



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

KANPUR VIDYA MANDIR MAHILA MAHAVIDYALAYA

SWAROOP NAGAR KANPUR

208002

www.kvmpgcollege.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

‘**Samshrutein Gamemahi**’ adopting this vedic phrase as the motto, on July 1984, Kanpur Vidya Mandir Society established Kanpur Vidya Mandir Mahila Mahavidyalaya for imparting value-based quality education to girls from every strata of society. It aims at developing self-confidence, scientific temper and awareness amongst the students to face the challenges of globalization.

Beginning with the U.G. level of Arts faculty only, it soon got approval for postgraduate classes in Education and Sanskrit as well as faculty of Science (both Biology and Maths group). Now the sapling has flourished into a full-grown tree, providing shade and shelter to hundreds of young girls on whose shoulders rests the destiny of the nation. We put in our sincere efforts to prepare the students to withstand the challenges of fast changing times, maintaining the balance between trend and tradition, providing healthy academic climate for developing their latent traits and innovative capabilities. Although the college is situated in one of the most posh localities of the town, the students admitted here are mostly from the downtrodden section of the society. We strive to educate these less-privileged girls, providing them best of opportunities to grow and groom, enabling them to cope up with the need of time.

Vision

Vision

Embracing the Vedic essence of ‘Samshrutein Gamemahi’ to cultivate the young women spiritually, mentally and physically and to provide them an equal opportunity to successfully deal with the global challenges.

Mission

Mission

To develop the integrated personality of the students with due emphasis on moral, cultural, social and national values promoting social justice and ideal citizenship.

The vision and mission of the college is communicated to the students during the teaching learning process and through the cultural and academic functions organized in the college. The duties of the teachers are not confined to the completion of prescribed syllabus only but they are equally keen to train the students morally and spiritually. In each official meeting with the management/faculty, the observance of mission and vision remains one of the agenda.

Thus the institution has well defined Vision, Mission and Objectives which are communicated and duly practiced by its constituencies. Our ultimate vision is to prepare ideal citizens for the country.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Kanpur Vidya Mandir Mahila Mahavidyalaya was accredited 'A' grade by NAAC in 2009. The college functions with the aim of imparting quality education to girls and it has established itself as a reputed center for girls' higher education. We enjoy the special privilege of being guided and governed by a management body whose members are mainly from the field of education. The college has a well-maintained infrastructure. Our college library is selected as one of the member of "National Digital Library of India" under the pilot project of Ministry of Human Resource Development (MHRD). Faculty is well qualified and 90% of the faculty is Ph.D. holders (both permanent and non-permanent). We have well trained non-teaching staff. The college is located in a prime residential area, therefore it is easily accessible by girls. The college offers low cost education and also has provisions for education to the students from lower socio-economic strata. The college has produced many successful alumnae, who are well-placed in different professions. The office-staff is well-informed, trained and supportive. The college provides basic facilities like twenty-four hour power-backup, supply of pure drinking water, canteen for students and a parking slot. The college has both Arts and Science faculty. We observe the practice of Regular Prayer in the college. The NSS programme is recently renewed.

Institutional Weakness

The college cannot be expanded further, due to the scarcity of land. There are other infrastructural needs to be addressed. We require wider space for extra-curricular activities. The college offers P.G. courses in only two subjects. The institution does not provide any career oriented/ professional courses. Faculty has no freedom for curriculum designing.

Institutional Opportunity

The college has an opportunity to attract maximum number of girls because there is no girls' college in the nearby area. We are privileged to avail the experts and renowned speakers from different fields for the institution.

Institutional Challenge

The college is facing sharp decline in student strength. Less and less students are getting enrolled in each succeeding session. The attendance rate is also declining owing to the lack of faculty and other basic facilities. All the departments are being operated by single permanent faculty. The college does not offer any professional course which may also be one of the reasons for the decline in of student strength.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Kanpur Vidya Mandir Mahila Mahavidyalaya, Kanpur is affiliated to CSJM University Kanpur. In our

university, curriculum designing is totally under the jurisdiction of the members of Board of Studies of Academic Council. No affiliated college has any autonomy for the amendment of the prevailing syllabus.

However a number of faculty members from different colleges are involved in curriculum reconstructing as member of Board of Studies of the university and accordingly the syllabus is revised and updated,

At the time of curriculum revision, the core-values, such as social justice, patriotism as well as skill development of the students, truth and righteousness, promotion of use of I.C.T. and the quest for excellence are kept in mind. The institution correlates these core-values with its mission and objectives.

The college carries out action plans for its effective implementation. The syllabus of each department is divided into units according to the academic calendar. Classroom teaching is enriched by adding various skill development programmes, lectures, discussion, debates etc. The learning outcomes of the students are assessed in the shape of oral and written tests. Syllabus is completed within time frame and if not, teachers willingly conduct extra classes. For the holistic development of the students, the faculty integrates cross cutting issues like gender, environment sustainability and human values and professional ethics through effective teaching methodology. A course on Environmental Studies is included as a compulsory qualifying subject for graduate students.

In every subject, teacher tries to correlate the subject matter with real life situations, making it more meaningful and interesting.

Topics related to environmental studies are part of curriculum in Botany, Zoology, Economics, Sanskrit, Education and Sociology. Topics related to human rights are covered in Education. Gender issues and human values are part of Curriculum in Sociology, Sanskrit, Economics, Psychology, Education, Hindi and English Literature. The syllabus of Sanskrit literature emphasizes moral and human values by teaching them Shrimad Bhagavad Gita, Upanishads, Niti Shatakam etc. Psychology enriches the overall personality of the students through the topics like adjustment, stress management etc.

Teaching-learning and Evaluation

The institution makes earnest efforts to train students of different backgrounds and abilities through effective teaching-learning process. We maintain a transparent admission process based on the academic record of the candidate. The admission policy is relaxed, if required, on humanitarian ground. To ensure equity and social justice, students from economically poor background and disadvantaged community are given preference as per government norms. The differently-abled students are also provided required privilege and facility.

Once the admission process is over, an orientation programme is conducted to enable the students gear up for teaching-learning process. Since we follow student-centric approach, it becomes mandatory to assess and evaluate previous knowledge and learning levels of the students. Students are also categorized in two groups advanced and slow learners.

Advanced learners are encouraged to visit the library and search web links for further and deeper study in particular subjects. They are given tough exercises and thought-provoking problems.

The slow learners are provided extra time to clarify their doubts. Tutorials are arranged for slow learners as per their needs.

Motivational curricular and co-curricular activities like Yoga, career-counseling, skit, speech, poster and slogan competition, debate and essay competition, seminars and personality development programs are organized.

In practical subjects like Physics, Chemistry, Zoology, Botany, Home Science, Psychology, Music, content is conveyed through experiments and practicals.

During lecture session, question answer technique is used to ensure active participation of the students. Teachers take interest and initiative to introduce innovative methodology in teaching process.

To judge the effectiveness of teaching learning process, students' feedback is taken, analysed and due efforts are taken to fill the gaps in teaching learning process. At the completion of course, students' performance is assessed through final examinations. The learner being at the centre in this process, her satisfaction remains the main concern.

Research, Innovations and Extension

The institution promotes research culture and encourages faculty participation in research activities by providing them duty leave to attend the R.D.C. meetings and Viva-voce examination of the research scholars.

To facilitate the research work in the college, required study material and reference books are purchased through the U.G.C. grant.

Policies regarding the research work are formulated keeping in mind the academic growth and enrichment of the faculty. It has shown favourable results. Some faculty members, though teaching UG classes, yet are appointed as supervisors for research work, guiding the Ph.D. scholars.

The research scholars are invited to speak on their area of specialization, enriching the knowledge of the students.

Percentage of teachers recognized as research guides at present is 33.33%, Number of Ph.D's awarded per teacher during the last five years is 1.33%. Number of Ph.D.'s awarded within last five years is 04.

The institution encourages the faculty to use inter-disciplinary and sometimes multi-disciplinary approach in teaching-learning process. Through this innovative, inter-departmental approach of resource sharing, students are benefitted. We tend to make our students sensitive and involved in major social issues and events happening around.

Prior to the renewal of NSS in the college, we organized a number of extension activities sensitizing the students to social issues. We organized rallies against social injustice and other burning social issues. Organizing Prabhat Pheri on National Festivals, Run for Unity etc. proved to be a strong connecting link between the college and the community.

The renewal of NSS this year, gave fresh vigour and enthusiasm to the volunteers. Under the banner of NSS, a

number of social awareness programmes e.g. Swachh Bharat Abhiyan, Voter Awareness programme, Traffic awareness programme, Programme on Anti-Tobacco and women safety and security are being regularly organized. The adoption of a locality (Magazine ghat situated at the bank of holy Ganga) has given a solid platform to the NSS volunteers for substantial extension services.

Infrastructure and Learning Resources

For the smooth functioning of the academic activities in the institution we have well- furnished classrooms with proper ventilation, furniture and lighting-system, laboratories, instruments and equipments. We have public address system attached to each and every classroom, common room, library etc.

For organizing co-curricular activities like lecture sessions, seminars, workshops, exhibitions, debates, poster-designing, slogan contests, quiz competitions etc., we have an auditorium with proper sound system attached to it, where co-curricular activities like dance, drama competition, singing competition, fancy dress show etc. are organized.

The college augmented sufficient infrastructure for academic growth by providing latest model of computers for office work, computerization of library, stacking racks glass doors, LCD projectors, refrigerators for all labs, water cooler and submersible pumps for drinking water, latest type of Musical instruments, Scanner and Photocopy machine during the last 5 years.

The institution provides separate restrooms and washrooms for the students and the faculty members in sufficient number. Due care is taken to keep them clean and maintained.

