SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

BHAGWAN AADINATH COLLEGE OF EDUCATION, MAHARRA, LALITPUR (UP)

BHAGWAN AADINATH COLLEGE OF EDUCATION,VILLAGE MAHARRA, LALITPUR
284403
www.bacelar.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Bhagwan Aadinath College of Education was established in 2015 at, Village Maharra, Lalitpur with an aim to channelize the young energy towards self-exploration and self-realization. It is the outcome of a long-cherished dream of many philanthropists. The College is constantly striving towards fulfilling its goal of providing higher educational opportunities to rural students from economically and socially disadvantaged classes, and providing value-based education to ignite young minds to become responsible citizens. The College is making all efforts not only to literate but to equip the students with desired technical, conceptual and human skills. Majority of the learners in region and adjoining regions belong to the most socio-economically backward section of the society. In order to cater to the educational need of such learners, Shri Pradeep Jain initiated the college in Maharra. The dream of establishing an institute of higher learning did not happen overnight. The indomitable spirit and concerted effort of many other philanthropists were instrumental in the establishment of this College. The College is imparting B.A., B.Sc., B.Com., B.Ed., B. P.Ed programs.

Vision

To transform rural talent into professional graduates.

Mission

To impart value-based quality education.
To provide education for both social and personal transformation.

To provide economically poor students best in class education.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. College is located in rural and natural atmosphere.
2. Supporting management and administration.
3. Outstanding performance of Extension Activity Cell.
4. Students from weaker sections are admitted as per the reservation policy.
5. Scholarship for SC, ST and OBC and GENERAL students through social welfare Department of Uttar Pradesh and Central Government.

Institutional Weakness

1. Many students are first generation learners.
2. Being in rural area, limited opportunities for personal development.
3. Poor financial status of the students does not allow the institution to start advance carrier-oriented programmes.

Institutional Opportunity

1. Use of modern technology for up gradation of teaching and learning process.
2. The opportunity of empowering students from backward category and rural regions.
3. Use of modern technology for up gradation of teaching and learning process.
4. Improve research environment among all the faculties.
5. Seeking support from alumni for the development of the college.
6. To enhance consultancy and work for job opportunities to students by adopting skill development programmes.
7. Doing MoUs with industries and institutes of good repute.

Institutional Challenge

1. Adaption to frequent changes in national and institutional policy.
2. Tie-ups with national and international educational institutes.
3. Orientation for the students with poor educational background. The students are first learners with rural background.
4. To provide training of English communication to students.
5. To improve the quality of education and to increase the passing percentage and reduce the dropout rate.
6. To maintain record of Placements, Higher Education and Competitive Examination from passed out students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Institute is a multi-faculty college with undergraduate courses in arts, commerce, science and education. Apart from this Value Added Programs are also conducted to enhance skill set of the students. The curriculum is designed by the Bundelkhand University, Jhansi. Few faculty members participate in evaluation and assessment procedure of university. All programs have choice based elective system. The syllabus of Value Added Programs are designed by college faculty members which are then ratified by the Principal. Few courses have provision for experiential learning and field visits, field trips are planned accordingly. The feedback related to curriculum is collected from the students, alumni, parents, teachers and employers. Feedback is analysed, Suggestions are noted and Actions are initiated as per the suggestions received.

Teaching-learning and Evaluation

A highly transparent single window admission system is followed under a suitably constituted admission committee. Reserved Category Admissions are done as per the University and Govt. of Uttar Pradesh rules and regulations. There is mechanism to deal with slow and advance learners. Teachers use ICT facilities, e-resources to make teaching learning process more student centric. Mentoring system is also into existence to counsel the students for stress related and academic issues. The college appoints teachers as per the UGC norms and the rules and regulations of the university and Govt. of Uttar Pradesh are applicable for the appointments. Many teachers have been awarded Ph.D. Various outcomes were defined and attainment levels are also calculated. Final year pass percentage is increasing day by day from inception of the institute.

Research, Innovations and Extension

The institute lacks in funding from government and non-government agencies to the teachers or departments. The faculty members are engaged in research work leading to publication of the papers and books in the last five years. The college is conducting socially oriented extension activities through "Extension Activity Cell". The college has few functional MOUs and Linkages with educational institutes and industries.

Infrastructure and Learning Resources

The college has all the facilities for smooth conduction of teaching learning process as stipulated by affiliating university. The college has a facility for indoor and outdoor games. The office and the administration have been recently computerized by using ERP Software. Library and reading room are available. The library is partially computerized. Many reference books and journals are procured for the up gradation of the library. Almost all the departments are provided with computers and internet facility. The campus is (Wi-Fi) and under CCTV surveillance. Maintenance of academic and physical facilities carried out as per policy document of the institute.

