



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	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

<b>2. Institutional Status</b>					
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			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.hnbpgcollegenaini.org/uploads/images/2016-17aqar_report.pdf">http://www.hnbpgcollegenaini.org/uploads/images/2016-17aqar_report.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://www.hnbpgcollegenaini.org/uploads/images/academic_calendar_2017-18.pdf">http://www.hnbpgcollegenaini.org/uploads/images/academic_calendar_2017-18.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.59	2011	08-Jan-2011	07-Jan-2016
<b>6. Date of Establishment of IQAC</b>			10-Feb-2009		
<b>7. Internal Quality Assurance System</b>					
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		

National Seminar	02-Feb-2018 2	350
Atmaraksha Shivir	11-Sep-2017 7	160
IQAC Meeting	11-Sep-2017 1	22
IQAC Meeting	13-Oct-2017 1	19
IQAC Meeting	15-Jan-2018 1	21
<a href="#">View File</a>		

**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, Furniture, Machine maintenance, Computer anurakshan, Anurakshan, Chemicals, Laboratory apparatus, Projector etc	Uttar Pradesh Government	2017 365	380000
Institution	Building construction	Uttar Pradesh Government	2017 365	350000
<a href="#">View File</a>				

**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**

No

during the year?

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Inculcating spirit of peace and Harmony through celebration of various Jayantis such as Gandhi Jayanti, Swami Vivekananda Jayanti, Maulana Abul Kalam Jayanti etc.

Conducting Atmaraksha Shivir for girl students

Organising 2 day National Seminar on Empowering the Current Age Adolescents with special reference to Health and Yoga

Plantation Drive

[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	Achievements/Outcomes
Extension activities	Fire camp for students of Rovers and Rangers, rallies such as voter awareness rally, community outreach through NSS
Expansion of existing Cultural and awareness programmes and Sports events.	Inter-departmental competitions such as quiz, debates, model making etc carried out, annual sports as well as two day varshikotsav organised
Beautification of College Campus	Purchase of new dustbins to be kept at various locations within campus and plantation drives undertaken
Purchase of computers for use of teachers and students	No funds were received for purchase of computers from the government
Organising National Level Seminar	State Sponsored National Level seminar organised in the month of February
<a href="#">View File</a>	

**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	2018
Date of Submission	12-Feb-2018
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

Hemwati Nandan Bahuguna Government PG College has several departments out of which Physics, Chemistry, Botany, Zoology, Commerce, Hindi, Political Science, Home Science, Sociology, History, and psychology runs Post Graduate Program. Here, the Under Graduate Program follows the annual examination system whereas the Post Graduate Program conducts semester exams. The College follows the curriculum as approved by Allahabad State University and to ensure the effective curriculum delivery various teaching methods are followed. Teachers are told to update the students about different courses, fee structure, processing of applications, etc. at the time of counseling and admission, and introduce them with the curriculum in the class as well as outside the class whenever asked by the students. Entire curriculum delivery is planned by the teachers on an annual basis. In science faculty, interactive classrooms equipped with the projector set up are in use for effective transaction of the curriculum. Library and Laboratories are updated according to the requirements of the curriculum given by the university. Internal assessment exams are held by the departments based on the university question model. Student Wi-Fi along with magazines, newspapers, journals, and other periodicals are provided in the reading area. Workshops invited lectures, and Seminars are conducted for the academic enrichment of the students and faculty members. Active lectures, group discussions, PowerPoint presentations, role-play, industrial visits, and Field Trips are conducted in tune with the curriculum. Continuous Assessment System is followed to ensure the progress of the students through class and home assignments, dissertation, classroom participation, group discussions, term-papers, viva-voce, etc. All faculty members are deputed for orientation programs, refresher courses, and other various training programs periodically. Each department conducts essay Competitions, Debates, and Quiz programs in tune with the curriculum to enrich student's knowledge by all means.

