

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)**  
**(2017-18)**

**Submitted to**



**National Assessment and Accreditation Council**

P. O. Box No. 1075, Nagarbhavi, Bangalore  
(Karnataka) -560072

**Submitted by**



**S.S. JAIN SUBODH P.G.(AUTONOMOUS)COLLEGE**

**Rambagh Circle-Jaipur**

**Rajasthan-302004**

**Website:www.subodhpgcollege.com**

**Email:iqac@subodhpgcolleg.com**



## S.S. Jain Subodh P.G. (Autonomous) College

(Affiliated to the University of Rajasthan, Jaipur)

Re-accredited with A++ Grade (3.82CGPA) in 3<sup>rd</sup> Cycle by NAAC-UGC  
Awarded status of "College of Excellence" by UGC



Ref. : ...SC/2018...19/1142

Date : ...7.9.17.2018

To,  
**The Director**  
National Assessment and Accreditation Council (NAAC)  
P.O. Box No. 1075, Nagarbhavi  
Bangalore, Karnataka-560072

**Subject:** Submission of Internal Quality Assurance Report (IQAR) of IQAC  
academic session 2017-18

**Tracking ID:** EC (SC)/28/A&A/105.3

Respected Sir

With reference to the above cited subject, we have honor to submit herewith the  
*Internal Quality Assurance Report (IQAR)* of our college for the year 2017-18  
as per the NAAC guidelines.

Please kindly acknowledge the receipt of the same.

With best regards

Yours Faithfully

(Prof. K.B.Sharma)  
Principal

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## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2017-18

#### 1. Details of the Institution

1.1 Name of the Institution

S.S. Jain Subodh PG (Autonomous) College

1.2 Address Line 1

Rambagh Circle

Address Line 2

-

City/Town

Jaipur

State

Rajasthan

Pin Code

302004

Institution e-mail address

principal@subodhpgcollege.com

Contact Nos.

0141-2574780, 0141-2569126

Name of the Head of the Institution:

Prof. K.B. Sharma

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

**OR**

1.4 NAAC Executive Committee No. &Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no.is available in the right corner-bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

### 1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	----	2004	05 Years
2	2 <sup>nd</sup> Cycle	A	3.72	2011	05 Years
3	3 <sup>rd</sup> Cycle	A++	3.82	2017	07 Years
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2012-13 submitted to NAAC on 19-06-2016
- ii. AQAR 2013-14 submitted to NAAC on 02-07-2016
- iii. AQAR 2014-15 submitted to NAAC on 02-07-2016
- iv. AQAR 2015-16 submitted to NAAC on 23-01-2017
- v. AQAR 2016-17 submitted to NAAC on 12-2-2018

1.9 Institutional Status

University  State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid +Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others(Specify)

Information Technology and Computer Science

1.11 Name of the Affiliating University (*for the Colleges*)

University of Rajasthan, Jaipur  
Rajasthan Technical University, Kota

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

5

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

Faculty

10

Non-Teaching Staff

02

Students

02

Alumni

01

Others

NIL

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

—

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

02

International

National

State

Institution Level

02

(ii) Themes

New Innovations in Research Methodology

Gandhian: A Thought

2.14 Significant Activities and contributions made by IQAC

IQAC has performed the following functions:

- Provide supports to the editorial board of Newsletter committee
- Implement suggestions received from various members to improve the quality of Academics & research
- Monitor the performance of the teaching-learning activities through student, Parent and Alumni feedback

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Conduction of Social Awareness Campaigns	Conducted various social awareness activities like blood donation camp, Clean India etc.
New Courses (UG and PG)	Although new courses were not introduced in the session 2017-18 but syllabi of various courses were updated like Geography, Sociology etc.
Conduction of Conferences/Seminars	2 National Conferences, 4 Workshops and 2 FDPs were conducted

\* Attached Academic Calendar: **Annexure-II.**

2.15 Whether the AQAR was placed in statutory body Yes  No   
Management  Syndicate  Any other body

Provide the details of the action taken

- Appointment of Qualified Faculty Members
- Purchase of New Books and Journals
- Incentives given to the staff members



## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	08	Nil		
PG	17	Nil	09	
UG	16	Nil	11	
PG Diploma	10	Nil	08	
Advanced Diploma	-	-	-	
Diploma	03	Nil	03	
Certificate	16	Nil	16	
Others	02	Nil	02	
<b>Total</b>	<b>72</b>		<b>39</b>	
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: **Elective Option**

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	43
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback: Online  Manual  Co-operating schools (for PEI)

##### 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Around 40-45% faculty members are part of BOS
- BOS members meet every year to update the syllabi in tune with the changing needs of industries
- Academic Council meeting has organised in the year to take suggestions from the academicians from other Universities also

##### 1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	198	178	18	02	

2.2 No. of permanent faculty with Ph.D. 151

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	11	Nil	Nil	Nil	Nil	Nil	Nil	Nil	11	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty 07 Nil 29

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	22	13	-
Presented papers	157	224	-
Resource Persons	6	15	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT aids like Smart Class Rooms, Projectors, Video Conferencing unit
- Inlibnet Facility in the Library
- Educational trips for students and faculty members
- Other teaching aids like films, documentary, case studies, role play, group discussions, PowerPoint presentations, corporate expert lectures, performance training and learning process
- Free Wi-Fi facility for staff and students

2.7 Total No. of actual teaching days during this academic year 231

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Factual Bar coding
- Multiple choice Questions in compulsory Papers

2.9 No. of faculty members involved in curriculum Restructuring /revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

151	180	180
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2.10 Average percentage of attendance of students

83.50 % approx.
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.	852	11	82.3	1.35	1.2	95.85
B.Com.	684	10	83.3	1.25	2.3	96.85
B.A.	495	9	85.4	1.71	0.8	96.91
M.Sc.	229	11	81.7	1.53	2.4	96.4
M.Com.	36	12	80.8	2.3	1.7	96.8
M.A.	84	15	75.1	2.2	1.1	93.4
B.C.A.	167	14	77.2	3.3	2.1	96.6
B.B.A.	168	12	80.1	3.1	1.7	96.9
M.C.A.	78	23	41.0	33.5	Nil	97.5
M.Sc. IT	17	16	79.3	2.5	Nil	97.8
PGDCA	23	12	80.6	2.1	1.2	95.9

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Following are the different ways to monitor/evaluate Teaching & Learning Process:

- Feedback Collection and analysis from students, Parents and Alumni
- Self appraisal form from faculty members
- Analysis of students' results
- Daily class reporting in Faculty diary

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	11
UGC – Faculty Improvement Programme	24
HRD programmes	-
Orientation programmes	06
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	32
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	70	NIL	NIL	10
Technical Staff	30	NIL	NIL	07

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Creating a link between Research Committee and Faculty members
- Disseminating information about research schemes, revised guidelines/ directives of funding agencies
- Forwarding the research proposal after proper scrutiny by Research Committee to the funding agency
- Conveying the requested support by the faculty members for research activities to the administrative staff

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	Nil	02
Outlay in Rs.	20,45,700/-	53,00,000/-	Nil	28,50,000/-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	14	Nil	01	06
Outlay in Rs.	57,23,000/-	-	3,00,000/-	21,50,000/-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	192	94	
Non-Peer Review Journals	Nil	Nil	
e-Journals	27	15	
Conference proceedings	10	05	

#### 3.5 Details on Impact factor of publications :

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-2018 (4)	UGC-DAE-CSR, ICSSR, BRNS Mumbai, DST-SERB	70,45,700/-	37,77,220/-
Minor Projects	2015-2018 (8)	UGC, ICSSR	20,80,000/-	15,25,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02			02

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations                      International                      National                      Any other

02    03    -

3.14 No. of linkages created during this year                      05

3.15 Total budget for research for current year in Rs :

From Funding agency                      53,02,220/-                      From Management of University/College                      30,00,000/-

