68	100
214	MA	I Semester (Hindi)	24	22	91.67
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.hnbpccollegenaini.org/page.php?id=80>

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 year
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Total	0	NA	0	0
View File				

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
NA	NA	31/12/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	31/12/2018	NA
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	31/12/2018
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BOTANY	1	0
National	COMMERCE	2	0
National	HOME SCIENCE	1	0
National	POLITICAL SCIENCE	2	0
National	ZOOLOGY	1	0
National	SOCIOLOGY	2	0
National	HINDI	4	0
International	PHYSICS	2	0
International	MATHS	1	0
International	MILITARY SCIENCE	1	0
View File			

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

Department	Number of Publication
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HINDI	1
PHILOSOPHY	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2018	0	NA	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2018	0	0	NA
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	5	0	0
Presented papers	6	22	0	0
View File				

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 participated in such activities	Number of students participated in such activities
5 days camp	Rovers and Rangers	2	49
View File			

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	Number of students Benefited
NA	NA	NA	0
View File			

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 participated in such activities	Number of students participated in such activities
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National Unity Day	College level with rovers-rangers and NSS unit	Rally to generate awareness	30	100
View File				

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
NA	0	NA	0
View File			

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 details	Duration From	Duration To	Participant
NA	NA	NA	30/12/2018	31/12/2018	0
View File					

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/Activities	Number of students/teachers participated under MoUs
NA	31/12/2018	NA	0
View File			

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
12.93	11.8
3	3
1.66	1.66

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
View File	

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
INFLIBNET	Partially	0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15473	2639163	0	0	15473	2639163
Reference Books	2222	249918	0	0	2222	249918
e-Books	3145600	2500	0	0	3145600	2500
Journals	0	0	0	0	0	0
e-Journals	60000	2500	0	0	60000	2500
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	36	5601	47	8386	83	13987
Others (specify)	147	1636	60	810	207	2446
View File						

4.2.3 – 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-content
Nil	Not Applicable	Not Applicable	30/06/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	7	0	7	3	2	2	4	4	0

Added	0	0	0	0	0	0	0	0	0
Total	7	0	7	3	2	2	4	4	0

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
Nil	http://www.hnbpqcollegenaini.org/

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
1.66	1.66	15.93	15.93

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college 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 state government financial hand book guidelines to maintain laboratories, library, Computers, Classrooms, sports items, books, journals, equipment and contingency etc. The In-charges of the above are fully authorized 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. While purchasing equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. Such clause is inserted in the work order of the equipment. 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. RUSA grant is

utilized to upgrade the infrastructure and improve facilities via formation of monitoring committee.

http://www.hnbpccollegenaini.org/uploads/images/procedures_policies.pdf

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	Uttar Pradesh government scholarship and fee Reimbursement	890	4494500
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
View File			

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 Programme	15/11/2018	40	College Level
Digital India Week	13/12/2018	50	College Level
View File			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	0	0	0	0	0
2019	0	0	0	0	0
View File					

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	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	1

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

Gillette, Amar Ujala and NSIC	80	20		0	0
View File					

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
2018	10	BA	HomeScience	Hemwati Nandan Bahuguna Govt. PG College	MA-Hemwati Nandan Bahuguna Govt. PG College
2018	7	BA	Sociology	Hemwati Nandan Bahuguna Govt. PG College	MA-Hemwati Nandan Bahuguna Govt. PG College
2018	3	BA	Political Science	Hemwati Nandan Bahuguna Govt. PG College	MA-Hemwati Nandan Bahuguna Govt. PG College
2018	15	BA	Hindi	Hemwati Nandan Bahuguna Govt. PG College	MA-Hemwati Nandan Bahuguna Govt. PG College
2018	6	BA	Philosophy	Hemwati Nandan Bahuguna Govt. PG College	MA-Hemwati Nandan Bahuguna Govt. PG College
2018	21	BCom	Commerce	Hemwati Nandan Bahuguna Govt. PG College	MCom-Hemwati Nandan Bahuguna Govt. PG College
2018	10	BSc	Zoology	Hemwati Nandan Bahuguna Govt. PG College	MSc-Hemwati Nandan Bahuguna Govt. PG College
2018	5	BSc	Botany	Hemwati Nandan Bahuguna Govt. PG College	MSc-Hemwati Nandan Bahuguna Govt. PG College
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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	Number of students selected/ qualifying
Any Other	0
View File	

