

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)

1. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Dr.Preeti Johari

Tel. No. with STD Code:

9084011181

Mobile:

9412777091

Name of the IQAC Co-ordinator:

Dr. Kalpana Vajpeyi

Mobile:

09411256895

IQAC e-mail address:

iqac@rcagirlscollege.org

1.3 **NAAC Track ID**(For ex. MHCOGN 18879)

UPCOGN12560

OR

1.4 NAAC Executive Committee No. & Date:

F.19.26/EC(SC-18)/DO/2016/45.2 dtd
5.11.16

(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:

www.rcagirlscollege.org

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 st Cycle | C+ | 60.68 | 2006 | |
| 2 | 2 nd Cycle | B+ | 2.59 | 2016 | 5 years |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

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

10-02-2010

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*)

1. AQAR 2011-12 (16-12-2015)
2. AQAR 2012-13 (16-12-2015)
3. AQAR 2013-14 (16-12-2015)
4. AQAR 2014-15 (19-12-2015)
5. AQAR 2015-16 (05-11-2016)
6. AQAR 2016-17 (30-11-2017)

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 (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

N.A.

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

Dr.B.R.Ambedkar University,
Agra.

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

2. IQAC Composition and Activities

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

03

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders No. Faculty
 Non-Teaching Staff/ Students Alumni Others/Parents

2.12 Has IQAC received any funding from UGC during the year? 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. International National Institution Level

(ii) Themes:

1. One day workshop for Mehendi Carving by deptt. Of Drawing and Painting held on 7th October 2017.
2. Fifteen days workshop on ‘SaraI Sanskrit Sambhashan’ by the deptt. of Sanskrit held from 11th October 2017 to 25th October 2017.
3. Two days workshop on ‘Yoga’ by NSS units and Rangers units of the College in collaboration with Ayangar Yoga Ashraya from 4th December to 5th December 2017.
4. Regional Investor Awareness seminar on ‘Financial Inclusion Through Financial Education’ by commerce department on 6th December 2017 in association & co-sponsorship with National Stock Exchange, Delhi & ICICI Bank.
5. Symposium on ‘Are We Indians Serious About Environmental Conservation’ on 9th January 2018.
6. Six days workshop on ‘Phonetics and Spoken English’ by the deptt. of English held from 29th January 2018 to 3rd February 2018.
7. National Seminar on the topic ‘Chinese One Belt One Road Initiative and India’s Diplomatic Response’ sponsored by Indian Council of World Affairs, New Delhi, held during 17-18 February 2018.
8. 15 days Instrumental Playing workshop on ‘Dholak’ by the deptt. of Music (Instrument) from 12th October 2017 to 26th October 2017 organised for the students who do not have Music (Ins.) as their main subject.

2.14 Significant Activities and contributions made by IQAC

The IQAC of the college plays an active role in enhancing the culture of quality within the college. The cell took several initiatives to maintain and sustain the quality culture throughout the year 2017-18. It ensured efficient performance of academic and administrative tasks. Significant activities and contributions made by IQAC during 2017-18 are as follows:

- Prepared and submitted AQAR of year 2016-17.
- Helped in organizing some institution level workshops and guest lectures.
- Encouraged the faculty members to pursue and continue research.
- Arranged annual inter-collegiate competitions as per past practice.
- Organized national seminar during 2017-18 feb 2018 entitled “Chinese One Belt One Road Initiative and India’s Diplomatic Response.”
- Prepared academic calendar for the year and encouraged faculty to plan their curriculum accordingly.
- Sensitized students and faculty towards gender sensitization and rights for women.
- Ensured publication of college magazine ‘Aastha’ and college newsletter ‘Pravaah’.
- Organized three days Badminton tournament for sub junior, junior & senior levels of players.
- Motivated the students to participate in ‘Yuva Mahotsva’ and sports competitions organized by Dr. B.R. Ambedkar University Agra and by other institutions.
- Worked for sensitizing students towards ecological and environmental issues.
- Organized a programme of mutual conversation among students with our Hon’ble M.P. Ms. Hema Malini on different issues related to college and the city.
- Encouraged the faculty members to contribute to a ‘commom charity fund’ to help economically weak students.
- Organized guest lecturers to update the students for preparation of various competitive exams.
- Organized National talent hunt competitions in classical and folk music and dance in association with an NGO ‘Anjana Welfare Society’
- Organized ‘Krishnayan’ a classical dance performance of famous classical dancers.
- Assisted the Principal in ensuring quality in day- to-day administration & teaching.
- Collected feedback from U.G. and P.G. students, Alumni and parents.
- Ensured regular meetings of alumini association and parent-teacher association.

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 | Achievement |
|--|--|
| To prepare and submit AQAR for 2016-17 | The AQAR for 2016-17 was prepared and uploaded on college website on 30-11-2017. |
| To expedite the efforts for starting M.A.(Political science) | Affiliation for M.A.(Political science) and M.A.(sociology) was granted by the university and the classes for M.A.(pre.) in both the subjects were started from September 2017 |

| | |
|--|--|
| & M.A.(Sociology) in the college | |
| To extend the opportunity for CS coaching for the commerce faculty students | The agreement between ICSI (Institute of Company Secretaries of India) and the college was renewed on 27 April 2018. As a result the college will continue to be the authorized study centre for CS coaching for the next two years. |
| To encourage the faculty to participate and present papers in seminars, workshops and conferences for updating themselves with the latest development in their respective subjects | <ol style="list-style-type: none"> 1. Fifteen faculty members in national, four in International and two faculty members in state level participated and presented papers seminars and conferences. 2. Two faculty members participated in seven day faculty development programme in Banasthali Vidyapith. 3. One faculty member attended workshop on 'Mechanism of Goods and Services Tax: The Road Ahead' in Commerce organized by AMU Aligarh. |
| To encourage faculty for research publications in per reviewed refereed journals | 05 teachers of different disciplines got their 09 papers published in different journals of repute and 03 chapter and 02 poems in edited book. |
| To organize invited talks by experts from diverse fields to enrich the knowledge level of faculty/students | <p>Invited talks were conducted during the session:</p> <ol style="list-style-type: none"> 1. A talk on 'Financial education programme on GST' by CA Mr. Gaurav Kumar and CS Kanika Gupta from Security Exchange Board of India, was conducted on 26th August 2018. 2. A lecture on 'Nationalism' was delivered by Dr. Ashok Johari for K.R. College, Mathura on 10th November 2017. 3. A lecture with live demonstration on use of 'Fire Fighting Systems' was delivered by Fire Control Officer Mr. Krishna Kumar on 11th November 2017. 4. A talk on 'Traffic rules' in traffic month was delivered by SP traffic Dr. Brijesh Kumar Singh on 19th November 2017. 5. A special talk on 'Introduction to Indian Constitution' was delivered by Dr. Ashok Kumar from K.R. College Mathura on 29th November 2017 on the occasion of constitution day. 6. A guest lecture on 'Manviya Poonji Aur Arthik Vriddhi' was delivered by Dr. B.S. Sharma from K.R. College Mathura on 4th December 2017. 7. A guest lecture in English department on 'Interpreting Drama' delivered by Dr. Beena Agrawal from D.S. College Aligarh. 8. A group discussion on 'Incident of Bhima Koregaon' was organized on 10th January 2018 for students of Sociology, Dr. Rajesh Agrawal, Asso. Prof. K.R. College presided over the programme. 9. A Power Point based talk by Tribhuvannath from ISCON Temple on 'How to Control Our Brain'. |
| To organize seminars and conferences in the college | 1. National seminar on the topic 'Chinese One Belt One Road Initiative and India's Diplomatic Response' sponsored by Indian Council of World Affairs, New Delhi during 17-18 |