Total    83,02,220/-

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
14	02	08	03	01		

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them                      19

18

3.19 No. of Ph.D. awarded by faculty from the Institution                      09

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF                      01                      SRF                      01                      Project Fellows                      01                      Any other                      -

3.21 No. of students Participated in NSS events:

University level                      360                      State level                      50



National level	31	International level	06
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3.22 No. of students participated in NCC events:

University level	10	State level	12
National level	17	International level	02

3.23 No. of Awards won in NSS:

University level	Nil	State level	01
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	05	State level	02
National level	08	International level	Nil

3.25 No. of Extension activities organized

University forum	-	College forum	26
NCC	03	NSS	18
		Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Rovering
- Clean India by NSS
- Blood donation camp
- Visit to Mental Health and Rehabilitation Centres
- Health Awareness Programme
- Tree plantation
- Awareness programme on Biodiversity Conservation
- Awareness about pathogenic aspect of soil and water and their impact on health
- Awareness programme and community participation for water conservation
- World Environmental Day, Ozone day, Wildlife week celebration
- Students council formation
- National Science Day Celebration
- Youth Week
- AIDS Day celebration
- Awareness of HIV and AIDS through film shows and Nukkad Natak
- Awareness of HIV and AIDS through Poster making sessions
- Awareness of HIV and AIDS through slogan writing competition

- Clean Campus Mission
- Awareness about Pulse Polio
- Awareness about Traffic Control
- Literacy Campaign
- Election Campaign
- Disaster relief Activities
- National Yoga Day Celebration

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10 Acres	-	-	10 Acres
Class rooms	146	-		146
Laboratories	46	-		46
Seminar Halls	5	-	-	05
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	34	03	College Management	37
Value of the equipment purchased during the year (Rs. in Lakhs)	NA	-		-
Others	06 05 (Smart Class Rooms) + 01 (Examination)			06

#### 4.2 Computerization of administration and library

- INFLIBNET & Alice 6.00 s/w Facility in Library
- Enhancement of E-Journal and e-books facility

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	62041	<b>80,29,454.34/-</b>	10817	<b>12,35,670/-</b>	72,858	<b>92,65,124.34/-</b>
Reference Books	24756		2000		26,756	
e-Books	1,25,051		6400		1,31,451	
Journals	159		NIL		159	
e-Journals	6859		NIL		6859	
Digital Database	INFIBNET Alice 6.00 s/w		NIL		INFIBNET Alice 6.00 s/w	
CD & Video	2000		NIL		2000	
Others (specify)	1198		214		1412	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	450	12	All Systems	26	03	56	75	
Added	20	Nil		Nil	Nil	Nil	Nil	
Total	470	12		26	03	56	75	

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ERP Updation
- ICT training workshops for faculty members and non-teaching staff members
- IIT spoken tutorial for students

4.6 Amount spent on maintenance in Rupees:

i) ICT	11,50,000/-
ii) Campus Infrastructure and facilities	2,04,53,340/-
iii) Equipments	9,00,000/-
iv) Others	12,00,000/-
<b>Total :</b>	<b>3,40,53,340/-</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Representation of students as student representatives in IQAC committee
- Timely dispersal of information on various notice boards
- Encourage students to actively participate in all the activities of the college

#### 5.2 Efforts made by the institution for tracking the progression

- Feedback collection and analysis from
  - student
  - Faculty members
  - Alumni
- IQAC with the help of Departments maintain a database of pass-out students
- Result compilation and analysis

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
8870	1708	18	940

#### (b) No. of students outside the state

2845

#### (c) No. of international students

09

Men

No	%
7437	64.52

No	%
4089	35.47

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
6229	470	830	1610	NIL	9139	7020	875	1075	1608	NIL	10578

Demand ratio 1/6 Dropout % 0.0025

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Introduction of various job oriented and skill development programmes like RS-CIT
- Mental ability and General Knowledge subjects have been added in the V semester of B.Sc./B.Com./B.A.
- Remedial Classes for NET, SLET, Entry Level Coaching for CA/CS students