The infrastructure available in the college is further utilized, after the college is over, for conducting I.C.W.A., C.S., M.B.A. coaching classes in the evening. A number of Entrance examinations like M.B.A., P.M.T., Engineering, C.A. are also successfully conducted here.

Thus the institution optimizes the facilities and resources available on the campus.

College Library is fully computerized. We feel privileged to mention that on January 9, 2019 our college library is selected as one of the members of “National Digital Library of India” Now the institution avails “E-Resources’ facility. IT Facilities like Wi-Fi, Computers and LCD are duly updated.

Renovation of Home Science Lab, Music Department, reconstruction of entrance gate and parking Slot, white wash and painting of renovated area, construction of ramp and supporters at the stairs for differently abled students are some of the steps taken in maintenance of campus infrastructure.

Thus the management has taken earnest efforts to repair and renovate the required areas by increasing expenditure in budget on maintenance of infrastructure facilities and it has shown positive impact on academic ambience of the institution.

Student Support and Progression

Our institution focuses on students- centric teaching learning strategy hence student satisfaction becomes our main concern.

For the welfare of the students, the scholarship committee, counseling cell, grievance redressal cell, ever stay tuned with the need of the students.

For the academic growth of the students, a number of capability enhancement programmes and events such as a discourse on soft skills Development, lectures on preparation of competitive exams, programs on Career Counseling and personality development, workshops on self-defense mechanism and women empowerment, rallies on social and cultural awareness, Youth Festival and Sports Meet etc. are organized from time to time.

Students progression is clearly reflected through mobility form UG to PG from P.G. to NET/SLET or to other professional courses like B.Ed., etc. The percentage of students from U.G. to P.G. (M.A, M.Sc.) is 29.90%, and in professional courses like BTC is 3.2%, BCA, LLB, MBA, DELED. is 0.8%.

We feel privileged to mention that the college maintains strong bonding with Alumnae who participate and contribute in various activities voluntarily.

Alumnae lecture series is an outstanding practice conducted in the institution. Through this practice, they not only facilitate and guide the students for appearing and qualifying in various competitive exams but also prove to be a great source of inspiration to the young girls to accept the challenges of life boldly.

Governance, Leadership and Management

The vision and mission of the college directly coincides with its well-articulated objectives reflected in curricular and co-curricular activities of the institution.

There prevails congenial ambience, co-ordination and mutual understanding among the stakeholder of the institution. They enjoy a democratic liberty to exchange their views and share their ideas, experiences and problems with the authority concerned.

All the faculty members are given opportunities for their self-development and career advancement. They are provided duty leave to attend orientation programmes, refresher course, seminars, conferences and workshops etc. Institution also gives benefit of compensatory leave both to the teaching and non-teaching staff. They are covered by the group Insurance Scheme. They can avail loan facility or partial withdrawal from G.P.F account in case of any urgent need.

The institution ensures hygienic sanitation, RO water supply at each floor, twenty four hour power backup facility etc. The teaching and non-teaching staff avail the facility of maternity leave and child care leave as per UP Govt. rules. In case of any accident causing physical disability to the employee the management is flexible enough to change the nature of duty of the victim on compassionate ground.

The proactive IQAC contributes significantly for maximizing success rate and utilizing the resources available in the college. Teachers' performance based appraisal forms are evaluated by IQAC. It bears the responsibility of planning the entire academic year. In the meetings of IQAC, it is discussed how teaching-learning process can be enriched through effective curricular and co-curricular activities, workshops, seminars and lectures.

The IQAC took initiative to organize workshop on Karate training as a step towards women empowerment. As a move towards women empowerment, a unit of "Power Angel" comprising of "Guardian Angel" was established in which 43 students were enrolled.

Programs and events like Alumnae Meet and Sports Meet, Youth Festival 'Umang', Debate and Essay competitions, Poster competition and Nukkad Natak on current themes are regularly organized under the supervision and guidance of I.Q.A.C.

Institutional Values and Best Practices

The institution promotes social sensitization, sense of responsibility and ideal citizenship among the students not only through the process of teaching and learning but through co-curricular activities also.

Focusing on the mission statement – “to development the integrated personality of the students with due emphasis on moral, cultural, social and national values promoting social justice and ideal citizenship”, the institution is committed to impart value-based quality-education. Through the following events and programmes, we tend to translate our vision into reality.

- Programmes and discussion session based on gender equity, domestic violence, eve-teasing, and women empowerment etc.
- Events and workshops based on self-defense mechanism – Judo Karate, Meditation and Yoga etc.
- Observance of national festivals and anniversaries of great Indian Personalities.
- Developing the tradition of presenting sapling to the guests and visitors to the college.
- Programmes on Swachh Bharat Abhiyan- Helping in anti-polyethene and anti-plastic campaign by banning the use of plastic cups, bottles, bags in the college premises.
- Observance of daily prayer at the scheduled time as a mark of unity in diversity, enriching moral and spiritual values.
- Developing strong bonding with alumnae: their willing co-operation in college activities and valuable contribution in lecture series programme bears an effective impact on the society and this unique practice becomes our recognizable and distinct attribute.
- Thus the programmes and activities mentioned above are the testimony of the values and responsibilities held by the institution.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KANPUR VIDYA MANDIR MAHILA MAHAVIDYALAYA
Address	Swaroop Nagar kanpur
City	Kanpur
State	Uttar pradesh
Pin	208002
Website	www.kvmpgcollege.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Mamta Khare	0512-2557667	9450337619	0512-2532322	mail@kvmpgcollege.in
Associate Professor	Nirupama Tripathi	0512-2557668	9415443337	0512-2557676	nirupamatripathi@gmail.com

Status of the Institution	
Institution Status	Self Financing and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1984

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Uttar pradesh	Chatrapati Shahuji Maharaj Kanpur University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	18-04-1991	View Document
12B of UGC	18-04-1991	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Swaroop Nagar kanpur	Urban	0.696599	8736.55

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	INTERMEDIATE	English	360	111
UG	BA,Sanskrit	36	INTERMEDIATE	Hindi	360	39
UG	BA,Economics	36	INTERMEDIATE	English,Hindi	360	236
UG	BA,Sociology	36	INTERMEDIATE	English,Hindi	360	315
UG	BA,Education	36	INTERMEDIATE	English,Hindi	360	225
UG	BA,Psychology	36	INTERMEDIATE	English,Hindi	360	146
UG	BA,Home Science	36	INTERMEDIATE	English,Hindi	360	129
UG	BA,Indian Music Instrumental Sitar	36	INTERMEDIATE	English,Hindi	360	52
UG	BSc,Physics	36	INTERMEDIATE	English,Hindi	360	166
UG	BSc,Chemistry	36	INTERMEDIATE	English,Hindi	720	224
UG	BSc,Mathematics	36	INTERMEDIATE	English,Hindi	360	166
UG	BSc,Botany	36	INTERMEDIATE	English,Hindi	360	58

			IATE	i		
UG	BSc,Zoology	36	INTERMED IATE	English,Hind i	360	58
UG	BA,Hindi	36	INTERMED IATE	Hindi	360	182
UG	BA,Hindi Language	36	INTERMED IATE	Hindi	360	62
UG	BA,English Language	36	INTERMED IATE	English	360	140
PG	MA,Sanskrit	24	GRADUATI ON	Hindi	120	8
PG	MA,Educati on	24	GRADUATI ON	English,Hind i	120	91

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				10			
Recruited	0	0	0	0	0	0	0	0	0	9	0	9
Yet to Recruit	1				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				22			
Recruited	0	0	0	0	0	0	0	0	0	22	0	22
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	9	3	0	12
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	5	1	0	6
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	1	0	0	0	0	1
Ph.D.	0	0	0	0	7	0	0	0	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	14	0	14
M.Phil.	0	0	0	0	0	0	0	7	0	7
PG	0	0	0	0	0	0	0	1	0	1

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	827	0	0	0	827
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	91	0	0	0	91
	Others	0	0	0	0	0
Certificate	Male	0	0	0	0	0
	Female	21	0	0	0	21
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	198	297	282	357
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	330	309	473	595
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	264	202	398	536
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		792	808	1153	1488

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 427

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	18	18	18	18

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
792	808	1153	1488	1569

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1020	1020	1020	1020	1020

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
170	305	419	403	531

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	30	31	31	30

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	31	32	32	31

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 17

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
52.04	15.70	15.94	29.84	25.40

Number of computers

Response: 17

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The curriculum of the College is framed by the CSJM University to which the college is an affiliated body. The college carries out action plans for effective implementation of the curriculum. Many members of the college faculty are also involved in curriculum restructuring and development as members of Board of Studies of the University. Apart from the traditional teaching methods, teachers of the college impart knowledge through innovative and student-friendly teaching methods. The College prepares its own Academic Calendar and revises it every session according to the needs of each session. Each department prepares Modular Curricula through which the syllabus is divided into modules and a time-period is fixed for the transaction of the module. The modular curricula are divided into three quarters. A staff meeting is held to evaluate the progress of the students and also to discuss how far the modules have been transacted. At the end of each module the teachers take oral and written tests. The students are also given assignments. This has enabled regular and systematic delivery of the modules. Different departments of the College organize various academic skill development programmes, extension programmes, screening of plays.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 16.67

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 03

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 18.51

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
102	210	80	578	124

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Cross cutting issues like gender, environment, sustainability and human values etc. find ample space when applying them into the curriculum. We believe in maintaining healthy environment for all the students. The curriculum is designed by the University itself, has included these topics and our faculty members also contribute a lot in decision making, as members of Board of Studies. Due to this a compulsory paper on Environment studies is included as a qualifying subject for graduate students. Topics related to environmental studies are part of curriculum in Botany, Zoology, Economics, Sanskrit and Sociology. Topics related to human rights are a part of Curriculum in the subject like Education. The gender issues and human values are part of Curriculum in Sociology, Sanskrit, Economics, Psychology, Hindi Literature, and English Literature. The syllabus of Sanskrit literature emphasizes moral values and human values by teaching them Shrimad Bhagavad Gita, Upanishad, Niti Shatak etc. Similarly, Economics emphasizes on natural resources and environmental protection. Psychology enriches the overall personality of the students through the knowledge of topics like adjustment, stress management.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 5

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 5

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 0	
1.3.3.1 Number of students undertaking field projects or internships	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A. Any 4 of the above</p>
<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: B. Feedback collected, analysed and action has been taken</p>

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 56.96

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
792	808	1153	1488	1569

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2040	2040	2040	2040	2040

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 69.76

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
528	511	755	895	869

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Once the admission process is over, orientation programme is conducted to enable the students gear up for the teaching-learning process. Since we follow student-centric approach, it becomes mandatory to access and evaluate the previous knowledge and learning levels of the students. On this basis further plan of teaching is chalked out. Simple tests, group discussion etc. are conducted in the classrooms and teachers get a clue to the different abilities and learning levels of the students. Accordingly the students are categorized in two groups advanced or quick learners and slow learners.