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

Activity	Level	Number of Participants
Annual Cultural Day	College Level	250
Annual Sports Day	College Level	200
Departmental Council Competitions	College Level	300
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	0	0	0	NIL
2019	NIL	National	0	0	0	NIL
2018	NIL	Internatio nal	0	0	0	NIL
2019	NIL	Internatio nal	0	0	0	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Institute does not have any formal active Student Council instead of that each department at the beginning of every session selects class representatives without any discrimination among them based on the choice of the class. It includes president, secretary, deputy secretary, and members from all groups of students and is led by senior faculty or staff member of the Institute. These students assist Committees related to Cultural, Sports, NSS, and other Committees as per the interest of the students stepping up to meet an active leadership role. The utmost aim of these departmental council is to ensure synchronization across exciting and continuous series of campus events and activities in the course of an academic year. Their effort is to ensure the involvement and engagement of students of the class on every occasion and celebration that took place in the college. Working through such student representatives imparts leadership and supervision skills among students. On the annual function day, these representatives are rewarded with a certificate to encourage other students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

• The College being a Government college has an inherent mechanism of working that ensures decentralization and participative management. At the beginning of the academic session various committees comprising faculty members and administrative staff are formed which carry out the assigned duties through constructive deliberations and mutual consent. The committees range from Admission committee, RUSA, Examinations, women's cell, Purchase, cultural and many others. The workings of the committees are monitored by the IQAC coordinator and the Principal. A distinctive feature of Government college is the annual CR which is filled by faculty members and the Principal then gives his gradings based on the performance of faculty member throughout the year. With changes in governmental regulations, this grading giving by the Principal is now available to the faculty on request. Such feedback will go a long way in ensuring better performance. • The UP State government has also made it mandatory for all government and aided colleges to e-file the service books of all the employees whether teaching, Class III or Class IV. This will ensure more transparency in maintaining records as well as enable the employees to access their e-service books any time any where. Being a government college, the low fee structure ensures access to quality education to the financially weaker sections of the society. Apart from the annual fees of graduate students and semester fees of post graduate students, no other fees are sought from students thus ensuring that access to education is not centralized among select few.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

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):

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none">• The College being an affiliated college only and not an autonomous college, curtails its ability to design any curricula. The College has to follow the curriculum as developed by Prof. Rajendra Prasad (Rajju Bhaiya) State University, Prayagraj to which it is affiliated. However, the University keeps updating its curriculum.• Many of the senior as well as junior teachers of the college are members of the Board of Studies of various subjects created by the University.

Hence they play a vital role in curriculum designing of the University as well as its updating.

Teaching and Learning

- At the beginning of the academic session, the Academic Calendar is prepared taking into account the University notifications and the government notifications. The Academic Calendar once prepared is strictly adhered to in teaching, learning, co-curricular and extra-curricular activities by the departments of the college
- The students are encouraged to present papers and carry out projects and assignments to ensure clarity of knowledge. 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.

Examination and Evaluation

- The examination and evaluation schedules are given by the University which is then communicated by the departments to their respective students.
- The parents are also given information regarding examinations and manner of university evaluations in the PTA meetings.
- The annual Orientation cum Freshers' programme also serve as a platform for giving information on pattern of examination, maximum and minimum marks, conditions for UFM etc.
- As per University norms installation of CCTV cameras in each class room as well as other strategic locations have been carried out to ensure fair examination as well as safety and security of campus.

Research and Development

- Assistance is given to faculty members for conducting seminars, conferences, or other workshops.
- As some teachers are pursuing PhD, leaves are granted on request as per governmental orders
- Students are given project works to help enhance their research skills. Industrial tours and field work are carried out in all streams to ensure clarity of thought.
- Some faculty members provide doctoral guidance to students

Library, ICT and Physical Infrastructure / Instrumentation

- The college boasts of approximately 15400 books in its main library apart from the books available in different departments of the college.
- E-library facility is available for staff and

students. Nearly all good e-journals and e-books in different fields of study are made available in online mode through UGC INFLIBNET. • The college also have adequately equipped labs as per the requirements of the curriculum.

Human Resource Management

• The College has a well defined policy to academically recharge and rejuvenate teachers as well as students by providing them opportunities to attend seminars, conferences and other training programmes. The college also periodically organize seminars and conferences which may be UGC sponsored or State sponsored or even college centred. During the session 2018-19, the college organised seminars on varied topics such as women empowerment, employment opportunities in small scale sector and start up opportunities, digitalization of banking sector etc. • Many teaching staff participated in various orientation programmes, refresher courses and other short term courses during the session. • Along with academic activities, the teachers are allocated various administrative works to fine tune their corporate and societal responsibilities.