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
0	0	01/12/2018	0	0	0

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

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
<b>No Data Entered/Not Applicable !!!</b>		

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
0	04/12/2018	0
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	Industrial Tour	40
<a href="#">View File</a>		

### 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
<p>The institution every year receives feedback randomly from the students registered in different departments. Students are the most important stakeholder of the college and they provide unbiased feedback by which we get able to understand the ground-level problems and issues where change is needed for the betterment of the college. That includes the annual system in UG as well as semester-wise in PG. Feedback forms are in two part: sections A and B they are thoroughly analyzed department-wise. After that being a board member in the university, teachers give their suggestions for the up-gradation of curriculum and mode of examination in the university, etc. In college, the principal takes the necessary steps to ensure solutions or to resolve issues having in the college. In the session 2017-18, ten percent of the total students were participated to give their opinion in the form of feedback. In the session, we found that most students were satisfied with the curriculum and teaching methods of the mentors. All around the year, these students were involved in the activities of the college and in the end, they were contented with the effort of the college in increasing their overall personality, thought process, and social-emotional learning.</p>

**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	552	344
BSc	Physics, Chemistry, Zoology, Botany, Math, Physical Education,	720	426	310
MCom	Commerce	720	385	305
MA	Hindi, Home Science, History, Political Science, Philosophy, Sociology	720	390	280
MSc	Physics, Chemistry, Zoology, Botany	160	212	121
MCom	Commerce	120	289	107

[View File](#)**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
2017	959	508	8	0	28

**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
36	15	5	0	0	9
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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
1467	36	1:41

## 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	36	7	0	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
2017	Dr. Bhaskar Shukla	Assistant Professor	Shikshak Shree Award from U.P. State Govt.

[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
MCom	MCom II, IV Sem	Semester	20/05/2018	04/07/2018
MSc	MSc II, IV Sem	Semester	20/05/2018	15/07/2018
MA	MA II, IV Sem	Semester	20/05/2018	13/07/2018
BCom	BCom I, II, III	Year	15/04/2018	10/06/2018



BSc	BSc I,II,III	Year	15/04/2018	15/06/2018
BA	BA I,II,III	Year	15/04/2018	18/06/2018
<a href="#">View File</a>				

#### 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 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 31<sup>st</sup> 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 16<sup>th</sup> July and 1<sup>st</sup> 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.hnbpqcollegenaini.org/page.php?id=76>

#### 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
BA III	BA	Hindi, History, Sociology, Philosophy, Economics, English, Sanskrit, Political Science, Physical	126	126	100

		Education, Geography, Military Studies, Home Science, Psychology			
BSc III	BSc	Physics, Chemistry, Zoology, Botany, Math, Physical Education,	53	46	86.7
BCom III	BCom	Commerce	57	53	92.9
MA IV Sem	MA	Hindi, Home Science, History, Political Science, Philosophy, Sociology	153	149	97.3
MSc IV Sem	MSc	Physics, Chemistry, Zoology, Botany	49	49	100
MCom IV Sem	MCom	Commerce	48	48	100
<a href="#">View File</a>					

## 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=77>

## 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
Total	0	NA	0	0
<a href="#">View File</a>				

### 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	31/12/2017

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	31/12/2017	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	31/12/2017

[View File](#)

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	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)
No Data Entered/Not Applicable !!!			

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#### 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
PHYSICS	1
CHEMISTRY	1
COMMERCE	1
HOME SCIENCE	1
POLITICAL SCIENCE	2

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#### 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	2017	0	NA	0

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#### 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	2017	0	0	NA

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	3	0	0
Presented papers	3	24	0	0
<a href="#">View File</a>				

### 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
3 DAYS CAMP	Rovers and Rangers	2	49
<a href="#">View File</a>			

#### 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
<a href="#">View File</a>			

#### 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
Youth Day	College level	LECTURES	32	120
Swachchhta mission	College level with NSS unit and Rovers and Rangers unit	Cleanliness drives, rally to create awareness	28	100
AIDS DAY	College level	Rally to generate awareness	30	110
<a href="#">View File</a>				