A teacher cannot afford to follow a set pattern or plan throughout the session. She has to change her methodology and techniques as per need and the feedback from the learners.

Advanced learners are encouraged to visit the library and search web link for future and deeper study in the particular subject. They are given tough exercises and thought-provoking problems and they accept it as a challenge, which ultimately results in sharpening their intellect and reasoning capacity.

Similarly due attention is paid to the slow learners and they are asked to be seated in the front row of the class.

They are provided extra time to clarify their doubts in the department after the lecture. Tutorials are arranged for slow learners as per their need. They are given problem solving assignments to improve their skills. Apart from this, for the overall growth and development of the students, special programmes are organized from time to time.

Motivational and encouraging co-curricular and extra-curricular activities like Yoga, career-counseling, skit, speech, poster and slogan competition, debate and essay completion, seminars and Personality development program are organized.

Programme on Domestic violence and Eve-Teasing fill the students with courage and Self-confidence.

2.2.2 Student - Full time teacher ratio

Response: 28.29

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.51

2.2.3.1 Number of differently abled students on rolls

Response: 04

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Gone are the days when ‘Pin drop silence’ prevailed in the class with a teacher dominating the scene. Today there has been a sea-change in teaching and learning scenario. It is no more a one way traffic. It has become student centric. To make teaching-learning more effective, meaningful, the teacher applies and adopts various methods as per need, interest-level and requirement of the learners.

In practical subjects like Physics, Chemistry, Zoology, Botany, Home Science, Psychology, Music, content is conveyed to the learners through experiments and practicals. To serve this end, we have seven laboratories with the latest equipments. Students conduct experiments, collect data, analyse it, draw conclusion and access their understanding. They learn through self-assessment and peer-assessment.

In non-practical subjects too, the students are motivated to participate in group discussion activities enriching their reasoning and thinking capacity. In teaching literature, emphasis is laid on applying the knowledge in real life situations. In language classes, students are involved in interactive sessions and group-discussion by being more and more exposed to it. Along with communication skills, other soft skills are duly cultivated.

During lecture session, question answer technique is used at large, to ensure active participation of

the students. Teachers take interest and initiative to introduce innovative methodology in teaching and learning process. They focus on value-based education. Classroom lectures are student-oriented, coping with the need of time. Students are motivated to take part in more and more events arranged in other colleges and the university. Faculty members keep themselves updated with the latest information to guide the students for better prospects. Traditional as well as modern ICT based teaching methods are adopted.

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

Response: 75

2.3.2.1 Number of teachers using ICT

Response: 21

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 25.55

2.3.3.1 Number of mentors

Response: 31

2.3.4 Innovation and creativity in teaching-learning

Response:

The faculty members try to explore new methods for bringing creativity and innovativeness in the teaching – learning process. All the departments prepare their own plan of action which is not only limited to the completion of syllabus, but also on imparting practical knowledge to the students. In order to make knowledge more relevant and applicable, the teachers try to involve students in the teaching – learning process. The students are not only limited to the role of passive listeners but they actively participate in teaching - learning process. For this purpose, teachers put questions before students. Students are also asked to prepare projects and presentations based on their syllabus. Teaching is mainly based on value education.

Apart from syllabus, students are motivated to take part in activities and events organized in the college, where they get a chance to display their creativity. Essay, debate, poster slogan, sports competitions etc. are held in the college from time to time.

Faculty members keep themselves updated with the recent developments and try to

enrich the experience of the students by using them. Teachers incorporate new information to guide the students for better prospects. Traditional methods of delivering lectures, preparing notes are used along with modern ICT techniques. Power – point presentation by faculty is given importance.

Students are encouraged to explain the knowledge that they gain in their own way. Students are asked to write quotations and explain them. The practice of wall – magazine is also initiated in the college. Teachers also try to guide students with the help of the alumnae of the college. Alumnae guide and motivate students through counseling and presentations (Department of Music). Home Science department organizes display of handmade articles prepared out of waste material. On the occasion of Teacher's Day, students are given charge of classroom teaching.

Students are also prompted to prepare a report of the lecture delivered by the teacher and then present it next day before the commencement of the class so as to benefit the absentees. At the end of the session, best reporter is awarded.

Internal Quality Assurance cell reviews the previous year's progress in the light of SWOC analysis and also takes feedback from alumnae, students and parents.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 96.77

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 64.11

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	22	19	18	18

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 13.04

2.4.3.1 Total experience of full-time teachers

Response: 365

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 40

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	04	02	03	02

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 3.88

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	02	01	01	01

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has developed a system to assess the teaching – learning process with the help of internal evaluation. Final examinations are conducted at the end of every academic session in accordance with the schedule made by CSJM University Kanpur, but in between teachers prepare various methods for internal evaluation of the students. Monthly tests, half yearly examinations, preliminary tests etc. are organized from time to time. With the help of these tests, students understand the concept of time management in the examination, they learn to select important questions from the syllabus and come to know their weak points which help them overcome their difficulties. Surprise tests are also organized from time to time. During the class, teachers pick up random students and ask questions based on the previous class lectures. In practical subjects, students are prepared for final practical examinations by organizing preliminary practical. During final practical examination their performance/presentation is evaluated by external experts, appointed by the university.

Apart from academic growth, due emphasis is laid on all round development of the personality of the students. For this purpose a number of co-curricular activities are organized in the college from time to time. Certificates and prizes are distributed to the best performance by chief guests.

Teachers try to evaluate the understanding of students by organizing group discussions. Students remain on the fore-front during these sessions. In this way, the teachers get to know how a student has understood a particular topic. In post- graduation classes demo- viva is conducted before the final viva organized by the university.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The process of internal assessment is thoroughly transparent. In order to prepare the students for the final examinations conducted by the university, teachers organize various exams, presentations and discussions. Teachers conduct half- yearly examinations, monthly tests, preliminary tests, surprise tests, demo-practicals, demo- viva and presentations. In order to make the process of Internal assessment transparent, teachers try to Introduce various innovative methods. Open book examination is one of the methods in which teachers select question for tests by randomly flipping the pages of the book. Answer sheets of the surprise tests are returned to the students after evaluation, so that they can themselves see the mistakes. Other answer sheets which can-not be returned are shown to the students. The method of double-evaluation is also followed sometimes.

Workshops and lecture series are organized in between to enhance the understanding of subject matter of the students.

Students are motivated to prepare presentations on self – chosen topics related to the syllabus. Students are free to choose teaching aids for their presentation like OHP, LCD projector. Topics for practical subjects are assigned through the method of random selection.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The college ensures a transparent mechanism to deal with examination related grievances. At the informal, department level half- yearly, monthly tests are conducted. Teachers return the copies to the students after evaluation to avoid any confusion among the students. Teachers personally try to sort, if there is any complaint.

Annual examinations are held in accordance with the schedule of CSJM University, Kanpur. The examination committee of the college ensures that examinations are conducted without any hassle. The committee regularly meets to look into the preparations. All the resources are arranged timely so that students do not face any delay. Classrooms are also checked and all the basic facilities like lights, fans, cleaning are arranged before examination. There has been no grievance from the part of students during the examination.

The college also ensures that the examinations remain transparent. The examinations in the college are completely free from cheating. The college has also received a certificate from the University for organizing cheating – free examinations continuously.

However, if there is any grievance from the part of the students, it is properly addressed by the examination committee and teachers.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college prepares its own academic calendar in the beginning of each academic session. The Internal quality Assurance cell is responsible for the planning of academic calendar. The Academic calendar is judiciously structured to make maximum utilization of working days. The calendar is planned so, as to include all the necessary aspects of teaching- learning activities. Equal weightage is given to co- curricular and extension activities along with national festivals, birth/death anniversaries and awareness programs.

Tests and examinations are also planned previously. There are monthly tests, half-yearly examinations, preliminary practical. Every department separately plans to divide the course according to the academic calendar of every year, and divides the syllabus in units in order to complete the entire syllabus on time.

Along with the completion of syllabus, the faculty members try to enhance conceptual Understanding of students by organizing various activities – like projects, essay- writing, slogan writing and other relevant activities in practical subjects. Seminars, workshops, lecture-sessions are also organized by the departments from time to time, in accordance with the academic calendar.

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 on website and communicated to teachers and students

Response:

The learning outcomes or course outcomes serve as a key index to assess the growth and development of an institution.