Industry Interaction / Collaboration

• Naini, Allahabad where the college is situated being an industrial belt, provides ample opportunities for organizing industrial tour for students with minimum of expense. Hence industries like Parle-G, Areva, Baidyanath etc. are frequently visited.
• Encouraging companies to come for campus placement. • Inviting eminent people from industries for talks, lectures with students

Admission of Students

The process of admission of UG courses begin the month of May - June with the distribution of admission forms. The forms are scrutinized in the month of July and students are interviewed by admission committees. Registration of eligible students is then entered in the college tab of the University. The admission of PG students are carried out in the month of August through the process of merit of marks in previous Class X, XII and Graduation exams in most departments due to limited number of seats available.

E-governance area	Details
<p>Planning and Development</p>	<ul style="list-style-type: none"> • 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. • As per governmental regulations e-filing of service books are being carried out. Similarly funds received and utilized under RUSA is entered in the RUSA portal. The university requirement of registering the teachers of the colleges under teachers tab of University site has been carried out.
<p>Administration</p>	<ul style="list-style-type: none"> • Fully computerized administrative unit with online login details of students. Communication to students using SMS and Whatapp facility. • Full digitalization in terms of computation of salary, arrears, taxes etc.
<p>Finance and Accounts</p>	<ul style="list-style-type: none"> • Funds are provided by the state government for campus up keep and maintenance of laboratories. Funds also provided under RUSA for specific projects. All information related to funds received and utilized uploaded in the RUSA portal • Digital salary computation as well as maintenance of various records. • Accounts maintained as per directive of government and audit requirement.
<p>Student Admission and Support</p>	<ul style="list-style-type: none"> • Students admitted according to available seats on first-come-first serve basis. • One point admission for helping students achieves hassle free admission. • Banking personnel receive fees from students from campus itself which prevent further hassle to students in the form of going to bank to deposit fees. • Interviews conducted by various admission committees to wean out inept candidates. • Along with a central library, e-library facility, internal library facilities are provided by various departments. • Students information uploaded in college data-base on the basis of subjects, gender, category etc.
<p>Examination</p>	<ul style="list-style-type: none"> • Fair examinations conducted as per 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 • Data maintained regarding number of students appearing for exams, absentees etc on a daily basis during the course of exam • Online information provided to University regarding number of students appearing for exam (male/female), number of students absent (male/female) on a daily basis.

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
2018	NIL	NIL	NIL	0
2019	NIL	NIL	NIL	0

[View File](#)

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 programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	01/04/2018	31/12/2018	0	0
2019	NIL	NIL	01/01/2019	31/03/2019	0	0

[View File](#)

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	From Date	To date	Duration
Short Term Course	2	07/02/2019	13/02/2019	7
Orientation Course	1	19/09/2018	16/10/2018	28
Refresher Course	1	25/03/2019	14/04/2019	21
Refresher Course	1	05/09/2018	27/09/2018	21
Refresher Course	1	01/12/2018	21/12/2018	21
Refresher Course	4	10/11/2018	30/11/2018	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
38	0	19	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provision of various leave facilities such as maternity leave, CCL, provision of Health card etc as per provisions of UGC and State government norms. Free use of campus facilities for the purpose of carrying out any activities in the interest of staff and students.	Encashment of earned leave, health card, loans and other facilities as per state government norms	Seminar under 1090, Yoga sessions, Lectures by eminent personalities , Provision of scholarship, NSS camps and Rovers Rangers camps.

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, Salary 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 2018-19.

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 agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA

[View File](#)

6.4.3 – Total corpus fund generated

0

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	Yes/No	Authority
Academic	No	Not Applicable	Yes	Principal, IQAC
Administrative	No	Not Applicable	Yes	Internal Committees

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college does not have a formal parent teacher association. However, meetings are held twice a year to deal with issues of students and expectations of parents. Further, interactions with parents invariably occur through activities of NSS and Rovers Rangers as well as Proctorial board if need arises.

6.5.3 – Development programmes for support staff (at least three)

- Training Class III employees in use of MS excel and such other apps by faculty members as per need
- System of promotion to higher scale as per governmental norms
- Benefits such as House Building Allowances, Medical reimbursement as per govt. norms
- Motivational lecture by Principal and departments
- System of Grievance Redressal

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Importance to energy conservation with setting up of two solar panels which illuminate the front and back of college campus. The existing energy consuming tube lights and bulbs have been replaced by energy conserving CFL and LED lights.
- To minimize water shortage there is an elaborate rainwater harvesting system which is then used for meeting the water requirements of the campus except drinking purposes.
- Green practices are encouraged and inculcated through seminars, rallies and tree plantations both within and outside the campus. Use of plastic bags, cups and plates are restricted within the campus.
- Conduct of UGC sponsored or State sponsored seminars and conferences
- System of student feedback and grievance redressal
- Establishment of two full fledged smart class for PG students and a computer centre.