### 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
<a href="#">View File</a>			

#### 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/	Duration From	Duration To	Participant
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		industry /research lab with contact details			
NA	NA	NA	30/12/2017	31/12/2017	0
<a href="#">View File</a>					

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	31/12/2017	NA	0
<a href="#">View File</a>			

## 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
7.3	7.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 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 patially)	Version	Year of automation
INFLIBNET'S, N-List	Partially	NA	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15515	2645967	0	0	15515	2645967
Reference Books	2227	250000	0	0	2227	250000
e-Books	3135000	2500	0	0	3135000	2500
Journals	0	0	0	0	0	0

e-Journals	6000	2500	0	0	6000	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	0	0	36	5601
Others (specify)	87	856	56	780	143	1636
<a href="#">View File</a>						

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	30/06/2018
<a href="#">View File</a>			

#### 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
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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	<a href="http://www.hnbpgcollegenaini.org/">http://www.hnbpgcollegenaini.org/</a>

#### 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
3.38	3.38	3.59	3.59

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 being a government institution receives grant from the directorate, Higher Education Department, Government of Uttar Pradesh, RUSA and UGC under plan head and non-plan head. Over the years, college has utilized the grants as per UP 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 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. 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.

[http://www.hnbgcollegenaini.org/uploads/images/procedures\\_policies.pdf](http://www.hnbgcollegenaini.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 Scholarship and Fee reimbursement scheme	830	4191500
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

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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	21/06/2017	50	Hemwati Nandan Bahuguna Government PG College
Career Counselling	11/08/2017	45	Hemwati Nandan Bahuguna Government PG College
<a href="#">View File</a>			

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
2017	NIL	0	0	0	0
2018	NIL	0	0	0	0
<a href="#">View File</a>					

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
NIL	0	0	NIL	0	0
<a href="#">View File</a>					

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
2017	11	BA	HomeScience	Hemwati Nandan Bahuguna Government PG College	MA-HomeScience
2017	1	BSc	Zoology	Hemwati Nandan Bahuguna Government PG College	MSc-Zoology
2017	7	BA	Sociology	Hemwati Nandan	MA-Sociology



				Bahuguna Government PG College	
2017	8	BSc	Physics	Hemwati Nandan Bahuguna Government PG College	MSc-Physics
2017	31	BCom	Commerce	Hamaari andaj Bahuguna Government PG College	MCom-Commerce
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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
<b>No Data Entered/Not Applicable !!!</b>	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports Day	Institution Level	300
Annual Function	Institution Level	200
Departmental Council Competitions	Institution Level	250
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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
2017	NIL	National	0	0	0	NIL
2017	NIL	Internatio nal	0	0	0	NIL
2018	NIL	National	0	0	0	NIL
2018	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)

The institute is committed to creating and maintaining a place where students, teachers, and non-teaching staff work together, free of harassment, exploitation, violence, and stress. This includes all forms of gender violence, sexual harassment, and discrimination on the basis of sex/gender. Hence, students are free to talk to their teachers whenever they need it. Here, each

department has its own council with the president, secretary, deputy secretary, and members. This council is formed without any discrimination on the basis of caste or gender-based on rapport building. It establishes a balance between teachers and students. Becoming a means of communication between the two, they elevate student voice too. For the overall development of the students, various extra and co-curricular activities were held the whole year on the campus. For which above Departmental Student Council was functional under the supervision of the faculty members. They created greater awareness about the implications of their subject/course and made a clean environment and the overall betterment of their department. Department council is the platform for students to discover and develop their leadership potential to have a positive impact on society, also this prepares the students in advance before they actually step into the real world. They encourage other students to participate in sports/cultural activities on the campus as well as outside.