Course outcomes of all the departments in the college coincide with the vision and mission of the college which focuses on the development of integrated personality of the students, training them to be culturally adaptable, socially adjustable, emotionally stable and globally sensitive.

Each department displays its own objectives, vision and mission which it adheres through teaching learning process.

The vision and mission of the college is stated in the college website, college library and annual report of the institution.

At the beginning of the academic session during orientation programme, the objectives of the institution as well as the objectives of various departments are explained, highlighting the career option open to them. It helps them choose apt subject matching with their interest, talent and aptitude.

Once the students are convinced with the relevance of course and syllabus, they develop interest bringing better course outcomes.

The alumnae of the college have a vital role to play in teaching learning outcomes. Their interaction motivates the students to excel in their field, girdling up for challenging time ahead.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The attainment of course outcomes is evaluated through internal and external assessment process, which guides to locate the weak areas and gaps in the achievement process. The internal assessment is conducted in the form of class-tests, monthlytest, groupdiscussion, halfyearly tests. This helps the students understand the concept of time management, selection of proper questions and finally helping them overcome their weak points.

If required remedial classes and extra classes are also arranged. Along with academic competance, due emphasis is laid on the development of soft skills also.

External Assessment is done by the university as per schedule. Final results record is properly maintained and a comparative analysis is done to track the course outcomes and students progression. Faculty members and the mentors play advisory role to dicuss the reasons behind the decline of students performance.

We keep track of learning outcomes through the record of alumnae also. Efforts are taken to maintain a regular update information regarding their current status and employment. We maintain a record of how many students having completed the course successfully, get job or seek for higher studies. They are regularly invited for delivering lectures, initiating discussions in areas of their specialization.

2.6.3 Average pass percentage of Students

Response: 94.94

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 169

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 178

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.84

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 10.71

3.1.2.1 Number of teachers recognised as research guides

Response: 03

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The College has created an atmosphere for incubation and creativity. There are several components in

the college, which encourage, innovativeness. The college focuses on learning from real projects – such projects which can be practised physically, which prove to be a practical and efficient way to stimulate the skills of the students. We have subjects which focus on practical knowledge along with theoretical knowledge. The National Service Scheme (NSS) unit is thoroughly based on practical and field knowledge. The college organizes seminars, lectures, workshops and training sessions from time to time, to engage students in creative activities.

A clean, healthy and encouraging ecosystem prevails in the college which helps in initiating innovation, creativity and transfer of knowledge. Students are motivated to take part in co-curricular and extension activities. Students are also motivated by the faculty to engage in enhancing their knowledge outside their text books. For this purpose, Students are motivated to propose graphic representation. The students are motivated to take part in debates, creative writing competitions, art competitions and sports. The Students are involved in such activities as, clean India Campaign, Tree plantation, Road Safety training, self-defense training, and many more.

Home Science department has engaged girls in making paper bags, to facilitate the use of them. Science faculty has planned construction of a wastage tank which can be further used as manure.

The faculty is also encouraged to engage in writing books, research papers and articles as well as to organize and take part in seminars, workshops and lecture sessions. They are encouraged to take part in their own way in creative activities and transfer of knowledge.

Post-graduate students are motivated to step-ahead into research and appear in national level examinations like NET-JRF, CRET etc. Research students are motivated to reach-out in other institutions and appear in competitive examinations.

The college is planning to develop a research and development cell from the next academic session.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of workshops/seminars during the last 5 years

[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 2

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 06

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 03

File Description	Document
URL to the research page on HEI web site	View Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.7

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	2	3	4	2

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years**Response:** 0.83

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	04	01	04	07

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities**3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

Extension activities provide a strong connecting link between the college and the community. It serves as an integral part of education in the real sense of the term. Extension activities make the classroom teaching more meaningful. The students get a chance to practise what they have learnt from the books and lectures in the class.

We tend to make our students sensitive and involved in the major social issues and events happening around. The breath-taking Nirbhaya Episode shook the soul of the whole nation. In this connection we organized a Rally as protest against “Nirbhaya Episode” – Final Justice-365 days. It served as an eye opener for the society, policy-makers and judiciary system.

The students of the institution perform due role in social awareness program like polio eradication scheme, Anti-Tobacco Drive or Anti polethene drive etc.

On Independence Day, the students as well as all the stakeholders of the college are motivated to participate in Prabhat Pheri, echoing with slogans and songs of patriotism and inspiring for the love for the motherland, instilling the spirit of selfless social service and love for the society. The students are motivated to collect eatable items to be distributed on 14th Jan. (Sankranti Parva) in Birsa Munda Banwasi Kalyan Ashram.

A number of academic programs, benefitting the society are organized through the platform of Bhartiya Shodh Sansthan.

Such extension activities and services have a positive impact on the sensitive heart and mind of the young students and this ultimately help them to develop an integrated personality with simple values like cooperation, compassion, tolerance and respect for all religions.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 14

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	02	03	02	02

File Description

Document

Reports of the event organized

[View Document](#)

Number of extension and outreach programs conducted with industry,community etc for the last five years

[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.64

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	8	4	3	2

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with

ongoing activities to be considered)**Response: 0**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college aims at maximizing the usage of resources available in the college. Although the college does not have a big infrastructure, yet every essential need is looked after in available resources. The college has a competent library, where all the books prescribed in syllabus as well as other important books are available. A reading room is available in the college. There are OHP and LCD Projectors and laboratories for practical subjects. There are spacious, clean and ventilated lecture rooms

The recruitment of faculty and staff is made in accordance with the rules and regulations laid by the University Grants Commission, State Government and C.S.J.M. University. Permanent Faculty is recruited by Uttar Pradesh Higher Education Service Commission. They are well-qualified and well-versed in their subjects. Non-permanent faculty is also well-qualified. Most of the Non-permanent Faculty is Ph.D. holder. The training programmes for teaching and Non-teaching staff are organized from time to time. To motivate the faculty and staff, incentives/rewards are given. All the members of the Faculty collectively work towards the advancement of institution and academic progress of the students. Leave to teachers is sanctioned on genuine grounds such as for career advancement-training programs, refresher courses, orientation programs, and for essential personal needs, like maternity leave, child care leave etc. the administration of the college tries to ensure that the faculty members and college-staff works in a free and positive atmosphere. The functioning of college is impartial, devoid of any type of harassment. Rules and regulations are followed strictly. There prevails congenial atmosphere for each stakeholder. The college administration also ensures that urgent needs of employees are well looked for. Loan facility against provident fund of the employee is available in the college.

Admission process of the college is thoroughly well-ordered and transparent. Admission of the students is made as per the norms of the university. The seat reservation policy is followed as per the rules of state government. Admission of students is done on the basis of merit as well as first come-first served basis. Pre-admission counseling of the students is also organized to identify their areas of interest and to guide them choose their subjects accordingly. Students are also counselled from time to time to help them redress the difficulties regarding career selection and advancement.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The college has been very active in promoting sports. Since sports is an integral part of students well-rounded extra-curricular activities, it is necessary to motivate student's to take part in it. Physical wellness is mandatory for the mental development of the students. By taking part in the sports, students remain physically active, at the same time, they get to learn many values like team-spirit, team-work and healthy competition. The college also lays emphasis on the importance of sports in the development of student's

personality, therefore, sports events are organized from time to time.

Every year, sports day is celebrated in the college. It is organized to make students aware of the benefits of sports in their personality-development. A sports competition is held to observe the day in which various types of sports is played by the students. The college organizes both indoor and outdoor sports competition once in a year. In outdoor sports kabaddi, Kho-Kho and races are organized while in indoor games there are carrom, table-tennis, badminton, chess etc.

Inter-college and inter-university competitions are also held. Students participate and win medals in these competitions. A student named Rishi Tiwari from B.Sc. Second years Participated in senior state Kabaddi Championship organized from 27th to 29th October 2018, in Ballia.

The college also puts focus on the physical training of the girls to ensure their own safety. For this purpose, the college has organized from time to time workshops on self-defense. In these workshops girls learn basic skills of self-defense from the instructor especially trained for this purpose.

The college does not have a permanent/Non-permanent sports instructor, therefore regular sports activities are not possible to be conducted. However, whatever the resources of the college allow, the faculty and students try to make the best use of it.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 17

