

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

4. Contact Person Details

Name of Head of Institution:

Contact Phone:

Email:

Website URL:

Name of IQAC Co-ordinator

Email:

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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.)

7

Post Graduate (MA/M.Sc./M.Com etc.)

4

Research Programmes (M.Phil/P.hD)

0

Certificate Programmes

0

Professional Programmes

0

(B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)

Other value added programmes

2

Any other programme offered (Specify)

3

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

New programmes added during the year

0

New programmes designed

1

Programmes under revision

7

Interdepartmental collaborative programmes

0

Inter institutional collaborative programmes

2

Number of review committee recommendations implemented (Total)

0

Number of NAAC peer team recommendations implemented

7

Number of UGC/any other expert committee recommendations

0

implemented

Number of review
committee

0

recommendation under
implementationNumber of NAAC peer
team recommendations
under implementation

4

Number of UGC/ any
other expert committee
recommendations under
implementation

0

7. Faculty Details (Enter a number; 0 for nil)Total faculty strength
required as per norms
for all programmes

55

Total faculty on rolls

67

Faculty added during
the year

9

Faculty positions vacant

4

Faculty left during the
year

4

Total number of visiting
faculty

36

Total number of guest
faculty

0

8. Qualification of Faculty

PhD and Above

5

MPhil

17

Masters

71

Any other (Specify)

38

9. Faculty qualification improvementPhD awarded to
existing faculty

1

MPhil awarded to
existing faculty

0

Any other degree
awarded to existing
faculty

0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned) 60

Administrative staff (Actual strength) 56

Added during the year of reporting 1

Left during the year 0

Number of posts vacant 4

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength) 0

Technical Support Staff (Actual strength) 3

Added during the year 0

Left during the year 0

Number of posts vacant 0

Pres * West

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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="26"/>	<input type="text" value="10"/>	<input type="text" value="2007"/>

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

Number of IQAC members	<input type="text" value="16"/>
Number of Alumni in IQAC	<input type="text" value="1"/>
Number of Students in IQAC	<input type="text" value="1"/>
Number of Faculty in IQAC	<input type="text" value="8"/>
Number of Administrative Staff in IQAC	<input type="text" value="1"/>
Number of Technical Staff in IQAC	<input type="text" value="0"/>
Number of	<input type="text" value="2"/>

Management
Representatives

Number of External
experts in IQAC

2

Number of any
other stakeholder
and community
representatives

1

14. IQAC Meetings

Number of IQAC
meetings held
during the year

4

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

Yes ☐

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

Number of
academic
programmes
proposed

1

Number of value
added programmes
proposed

1

Number of skill
oriented
programmes
proposed

2

Number of faculty
competency and
development
programmes
proposed

4

Number of other
staff development
programmes
proposed

3

Number of student
mentoring

16

programmes
proposed

Number of co-
curricular activities
proposed

12

Number of inter
departmental
cooperative
schemes proposed

10

Number of
community
extension
programmes
proposed

17

Any other
programmes
proposed (Specify)

1

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

Number of
academic
programmes
implemented

0

Number of value
added programmes
implemented

1

Number of skill
oriented
programmes
implemented

2

Number of faculty
competency and
development
programmes
implemented

4

Number of other
staff development
programmes
implemented

1

Number of student
mentoring

14

programmes
implemented

Number of co-
curricular activities
implemented

12

Number of inter
departmental
cooperative
programs
implemented

10

Number of
community
extension
programmes
implemented

17

Any other
programmes
suggested that are
implemented
(Specify)

1

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

Number of seminars/
conferences/
workshops organized
by IQAC within the
institution

3

Number of participants
from the institution

436

Number of participants
from outside

34

Number of external
experts invited

11

Number of external
conferences/seminars/
workshops on
institutional quality
attended

4

Number of events
conducted with IQACs
of other institutions as

0

collobrative
programes

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

1542000

Amount Received
from any other
source including the
college
management

49250

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

•Awareness about new semester & grading
system

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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

Number of faculty members
involved in curriculam
restructuring/revision/syllabus
development

Number of programmes in
which evaluation process
reformation taken up and
implemented

Number of active teaching
days during the current
academic year

Average percentage of
attendance of students

Percentage of classes
engaged by guest faculty and
temporary teachers

Number of self financed
programmes offered

Number of aided
programmes offered

Number of programmes
discontinued during the year

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

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?