No. of students beneficiaries 419

#### 5.5 No. of students qualified in these examinations

NET	<span style="border: 1px solid black; padding: 2px 10px;">18</span>	SLET	<span style="border: 1px solid black; padding: 2px 10px;">Nil</span>	GATE	<span style="border: 1px solid black; padding: 2px 10px;">36</span>	CAT	<span style="border: 1px solid black; padding: 2px 10px;">05</span>
IAS/IPS etc	<span style="border: 1px solid black; padding: 2px 10px;">01</span>	State PSC	<span style="border: 1px solid black; padding: 2px 10px;">61</span>	UPSC	<span style="border: 1px solid black; padding: 2px 10px;">33</span>	Others	<span style="border: 1px solid black; padding: 2px 10px;">338</span>

#### 5.6 Details of student counselling and career guidance

- Mentor-mentee programme to focus on each and every student
- Mentors not only provide support and guidance to the students but also keep track of their progress
- Student Counselling cell helps to overcome fear factor and mental blocks in decision making
- Counselling sessions are conducted on timely basis by the department of psychology for Career Guidance and Aptitude test.
- Prominent personalities and alumni visit college time to time and share their views on career opportunities and new & emerging fields

No. of students benefitted 2530

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
126	3640	1246	1985

### 5.8 Details of gender sensitization programmes

- Guest lecture gender sensitization
- Gender audit has been done

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level



### 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	267	8,34,000/-
Financial support from government	467	16,00000/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 04

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

#### **Vision**

- Enhancing knowledge through global education.
- Providing ethical and value based education.
- Nurturing a sustainable educational environment.
- Building intellectual and imaginative minds.
- Imparting high quality, affordable and accessible education.

#### **Mission**

- To encourage and promote students to participate in various extracurricular and sport activities
- To cultivate knowledge, skills, values and confidence in the students to grow, thrive and prosper.
- To instigate the spirit of leadership, integrity and deep sense of social justice in the mind of students.
- To enhance the commitment of faculties and students to the centrality of diversity, social justice and democratic citizenship.
- To establish global competence among students by inculcating optimistic thinking and positive spirit.

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Designing and developing the curriculum to meet out the current needs of the students and society
- Incorporation of Job oriented and skill development programmes
- Enhancement of research activities among students

### 6.3.2 Teaching and Learning

- Timely completion of syllabi
- Encourage teachers to use ICT technologies like smart classrooms
- Multiple teaching learning practices like lectures, presentations, films, documentary, case studies, role play, group discussions, computer labs teaching, industrial visits, corporate expert lectures, performance training and learning process

### 6.3.3 Examination and Evaluation

- Timely conduction of examination and result declaration
- Use of coding and decoding to maintain the proper secrecy of examinations
- Proper communication of exam related information among teachers, and students via web site, SMSs and notice boards
- Complete online procedure for examination and declaration of results

### 6.3.4 Research and Development

- Research committee has been established to deal with all matters related to research like research proposals, research granting schemes and agencies etc.
- Starts publishing two new journals viz.
  - The Subodh Journal of Social Sciences & Humanities (SJSSH)
  - The Subodh Journal of Commerce & Management (SJCM)

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- 10817 numbers of text books added to the library
- 2000 reference books added to the library
- 6400 e-books added to the library database
- Alice 6.00 software for Library
- Purchase of 20 new PCs with latest configuration

### 6.3.6 Human Resource Management

- Healthy and encouraging Environment
- 2 National Conferences were organised
- 4 Workshops and 2 Faculty Development Programmes were conducted
- Special increment for all the staff other than routine increment
- Sports day for faculty members
- 13 workshops on various topics were conducted

### 6.3.7 Faculty and Staff recruitment

- Open advertisement in leading National newspaper followed by Written test and two rounds of Interview

### 6.3.8 Industry Interaction / Collaboration

- MOU signed with Bauman Moscow state Technical University, Russia
- MOU signed with Anthropole India Foundation, JNU, New Delhi
- MOU signed with JK Enviro.Net Private Ltd.
- MOU signed with Ayurvedic HR Association, Jaipur
- MOU signed with University of Wolverhampton, UK