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 28.91

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
9.19	2.71	4.37	14.60	8.46

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Our library is using SOUL software 2.0 version as integrated library management system (ILMS). This software is designed by information library network (INFLIBNET), Ahmedabad. It is windows based software and user-friendly which make operations quite easy. It provides expeditious, timely and pinpointed information to the users of library and saving the time of users. It help us in attaining user satisfaction. It contains six modules as acquisition module, catalogue module, circulation module, OPAC, serial control and Administration module. Acquisition module covers all functions to enhance the collection development of our library. this module is subdivided into six category as suggestion, order processing, accessioning, payment, master database and reports. We can create vendor/ publishers report through acquisition administrative module. The catalogue module covers all the activities carried out in a cataloguing section of our library. It contains cataloguing process, data operation and book bibliographic details. This module provide the facility to edit previous record and enter new record. We have chosen dewey decimal classification scheme in this cataloguing module. Catalogue module has MARC fixed field we could not change it, so entry of library data is according to it. Circulation module includes all the elements of circulation section required in our library. Each submodule of circulation includes activities of different aspect of work normally carried out in circulation section. It has provision to automatically generate reminders for overdue books, calculate overdue charges. This module helps us to control circulation activities. We operate membership (generate new card for new user), Transactions and maintenance record of Some item(s) are permanently removed from the collection – may be Reported Lost, Withdrawn due to various reasons like – outdated, beyond repairs, missing or lost. The maintenance section of circulation module provides information on lost, damaged, missing, withdrawn books and books sent for binding. The Serials control module provides all necessary inputs for serials control in library. This section contains periodicals, journals, yearbooks and annuals but we manage these records manually. The OPAC (online public access catalogue) module as name indicate it is the most important part of our library. It is a catalogue of all the data held in our library. The administrative module administrate all module whether it is acquisition module or catalogue module or circulation module or OPAC. We can prepare with names of the users, password, module rights to be assigned to each type of user etc. We can also create a “Group of Users” to assign common rights to that Group. But our college simply provide academic degree to the student so we are not create password to our users and for separate user group. Our library only provide OPAC facility to users without password or group members generate. Our library receive technical support from SOUL software expert from headoffice located in Ahmedabad during 9:30 to 5.00 in working days. The automation of library activities has increased the accuracy and efficiency of data processing, retrieving and disseminating apart from efficient functioning of day to day library operations.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The kvmmm central library holdings in terms of reference and text books, journals and other learning materials and technology-aided learning mechanisms enable students to acquire information, knowledge and skills required for their study programs. The ICT facilities and free e learning resources are available in the library for academic purposes. The staff and students can access and retrieve reading materials on current and relevant topics. The library concerns for student progression to their higher studies so we provide relevant material to them. The core objective of the library is to support the academic programs offered and the library evolves its collection and services mainly to reflect the curriculum requirements of its users. Besides, the library designs a system to deliver its products and services to attract more users. Ultimately the library aims to bring all its target users to the library and ensure its optimum usage. The library is performing a key role in supporting the academic activities of the institutions by establishing, maintaining and promoting library and information services, through its quantitatively and qualitatively reading materials in the form of Text books and Reference books. The College library has a very good collection of reading materials in Sanskrit, Hindi, English, Education, Economics, Psychology, Sociology, Music, Home Science, Maths, Physics, Chemistry, Botany and Zoology. The library also has an extensive collection of reference sources like Encyclopedia Britannica, Dictionaries, and Biographies etc. The College Library has registered for the accessing e resources of National Digital Library of India, which is a pilot project of Human Resource Management, Government of India. so, we have a rich reference collection for satisfying the academic and research needs of students and faculty community. kvmm central Library with its modern collection of knowledge resources and innovative information services fills an essential role for student and faculty. Library develops a rich collection with the objective to enrich the knowledge of users through book, journals as well as e-journals and e books. The library has a huge collection of Reference and text books. The most books are available for issue but reference books kept exclusively for reference inside the library purpose. Reference books are maintained, Although these books are not under circulation but users can access these books on I-Card in the Library. The reference books can be photocopied subject to copyright regulations. The library also has an impressive literature on great personalities. Our library contains all vedas, upnishad, mahabharata and ramayan. The library also has quaran and bible in its collection. Our library collection is well maintain and arrange in proper way. We adopted shelf arrangement of reading materials on shelf according to dewey decimal classification scheme but sanskrit books are arranged in alphabetical order on shelf. The college also imparts education at post-graduate level in education and sanskrit subject and library has huge collection on both subjects. Our library provide book bank facility to some selected students for whole session. Kvm library is enriched its collection to keep in mind the enhancement and benefits of users.

4.2.3 Does the institution have the following:

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.2

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.71324	0.09508	0.09923	0.03916	0.02971

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 16.71

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 137

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college provides 25 mbps unlimited Wi-Fi speed provided by DEN broadband pvt.Ltd. Most of the faculty members are well-versed in the use of basic computer facilities. The college provides OHP, LCD projector, computer with latest versions and photo- stat machines.

The college has also signed MoU with UPTEC to provide the students with a lab for CCC course. The college has maintained a computer lab, which can be used by students and faculty both. Official work in the college is also mostly done on computers.

4.3.2 Student - Computer ratio

Response: 46.59

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 20-35 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

Response: 36.85

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
19.78	3.59	3.77	16.10	11.62

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The College has an established system through which physical, academic and support facilities are utilized properly. The Internal Quality Assurance Cell (IQAC) is the foremost committee which ensures that all the facilities are used as according to the needs of students and faculty. IQAC frequently meets and gives suggestions in creating new academic facilities in the institution. All the facilities are maintained by the institution under the chairmanship of the Principal.

At the beginning of each session, availability of teaching aids like blackboard and availability of basic physical properties like – electricity, fans, furniture is checked and supplied. There are laboratories for practical subjects- like – Physics, Chemistry, Botany, Zoology, Psychology, Home Science, Music (Sitar). These laboratories provide students with all the necessary facilities and equipments. A lab assistant is provided to maintain the lab.

There is a sports-ground where students can engage in many games and activities. The IQAC ensures that there are sufficient tools for outdoor and indoor games. There is a sports committee in the college which checks the availability of game-kits and ensures that sports programs are organized on regular intervals.

There is a library committee in the college. The committee prepares schemes to upgrade the library and gives directions and assistance in the proper functioning of central library. The committee handles all the financial affairs of the library.

The committee checks the needs and demands of the students and faculty and prepares a draft of books to be bought. The library has been upgraded, and is now computer-operated. The library committee gives advice on increasing facilities in the library.

There is a provision for looking after the basic mechanical (bulbs, fans, mikes, speakers) needs regularly.

The college also provides a computer lab, which is well kept under the guidance of a computer instructor.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 65.27

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
435	494	874	1015	1040

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.1

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	12	0	13	39

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

7. Yoga and meditation**8. Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**Response:** 25.67

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
424	257	110	200	314

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 1.71

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	05	09	02	04

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 24.71

5.2.2.1 Number of outgoing students progressing to higher education

Response: 42

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 32.69

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	00	06	06

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	08	05	14	10

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
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Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
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5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college ensures role of students in various institutional bodies and committees. In the college, there are many academic and administrative bodies in which the representation of students is ensured. The college has an “Internal Quality Assurance Cell” (IQAC) which operates to serve the purpose of achieving a fruitful academic year. The committee/cell is led by the faculty of the college, but two student representatives are also selected and included in the committee. In the IQAC, Various programmes for the entire academic year are planned and proposed. The students bring forth their suggestions, which are properly discussed in the cell.

The college has a “Proctorial Board” governed by the chief proctor. In this committee there are about 25 students. The Proctorial Board operates to ensure discipline and order in the college. The student representatives see that there is no breaking of rules in the college. The representatives ensure mutual understanding among the students and good behavior for themselves.

The college also has an “Anti-Ragging Committee” which ensures representation of one student. The committee works to ensure a harassment-free atmosphere for the students. The student- representative of the committee keeps an eye on the senior and fresher students, and observes that there is no ragging in the campus.

The “Grievance-Redressal Committee” also has one student representative. The “Grievance-Redressal Committee” operates to address the grievances of students, staff and faculty. The student-representative of this committee provides feedback of the students regarding what amendments can be made. In this process many facilities were provided to the students on their demand. RO Water Plants were installed. Book bank facility started, research scholars were provided with better facilities of library. Reading room and common room facilities were provided. Parking space was renovated. CCTV cameras were installed in each room. Feedback of the students is duly considered in the college. The student-representatives in various committees have proved to be a good medium of communication between the

faculty/management and students.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 9.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	12	07	12	09

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

On January 2006, Alumnae Association “Ojaswini” was established in the college. More than five hundred students got themselves registered. Their enthusiasm and zeal was highly commendable.

The purpose of this association is to foster the spirit of loyalty among the alumnae. Once attached to their association, they realized their responsibility and accountability for the welfare and growth of their Alma mater. The formation of Alumnae Association gave a ray of hope to many students who remained deprived of many opportunities. The association provides a healthy platform for interaction discussion and deliberation. Though this association does not contribute through financial means yet it contributes significantly to the welfare and development of the institution through a number of non-financial means. Our Alumnae Association is ever connected to various events and awareness programmes (tree plantation, cleanliness, water conservation etc.) arranged in the college and it ensures its due contribution and participation in them. Our well-placed alumnae in different institutions willingly join the lecture series week. They deliver lecture on their area of specialization. They impart information regarding challenges and opportunities in the professional world. Thus they prove to be a great source of inspiration to the students. They in turn establish a rapport with alumnae and feel free to discuss their problems and queries and exchange their views. Recently we have started an innovative practice of utilizing the knowledge of alumnae by inviting them for delivering guest lectures in the college.

Regular meeting and meets of Almnæ Association are held in the college. During their meetings we get valuable suggestions and proposal for the growth of the college.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 8

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	02	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The college has a visionary as well as dynamic management, constantly looking for ways and means of incorporating quality in education. The governance of the college is a true reflection of its vision and mission. The management prepares the roadmap and general guidelines to create conducive teaching-learning environment. The principal implements the policy decisions taken by the Board of Management, who works – through different committees and cells comprising of teachers and non-teaching staff. Different plans and policies of the college are made and implemented through these committees and cells to fulfil the needs of the students as per the vision and mission of the institution. Decisions by the governing body are taken democratically prioritizing students' interest and following principles of motivation rather than imposition. Welfare measures for students and staff always get enthusiastic support of management.

6.1.2 The institution practices decentralization and participative management

Response:

The leadership of governance of our college is decentralized and participatory. The highest decision making body is the Board of management of the college in which representation from teachers and other stakeholders are accommodated. The management is decentralized in the sense that different departments have freedom to decide policies for their department. The requirement to implement these plans is mostly fulfilled by the principal and the managing committee, accepting the plan as such. There are 17 committees in the college who are responsible to chalk out the plan every year at the beginning of the session and these committees are daily approved by the secretary, board of management. In the formation these committees representation of teachers and non-teaching staff is made according to the norms. The major policy decisions are made routed through IQAC, which plans the execution of curricular and extracurricular and co-curricular activities through Head of Departments and coordinators of various committees. The input and feedback from teachers are included for academic planning and execution. If there is any difference of opinion the secretary of Board of management calls a meeting with the faculty and takes proper decision on the issue.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has introduced the system of short term one year annual planning. These plans are

developed by the IQAC and are conducted at the committee level.