| | |
|--|---|
| | <p>February, 2018.</p> <ol style="list-style-type: none"> 2. Regional Investor Awareness Seminar on the topic ‘Financial Inclusion Through Financial Education’ was held on 6th December 2017. 3. Symposium on ‘Are We Serious About environment Conservation’ was held on 9th January 2018. |
| To organize workshops at the college level for students of UG and PG classes. | Four workshops were organized by department of drawing & painting , Sanskrit, English, Physical education in the college.(details in 2.13) |
| To organize intercollegiate competitions for sports and literature | <ol style="list-style-type: none"> 1. Intercollegiate debate, Speech, Hindi and English Essays were organized on 16th January 2018. 2. University ‘Women Badminton Championship of Dr. B.R. Ambedkar University was organised in the College on 24th November 2017. 3. A ‘College Level Talent Hunt’ in dance was organized on 17-18 January 2018. |
| To guide the editorial board and expedite the publication of college magazine and News letter | The college magazine ‘Aastha’ 2015-2017 having activities and reports of two years was published. 14 th issue of the News letter ‘Pravaah’ was published in January 2018 |
| To organize extra-curricular activities with considerable participation from the students in which included a variety of events like | <ol style="list-style-type: none"> 1. Department of physical education organized ‘Badminton Tournament’ from 21st July 2017 to 23rd July 2017 for different age group of players in Mathura city. 2. Competitions for different events in annual sports week were conducted in November 2017. 3. To identify and nurture talents in the students ‘Talent hunt week’ was organized in the college from 18th September 2017 to 23rd September 2017 which included a variety of events. 4. Different competitions like Speech Competition, Debate , Essay Writing, Mehendi Carving, Rangoli Making, Quiz and Posters Making were organized on different occasions at departmental level. |
| To encourage the use of IT in most of the subjects | Almost all faculty members used IT related resources e.g. virtual lecturs, recorded lectures, you tube videos in their respective subjects for better explanation of content and interesting presentation of their course material. |
| To make arrangements for career counselling for the students. | <ol style="list-style-type: none"> 1. A guest lecture on ‘Career Opportunities in Commerce’ was given by CA Kuldeep Arora on 18th September 2017. 2. National fame anchor Ms. Pratika Sood gave tips to the students about Anchoring as a career in an interactive talk entitled ‘Anchoring Ki Pathsala’ on 7th November 2017 3. Students learnt about digital banking from senior consultant Mr. Amit Chaturvedi of Syndicate Bank Mathura on 21 November 2017 in a demonstrative lecture. 4. A live counselling Session on ‘How To Choose A Career’ for the graduating students of Arts & Commerce stream through video conferencing on Skype was arranged in which the student interacted with Sri Narendra Kumar Srivastava, US |

| | |
|--|--|
| | based motivational speaker and CEO of REFINE-M a company taking management assignments. |
| To encourage the students to participate in different competitions being conducted by other institutions and university. | The students participated in UNIFEST organized by Dr. B.R.A. university from 25-27 October 2017 in classical & folk dance, Rangoli and Vocal Music. They won many prizes too. |
| To call alumni Association and parent teacher association meetings. | One alumni meet and two parent-teacher association meeting were called on 22-02-2018, 01-08-2017 and 22-02-2018 respectively. |
| To encourage faculty to boost up & guide students for the best performance and result in university examination | In the classes home assignments surprise tests, paper presentation were given to the students. At the end of the session pre university examination from 07-02-2018 to 16-02-2018 were conducted so that students can give their best performance and result in university exam. |
| Increasing visibility of the institution and publicize all its activities in print & electronic media | To bring the institution in lime light and increasing its visibility in the surrounding areas, each and every activity of the college was reported in local news papers and electronic media. Almost all activities and every corresponding report got a place in news papers and local TV channel. A face-book page for the college was created and regular updates & photos were uploaded to publicise the college activities on social media. |
| To install CCTV cameras in the college at different places | 20 CCTV cameras were installed in the college for transparency in examination, class teaching and monitor other students, activities in different places in the campus. |
| To install Biometric machine in the college | 02 new Biometric machines were installed in the college to ensure the attendance of the students. |

* Attached Academic Calendar of the year as Annexure- (ii)

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate other body

Provide the details of the action taken

The report was appreciated by all the Management Members and it was resolved unanimously to get it uploaded on College website as soon as possible.

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 | 03 | | | |
| PG | 04 | 02 | 04 | |
| UG | 02 | | 01 | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 09 | 02 | 05 | |

| | | | | |
|-------------------|--|--|--|--|
| Interdisciplinary | | | | |
| Innovative | | | | |



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

At UG level Students are required to choose any three optional subjects out of 12 subjects available in the college. However due to the scarcity of staff it is not possible to allow students to choose the optional papers of their choice in some subjects although the option is given by the University.

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | - |
| Trimester | - |
| Annual | 08 |

*Available but not functional

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.

Yes, There was a significant change in the choice of optional subjects.
However, the syllable for all the papers remained the same.

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

Yes M.A. in Sociology & M.A. in Political Science

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors/Principal | Others |
|-------|------------------|----------------------|----------------------|--------|
| 08 | 02 | 05 | 01 | - |

2.2 No. of permanent faculty with Ph.D.

07

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 |
| - | 10 | - | - | - | - | - | - | - | 10 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

18

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|--------------------|---------------------|----------------|-------------|
| Attended Seminars/ | 04 | 15 | 02 |
| Presented papers | 04 | 15 | 02 |
| Resource Persons | | | |

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

Most of the departments used such innovative techniques like Power Point presentations, class quizzes, group discussions, use of maps and charts etc. ICT in teaching was used by many teachers. In some subjects Videos/Audios from internet were used. In Library e-section helped the students to enhance their knowledge. In some departments students were encouraged to make power point presentations on the topics from their syllabus.

2.7 Total No. of actual teaching days during this academic year 159

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

Home assignments, quizzes and paper presentations were used for continuous evaluation of students. Pre-university examination was conducted on the pattern of university exam in which one paper of descriptive type and one paper on OMR based questions was given to students. OMR sheets were got printed at the College level and were given to students for practice and exam in almost all subjects. The College followed all the instructions as such.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development 04
as member of Board of Study/Faculty/Curriculum Development workshop

1. Dr. Preeti Johari, Principal, Member of the Executive Council and Admission Committee
Dr. B.R.A. University, Agra.
 2. Dr. Anjubala Agrawal, Deptt. of English
 3. Dr. Kalpana Vajpeyi, Deptt. of Education
 4. Dr. Namarta Mishra, Deptt. of Music (Vocal)
- } are members of the boards of studies
Dr. B.R.A. University in their respective subjects

2.10 Average percentage of attendance of students 80-85%

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.A. | 149 | | 07 | 72 | 13 | 92% |
| B.Com | 61 | | 08 | 79 | 10 | 97% |
| M.A. (Hindi, Sanskrit, English) | 68 | | 06 | 57 | 28 | 91% |
| M.Com | 26 | | 08 | 77 | 11 | 96% |

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

Contribution:

9. Creation of learning environment in classes which motivates critical thinking.
10. Encouraging participation in faculty development programmes and circulating articles related to teaching & learning process.
11. Sharing of experiences of experts in the form of guest lectures and practical demonstration.
12. IQAC resolved to help the self finance faculty to empower themselves through seminars/orientations by sanctioning leave and providing registration fee (if required).