Student Support and Progression

A large number of students belong to socially and economically backward classes, mainly SC, ST, OBC. Government as well as Institutional scholarships are availed by a large number of students. Capability enhancement programs like Training of life skills, Soft Skills, Languages etc. has been given to the students. Students were also given guidance for competitive exam and career opportunities. Various institute level committees are also into existence for solving grievances of students and staff. Passed out students from institute are working mostly in private sector, government sector, banks, police etc. Every year few students opt for higher education and few opt for preparation of competitive examinations. Annual Sport and Cultural day is organized every year where student participate and showcase the extra-curricular talent possessed by them. Alumni association of the institute is recently registered and institute conducts alumni meets once a year to maintain connect with Alumni.

Governance, Leadership and Management

The institution has developed a democratic and well-organized management system. The management

committee is well represented by teaching and non- teaching members. The management believes in dialogue and discussion as the best process for effective management. Recently ERP system was procured in Office, Library etc.

Faculty members were allowed to attend seminar, workshop, conference, FDPs etc. organized by institute and other institutes. Few faculty members were given financial support also to attend the same. Faculty welfare measures, appraisal mechanism, audit mechanism, fund mobilization processes are in place as per standard operating procedures of affiliating university and U.P. Government norms. The IQAC is playing a major role in streamlining the management and effectively improve the overall quality of education at institute. IQAC being very recent is yet to take steps in quality enhancement of the institute.

Institutional Values and Best Practices

The institute is quite sensitive about the safety of girl students and has made adequate arrangements to ensure their safety. Programmes related to gender equity and social responsibilities are regularly organized in the college. Celebration of national festivals is a common feature of the institute. Birth and death anniversaries of personalities of national importance are also celebrated/observed. We have solid, liquid and e-waste management system in place. Renewable energy source i.e. Solar and LED bulbs are used in the college. Rain water harvesting is also done. Green practices such as tree plantation, plastic free campus, restricted entry of vehicles, cleanliness drives etc. are conducted for promotion of environmental consciousness and sustainability.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BHAGWAN AADINATH COLLEGE OF EDUCATION, MAHARRA, LALITPUR (UP)
Address	Bhagwan Aadinath College Of Education,village Maharra, Lalitpur
City	Lalitpur
State	Uttar pradesh
Pin	284403
Website	www.bacelar.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sunil Kumar	05176-9453940262	9453940262	-	bhagwanaadinath686@gmail.com
IQAC / CIQA coordinator	Rohit Kumar	-9415508353	9415508353	-	rohitoxford8353@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-2015

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Uttar pradesh	Bundelkhand University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	06-11-2019	[View Document](#)
12B of UGC	06-11-2019	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
NCTE	[View Document](#)	01-01-2016	24	Extended Biannually

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Bhagwan Aadinath College Of Education,village Maharra, Lalitpur	Rural	7.48	7512

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BEd,Department Of Education	24	Graduation	English,Hindi	200	200
UG	BPEd,Department Of Education	24	Intermediate	English,Hindi	100	90
UG	BA,Department Of Arts	36	Intermediate	English,Hindi	420	248
UG	BSc,Department Of Science	36	Intermediate	English,Hindi	120	58
UG	BCom,Department Of Commerce	36	Intermediate	English,Hindi	60	23

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				57
Recruited	0	0	0	0	0	0	0	0	36	0	0	36
Yet to Recruit				0				0				21
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				24
Recruited	18	1	0	19
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	0	0	4
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	26	6	0	32
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	344	0	0	0	344
	Female	276	0	0	0	276
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	109	165	191	136
	Female	84	90	102	65
	Others	0	0	0	0
ST	Male	2	0	1	0
	Female	1	0	2	1
	Others	0	0	0	0
OBC	Male	144	243	216	162
	Female	69	146	99	95
	Others	0	0	0	0
General	Male	83	90	73	106
	Female	83	90	60	76
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		575	824	744	641

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
168	168	168	168	136

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
05	05	05	05	04

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1217	1313	1295	636	90

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
450	450	450	450	350

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
350	355	317	08	1

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
58	47	58	47	36

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
58	58	58	58	36

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 22

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
95.47	111.47	67.44	39.04	92.04