Different curricular, co-curricular and administrative activities are organized after proper planning by different committees. Concerned committees convene meetings, with the principal, for the planning of these activities. The college also sets departmental plans and strategies for academic issues. The Head of department set their own milestone and communicate the same to the principal. Examination related planning is done under the leadership of principal with the help of Head of departments.

Under the leadership of principal following strategic imperatives were identified and necessary efforts are taken to improve the thrust areas implementation of e-governance in areas of operation

Digitalization of administration:

The college has digitalized the administration. All the basic activities are performed on computer. The college campus has secure Wi-Fi system. All classrooms are equipped with cameras and audio recording. The college has a dynamic website. The updates are made on regular basis.

Enhancing Teaching – learning Plan:

IQAC of the college chalks out plans for enhancing the teaching and learning process. To implement the plan all faculty members are encouraged to write research paper and also are motivated to attend seminars, workshops and conferences. All the necessary facilities are provided to the faculty members to attend orientation and refresher courses and guest lectures to update their knowledge. Every year, Teachers Performance Based Appraisal is also evaluated by the IQAC.

The management improves infrastructural facilities from time to time. This year college gate was renovated and a seminar hall of 1000 persons capacity was constructed which is well equipped with the all modern facilities. Home Science and Music department are fully renovated. Wash rooms for the students are also renovated.

Skill Development of the student

We also plan to inculcate skill development in the students for which soft skills and personality development program are organized. Lots of extracurricular activities like sports, cultural program, social work and tree-plantation take place.

As a move towards women empowerment a unit of power angel comprising of Guardian Angel was established in which 43 students were enrolled. They were given Women empowerment line – 1090. IQAC took initiatives to organize a workshop on karate training as a step towards women empowerment.

There is NSS unit in the college. NSS is reintroduced in 2018-19. In NSS, environmental and social awareness programme are regularly organized like NSS Day, 'Swachhata hi seva', voter awareness, self-defence, Namami Gange and many more.

Alumnae association 'ojaswini' exists in the college. Alumnae Meets are organized and feedback taken from them is duly considered. Guest lectures for students are conducted by alumnae. There is a proposal for publication of magazine and raising of the fund by the alumnae.

We sensitize the students to ecological and environmental issues. Decisions are taken within the framework of our norms to improve our effectiveness.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The institutes overall organizational structure has two aspects: administrative and academic. The administrative functioning is handled by the Board of Management with active participation of the principal. Principal, the head of institution and chairperson of IQAC, executes the functioning of the college through various committees and takes decisions related to academics. The IQAC constitutes a number of committees to carry out day to day functioning of the college. There are committees including Proctorial Board with chief proctor as head, Grievance Redressal cell, Sports committee, Cultural committee, Library committee, Scholarship Committees - Government and Nongovernment, Library committee, career and counselling cell, Examination committee, NSS, UGC Committee, Voter registration committee, Power Angel Committee, Cleanliness Committee etc.

The teachers are active members of these academic and administrative committees of the college. The office staff includes Head Clerk assisted by a team of clerks who take care of admission, scholarship, accounts, issue of certificates and documents maintain and keep the service record of college staff and correspondence.

Recruitment of the teachers is made by the Uttar Pradesh Higher Education Service Commission as per the rule and regulation of UGC and State Government. Part time teachers are recruited by the Board of Management with the approval of the Vice Chancellor of the university. The college Principal and management do all the needful to promote the academic excellence of the teachers. Promotions of teachers are made through career advancement scheme of UGC.

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Various committees are formed with the help of teaching and non-teaching staff to groom their leadership skills. The responsibilities of the committees are explained below.

Admission committees and **Examination committees** take the responsibility of the academic aspects of the institution. First the admission committee scrutinizes the applications received from the prospective students. The committee helps the students choose the subjects, certify the certificates and faculty recommend the candidate for admission. They keep the vigil over the performance of the students through tests, assignments, projects and attendance.

Proctorial Board comprises of Chief Proctor and two subordinates who are responsible for maintaining discipline in the college. They select student volunteers to maintain discipline college in their free periods. Chief Proctor daily takes the attendance of the volunteers and holds meetings from time to time to maintain discipline. At the end of the session, best volunteer is awarded during the annual function.

Career and Counseling committee provides career guidance and counseling for the students by organizing career guidance seminars. There is personal counseling cell also which counsels the students when they are in problem.

Alumnae Association: The real asset of any institution is the strength of its passing out students who make their career in various fields. Their establishment and settlement bring glory and reputation to the college. Our alumnae have excelled not only in the sphere of academics but also in administration, teaching profession and other fields.

Sports Committee: The sports committee organizes Sports Meet annually. In our college there is no playground so we hire Palika Nagar Nigam Stadium for annual sports. This year only indoor games like ludo, chess, carom etc. took place.

Government and Non-government Scholarship Committee: government scholarship is granted to 90% - students, while the meritorious/deserving students avail non-government scholarship.

Cultural Committee: cultural committee organizes various cultural activities like dance, drama, singing, folk song, folk dance, skit, menhadi and alpna competition etc. under the title 'Umang'.

NSS Committee : After a long gap this year NSS is reintroduced in the college. A number of events and achieves of social are organized by NSS like Namami Gange, Swachhta Abhiyan, Birthdays of famous persons, voter awarenss camp, seminar on traffic rules, programmes on self-defense mechanism.

Grievance redressal Cell: Grievance cell is the important body of the college which receive grievance of both staff and students. The members of the cell arranges for an appropriate and early redressal of grievances, depending on the nature and magnitude of the grievance. Grievances received from other sources like suggestion and feedback forms are also redressed accordingly.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

All the faculty members are given opportunities by the institution their self development and career advancement, they are provided duty leave to attend orientation, refresher courses, seminars, conference and workshop etc. Institution also gives benefit of compensatory leave to faculty members and non teaching staff. Teaching and non-teaching of staff of the intitution are covered by the group Insurance Scheme. Institution helps teaching and non-teaching staff to avail loan or partial withdrawal from G.P.F account in case of any need like education expenses of children, marriage of daughter, Construction or purchase of house, medical expenses etc. The institute Insures hygenic sanitation, RO water, power backup faculty etc. In the unfortunate case of dying in harners of any staff, family of the staff is not only Proctorial by scheme of family pension but institute also give job to a department of family as per UP Govt. rules. Institute also provide teaching and non-teaching staff maternity leave and child care leave. Special leaves are also sanctioned for higher education. In case of serious illness intitute recommonds for taking monetary help from teacher welfare fund. in case of any accident causing physical disability to the employee his nature of duty is changed on compassionate ground.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 11.88

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	04	03	05	05

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Every year faculty members are required to fill in a performance appraisal form designed on the basis of APBS methodology of UGC. The format is exhaustive and includes description regarding academic and administrative responsibility undertaken by the teachers, innovative methods practices and implemented by the faculty members during the academic year. It also involves the detail of seminars attended/paper presented by the faculty; use of ICT enabled teaching and involvement in responsibilities of the college. The appraisal forms are assessed by the Principal and IQAC of the college and a positive and constructive feedback is shared with the faculty members. The Principal counsels the faculty members to improve/update their performance, necessary. Faculty members are also asked to involve in-various committees, activities in the college. The activities undertaken by the faculty members are evaluated by the IQAC.

The performance appraisal of non-teaching staff is done by the Principal based on the quality and quantity of their work, nature of their work, their enthusiasm, skill and efficiency. Wherever required, counseling is provided to staff in order to help them improve their professional capabilities.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institution regularly conducts internal and external financial audits. The data of financial expenditure is kept cautiously and in an organized way. The internal audit is done by professionally qualified chartered accountants. From session 2013-14 to 2017-18, Internal audit has been conducted by M/s Tandon & Tandon Chartered Accountant, Arya Nagar.

External audit has been conducted by the department of Local Fund Audit, UP Government, Lucknow in the year 2013-14 to 2014-15. The accounts of University Grant Commission (UGC) grants are also audited separately by Chartered Accountants which are sent to UGC after review of management committee.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources****Response:**

The mobilization of funds is made as State Govt. rules. Some funds are operated jointly by the principal and management and some are only by the principal. Most of the funds are utilized for welfare of the students as and when necessary on the recommendation of teacher in-charge.

The strategic policy for resource mobilization has emerged from the vision and mission of the institution. The Governing body of the institution prepares the policy for mobilization of funds. These policy matters are communicated to teachers in charge, faculty members and internal committees.

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

The “Internal Quality Assurance Cell” of the college has the responsibility of planning the entire academic year. The cell is led by the Faculty of the college. The IQAC has the most important task of planning the academic calendar. The cell decides which committees can be formed and what tasks can be appointed for them. The IQAC has the responsibility of executive planning.

In the meetings of IQAC, it is discussed, how can the teaching-learning process be enriched through curricular and co-curricular activities, workshops, seminars and lectures. Teacher’s performance based

appraisal forms are evaluated by IQAC. The IQAC has proper arrangement for dissemination of information about different services regarding students support.

The IQAC ensures that there are various academic and co-curricular activities in the college. The college also ensures that the government-directed programs are organized in the college.

Significant contributions are made by IQAC in the college. The IQAC makes a plan of action in the beginning of the academic year towards quality enhancement, and by the end of the academic year the outcomes are evaluated.

IQAC took initiative to organize workshop on Karate training as a step towards women empowerment. As a move towards women empowerment, a unit of "Power Angel" comprising of "Guardian Angel" was established, in which 43 students were enrolled.

