

Academic Year - 2012-13.

NAAC Institutional Quality Sustenance and Development Survey

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2.

1. Kindly provide the details of the institution

Name of Institution:

Year of Establishment of the Institution:

Address Line 1:

Address Line 2:

City/Town:

State:

Postal Code:

Email Address:

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:

Current Grade:

CGPA:

3. Institutional Status

Affiliated Permanent

4. Contact Person Details

Name of Head of Institution:

Contact Phone:

Email:

Website URL:

Name of IQAC Co-ordinator:

Email:

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3.

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	B.A. 06 Special Level & 05 General Level
Post Graduate (MA/M.Sc./M.Com etc.)	M.A. 03
Research Programmes (M.Phil/P.hD)	0
Certificate Programmes	02
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	0
Other value added programmes	0
Any other programme offered (Specify)	02 (Diploma in Functional English & Computer Applicat

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	0
New programmes designed	0
Programmes under revision	0
Interdepartmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	13 Out of 17
Number of UGC/any other expert committee recommendations implemented	0
Number of review committee recommendation under implementation	0

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC

DD	MM	YYYY
<input type="text" value="25"/>	<input type="text" value="07"/>	<input type="text" value="2005"/>

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	<input type="text" value="10"/>
Number of Alumni in IQAC	<input type="text" value="01"/>
Number of Students in IQAC	<input type="text" value="01"/>
Number of Faculty in IQAC	<input type="text" value="03"/>
Number of Administrative Staff in IQAC	<input type="text" value="01"/>
Number of Technical Staff in IQAC	<input type="text" value="01"/>
Number of Management Representatives	<input type="text" value="01"/>

Number of External experts in IQAC

Number of any other stakeholder and community representatives

14. IQAC Meetings

Number of IQAC meetings held during the year

15. Whether Calendar of activities of IQAC formulated for the academic year

No

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed

Number of value added programmes proposed

Number of skill oriented programmes proposed

Number of faculty competency and development programmes proposed

Number of other staff development programmes proposed

Number of student mentoring programmes proposed

Number of co-curricular activities proposed

Number of inter departmental cooperative schemes proposed

Number of community extension programmes proposed

Any other programmes proposed (Specify)

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented

Number of value added programmes implemented

Number of skill oriented programmes implemented

Number of faculty competency and development programmes implemented

Number of other staff development programmes implemented

Number of student mentoring programmes implemented

Number of co-curricular activities implemented

Number of inter departmental cooperative

programs
implemented

Number of

community
extension
programmes
implemented

Any other

programmes
suggested that are
implemented
(Specify)

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/

conferences/
workshops organized
by IQAC within the
institution

Number of participants

from the institution

Number of participants

from outside

Number of external

experts invited

Number of external

conferences/seminars/
workshops on
institutional quality
attended

Number of events

conducted with IQACs
of other institutions as
collobrative
programmes

19. Did IQAC receive any funding from UGC during the year ?

Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC

Amount Received from any other source including the college management

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

* The College IQAC effectively brought out an Institutional level API with more elaboration

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5.

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	<input type="text" value="0"/>
Number of faculty members involved in curriculam restructuring/revision/syllabus development	<input type="text" value="05"/>
Number of programmes in which evaluation process reformation taken up and implemented	<input type="text" value="01"/>
Number of active teaching days during the current academic year	<input type="text" value="180"/>
Average percentage of attendance of students	<input type="text" value="85"/>
Percentage of classes engaged by guest faculty and temporary teachers	<input type="text" value="30"/>
Number of self financed programmes offered	<input type="text" value="03"/>
Number of aided programmes offered	<input type="text" value="11"/>
Number of programmes discontinued during the year	<input type="text" value="0"/>

23. Whether any systematic student feedback mechanism is in place ?Yes

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year

Number of minor research projects undertaken during the year

Number of major ongoing projects

Number of minor ongoing projects

Number of major projects completed

Number of minor projects completed

Number of major project proposals submitted for external funding

Number of minor project proposals submitted for external funding

Number of research publications in peer reviewed journals

Number of research publications in international peer reviewed journals

Number of research publications in national peer reviewed journals

Number of research papers accepted for

publication in international
peer reviewed journals

Number of research papers accepted for
publication in national peer
reviewed journals

Average of impact factor of
publications reported

Number of books
published

Number of edited books
published

Number of books (single
authored) published

Number of books
(coauthored) published

Numbers of conferences
attended by faculty

Number of international
conferences attended

Number of national
conferences attended

Number of papers
presented in conferences

Number of papers
presented in international
conferences

Number of papers
presented in national
conferences

Number of conferences
organized by the institution

Number of faculty acted as
experts resource persons

Number of faculty acted as
experts resource persons -
international

Number of faculty acted as
experts resource persons-
national

Number of collaborations
with international
institutions

Number of collaborations with national institutions	<input type="text" value="0"/>
Number of linkages created during the year	<input type="text" value="0"/>
Total budget for research for current year as a percentage of total institution budget	<input type="text" value="0"/>
Amount of external research funding received in the year	<input type="text" value="0"/>
Number of patents received in the year	<input type="text" value="0"/>
Number of patents applied for in the year	<input type="text" value="0"/>
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	<input type="text" value="0"/>
Number of PhDs awarded during the year	<input type="text" value="01"/>
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	<input type="text" value="4.7"/>