4.3

Number of Computers

Response: 50

4.4

Total number of computers in the campus for academic purpose

Response: 40
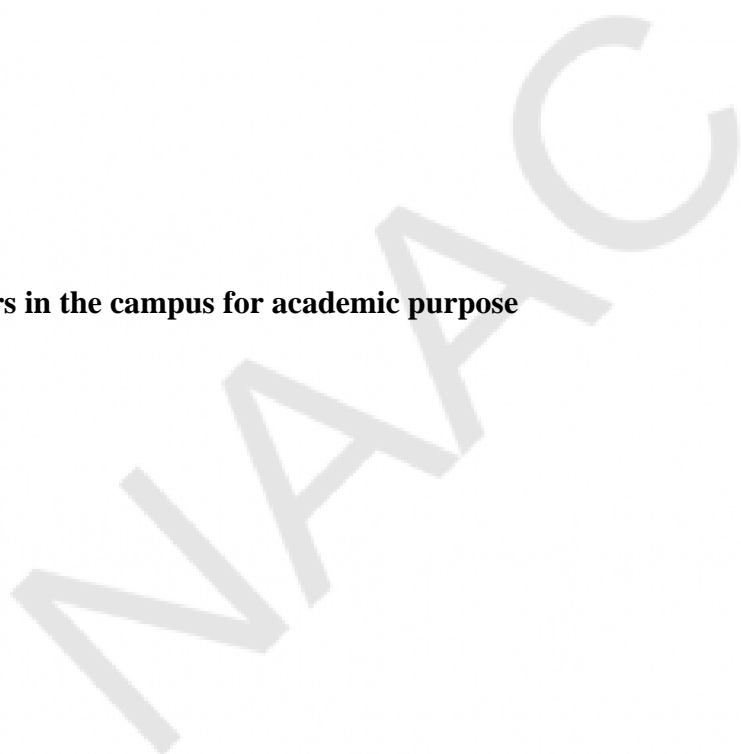
4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

- Institute is affiliated to the **Bundelkhand University, Jhansi** and hence follows the curriculum prescribed **Bundelkhand University**.
- Before commencement of each academic year, the university gives the pathway regarding date of commencement of each semester/academic year, end of semester/academic year, tentative schedule of examination in the form of university academic calendar. The academic calendar of the institute, based on the university guidelines is then prepared and given to all the concerned.
- A faculty meeting is then conducted by the Principal to discuss the Academic Calendar, teaching load distribution and time table.
- The time table co-coordinator follows the given Academic Calendar and load distribution, prepares the timetable.
- The students are informed about the Academic Calendar through notice-boards.
- Every faculty prepares the course plan to deliver lectures as per the course syllabus.
- If the faculties want to teach his/ her topic with the help of ICT facility, then it is made available for them.
- Method of continuous internal evaluation/ assessment of the student is adopted by the institute as per guidelines of university.
- In order to widen the students' horizons and to improve their perspectives on various subjects, visits and tours are organized.
- The university theory examinations are conducted as per university norms and after the declaration of university results, result analysis is made and documented.
- The system of feedback from the all stakeholders is also undertaken by the Institute, which is further conveyed to higher authorities for corrective measures.
- Institute mentor-mentee scheme is in place for counseling of the student and its helps to resolve their academic and personal queries if any.

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The college, being an affiliated to **Bundelkhand University** has to follow the academic calendar of University for conducting the curricular activities. According to the academic calendar of the University, the college prepares academic calendar before the commencement of each academic year. The calendar includes the schedule of examination, semester end examination, internal examination, curricular, co-

curricular, extension and extracurricular activities. The college has no formal choice to make changes in assessment and evaluation process. The prescribed evaluation framework is according to the direction and ordinance provided by affiliating university. It is a mandatory component and the college has to conduct the internal assessment and report the marks to the university.

The Principal assigns the courses based on faculty choice and area of specialization. Then faculty member prepares course plan before the commencement of semester, indicating the topics to be covered, teaching methodologies being applied and assignments given to the students with evaluation process for each allotted subject and get approved by Principal.

A course file for each course is prepared by the faculty which includes course objectives, outcomes, study material, references and question from previous examination papers.

Time table in-charge prepares the time table as per the guidelines given by the university and workload distribution. Time table is then displayed on the notice boards.

The performance of the student is assessed on continuous basis as per guidelines prescribed by university. The continuous internal assessment evaluation sheet is shared with the students to clarify their doubts about the evaluation process. The academic schedule of the University is strictly adhered to all the faculties and monitored by Principal.

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 60

1.2.1.1 **Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 3

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 16

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
10	6	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 21.45

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

2019-20	2018-19	2017-18	2016-17	2015-16
779	568	0	0	0

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

1.3 Curriculum Enrichment

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

Response:

To inculcate the cross-cutting issues relevant to gender, environment and sustainability, human values and

professional ethics, the institute runs and organizes several programs which may lead holistic development of students.

Environmental Studies

Environmental study is compulsory for each and every student at UG level. Healthy Village and Clean Village, Swachata Divas are celebrated by students every year. Nirmal Ganga Awareness Program and Tree plantation are done by College Committee. Minimum use of paper is promoted.