Meetings and programs are organized by IQAC like-Alumni Meet and Sports Meet. Debate and essay competitions are organized. Poster competition and nukkad natak was organized to highlight the importance of cleanliness. An appeal for eye-donation was made. Youth festival "Umang" is organized in the college.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC of the college comprising eleven competent members is proactive for the growth and development of the institution. It conducts meetings with teaching staff as well as with each stakeholder at regular intervals.

The feedback received hereby is duly considered. The institution has taken initiative to upload the minutes of each IQAC meetings on the college website. At the beginning of each session, academic calendar is prepared by the IQAC, focusing on the all-round development of the personality of the students. Accordingly while framing the academic calendar due balance is maintained between curricular and co-curricular activities, enhancing the balanced growth of the students.

It not only prepares strategies and blueprints for improvement in different areas but it reviews teaching and learning process, methodologies, applied by faculty members. Thus it keeps a close track on teaching and learning outcomes at periodic intervals.

As per recommendations of Peer Team Report during the first cycle of Accreditation in Jan, 2009 the IQAC set the priorities and thrust areas to work upon.

As PTR laid emphasis on ICT enabled teaching, the teachers in each department are motivated to prepare Power Point Presentation to make the teaching learning process more effective and interesting Faculty members keep themselves abreast with the latest information to guide the students for better prospects. They focus on value based education. As far as possible, class room teaching is student-oriented coping with the need of time.

To enhance teaching learning outcomes, the IQAC recommends library up-gradation from time to time. Following the suggestions of PTR, the IQAC, with due support of management, has renovated, Music department and Home Science lab and this in turn has brought positive impact on teaching-learning process. The IQAC has also taken serious efforts for the renovation of Auditorium where seminar, workshops and conference, cultural events are gracefully organized. The IQAC took the initiative to release the much awaited college magazine 'Upajyan' during the annual function. Our well-placed alumnae contribution to teaching learning outcomes is commendable. They are invited to deliver lecture on their specific field of specialization and share their experiences with the students. Their feedback and suggestions are duly considered.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 9.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	06	11	10	09

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

1. Whiteboards are installed in our college. Our college has replaced earlier blackboard and chalk with white board and marker.
2. Construction of additional class rooms.
3. The college has set up computer lab. For the benefit of students. In the current academic year a Certificate on “Course on Computer Concepts” (CCC), MoU with UPTEC, has been introduced.
4. The management improves the infrastructural facilities. Renovation of Music Department and Home Science Department has done.
5. College gate is renovated.
6. A seminar hall fully air condition and equipped with modern facilities has constructed.
7. Bathrooms and wash rooms are renovated.
8. Vending Machine is installed.
9. College executed the plan of digitalization of administration at many level which includes admission, maintenance of records, Examination, library and biometric attendance.
10. The college has a dynamic website, the updates are made on regular basis, all classrooms are equipped with camera audio recording. The campus has secure wi-fi system.
11. The class room has equipped with LED tube lights and fans.
12. Our central library is the member of National Digital Library of India (NDLI).
13. NSS unit is reintroduced in the college.
14. Computers are provided in different departments by the UGC grant.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 9

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	01	01	01

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The college has created an atmosphere of safety and security for the students. Since the college has only girl students, and the faculty also consists of only female teachers, it is easy to provide the girls with a completely safe atmosphere. Other factors such as entry of outsiders in the college are well-watched. A gateman keeps watch on the gate through-out. Non-teaching male employees are well-disciplined and well-counseled. In case of any grievance from the part of girls, the Practical Board can address them. The college has an anti-ragging committee, which ensures that there is no sexual – harassment of any sort in the campus.

The college organizes counseling session during the time of admission in the college. Faculty gives the girls advice to opt for subjects which are suitable to them on the basis of their previous records. Alumni meets are also organized to help the students with the experience of former students.

There is a common room for the girls. There are adjoining washrooms. The hall is used by the girls for sitting and reading during the free periods. The college also organized self-defense trainings for the students.

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 10

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 7

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 70

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

There is a proper management for disposal of waste in the college. For the solid waste, college has provided bins which are carried off and disposed at places marked by Nagar Nigam. Bio-degradable solid waste, such as flowers, plants, tea is collected in separate bins.

The faculty of science has prepared a waste – tank where bio- degradable solid waste can be collected and reused as manure. As for liquid waste management, the college has provided washing space where liquid waste can be disposed. For the management of waste can be coming from science labs, it is checked

whether the chemicals can be disposed in drainage or not.

The waste concentrated acids which may damage the pipelines are separately stored. Chemicals used by students are rendered safe by dilution and precipitation and then disposed off safely through proper drainage system. The college does not let the e-waste accumulate as bigger equipments are replaced or sold off before they are completely dysfunctional. Smaller waste such as CD's is given to Home Science department which makes use of them in making craft or other decorative pieces.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting is a technique and strategy for the collection of rainwater and storing it in the right way for future use. It is an excellent source of water for plants and landscape irrigation since it has no chemicals. Installing rainwater collection system can provide jobs for the economy of the future. There are so many advantages of Rainwater harvesting, so it is in our future plan of action. Some local organization have assured for the help of starting this project. The management committee of college is also approaching for early start of this project.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The college facilitates environment friendly practices on the campus. Most of the students and non-teaching staff use public transport to reach the college. The faculty members who live at shorter distances also use public transport. Since the college is situated at a very good location, it is easy for the students and staff to get a city bus, auto-rickshaw, or rickshaws to reach the college. The roads connecting to the college do not see heavy vehicles, therefore it is safe and convenient for the pedestrians.

The college has asked the students and staff to minimize the use of polybags. Home science department initiated a paper-bag making program to make students aware of the disadvantages of polybags.

The college has also started upgrading its offices by increasing the use of computer. Correspondences are made between colleges through email. A software has been installed to notify the students about necessary informations.

The college also tries to use the empty spaces for plantation of trees. The college organizes a tree-plantation program on the Independence day. There are awareness programs from time to time to make students aware of the environmental issues.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.34

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.06	0.06	0.06	0.06	0.16

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 15

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	04	03	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 15

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	04	03	01

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: No

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 45

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	08	10	07

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The Institute regularly organizes national festivals and birth/death anniversaries of great Indian personalities. The college aims at inculcating patriotic feelings among students through these programmes. In the beginning of academic session. Independence day is celebrated On 15th August, students are motivated to take part in various competitions and programs related to Independence day. The college organizes “Prabhat Pheri” and “Tree Plantation” to observe the day. On 2nd October, “Gandhi Jayanti” is Celebrated. On 31st October, Sardar Vallabh Bhai Patel Jayanti is celebrated as “National Integration Day”. There are debate competitions and lectures to observe the day.

Maulana Abul Kalam Jayanti is celebrated on 11th November, focusing on the voluntary contribution of this great personality in the field of education.

On 14th November, Children’s Day is celebrated to observe the birth anniversary of Pt. Jawaharlal Nehru. Various programmes and competitions are organized on this day.

The college observes the birth anniversary of Swami Vivekanand and Sant Ravidas, as a mark of respect to these great Indian personalities. Republic Day is celebrated with full mirth and enthusiasm ensuring the participation of each stakeholder.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The Institution maintains complete transparency in financial, academic, administrative and auxiliary functions. All the financial matters are operated through a proper system by the management and principal as per the directions of Directorate of Higher Education, Allahabad and CSJM University, Kanpur. Fee structure is decided as per the directions of Directorate, CSJM University and the State Government of UP. The salary of permanent employees and faculty members is released by the Directorate of Higher Education, Allahabad. For purchasing purpose, quotations are invited. A purchasing committee is formed headed by principal, which has members of teaching and non-teaching staff.

At the end of every session, all the expenditure is audited by auditors appointed by the State Government and the audit reports are sent to the college. As per the guidelines of UGC, all the accounts of UGC grants are audited by professionally qualified chartered Accountants and the reports are reviewed by the management committee before sending to the UGC.

Academic calendar of the college is planned at the beginning of every session. In accordance to the calendar, every department prepares a plan of action- in which completion of syllabus on time, random tests, internal assessment tests, extension activities and co-curricular activities are planned and conducted.

Admission process is based on "first come, first served" policy. Students are given admission according to the merit. Reservation policy is applied as per the norms of the State Government. An eligibility criterion for admission in various programs is determined by the CSJM University, Kanpur.

The college maintains administrative transparency by forming a number of committees. There is Internal Quality Assurance Cell, Examination committee, Ragging cell, Proctoral Board, Grievance Redressal Cell, Alumni association, sports and cultural committee.

The permanent faculty members are recruited through UP Higher Education Service Commission. Non- Permanent teachers are recruited as per the rules of UGC and CSJM University, Kanpur. Non-teaching staff is appointed by the management with the approval of Regional officer.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practices

(A)

Title of Practice - Regular Prayer

Right from the inception of the institution we observe the tradition of prayer at 10:45 to 11:00 a.m

Objectives of Practice

Nurturing value system, spiritual enlightenment and moral consciousness are the guiding objectives behind this practice.

The students enrolled in the college belong to different religion, caste but at the time of prayer session they all join together with full devotion which symbolizes the spirit of unity in diversity. We feel that this practice promotes secularism, large-heartedness and spirit of universal brotherhood.

The Context: In the modern materialistic world moral and spiritual values are at stake. The impact of westernization so severe that the young generation is turning rootless, forgetting the real values of life,

hence arises the need and necessity to give them right direction and channelize their energy properly. We realize that the observance of daily prayer in the college strengthens them morally and spiritually inculcating in them the Samskara like pity and patience, compassion and kindness, co-operation and team-spirit much needed in the present scenario.