#### 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 has given additional responsibilities to faculty members in order to maintain and execute the entire academics and examinations of the College. A Proctorial Board is in place to ensure Law and order on campus. An Examination Cell is in place to ensure that all Examination procedures are duly followed. Committees like Grievance Redressal Cell, Student welfare and scholarship committee, Women Cell etc are other committees working on behalf of College Management to ensure participative management. These and other practices of the College ensures decentralization and participative management. • 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
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<p>Curriculum Development</p>	<ul style="list-style-type: none"> <li>• The College has to follow the curriculum as developed by Allahabad State University, Allahabad to which it is affiliated. However, the University keeps updating its curriculum.</li> <li>• 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.</li> </ul>
<p>Teaching and Learning</p>	<ul style="list-style-type: none"> <li>• The college strives to foster the culture of knowledge acquisition through wider self exposure to latest knowledge through the library and on-line subscribed books and journals.</li> <li>• Two ICT enabled smart class rooms has been set up with RUSA funds.</li> <li>• 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.</li> <li>• Bilingual medium of teaching and learning.</li> </ul>
<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> <li>• The Examination Cell along with Proctorial board ensure fair conduct of examinations.</li> <li>• 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.</li> <li>• 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 other nearby colleges.</li> <li>• Centralised evaluation as per university guidelines are carried out in the university campus which ensure that copies are evaluated in an unbiased manner</li> </ul>
<p>Research and Development</p>	<ul style="list-style-type: none"> <li>• The faculty members are encouraged to submit research proposal for external funding from government agencies.</li> <li>• 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.</li> <li>• Some faculty members provide doctoral guidance to students</li> </ul>

Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> <li>• Two ICT enabled smart class room has been constructed with RUSA funds.</li> <li>• Entire college campus is made Wi-Fi enabled.</li> <li>• The existing Broadband/LAN connectivity is being enhanced.</li> <li>• E-library facility for staff and students has been developed. Nearly all good journals in different fields of study are made available in online mode through UGC INFLIBNET</li> </ul>
Human Resource Management	<ul style="list-style-type: none"> <li>• The College has a well defined policy to academically recharge and rejuvenate teachers 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.</li> <li>• Many teaching staff participated in various orientation programmes, refresher courses and other short term courses during the session.</li> <li>• Along with academic activities, the teachers are allocated various administrative works to fine tune their corporate and societal responsibilities</li> </ul>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Encouraging companies to come for campus placement.</li> <li>• Inviting eminent people from industries for talks, lectures with students</li> </ul>
Admission of Students	<p>The admission of students are 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 are interviewed by respective admission committees to wean out totally inept candidates.</p>

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Efforts are being made to generate e-service books of staff.</li> </ul>

Administration	<ul style="list-style-type: none"> <li>• Fully computerized administrative unit with online login details of students. Communication to students using SMS and Whatapp facility.</li> <li>• Full digitalization in terms of computation of salary, arrears, taxes etc.</li> </ul>
Finance and Accounts	<ul style="list-style-type: none"> <li>• Funds 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</li> <li>• Digital salary computation as well as maintenance of various records.</li> <li>• Accounts maintained as per directive of government and audit requirement.</li> </ul>
Student Admission and Support	<ul style="list-style-type: none"> <li>• Students admitted according to available seats on first-come-first serve basis.</li> <li>• One point admission for helping students achieves hassle free admission.</li> <li>• 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.</li> <li>• Interviews conducted by various admission committees to wean out inept candidates.</li> <li>• Along with a central library, e-library facility, internal library facilities are provided by various departments.</li> <li>• Students information uploaded in college data-base on the basis of subjects, gender, category etc.</li> </ul>
Examination	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Examination related data provided by university in the college login id of college website</li> <li>• Data maintained regarding number of students appearing for exams, absentees etc on a daily basis during the course of exam</li> <li>• Online information provided to University regarding number of students appearing for exam (male/female), number of students absent (male/female) on a daily basis.</li> </ul>

### 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	Name of the professional body for	Amount of support
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		for which financial support provided	which membership fee is provided	
<b>No Data Entered/Not Applicable !!!</b>				
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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)
<b>No Data Entered/Not Applicable !!!</b>						
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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
Orientation Programme	3	24/10/2017	20/11/2017	28
Refresher Course	5	18/11/2017	08/12/2017	21
Refresher Course	2	27/11/2017	17/12/2017	21
Refresher Course	1	09/03/2018	29/03/2018	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
36	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	Encashment of earned leave, health card and other facilities as per state government norms	Atmaraksha Shivir, Yoga sessions, Nutritional week by home science department, Provision of scholarship, Fire camp under Rovers and Rangers, camps for NSS students.