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

0

papers accepted for

publication in national peer

reviewed journals

Average of impact factor of

2

publications reported

Number of books

2

published

Number of edited books

2

published

Number of books (single

0

authored) published

Number of books

3

(coauthored) published

Numbers of conferences

31

attended by faculty

Number of international

0

conferences attended

Number of national

7

conferences attended

Number of papers

9

presented in conferences

Number of papers

0

presented in international

conferences

Number of papers

9

presented in national

conferences

Number of conferences

3

organized by the institution

Number of faculty acted as

7

experts resource persons

Number of faculty acted as

0

experts resource persons -

international

Number of faculty acted as

0

experts resource persons-

national

Number of collaborations

0

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="51400"/>
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="2"/>
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	<input type="text" value="18"/>

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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="1320"/>
Actual enrollment during the year	<input type="text" value="1062"/>
Student dropout percentage during the year	<input type="text" value="1"/>
Success percentage in the final examination across the courses	<input type="text" value="81"/>
Number of academic distinctions in the final examination and percentage	<input type="text" value="331"/>
Number of students who got admitted to institutions of national importance	<input type="text" value="6"/>
Number of students admitted to institutions abroad	<input type="text" value="9"/>
Number of students qualified in UGC NET/ SET	<input type="text" value="0"/>
Number of students qualified GATE/ CAT/ other examination	<input type="text" value="60"/>

(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 ?**36. If Answer is Yes to Qn 34**Number of
programmes
organized**37. Student activities**Number of students
participated in
external cultural
eventsNumber of prizes
won by students in
external cultural
eventsNumber of cultural
events conducted by
the institute for the
studentsNumber of students
participated in
international sports
and games eventsNumber of students
participated in
national level sports
and games eventsNumber of students
participated in state
level sports and
games eventsNumber of students
participated in
university level
sports and games
eventsNumber 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

0

Number of students
received notable
national/international
acheivements/recognition

0

40. Student initiatives

Number of
community upliftment
programmes initiated
by students

10

Number of literary
programmes initiated
by students

5

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

10

Number of student
research initiatives

404



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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

•At least 75% of teachers improve in appraisal to maintain high quality of teaching.

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

3. Student records

4. Evaluation and examination procedures

5. Research administration

6. Others

(enter the respective details corresponding to the serial numbers)

1. ISO, Tally package is used for day to day accounting. Internal and external audit system



47. Existence of learning resource management

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

48. Internal resource mobilization : Kindly provide the amount contributed

Research	<input type="text" value="51400"/>
Consultancy and training	<input type="text" value="0"/>
Student contribution	<input type="text" value="0"/>
Alumni contribution	<input type="text" value="0"/>
Wellwishers	<input type="text" value="0"/>

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	<input type="text" value="887351"/>
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Amount spent for
student welfare

44988

Amount spent for
staff welfare

2000

50. Is delegation of authority practiced

- ☒ Yes
☐ No

51. Does grievance redressal cell exist ?

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

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of
grievances received

7

Number of
grievances resolved

6

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of
grievances received

5

Number of
grievances resolved

4

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

Number of
grievances received

5

Number of
grievances resolved

3

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)

•Committed teaching staff and Non-teaching staff.
•Supportive management.

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

•Lack of space and infrastructure.
•Limited research activity.

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

•To start job-oriented add on courses.
•To start research centre in Commerce and

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

•Decreasing market demand for graduates from traditional courses.

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

•Achieved above 85% results in Final year exams.

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

•Direction for self improvement drive	▲
•Mechanism for self assessment	▼

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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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