Evidence of Success: The successful execution of this noble practice has inspired other institutions to follow this practice in their colleges also. The renowned guests, visiting our college are also impressed with this tradition.

The inclusion of shlokas in the prayer has helped the students improve Sanskrit pronunciation. Some of our students have won prizes in intercollegiate Shloka-path-pratiyogita. (Shloka Recitation Competition).

Problems Encountered and resources Required - Better results can be attained if we conduct this practice in the assembly hall or auditorium but time constraint prohibits us to do so.

We are still taking efforts and seeking ways to make this practice more effective, useful and worthy.

Notes: The noble practice might as well we adopted and implemented as one of the best practices in other institutions also.

(B) Title of the Practice: Maintaining strong bonding with Alumnae.

The college maintains a strong bond of faith and trust with Alumnae Association "Ojaswini".

Objectives of this Practice: This practice of maintaining of strong bond with alumnae stands in direct relation with the vision and mission of the institution, which focuses on the shaping of integrated personality of the students.

The Context: Through this bonding the students realize their accountability not only for the institution but for the society at large also. They are made to believe that actual joy lies not "in getting but in giving".

The Practice: we conduct regular meetings with alumnae. Their views and suggestions are duly considered and implemented. The uniqueness of this practice in the context of our institution is that it has taken a praiseworthy move by organizing alumnae lecture-series-week every year. Through this they deliver lecture on their area of specialization which proves to be a great source of inspiration for the students. They establish a rapport with alumnae and feel free to discuss their problems and queries and exchange their views, enlarging the horizon of their knowledge. Apart from this, our alumnae are ever connected to various activities and programmes arranged in the college. Recently we have adopted the practice of inviting our alumnae for adjudging the academic events arranged in the college. Now we have begun on line alumnae registration.

Evidence of Success: The evidence of success is realized in the form of outstanding list of alumnae who are not only well-qualified but well-placed also. Along with their successful professional life, they are also sparing time for rendering valuable social services and extension services. They are a great asset for the college, supporting it as one of the strongest pillars.

Problems encountered and resources Required: Though we have made provision for online registration

of alumnae yet the result is not quite satisfactory. We have realized the need to raise alumnae fund urgently. Most of alumnae are employed, hence arranging regular meetings with good attendance becomes a hurdle. Communication gap sometimes creates new problems. To overcome this challenge we have taken the step to organize the meeting on Sundays but that also could not bring desired results.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The institution is committed to develop integrated personality of the students, as is reflected in our vision statement 'Cultivating the young women spiritually, mentally, physically providing them equal opportunities to deal with global challenges successfully.

The NSS programme running in the college very well responds to the values imbibed in the vision of the institution. The program officer has taken serious efforts to chalkout the priorities and has short listed the areas to work on; such as environment awareness and social awareness, programmes and events related to health and hygiene, cleanliness, illiteracy and gender issues.

During the orientation programme, the chairperson, Dr. K.N. Mishra, co- coordinator NSS, CSJM University, Kanpur acquainted the students with the purpose and value of NSS. It was followed by cultural programme and poster competition on the theme - "Cleanliness is Service".

Under Swachh Bharat Abhiyan, the NSS volunteers cleaned the college premises by "Shram Daan" with full zest and zeal. Under Namami Gange Abhiyan, our NSS unit organized one-day camp in Magazine ghat and cleaned the ghats and motivated the residents of the locality to keep Ganga clean.

The students explained them that the life under water is badly affected if garbage or polithene is dumped in Ganga. With the help of Poster, Slogans and songs, they were acquainted with the challenges of global warming.

Closely connected with the vision of the institution, the NSS volunteers took part in social awareness programme. The program on "National Integration Day, Voter Awareness programme and Traffic Awareness programmes made the students socially and morally conscious.

Our NSS unit in collaboration with Tobacco Control Cell, organized a seminar on Addiction free, Tobacco free life. The seminar focused at the damages caused by the use of alcohol and tobacco. Students took oath to keep themselves away from such addiction and shared the knowledge and the experience with their parents, friends, relatives and neighbours. The safety and security of women has been a great concern today. A number of women empowerment programmes are being organized quite often. Our NSS volunteers believe that they are already empowered by the divine gift of God. What is required is to realize it, feel it, use it with confidence and cultivate it with the help of some supportive programmes like Judo Karate and other self-defense programs With this they can realize their potential and stand like a rock to defend themselves.

A healthy mind and a healthy body is a prerequisite for making any contribution to the community. Severing the society or helping the needy will be a farfetched dream, if the students do not possess sound health, clean and composed gesture. With this purpose in mind, under NSS we organized a number of fitness programmes, workshops like meditation, yoga etc. To our great satisfaction, the response of the students is commendable. The enthusiasm and dedication of the volunteers encouraged us adopt a locality (Magazine ghat), situated at the holi bank of Ganga.

The volunteers have made a keen survey door to door, noting down the areas and problems to be tackled. During the survey they noted that most of the elderly people found suffering from eye-problem hence we planned for eye-checkup camp and it will be followed up by free surgery if required, in collaboration with NGO, Help Age India. Through this collaboration a general checkup camp is scheduled by a team of physician and gynecologist. Our NSS unit is determined to bring a positive change in the society, believing “Not me but You” not in words but in spirit. Adoption of this locality for overall upliftment and betterment is our target which we deem as sustainable development goal (SDG) within tenure of three years.

Thus this outstanding step taken through NSS programme is one area distinctive to our vision. On this platform NSS Volunteers displayed marked social awareness, spiritual and moral consciousness, along with the much needed emotional quotient, resulting in the development of integrated personality.

5. CONCLUSION

Additional Information :

Our institution is a multi-story building, having four floors with well-furnished classrooms, labs, library and departments at different floors. The college auditorium, where events and programs are organized is located at the top floor of the building. This causes many practical problems, inconveniences and challenges.

Our elderly guest speakers and visitors, invited for key-note address or lecture, are compelled to apologize for the visit or they have to undergo a tough exercise to reach the venue. Moreover, sometimes we face pathetic condition, finding a differently-abled student struggling hard to reach the destination.

Our management has been constantly sorting out ways to overcome this genuine hurdle. But due to financial constraints, no concrete step could have been materialized in this direction. But we never gave up hope since, 'where there is a will, there is a way'.

Ultimately, the recommendations for the installation of lift got full consent from the members of the management committee, and the project is ready for its execution. Hopefully very soon we will have a lift as a boon, especially for differently-abled students in our college. With this achievement, Kanpur Vidya Mandir Mahavidyalaya, Kanpur will become the first ever college among the colleges affiliated to CSJM University providing the facility of lift.

Concluding Remarks :

Our college has strived to attain a glorious record of achievement. In January 2009, the institution was accredited 'A' grade by NAAC. Our college is the only girls' college in the town accomplishing this feat. In spite of the challenging condition beyond control, the IQAC dared to undertake the tough task of applying for the second cycle of accreditation through NAAC.

Working on the recommendations of Peer Team Report (PTR) the college has taken a few bold initiatives and executed them successfully. The renewal of NSS has started reaping rich harvest by inculcating the desired moral and social value among the students, strengthening the bond with community. The introduction of Course on Computer Concepts, (CCC) in the college has given new hope and opened fresh avenues for the students. The recruitment of a permanent faculty in the department of English has replenished the department. Selection of our college library as one of the member of National Digital Library of India by MHRD is a praiseworthy achievement.

The management has taken serious efforts for upgradation of Home Science Lab, Music Department, renovation of auditorium and college entrance gate as well as the construction of a small ramp and supporters at the stairs for differently abled students. Opening of Commerce Faculty is the next focused target.

There has not been a single incident of students' agitation or employees' unrest, hindering the smooth functioning of the college.

We have yet miles to go..... and in the Perspective Plan of the College, more use of ICT enabled full e-governance, use of alternative energy, rain-water harvesting, solar-energy-panel installation and above all check

on the decline in students' enrollment, will be the focal issues.

Our college with a noble mission strives for a positive change, empowering the less privileged girls, providing them best opportunities to grow and groom. May the perennial flame of this mission continue to radiate its light all round!

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification										
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years Answer before DVV Verification : 09 Answer after DVV Verification: 5</p>										
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise Answer before DVV Verification : A.Any 4 of the above Answer After DVV Verification: A.Any 4 of the above</p>										
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken Remark : Feedback not available on website.</p>										
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 31 Answer after DVV Verification: 31</p>										
3.1.2	<p>Percentage of teachers recognised as research guides at present</p> <p>3.1.2.1. Number of teachers recognised as research guides Answer before DVV Verification : 03 Answer after DVV Verification: 03</p>										
3.3.4	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>05</td> <td>08</td> <td>09</td> <td>06</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p>	2017-18	2016-17	2015-16	2014-15	2013-14	11	05	08	09	06
2017-18	2016-17	2015-16	2014-15	2013-14							
11	05	08	09	06							

2017-18	2016-17	2015-16	2014-15	2013-14
10	2	3	4	2

Remark : HEI input edited according to provided excel sheet.

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
08	01	02	02	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

Remark : HEI input edited to zero, because required documents are not provided. Linkages should be count, certificate not consider here.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 137

Answer after DVV Verification: 137

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Answer before DVV Verification : 20-35 MBPS

Answer After DVV Verification: 20-35 MBPS

Remark : HEI input edited according to provided documents.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : C. Any 5 of the above

Answer After DVV Verification: C. Any 5 of the above

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
25	16	20	32	13

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
12	06	11	10	09

Remark : HEI input edited according to provided documents.

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : D. Any 1 of the above

Answer After DVV Verification: D. Any 1 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 18

Answer after DVV Verification : 427

1.2 Number of programs offered year-wise for last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	03	03

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
18	18	18	18	18