Monitoring & Evaluation:

There is no objective monitoring mechanism as such. However

13. IQAC regularly organized meetings with the Management, the Principal, Heads of different Departments and faculty members.
14. Valuable inputs were taken through peer group discussions.
15. Verbal and written feedback from students and parents were taken and improvements were done on their suggestion.
16. Learning process was evaluated through oral tests and presentations, projects and pre-university examinations.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|--|------------------------------|
| Refresher courses | - |
| UGC – Faculty Improvement Programme | - |
| HRD programmes (faculty dev. Prog.) | 02 |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | - |
| Others | - |

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 | 4+11* | 04 | Nil | 03 |
| Technical Staff | 02 | 01 | 01 | 01 |

*Support staff

Criterion – III

3. Research, Consultancy and Extension

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

Many teachers are not engaged in active research work because college is mainly contributing to the graduate level education. The college has P.G. in five subjects of arts and all three groups in commerce. However, IQAC encourages teachers and students both to participate in research activities. Faculty members are encouraged for writing research papers, present them in conferences and seminars and get them published in national and international journals. Some of the faculty members have got their papers published in reputed journals and chapters in books.

One student of other university is enrolled for research under the guidance of a senior teacher of English in M.A. English, Students who secure 55% marks in part I examination are encouraged opt for dissertation instead of one optional paper to increase their research acumen.

3.2 Details regarding major projects: NA

3.3 Details regarding minor projects: NA

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | | | | |
| Outlay in Rs. Lakhs | | | | |

3.4 Details on research publications: NA

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 02 | 02 | |
| Non-Peer Review Journals | | | |
| e-Journals | | | |
| Conference proceedings | | 02 | |

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: NIL

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

ii) Without ISBN No. without ISBN

3.8 No. of University Departments receiving funds from: NA

3.9 For colleges: NA

3.10 Revenue generated through consultancy: Nil

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|-----------------------------|
| Number | | 01 | | | 01 |
| Sponsoring agencies | | ICWA | | | NSE, Delhi ICICI Bank |

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

3.13 No. of collaborations: NIL

3.14 No. of linkages created during this year: NIL

3.15 Total budget for research for current year in lakhs: Nil

There is no provision for allocating separate budget for research in the college.

3.16 No. of patents received this year: NA

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

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

1. Dr. Anjubala Agrawal

2. Dr. Archana Pal

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

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

3.21 No. of students Participated in NSS events:

University level State level
National level International level
College Level

3.22 No. of students participated in NCC events: NA

3.23 No. of Awards won in NSS: Nil

3.24 No. of Awards won in NCC: NA

3.25 No. of Extension activities organized

| | | | | |
|------------------|-------------------------------------|---------------|--------------------------|----|
| University forum | <input checked="" type="checkbox"/> | College forum | <input type="checkbox"/> | 05 |
| NCC | <input checked="" type="checkbox"/> | NSS | <input type="checkbox"/> | 16 |
| | | Any other | <input type="checkbox"/> | 02 |

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

A. National Service Scheme (NSS)

There are two units of NSS in the college, having 200 students. Two faculty members are project officers one for each unit. One seven days camp and five one day camps were organized. The extension activities were as follows:

- On 15th July 2017 'Van mahotsav' was organized in the college. In this programme emphasis was given on environmental conservation. A poem was recited by a student, Chanchal Sharma. Principal, Dr. Preeti Johari delivered a talk on environmental crisis, cutting of trees, air and water pollution etc. Smt. Indra Agrawal from faculty, discussed about the importance of tree plantation.
- On 23rd September 2017 48th NSS foundation day was celebrated in the college. NSS volunteers participated in different activities eg. recitation of poems, Lakhshya song of NSS and Nukkad Natak with message of cleanliness.
- On 14th and 15th October 2017 on the occasion of Deepawali NSS units of the college in the collaboration with Kayanam Karoti, Mathura arranged an Exhibition cum sale of deepaks, candel, pearl garlands, jhalar, mukut and other things prepared by the special students from Kalyanam Karoti. Earning was given to those students.
- On 22nd October 2017 'Blood donation camp' was organized in the college by NSS units of the college with the help of district hospital Mathura. Medical officer Dr. Geeta Sharma, Dr. Sushila Sharma, Dr. Lalit Verma and Mr. Rajkumar did the check-up of teaching, Non teaching staff and students. After check-up of health about forty teaching, non teaching staff and students donated blood in the camp.
- On 25th October 2017 A 'Rally for Breast cancer awareness' was organized by NSS units of the college in collaboration with Nayati Super Specialty Hospital Mathura, from Tank Chauraha to Railway Station Mathura. After reaching there the NSS volunteers of the college played Nukkad Natak about Breast Cancer awareness. Dr. Shantanu Chaudhary threw light on cancer. Madam Neera Radia, Chairperson of Nayati Hospital, announced cheap screening package for cancer check-up.
- On 4th and 5th November 2017 students of the college participated in cleanliness campaign in near by villages and in the college under 'Swachhta Abhiyan'.

- On 4th and 5th December 2017 ‘Yoga workshop for all teachers and students was conducted on the occasion of world handicapped week celebration. NSS units of the college in collaboration with Rangers unit of the college, in which Arti Mehta, Neetu and Nisha of Aayangar yoga Ashraya taught yoga.
- On 8th January 2018 district level ‘Mahila Matdata Panjikan Mela’ inaugurated by D.M. Sri Sarvagya Ram Mishra was Organized in the college. On this occasion A.D.M. Sri Aditya Prakash Shrivastav, city Magistrate and Tahsildar, sadar were present. They appealed that the girls who have completed 18 years of age must register for their voter card.
- College campus was cleaned and beautified on 7th and 8th February 2018 by NSS volunteers. Trees were painted, furniture was set and other related activities were done.
- A voter awareness rally, essay, poem, slogan and poster competitions were organized to make the voters aware of their voting rights under the voter awareness campaign.
- In four one day camps dated 12th November 2017, 26th November 2017, 24th December 2017 and 18th February 2018 programmes on Plantation, cleanliness, literacy campaign, environmental awareness and girl education etc. were conducted through lectures, street plays and rallies etc. in the neighbouring areas.
- A seven days camp was organized at Kalyanam Karoti, Mathura, an NGO working for special children from 19th January 2018 to 25th January 2018. Students trained mentally retarded and physically challenged children of ‘Kalyanam Karoti’ and children of slum areas in different skills. Students performed their activities in a nearby villages. NSS volunteers of the college visited all the departments of ‘Kalyanam Karoti’. They got knowledge of physiotherapy and electrotherapy.