6.5.5 – Internal Quality Assurance System Details

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 IQAC	Duration From	Duration To	Number of participants
2018	Seminar on Women Empowerment under 1090 power line	14/07/2018	01/11/2018	01/11/2018	150
2018	Lecture series on employment opportunities through assistance of Gillette, NSIC and Amar Ujala	30/08/2018	26/09/2018	26/09/2018	110
2018	Digital India Week- Lectures by bank officials, c	30/08/2018	13/12/2018	18/12/2018	90

	competitions, model making etc.				
2018	Swatchata Pakhwara- Rallies, tree plantation drives, cleanliness drives etc	30/08/2018	15/09/2018	02/10/2018	210
2018	Orientation and Freshers party	14/07/2019	07/09/2018	07/09/2018	200
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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	Number of Participants	
			Female	Male
Seminar on Women Empowerment	01/11/2018	01/11/2018	120	30

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

Percentage of power requirement of the University met by the renewable energy sources
1. the college makes efforts to reduce paper wastage by Students/Staff/Faculty. 2. No use of Disposable Water Bottles and Cups. 3. Use of plastic bags and paper towels is prohibited. Reusable products such as glass bottles, bags and cups is encouraged. 4. The students are taught to switch off fans and bulbs when they leave classroom/labs.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	15/09/2018	7	swatchta Pakhwada program	cleanliness	210
2018	2	1	17/09/2018	1	swatchta	cleanline	85

			8		Program	ss	
2018	3	1	19/09/2018	1	swatch bharat and swasth Bharat Rally	cleanline ss and Health	100
2018	4	1	20/09/2018	1	Discussion on Laghu and sukshm Udyogo me rozgar ke awsar.	employemen t opportu nities	85
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Guidelines for Teachers and students	26/06/2018	in the Prospectus given to the students along with the admission form, certain guidelines are mentioned, which each one has to follow.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Program on Gandhian Philosophy	24/09/2018	02/10/2018	100
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic Free Campus 2. Tree plantation by students 3. Provision of dustbins in each corridor of the college. 4. Use of LED bulbs/tube lights for less electricity consumption. 5. Students are motivated to come to the college either by Bicycle or walking, bikes are not encouraged.
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The college aim behind devoting a week to our freedom fighter Mahatma Gandhi is to make the students aware of his contributions towards making Independent India. To teach the students ahimsa, the main tool of Gandhiji. Through various topics like philosophy, ahimsa, freedom movement, expressed in essay competition. lectures, posters and paintings, the students gain immense knowlegde. 2. The college organizes talks and discussions on employment possibilities in small scale industries for the students. Most of the students aim big like qualifying competitive exams. Whereas ground reality is that a few of them are able to actually reach the top. There are few who know that their learning capacity is not good so as to appear for difficult exams. These talks are prepared for such students, to make them aware that they can move to smaller places and survive there. Also to tell students that if they do not succeed in bigger aims, they do not have to feel dejected. They have more options with them.
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Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.hnbpgcollegenaini.org/uploads/images/best_practices_2018-19.pdf

7.3 – Institutional Distinctiveness

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

The vision of our college is to form an Alumni Association and include old students of the college. The college aims to share the experiences of old students related to teaching, learning and career, to bring about a positive change in the minds of the students. The college dedicates its energy to the needs of ever-changing society by promoting excellence in academics. It also ensures safety of the environment through various awareness programs. The college through regular interaction with the students and their parents continuously tries to improve itself. The college tries to improve the effectiveness of the educational subjects and to ascertain whether it has met the parent requirements through parent-teacher meeting. The feedback from the parents of our students through meeting helps the college improve itself.

Provide the weblink of the institution

http://www.hnbpgcollegenaini.org/uploads/images/institutional_2018-19.pdf

8. Future Plans of Actions for Next Academic Year

1. To open more PG courses in emerging subjects. 2. To open Computer Training Courses and Spoken English Courses for Students. 3. Evaluation and Reformation 1. To open PG courses in emerging subjects. 2. To open Computer Training Courses and Spoken English Courses for students. 3. Evaluation and Reformation of Examination system. 4. Promotion of Research culture among faculty and students. 5. Publication of Research Journal/News Letter of the college. 6. Improvement and Extension of Library facility with special attention of e-information resources. 7. Improvement of Teacher -student ratio for better Academic Development.