## 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 2017-18.

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
<b>No Data Entered/Not Applicable !!!</b>		
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6.4.3 – Total corpus fund generated

0
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### 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	NA	Yes	Principal, IQAC
Administrative	No	NA		Internal Committees

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

<p>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.</p>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Training Class III employees in use of MS excel and such other apps by faculty members as per need</li> <li>• System of promotion to higher scale as per governmental norms</li> <li>• Benefits such as House Building Allowances, Medical reimbursement as per govt. norms</li> <li>• Motivational lecture by Principal and departments</li> <li>• System of Grievance Redressal</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> <li>• Making the students aware of the teachings of imminent Indian personalities through observation of various jayantis such as Pt. Deen Dayal Upadhyay Jayanti, Gandhi jayanti, Maharishi Balmiki Jayanti, Sardar Balabh Bhai Patel jayanti etc.</li> <li>• Organizing National Seminar</li> <li>• Annual student's feedback systems which serve as quality assessment of teachers.</li> <li>• Organizing Youth festival</li> </ul>
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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
2017	Atma Raksha Shivir	11/09/2017	11/09/2017	17/09/2017	160
2018	National Seminar	13/10/2017	02/02/2018	03/02/2018	350
2017	Youth festival/Annual Function	13/10/2017	15/12/2017	16/12/2017	200
2017	Plantation drive	11/09/2017	11/09/2017	11/09/2017	100
2017	Fire Camp	13/10/2017	14/12/2017	16/12/2017	68

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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
Women Empowerment Program	08/03/2018	08/03/2018	100	85

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	21

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
2017	3	3	11/09/2017	7	Self Defense Camp	Girls empowerment	150

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

Title	Date of publication	Follow up(max 100 words)
1. Assistant Professors/Associate Professors/ Group 3-4	30/06/2018	All follow the norms set for them
2. Hostel	30/06/2018	Most government colleges do not provide hostel facilities.
Students taking admission	15/06/2018	Students are supposed to follow the instructions given to them at the start of the session.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
2. Maharana Guha	05/04/2017	05/04/2017	265
3. Ambedkar Jayanti	14/04/2018	14/04/2018	377
<a href="#">View File</a>			

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

1. Plantation of trees by students /staff. 2. Provision of dustbins in each corridor. 3. Clean water facility for drinking and watering of plants.1

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. NSS-The Students of NSS select a nearby village and organize a seven day camp. With the help of short plays/skits/ banners and personal interaction they make villagers(men/ women/children)aware of all major issues like health, hygiene and education. 2.Self Defense Camp-The aim behind this camp is to make college girls empowered. To teach them basic self defense techniques, so that they could defend themselves on their way to school and in places they visit. In the long run also such training will help them. This helps them to firstly know how they can be made victim and then teaches them defense. Practical training as to how to react in a particular situation is given.

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

<http://www.hnbpqcollegenaini.org/page.php?id=51>

## 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 college offers undergraduate and postgraduate courses. The postgraduate centers of the college constitute a vital part of the academic structure.As per the requirements, college creates necessary infrastructure systematically and continuously with the needs of future vision.The college provides physical infrastructure facilities such as adequate number of classrooms, staff rooms,seminar halls and library.

Provide the weblink of the institution

<http://www.hnbpqcollegenaini.org/>

## **8.Future Plans of Actions for Next Academic Year**

1. To provide vocational courses/training to students so that more job opportunities are created. 2. To ensure more advanced smart classrooms for students. 3. To ensure updated computer labs. 4. To provide more advanced science equipment in science labs. 5. To provide digital library and more access to books, to the students.