### 6.3.9 Admission of Students

- Publishes advertisement in leading news papers
- Direct admission to meritorious students/ sports persons
- For remaining seats, merit list is declared
- Reservation for SC/ST/OBC candidates according to the state government norms

### 6.4 Welfare schemes for

Teaching	As per Statutory norms of State Government and Subodh Shiksha Samiti
Non teaching	As per Statutory norms of State Government and Subodh Shiksha Samiti
Students	Financial aid to economically backward students, Fee reduction to meritorious students, minority and sports achievers Direct admission to sport achievers

### 6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

6.7 Whether Academic and Administrative Audit (AAA)has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	-	Yes	IQAC Members
Administrative	NO	-	YES	Internal Committee

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes    Yes        No   

For PG Programmes    Yes        No   

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Bulk message facility for information dissemination
- Switched to complete online procedure for Examinations from admission to result declaration
- Timely Updation of Website in order to publish the exam related information
- Declaration of results within 30 days
- Single Examination form for all the Semesters
- Mercy Tests for Final Year Students

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- University provides all the needed resources
- Time to time visit of Experts from University
- Provides guidance on timely manner

6.11 Activities and support from the Alumni Association

- Regular Alumni meet
- Feedback taken from the Alumni and implemented the suggestions received from Alumni
- Invited eminent Alumni as speakers to the college for interacting with the students and motivating them
- Provides sponsorship for various student events

#### 6.12 Activities and support from the Parent – Teacher Association

- PTM is organised on regular basis
- Parents get to know about their ward's progress
- Parent also give their suggestions to improve the quality of institution and administration tries to put all the suggestions into action

#### 6.13 Development programmes for support staff

- Free Computer training programme for staff members
- Spoken English programme to improve their communication skills

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Water Harvesting System
- Solar Energy plant
- Conduction of Green Audit
- Formulation of the action plan for the next academic year in order to have better environmental sensitization
- The campus lights have been replaced by LED lights to reduce energy consumption
- Two Botanical Gardens
- Tree Plantation
- E-waste management

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Modify the syllabi of various courses to cope up with current Industries' needs
- Encourage students to participate in various conferences and seminars

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The Academic Calendar is prepared at the beginning of every session and followed strictly

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Installation of Water Harvesting System
- Installation of Solar Energy plant of 40 kw in the campus
- Teaching with ICT-aids like Smart Classrooms
- E-waste Management system

7.4 Contribution to environmental awareness / protection

- The campus lights have been replaced by LED lights to reduce energy consumption
- ELCB (Earth Leakage Circuit Breaker) have been installed at various locations in the campus to prevent any kind leakage and protect other electrical installations
- Single switch boards have been installed in every class room whereby all the lights and the fans can be switched off by a single click
- To utilize the waste water of RO water plant for watering of plants
- E-waste management system
- Water harvesting plant
- Solar energy plant



7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOC Analysis was conducted by internal agencies to find out Strength, weaknesses Opportunities and Challenges of the college in order to enhance the quality of education, improve the environment of teaching as well as learning etc.

**Strength:** Autonomous Status; Centralised Location; Research Oriented Faculty; Supportive management, Excellent infrastructure for over-all growth of students

**Weakness:** lack of Boys Hostel

**Opportunities:** Development of Research Centres in specialised fields.

**Challenges:** Mushroom growth of private universities offering similar programs

8. Plans of institution for next year

- Social Awareness Programmes
- Faculty Development programmes
- Conduction of more Conferences and workshops

**Name: Dr. Leena Bhatia**

*Signature of the Coordinator, IQAC*

**Name: Prof. K.B.Sharma**

*Signature of the Chairperson, IQAC*

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## 2017-18 ACADEMIC CALENDAR



\*CIA - Continuous Internal Assessment

\*\*The above calendar is tentative and it may be changed in any unavoidable circumstances.