B. Other extension activities:

- On 5th October 2017 ‘Mahila Utpidan Evam Jagrukta Shivir’ was organized in the college by Akhil Bhartiya Mahila Parishad to create awareness of legal rights for women. Chief guest ACJM Mr. Sanjay Yadav enlightened students on the legal provisions of securing themselves.
- On 8th November 2017, A programme ‘Anchoring ki Paathshala’ was organized in collaboration with Anjana Welfare Society, by the Employment & Counselling Cell of the college for the personality development of the students of the college. An international fame anchor Ms. Pratika Sood taught the qualities of anchoring. She taught method of speaking on mike and how to overcome stage phobia. Ms. Pratika Sood told about making career in anchoring and utility of anchoring. She also emphasized on the necessary knowledge of english language in anchoring.
- On 11th November A lecture and demonstration on ‘Fire control’ was given in the College by Distt. Fire Control Officer Mr. Krishna Kumar. He told about causes of fire in buildings and methods of saving building and lives of human being from fire. According to him the use of stairs is more beneficial than lifts. He demonstrated and trained the students about the use of fire extinguisher.
- On 19th November 2017 A lecture on ‘Traffic rules’ was given to aware students by S.P. Traffic, Dr. Brajesh Kumar Singh. He told that most of the accidents occur in

winter season. He emphasized on the use of helmets and driving license for two wheeler vehicles and use of seat belt for four wheeler vehicles to avoid accidents.

- On 20th November 2017 teachers and students under the leadership of Principal Dr. Preeti Johari, took oath for hundred percent voting in voter awareness programme. All took oath that they would make aware society for voting.
- On 7th December 2017 ‘Armed force flag day’ was celebrated in the college. Patriotic songs were sung by the students. Poet Rama Shankar Pandey recited patriotic poem. A small documentary film related to soldiers honoured by Paramveer chakra was played and shown to the students.
- On 20th February 2018 Health Awareness Programme on cancer was organized in the college.
- From 31st January 2018 to 2nd February 2018 ‘Rangers Nipun Camp’ was held to train the students about making tents and preparing food without fire and utensils when needed.
- Infrastructural facility of the college was provided to the police department on the occasion of Krishna Janmashtami. Besides a group of students from Drawing & Painting Department went to the Police Lines, Mathura to prepare a ‘Rangoli’ and decorate the site of flag hoisting on the occasion of the Republic day.

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 | 9315sq. meter | | | 9315sq. meter |
| Class rooms | 17 | | | |
| Departments | 06 | | | |
| Laboratories | 06 | | | |
| Canteen | 01 | | | |
| Seminar Halls | 02 | | | |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | | 16 | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 1.44 Lakh | College Funds | |
| Others | 08 | | | |

| | | | | |
|--------------------|--|-----------|--------------|--|
| Admission software | | 0.17 Lakh | College Fund | |
|--------------------|--|-----------|--------------|--|

4.2 Computerization of administration and library

Software was installed for admission of students, fees submission and registration for the admission of students.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|---------|-------------|-------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 5240 | 1438307 | 330 | 43344 | 5570 | 1512586 |
| Reference Books | 15955 | | 170 | 30935 | 16125 | |
| e-Books | | | | | | |
| Journals | | | | | | |
| e-Journals | 01 | 8572 | | | | |
| Digital Database | | | | | | |
| CD & Video | 116 | | | | | |
| Others (specify) | | | 05 | 3470 | 05 | 3470 |

4.4 Technology upgradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|-------------------------|------------------|------------------|--------|-------------|--------|
| Existing | 69+06 CPU | 01 | BSNL Reliance JIO | 03 | 03 | 03 | 01 | 03 |
| Added | - | - | - | - | - | - | - | - |
| Total | 69+06 CPU | 01 | - | - | 03 | 03 | 01 | 03 |

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

Internet with fiber optical cable with speed upto 15 mbps is available

4.6 Amount spent on maintenance in lakhs :

| | |
|--|------|
| i) ICT | 0.11 |
| ii) Campus Infrastructure and facilities | 8.41 |

| | |
|-----------------|------|
| iii) Equipments | 0.93 |
| iv) Others | - |
| Total : | 9.45 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- For easy access to the relevant information regarding student programmes display boards were placed at different points in the college.
- Regular circulars were sent in class rooms as and when needed.
- Information about the new books and periodicals in the library was provided on the Notice board in the library.
- In the assembly, being held twice a week, (Monday & Thursday) each and every information was delivered to the students.
- Information to the students were sent through letters, college website, local news papers and by showing videos and movies from time to time.
- In case of emergency, faculty informed the students through their personal mobiles.
- The career counselling and guidance cell provided every information regarding future career prospects & forthcoming competitive exams to the students in various categories.
- The grievance redressal cell functional in the college helped in redressing, the grievances of students within a specified time.
- Exit meeting in the form of ‘Aashirvad Samaroh’ for final year students was organized as an annual activity in which they were guided to face the upcoming challenges.

5.2 Efforts made by the institution for tracking the progression

The college made all possible efforts for tracking the progression such as:

- The institution sought report from the departmental heads about the progression of the students in the class.
- The Principal of the college looked after the entire process and gave appropriate suggestions for preparing and following mechanism for tracking the progression of students.

- The students were also directed to be in touch with their respective mentors and the mentors to track their progression after they leave the college.

5.3 (a) Total Number of students

| | | | |
|-----|-----|--------|--------|
| UG | PG | Ph. D. | Others |
| 665 | 158 | 01 | - |

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

| Last Year 2016-17 | | | | | | This Year 2017-18 | | | | | |
|-------------------|----|--------|-----|---------------------------------------|-------|-------------------|----|--------|-----|---------------------------------------|-------|
| General | SC | S T | OBC | Physically Challenged/ minority | Total | General | SC | S T | OBC | Physically Challenged /minority | Total |
| 511 | 88 | - | 297 | 31 | 927 | 420 | 91 | - | 301 | 01+10 | 823 |

Demand ratio: 1:1 Dropout: 1.07

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

The Faculty helped students in their preparation for different competitions by providing notes, suggestions and tips. They also advised the students on facing the interviews with confidence. Books and magazines for competitive examinations were purchased for the library. It helped the students in preparations for competitive examinations of their choice.

No. of students beneficiaries (approx)

400

5.5 No. of students qualified in these examinations: Records not available

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career Counseling and Guidance Cell continuously guided the students to explore different avenues available in the present scenario and kept solving their problems. Following events were also organized to help the students :

| Date | Name of counsellor | About Organization/ Expert | Name of the activity | Topic/objective |
|----------------------------|-------------------------|--|---------------------------------|---|
| 18-09-17 | C.A. Kuldeep Arora | A leading CA from Mathura | Talk | Career in commerce and GST related jobs & Careers |
| 07-10-17 | Dr. Sandhya | R.C.A. College Mathura | Workshop | Mehandi carving and its different types |
| 11-10-17 To 25-10-17 | Sri Ganesh Shankar | Sanskrit Bharti sansthan | 15 days workshop | 15 days camp on Sanskrit sambhashan (spoken Sanskrit) for the students Desirous of having a career in the field of sanskrit |
| 08-11-17 | Ms. Pratika Sood | Career Counselling Cell of the College | An interactive talk session | 'Anchoring Ki Pathshala' which was helpful for the students willing to make career as an anchor |
| 13-01-18 | Mr. Narendra Srivastava | 'Refine M' of united states | Talk through video conferencing | Video conferencing through Skype, on the choice various career options, necessary qualifications, abilities, skills and work field etc. and guidance for students to prepare themselves accordingly |
| 28-01-18 To 02-02-18 | Dr. Anjubala Agrawal | R.C.A. College Mathura | 6 days workshop | 6 days workshop on 'Phonetics and Spoken English' to enhance communicative skill of the students |
| | Smt. Kulwant Kaur | R.C.A. College Mathura | Article | 'Career in Chartered Accountancy' in the college news letter Pravaah (January 2018 issue) |

No. of students benefitted (approx)

5.7 Details of campus placement

| On campus | | | Off Campus | | |
|---------------------------------|---------------------------------|---------------------------|---------------------------|--|--|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed | | |
| Nil | Nil | Nil | 24 | | |