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SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	<input type="text" value="820"/>
Actual enrollment during the year	<input type="text" value="722"/>
Student dropout percentage during the year	<input type="text" value="33"/>
Success percentage in the final examination across the courses	<input type="text" value="61"/>
Number of academic distinctions in the final examination and percentage	<input type="text" value="42"/>
Number of students who got admitted to institutions of national importance	<input type="text" value="0"/>
Number of students admitted to institutions abroad	<input type="text" value="0"/>

Number of students qualified in UGC NET/ SET

Number of students qualified GATE/ CAT/ other examination (Specify)

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 27

Number of students participated

30. Does student counselling and guidance service exist ?

Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students participated

32. Career Guidance

Number of career guidance programmes organized

Percentage of students participated in career guidance programmes

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 32

Number of students participated in campus selection programmes

Number of students selected for placement during the year

35. Does gender sensitization program exist ?

Yes

36. If Answer is Yes to Qn 34

Number of programmes organized

37. Student activities

Number of students participated in external cultural events

Number of prizes won by students in external cultural events

Number of cultural events conducted by the institute for the students

Number of students participated in international sports and games events

Number of students participated in national level sports and games events

Number of students

participated in state level sports and games events

Number of students

participated in university level sports and games events

Number of prizes

won by students in international sports and games events

Number of prizes

won by students in national level sports and games events

Number of prizes

won by students in state level sports and games events

Number of prizes

won by students in university level sports and games events

Number of sports

and games events conducted by the institute for the students

38. Composition of students

Percentage of

Scheduled Caste

Percentage of

Scheduled Tribe

Percentage of

other backward communities

Percentage of women students

Percentage of physically challenged

Percentage of rural students

Percentage of urban students

39. Scholarships and Financial Support

Number of students availing financial support from the institution

Amount disbursed as financial support from the institution

Number of students awarded scholarship from the institution

Number of students received notable national/international achievements/recognition

40. Student initiatives

Number of community upliftment programmes initiated by students

Number of literary programmes initiated by students

Number of social action initiatives based on science / environment initiated by students

Number of student research initiatives

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SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

 Yes No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

 Yes No

43. Whether benchmarking is created for institutional quality management efforts ?

 Yes No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

- Institutional level API
- Academic Dairy.

45. Is a Management Information System (MIS) in-place ?

 Yes No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission

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1. Reported as and when required (Notice boards)
2. Notice boards, Prospectus (Admission)
3. Displayed through Notice boards, Scholarship lists, Selection lists etc.
4. Exam Time-Tables, Fee procedures, Notices etc.
5. Management-Faculty Meetings through notices, SMS.

47. Existence of learning resource management

	Yes	No
e-database in library	<input checked="" type="checkbox"/>	
ICT and smartclass room	<input checked="" type="checkbox"/>	
e-learning sources (e-Books, e-Journals)		<input checked="" type="checkbox"/>
Production of teaching modules		<input checked="" type="checkbox"/>
Interactive learning facilities	<input checked="" type="checkbox"/>	

48. Internal resource mobilization : Kindly provide the amount contributed

Research	<input type="text" value="0"/>
Consultancy and training	<input type="text" value="0"/>
Student contribution	<input type="text" value="0"/>
Alumni contribution	<input type="text" value="6650/-"/>
Wellwishers	<input type="text" value="0"/>

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	<input type="text" value="(41000/-) - 47920"/>
Amount spent for student welfare	<input type="text" value="39717/-"/>
Amount spent for staff welfare	<input type="text" value="14250/-"/>

50. Is delegation of authority practiced

- Yes
 No

51. Does grievance redressal cell exist ?

	Yes	No
Faculty	<input checked="" type="checkbox"/>	
Students	<input checked="" type="checkbox"/>	
Staff	<input checked="" type="checkbox"/>	

nil)

Number of grievances received

Number of grievances resolved

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received

Number of grievances resolved

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

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61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (List below in bullet format)

- 4 UG students in University merit list.
- Academic Diary.
- Institute level API
- Various workshops, activities, lectures for students.
- Renovation of offices (Principal, Vice Principal, Office Superintendent, Staff Room, YCMOU, Exam section etc.
- Seven students at National Level sports.
- Development of faculty Research for Ph.D., completion of MRPs.

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

- It helps us to provide quality in higher education to the rural and tribal students.
- It helps to develop an enriched library.
- The sports initiatives help us to support our students to participate at national level competition.
- It makes us organize and arrange gender sensitized programmes for our female students.
- It helped us develop research culture among our faculties.
- It creates an ICT based learning atmosphere on our campus.

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CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

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Done