5.8 Details of gender sensitization programmes

- To spread awareness for legal rights of women ‘Mahila Utpidan Evam Jagrukrta Shivir’ was organized in the college on 5th October 2017.
- NSS units of the college in collaboration with Nayati hospital, Mathura organized a ‘Rally for breast cancer awareness’ on 25th October 2017. Students played a Street Play on ‘Breast cancer’ too.
- Department of political science organized a debate on ‘Muslim Mahila Suraksha Kanoon’ on 22nd December 2017. Dr. Ashok Kumar, Department of Political Science K.R. P.G. college, Mathura presided the programme and delivered the expert lecture.
- ‘Mahila Matdata Panjikaran Mela’ in association with the local administration was organized on 8th January 2018 to enroll new students as voters. Awareness talk on voting rights was also delivered by district authorities.
- An intercollegiate speech competition conducted by the college on ‘Mahila Suraksha Kanoon Sadupayog Evam Durupayog’ was organized on 16th January 2018 as a part of sponsored intercollegiate competitions about 10 colleges from Mathura and around, participated.
- Karate camps continued throughout the year as a step to impart self defence training to girls. Many students participated in various Karate competitions held at Local, State and National level and won medals in these competitions.

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 SAF | 23 | 58,500 |
| Financial support from the government Scholarships | 361 | 14,43,196 |
| Financial support from other sources (faculty) | 03 | 10,200 |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives: Nil

5.12 No. of social initiatives undertaken by the students

Social initiatives under taken by the students:

- Students raised awareness about environment conservation and encouraged people for plantation and to restrict the use of polythene under NSS.
- NSS Students participated in a rally on breast cancer awareness among local residents organised with the help of a Local Corporate Hospital 'NAYATI'
- Some the Student trained poor children in vocational skills drawing and making best use of waste material.
- Some also spread message of cleanliness & hygiene awareness in the city.

5.13 Major grievances of students (if any) redressed:

Major grievances of students redressed:

- Problems related to the results of students were forwarded to the university and personal efforts were made to redress their grievances.
- Financial help for very poor students in the form of money, uniform, books and winter wears was given from college sources as well as on individual basis by teachers.
- Fee concession was granted to needy students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The College was established with a vision to provide higher education to girls coming from a section of the conservative society which is against sending their daughters to the co-education institutions. Right from its inception the college is working with this vision aiming to make it a centre of academic excellence and imparting value based quality education to each and every young girl in the campus and carving her into conscious, responsible and competent citizen not only for her own personal growth, but for the society as a whole.

The values of honesty, devotion, justice and sincerity summarise our vision to make these girls the most sought out professionals in the society. We believe that nothing great can be achieved without the contribution of women in world.

Mission

To educate, liberate and motivate the girls today and empower them to nurture the needs of tomorrow.

6.2 Does the Institution has a management Information System: NO

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

6.3.1 Curriculum Development

As an affiliated College of Dr. B.R. Ambedkar University Agra the College does not have a liberty to design/modify curriculum. It only impliments the university curriculum in strict accordance with the existing rules and norms.

The curriculum is developed by the university in cousultation and as per reconmendations of Board of Studies in different disciplines. However, the College provides ample facilities for co-curricular activities like NSS, Games and Sports, Fine Arts and Cultural Programmes. The college has a participation in curriculam development only throuh the faculty members who happen to be the convener or a member of their respective boards of studies , Academic council or executive council from time to time.

6.3.2 Teaching and Learning

- Power Point presentations on different topics were used by some teachers for a better understanding of the topic.
- Some workshops were also organised to develop different skills among students.
- Departmental meetings were held for latest updates.
- Annual Lesson plans were prepared and steps were taken to follow the proposed plans.
- Remedial classes were conducted for slow & weak learners.
- Lectures on some important topics related to the syllabus by eminent Scholars/experts were arranged.
- During class room interaction group discussions and students' seminar were specifically encouraged by teachers in some subjects.
- Extra study material in the form of books, notes and videos was provided to bright students in some subjects by the teachers.

6.3.3 Examination and Evaluation

- Multiple choice tests were given to the students at frequent intervals to assess their day to day progress.
- The subject teachers monitored the performance of the students (slow/advanced learners) and motivated them to perform better.
- At the institutional level pre-university exams were conducted in which OMR based question papers were also given to students. Answersheets were evaluated according to university pattern. This enabled the students to assess their preparation for the final university examination and improve accordingly. The parents were also informed about the performance of their wards.
- University examination were conducted as per the norms and regulation of Dr. B.R. Ambedkar University Agra. Most of the faculty members also participated in the central evaluation of answer sheets at Dr. B.R. Ambedkar University campus, Agra.

6.3.4 Research and Development

Teachers were encouraged to write in national and international journals and books. Non-doctoral teachers were also encouraged to pursue Ph.d degree.

- **Dr. Anjubala Agrawal, Head department of English contributed two research papers.**
 1. Research paper entailed "A study of Nationalism and Partition in Amitav Ghosh's The Shadow Lines" published in an anthology partition: A Divided Legary ed. By Manoj Kumar published by Delhi Adhyayan Publishers, 2017. (ISBN 978-818435-0000)
 2. Research paper entitled "Hindu Jeevan mei Ashram Vyavastha" in an anthology Adbhut Bharat edited by Monika Dixit and Answana Saxena published by Agra: Rakhi Prakashan Pvt.Ltd. 2018 (ISBN 978-9387763-138)

• **Dr. Archana Pal, department of Sanskrit contributed one paper:**

1. “कालिदास द्वारा प्रयुक्त शब्दावली में वर्ण परिवर्तन के कतिपय दृष्टान्त”– ‘अनन्ता’ International Journal of Sanskrit Research, Vol. 4, Issue-1, published by Tripuati Journal Solutions, 169, C-11, Sector-3, Rohini, Delhi, (ISBN- 2394-7519), Impact factor-5.12, Jan-Feb 2018.

• **Dr. Bharti Sagar, department of Sociology contributed three papers:**

1. Research paper entitled Women in Indian higher education An overview, published in proceedings of national seminar on “ revolutionizing education: Need, challenges and strategies,” published by Mahamaya Rajkiya Mahavidyalaya Rajkot and K.G. Publication, ISBN-978-81-934616-0-0 edition February 2018.
2. A chapter ‘ Punarvaas ki Avdharna’ published in an edited book entitled, ‘समकालीन समाज कार्य क्षेत्र’ edited by Dr. Anil Kumar chaudhary, published by pilgrims publishing, Varanasi, first edition 2017.
3. Research paper entitled ‘भारत में वृद्ध महिलाओं का स्वास्थ्य एक समाजशास्त्रीय विश्लेषण’, published in journal ‘जनस्वास्थ्य धारणा अंक 22 मार्च 2018 प्रकाशक राष्ट्रीय स्वास्थ्य एवं परिवार कल्याण संस्थान नई दिल्ली 26-33,ISBN-978-93-81076-04-0.

• **Dr. Veermati Singh contributed three research papers:**

1. Research paper entitled ‘Financial literacy paving way for Financial inclusion in india’ published in UETSR, vol.4, issue 12, December 2017. (ISSN 2394-3385).
2. Research paper entitled ‘Bhartiya Model of Financial Literacy: encouraging saving and investment pattern in rural India’ published in international journal of latest engineering and management research (IJLEMR), ISSN: 2455-4847, vol.02, issue 12, P.g. 6-17, 2017.
3. Research paper entitled ‘The role of urban infrastructure development in economic growth in India’ published in book- Smart cities: An Initiative Towards Planned Urbanization: Swaranjali Publication. (ISBN: 978-93-8762-60-5).
4. Research paper entitled: Micro Finance In India: Developing Paths To Self Sufficiency published in “Inclusive Growth & Building Organization Through Sustainable Profitability: A Balanced Approach” (ISBN: 978-81-933980-3-6).

• **Dr. Neetu Goswami contributed four research papers:**

1. Two poems published in “सजल सप्तक” edited by Dr. Anil Gahlot published by Jawahar Pustkalaya, Sadar Bazar, Mathura, (ISBN- 970-81-8111-201-9) September 2017.
2. “भारतीय राष्ट्रीय आन्दोलन में हिन्दी पत्रकारिता का योगदान” an article published in book “हिन्दी पत्रकारिता का स्वरूप चुनौतियाँ एवं सम्मानाएं” edited by Dr. Bablu Singh, published by Sanrachana Prakashan, Allahabad (ISBN- 9789384999-90-2) February 2018.
3. “ब्रज के वन और उपवन” an article published in a book “उत्तर प्रदेश: ब्रज विशेषक” published by Director, Department of Information Public Relation, Uttar Pradesh Lucknow.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New books according to the changed syllabi were purchased in the library.
- Software for registration, admission, fee submission and student database record was installed from this session.
- 20 CCTV cameras were installed in the campus class rooms.
- Two biometric machines for attendance of students, were also installed.

- Some new fire extinguishers were brought in the college to make it well equipped against accidental fire. The fire – resistant certificate was also granted from fire – fighting department, U.P.

6.3.6 Human Resource Management

- Part time teachers were appointment for the whole session to meet students’ requirements of classes.
- Duties were assigned to all the faculty members according to their interest, skill and aptitude.
- Permanent as well as temporary faculties were given additional charges for extra curricular activities.
- College management members sponsored lunch/dinner for the guests & the staff on different occasions.
- Blessings and farewell party was organized for final year students.

6.3.7 Faculty and Staff recruitment

Several posts are vacant in college because the permanent teachers can be appointed through the recruitment process of U.P. higher education services commission. Some retired teachers were appointed under maandeya scheme of the state government. In self finance courses few teachers approved by the university and some other appointed by the management committee as per university norms continued to work and take classes. Some part time teachers were also appointed for the whole session.

6.3.8 Industry Interaction / Collaboration: NA

6.3.9 Admission of Students

After registration of students for the 1st year UG and PG Courses, a merit list was prepared and pasted on the college notice board. Counselling was held by the Admission Committee to assist the students. They were counselled/assisted in the choice of optional subjects according to their interests and merit. Second and third year students were admitted on the basis of their previous year marks.

6.4 Welfare schemes for:

| | |
|--------------|---|
| Teaching | Loan facility against salary and refundable or non-refundable loan facility from GPF. EPF for all the self-finance and part-time teachers. Teacher of the year cash award for the best teacher. |
| Non teaching | Loan facility against salary and refundable or non-refundable loan facility from GPF. EPF for all self-finance/part-time employees. Institutional cash awards for best (i) class iii and (ii) class iv employee. |
| Students | 1- SAF and common charity fund 2- Various Government scholarships scheme for SC/ST, OBC and Minorities and economically weak general category students. |

| | |
|--|---|
| | <p>3- Institutional cash awards for best performers in academic as well as various extracurricular activities held during the session.</p> <p>4- Financial help to send students to other colleges or the university to participate in various activities and competitions.</p> |
|--|---|

6.5 Total corpus fund generated 1.08 Lac (From management & Governing body Members/Alumni Association).

6.6 Whether annual financial audit has been done: Yes

Audit of the UGC grants and other Accounts was done by a registered CA

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | - | No | - |
| Administrative | No | - | Yes | - |

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

For UG Programmes No

For PG Programmes No

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

Examinations were conducted as per the university norms and regulations. Procedure of online exam form filling was adopted as per direction of university. For the effective and prompt supply of exam material to the colleges of remote areas, Nodal Centres for exams have been established in each and every district coming under the jurisdiction of Dr. B.R. Ambedkar University, Agra. This college was also a Nodal Centre of university exams for about 15 colleges. Evaluation through OMR sheets in almost all the subjects at U.G. Level was introduced by the university for objective and fast evaluation of answer sheets.

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

| |
|------|
| N.A. |
|------|

6.11 Activities and support from the Alumni Association

Alumini association members taught some classes in the absence of faculty. They shared their experiences with present students and guided them as mentor. Some students of the Alumini association actively participated in cultural programme and sports activities. Winners were

suitably awarded. Some Alumini members also acted as judges in different college level competitions eg. Sports, Drawing & Panting and some cultural competitions. Books for the Library were also donated by some Alumini members.

6.12 Activities and support from the Parent – Teacher Association

It is quite disappointing that very few parents appeared in PTA meetings despite several efforts of calling them. However some parents were really concerned in the progress of their wards and development of the institution. Some parents provided active support and gave constructive suggestions for the academic and physical development of the college. The parents also helped teachers in solving the specific problems of their wards which came in to light during their interaction with faculty in different parent teachers meetings.

6.13 Development programmes for support staff

Different fun activities and sports were organised for the support staff on 4th oct 2017. Award for Best supporting staff was given in the form of cash and a citation to the best performer in class III for the session 2017-18. Summer and winter uniform was distributed to the ministerial staff.

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

Use of plastic materials was minimized in the college campus. Programmes related to environmental conservation were conducted. Plants were purchased and planted in the college campus. Regular motivating talks were delivered by the invited guests to maintain greenery and cleanliness in the campus.

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.

Innovations that were introduced during this academic year 2017-18 were as follows:

- Effective implementation of ‘Clean campus-Green campus’ drive.
- Students were motivated to prepare power point presentation on some topics related to their syllabi.
- Some students were sent to other institutions to participate in workshops & other competitions.
- Regular updating of important activities on the facebook page of the college to communicate through social media was ensured.

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

The plan of action conceived at the beginning of the academic year was successfully implemented and was completed accordingly.

- 1- Academic calendar was prepared and was followed by and large.
- 2- Teaching plans were prepared by the faculty and followed accordingly.
- 3- Academics as well as extra-curricular activities and sports were facilitated and suitably awarded at the end of the session.
- 4- Students got counselling to choose their career through a teleconferencing session via Skype directly from US.
- 5- College website was updated at frequent regular intervals.
- 6- Guest lectures in different subjects were arranged to develop better understanding of the subjects among students.
- 7- Ms. Ragni Maharaj & Ms. Maya K. Nigam, the two disciples of famous Kathak dancer Padma Vibhusham Shri Birju Maharaj, gave their magnificent and stunning performances.
- 8- “Rhythm” a two days dance competition, was also organized in the college on which many participants from different cities & other colleges in Mathura gave their performances.
- 9- The university Badminton championship for women was organized on 24.11.17 in which 7 colleges of Dr. B.R.A. University, Agra participated.
- 10- New text books and journals were purchased.
- 11- Brilliant students, best teacher and best support staff were awarded at the end of the session.

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

Best Practices

1. Workshop on Phonetics and Spoken English

Goal: To make student aware about phonology of English so that they may pronounce correctly and compete with confidence with other English speaking people.

The context: Every year Deptt. of English organizes a workshop on Phonetics and Spoken English for students of UG classes. Chart PPT, Lecture, Audio-visual aids are used to make students learn and practice the content in a proper way.

The Practice: Working on the plan, seven days are divided in different activities. Students are introduced phonetics symbol through a chart. Some printed matter is also distributed among them. Then several PPTs downloaded from Phonetics classes are shown and explained to them. They practice to pronounce different sounds. Several videos of English plays and lectures are also shown to them. Students try to follow the accent. Besides, use of pronouncing dictionary is also taught to them.

Evidence of Success: About 200 students attend the workshop every year. They learn new things and enjoy classes. Several competitions are also organized as a test of Knowledge of the students. Students show their talent as well as the outcome of learning. Certificates and prizes are also given to successful students.

2. Talent Hunt Week

Goal: To search meritorious students of Ist year classes so that their talent may be groomed and they may be motivated to participate intercollegiate and other higher level competitions. Such as University, state, national etc.

Context: In the month of September, when the admissions for Ist year class were complete, it was decided to organize a 'Talent Hunt Week' for new students so that their hidden talents may be noticed and faculties may become aware about the meritorious students in various fields.

The practice: From 18 sep. 2017 to 25 sep. 2017, talent Hunt Week was organized. Hindi and English Essay, Elocution, Debate, Singing of classical and folk music, Classical, Semi-classical and folk dance, Mono Acting, Rangoli, poster and Quiz Competitions were organized. A plan for seven days was chalked and students were informed accordingly. Debate was organized on the topic "Social Media is boon or curse for Indian youth" and Elocution was organized on the topic, "Relevance of Non-violence of Mahatma Gandhi in Present Scenario". Besides it, Quiz Competition was held first at written level and then selected students participated in oral Quiz. Students exhibited their talents in Music and Drawing competitions also. Through essay competitions writing skills of the students and through debate competition, oratory skill of some students was recognised.

Evidence of success:

Almost 50% students participated in one or other competitions and exhibited their talent. Selected students later on participated in Youth festival of the University and other competitions and won Prizes and respectable positions and thus won laurels for the college.

7.4 Contribution to environmental awareness / protection

- A plantation drive was organized in the campus. Students were given the responsibility to maintain the existing and newly planted trees/plants on 21-01-2018 at Saraswati Kund and Gopal Nagar.
- Through NSS camps students planted and donated plants in adopted village.
- Students made the villagers aware about maintenance cleanliness and hygiene in routine life.
- Use of polythene was strictly prohibited in the campus.
- Maintenance of cleanliness and hygiene in wash rooms, class rooms and campus was ensured.
- Poster competition on 'Swachh Mathura, Harit Mathura' was conducted in the college as a part of the awareness campaign.

7.5 Whether environmental audit was conducted? No

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

The college being the Nodal centre for the university examination for several years, was given the responsibility of conducting the B.Ed. (theory and practical) examination for seven colleges in 2017-18. The exams were conducted by the college in strictly fair and unbiased manner.

A. Strength

- Good result tradition and academic excellence.
- Well qualified and dedicated faculty.
- Good teacher-taught relationship.
- Good infrastructure with language lab, computer lab.
- Good support from management and Principal. Both are co-operative & dedicated to the institution, students and staff's welfare.

B. Weakness

- Lack of skill based courses.
- Shortage of teaching, non-teaching and technical support staff particularly in the library.
- Lack of land for outdoor athletic sports facilities.
- Less responsive and indifferent parents and alumni.
- Academically and economically poor/average students stuff.

C. Opportunities

- Participation in sports & cultural activities in and outside the college.
- To introduce job-oriented skill-based courses.
- Socio-economic upliftment of students from rural background.
- To introduce new subjects at P.G. level and science faculty.
- To tie up collaborate with some institutes offering skill development courses.
- To build up confidence in the students to make them, ready to face growing challenges of the present society.

D. Challenges

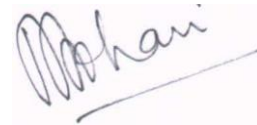
- Placement of students-specially of those from Arts stream.
- Deteriorating graph of the attendance of students.
- To increase the responsiveness of the alumini and parents.
- To create an employable stuff of graduate & postgraduate students.

E. Threat

Growth of Private & Self Financed colleges using corrupt practices in admission and examination and attracting students through these malpractices.

F. Plans of institution for next year

- To prepare AQAR for 2018-19.
- To ensure construction of laboratories for newly planned science faculty.
- To organize National/international seminars on different issue of current significance.
- To update the existing labs with new equipments.
- To organize extra-curricular and co-curricular activities for curriculum enrichment.
- To prepare and ensure the implementation of a suitable plan for Waste Management.
- To work for starting short-term value-added courses in Event Management Yoga, Vastu, Animation, Food Presentation, Dietetics and Nutrition, Tourism & Journalism etc.
- Setting up the Commerce Lab.
- To start coaching for competitions eg. Banks, Net, SLET and civil services, if possible.
- To get the Alumini Association registered.
- To expedite the process for affiliation in M.A. (Education), M.A.(Drawing & Painting) as a future prospect for upcoming need of the students.
- To work for Eco-friendly practices like Eco-club & Green Audit.
- To increase the use of IT programme in all the subjects.
- To enhance research facilities by applying for authorised research centre of the University and encourage faculty members to apply for major and minor projects.



IQAC 2017-18

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| Chairperson- | Dr. Preeti Johari |
| Coordinator- | Dr. Kalpana Vajpayi |
| Administrative Officers- | Dr. Bharati Sagar Dr. Sandhya Srivastav |
| Teachers Representative- | Dr. Anjubala Agrawal Dr. Namrata Mishra Dr. Seema Sharma Dr. Yogendri Upadhyaya |
| Management Representative- | Shri Girish Agrawal Shri Vijay Prakash Agrawal |
| External Expert- | Shri Janardan Sharma Dr. Ashok Kumar |
| Employers/Industrialist- | Shri O.P. Agrawal Shri Amit Sharma |
| Alumini Representative- | Ms. Neetu Rajput |
| Student Representative- | Ms. Honey Khatri |

Academic Calendar (as per the events held) 2017-18

| S.No. | Date | Day | Event/Activity |
|--------------|--------------------------------|------------------------------|--|
| 1. | 05-07-2017 | Wednesday | Van Mahotasva (tree plantation) |
| 2. | 21-07-2018 to 23-07-2017 | Friday to Sunday | Three days Mathura Badminton league Tournament |
| 3. | 01-08-2017 | Tuesday | Orientation of students and Parents Teachers Meeting |
| 4. | 04-08-2017 | Friday | Classes commenced |
| 5. | 09-08-2017 | Wednesday | Speech on 'Quit India Movement' |
| 6. | 15-08-2017 | Tuesday | Independence day Celebrations |
| 7. | 26-08-2017 | Saturday | Lecture on 'Financial Education programme on GST' |
| 8. | 26-08-2017 | Saturday | Scholarship examination for Commerce students |
| 9. | 08-09-2017 to 14-09-2017 | Friday to Thursday | Hindi Week celebrations |
| 10. | 12-09-2017 | Tuesday | Swachhata Abhiyan |
| 11. | 13-09-2017 | Wednesday | General knowledge competition |
| 12. | 18-09-2017 | Monday | Talk on 'Career in Commerce & GST related jobs and Career' |
| 13. | 18-09-2017 to 23-09-2017 | Monday to Saturday | Talent hunt Week for new students |
| 14. | 20-09-2017 | Wednesday | Poster competition on 'Swachh Mathura Harit Mathura' |
| 15. | 21-09-2017 | Thursday | Collage making competition |
| 16. | 22-09-2017 | Friday | Rangoli competition |
| 17. | 23-09-2017 | Saturday | N.S.S. Foundation Day celebrations |
| 18. | 25-09-2017 | Monday | Students' interactive session with M.P. Smt. Hema Malini |
| 19. | 02-10-2017 | Monday | Gandhi Jayanti Celebrations |
| 20. | 04-10-2017 | Wednesday | College Foundation Day celebrations (Yajna & fun activities for teaching & non teaching staff) |
| 21. | 05-10-2017 | Thursday | Mahila Utpidan Evam Jagrookta Shivir |
| 22. | 06-10-2017 | Friday | Debate on 'Social Media : Boon or curse for Indian youth' |
| 23. | 07-10-2017 | Saturday | Workshop on Mehendi Carving Art |
| 24. | 11-10-2017 to 25-10-2017 | Wednesday to Wednesday | 15 days workshop on 'Saral Sanskrit Sambhashan' |
| 25. | 14-10-2017 | Saturday | Deepawali sale-cum-exhibition |
| 26. | 12-10-2017 to 26-10-2017 | Thursday to Thursday | 15 days workshop on 'Dholak Playing' |
| 27. | 24-10-2017 | Tuesday | Blood Donation Camp |
| 28. | 25-10-2017 | Wednesday | Rally for 'Breast Cancer Awareness' |
| 29. | 04-11-2017 to 05-11-2017 | Saturday to Sunday | Cleanliness Campaign in nearby villages, 'Swachhta Abhiyan' |
| 30. | 08-11-2017 | Wednesday | Programme 'Anchoring Ki Paathshala' under Career |

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| | | | Counseling Cell |
| 31. | 10-11-2017 | Friday | A Lecture on 'Nationalism' |
| 32. | 11-11-2017 | Saturday | A Lecture on 'Fire Control' |
| 33. | 11-11-2017 | Saturday | Rangoli competition by Drawing & Painting deptt. |
| 34. | 12-11-2017 | Sunday | One day N.S.S. camp |
| 35. | 13-11-2017 to 15-11-2017 | Monday to Wednesday | Annual Sports Week |
| 36. | 18-11-2017 | Saturday | A Guest lecture on 'Traffic Rules' |
| 37. | 20-11-2017 | Monday | Shat Pratishat Matdan Shapath Under Voter Awareness campaign |
| 38. | 21-11-2017 | Tuesday | Digital Banking Awareness Programme |
| 39. | 24-11-2017 | Friday | Inter Collegiate Women Badminton Competition |
| 40. | 26-11-2017 | Sunday | One day N.S.S. Camp |
| 41. | 30-11-2017 | Thursday | Geeta Jayanti Celebrations |
| 42. | 04-12-2017 | Monday | A Lecture on 'Manviya Poonji aur Arthik Vriddhi' |
| 43. | 04-12-2017 to 05-12-2017 | Monday to Tuesday | Workshop on 'Iyengar Yoga' |
| 44. | 06-12-2017 | Wednesday | Seminar on 'Financial Inclusion Through Financial Education |
| 45. | 07-12-2017 | Thursday | Army Flag Day Celebration |
| 46. | 22-12-2017 | Friday | Debate competition on 'Muslim Mahila Suraksha Kanoon' |
| 47. | 24-12-2017 | Sunday | One day N.S.S. camp |
| 48. | 08-01-2018 | Monday | Mahila Matdata Panjikanan Mela' |
| 49. | 08-01-2018 | Monday | Guest lecture on 'Interpreting Drama' |
| 50. | 09-01-2018 | Tuesday | Symposium on 'Are we Indians serious about Environmental Conservation' |
| 51. | 10-01-2018 | Wednesday | Group discussion on 'Incident of Bhima Koregaun' |
| 52. | 12-01-2018 | Friday | Swami Vivekanand Jayanti Celebrations & National Youth Day celebrations |
| 53. | 13-01-2018 | Saturday | Health Awareness Programme |
| 54. | 13-01-2018 | Saturday | Career counselling on skype through video conferencing from U.S. |
| 55. | 13-01-2018 | Saturday | Lohari celebrations |
| 56. | 16-01-2018 | Tuesday | Inter collegiate literary competitions |
| 57. | 17-01-2018 | Wednesday | Inter collegiate talent hunt (dance) competition |
| 58. | 18-01-2018 | Thursday | Krishnayan-Kathhak Dance programme |
| 59. | 18-01-2018 to 25-01-2018 | Thursday to Thursday | Seven days N.S.S. special camp |
| 60. | 22-01-2018 | Monday | Basant Panchami programme |
| 61. | 26-01-2018 | Friday | Republic Day celebrations |
| 62. | 29-01-2018 to 03-02-2018 | Monday to Saturday | Workshop on 'Phonetics & English Speaking' |
| 63. | 31-01-2018 | Wednesday | Sant Ravidas Jayanti celebrations |

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| 64. | 31-01-2018 to 02-02-2018 | Wednesday to Friday | Rovers and Rangers 'Nipun' Camp |
| 65. | 07-02-2018 to 08-02-2018 | Wednesday to Thursday | College beautification by N.S.S. volunteers |
| 66. | 07-02-2018 to 16-02-2018 | Wednesday to Friday | Pre-university examination |
| 67. | 17-02-2018 to 18-02-2018 | Saturday to Sunday | National Seminar on 'Chinese One Belt one road initiative and Indias, diplomatic response' |
| 68. | 18-02-2018 | Sunday | One day N.S.S. camp |
| 69. | 20-02-2018 | Tuesday | Health awareness programme on 'Cancer' |
| 70. | 22-02-2018 | Thursday | Alumini meet & competitions for alumini, Parent Teacher Association Meet |
| 71. | 23-02-2018 | Friday | Prize distribution and Honour of celebrities |
| 72. | 25-02-2018 | Sunday | Blessing ceremony and farewell to final year students |
| 73. | 07-03-2018 | Wednesday | Final Examinations started |

Feedback Analysis

At the end of academic year the feedback on the pre developed questionnaire was taken from the students, Alumini and parents as per the annual practice of the institution. As per information collected-

A. Student feedback:

In their feedback, Students had expressed satisfaction on the over all teaching practice in the college. Teachers are like friend, Philosopher & guide for the students. Students demanded for outdoor games, Introduction of NCC, College bus, Canteen facility and health facilities. Students' specific demand was for job oriented courses. Students' response towards curricular aspect as well as various activities organized in the college was satisfactory. They also demanded for photo copying facility in the library.

B. Alumini feedback:

This year only one Alumini Association meeting was conducted. The alumini members were happy with the added facilities and more extracurricular activities being held in the campus. Some of them have appreciated the latest teaching techniques used by the faculty. They also felt happy with the increasing number of seminars/conferences in the college. They also demanded for starting P.G. classes in more subjects.

C. Parents' feedback:

In the last session parent teacher association (PTA) meetings were conducted two times. IQAC members took feedback on a prescribed format. Parents were satisfied with institutional discipline and culture, academic standards, teaching methodology, Co-curricular & extra-curricular activities and regular communication from college about the progress of their wards and counselling provided to students in the college regarding career guidance. They were happy to know about many experts, Guests & eminent personalities coming on different occasions in the college. Their specific demand was for conveyance and placement facility.