Human Values and Professional Ethics

To inculcate human values students are engaged in several activities through NSS. Political Science includes human rights, duties, and national responsibilities. College Committee organizes World Human Right day, Higher Education Awareness Programs, Voter Awareness, blood donation camp, yoga day and awareness programs on several issues. The activities are monitored by faculty in-charges. Institute often organizes guest lectures by experts, spiritual Gurus and social luminaries to inculcate social, moral and ethical values in students. National Constitution Day, Aids Divas, Road Safety Awareness , Sadak Suraksha Saptah, Police ki Pathshala, World Human Right day are celebrated by the institute.

Gender Sensitivity

Institution follows a co-education system which ensures all genders are provided with equal opportunities in terms of academic, administration and employment facilities. To ensure an environment free from gender violence and discrimination, separate internal complaint committee and Anti – ragging Cell is constituted to solve issues in the institution.

Gender sensitivity among students is developed through street play, NSS activities and events. The women grievance cell run in the institute is the place where girl students may represent their personal and official issues.

The curriculum designed by the university itself include the subjects namely Professional Ethics and Moral Values in the I Year and Environmental Studies in I Year respectively to integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability.

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 14.33

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
23	23	23	23	23

File Description	Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 100

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 1217

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

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Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 64.44

2.1.1.1 **Number of students admitted year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
641	744	824	575	90

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
900	900	900	900	700

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 82.74

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
450	450	450	410	79

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

Identification and Strategies adopted for Slow Learners:

Most of the students admitted to our College come from rural areas. For all of the admitted first year students, the institute has been following the induction program. Students are briefed about rules, regulation and systems of the institute in this program. Second Year Onwards, On the basis of result/ marks of student at the preceding university examination, based on the analysis the students who scored marks below passing marks are identified as slow learner and the students passed are identified as advanced learners in respective subject.

Having clearly identified the slow learners, for improving performance in next semester /yearly examination, the institute goes ahead with remedial classes by subject teachers, clarifying doubts and re-explanation of crucial topics. Special attention is given to the academically slow learners.

Identification and Strategies adopted for Advanced Learners:

To boost up the already possessed talent of the advanced learners with a view point the institute takes up number of initiatives like offering leadership roles in the co-curricular and extra-curricular programs organized within or outside the institute. In addition to this, value added programs, guest lectures, field visits etc. are conducted by the institute. Institute encouraged for participation in Various National , Regional and International Competitions.

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 20.98

2.3 Teaching- Learning Process

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

Response:

Experimental learning:

- By taking part in Extension Activities like Swachh Bharat Abhiyan, Awareness Programs etc. conducted in nearby village, the students learn-social responsibility.
- Activities like industrial visits, study tours, field visits are also organized.
- Expert lectures are organized.

Participative learning:

Participative Learning is encouraged by:-

- **Discussions**: In order to make the students to think broad and come up with their opinions and suggestions, wide varieties of topics relating to subjects are discussed.
- **Presentations and Seminars:** To participate in class seminars, group discussion and many more activities, the faculty encourages the students.
- **Co-Curricular, extracurricular and sports activities** conducted throughout the year which leads to holistic development of students.

Problem Solving Methodologies:

- Problem solving ability of the students are developed by giving them home work, assignment and various creative task as part of internal evaluation.
- Participation of students in placement cell activities such as 'CV preparation' and 'How to face interviews.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

ICT is a scientific, technological and engineering discipline and management technique used in handling information, its application and association with social, economic and cultural matters. ICT is now used by teachers, students and administrators and every individual related to education.

Having realized the importance of ICT, institute has developed ICT enabled tools for effective teaching learning process. The facilities help the teachers to improve the teaching and learning in a classroom environment.

The use of multimedia teaching aid like LCD Projector, classroom with internet enabled laptops are

Available in the classroom. The faculty takes the help of following creative tools to make teaching-learning process effective.

Power Point Presentations: Faculty uses power point presentations including the video lectures

based on the syllabus and as per requirements during the sessions.

Seminars and Guest Lectures: Various seminars and guest lecturers are conducted in which the

Experts from either industry or academia are invited to make students aware about latest happenings in the industry and academia.

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 21:1

2.3.3.1 **Number of mentors**

Response: 57

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
Mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

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

Response: 92.41

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 23.22

2.4.2.1 **Number of full time teachers with** *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* **year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
10	13	12	12	9

File Description	Document
Institutional data in prescribed format	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 4.22

2.4.3.1 **Total experience of full-time teachers**

Response: 245

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Internal assessment is an integral process, which enables students to demonstrate the skills and knowledge for maintaining the workforce and capabilities. The institution has well set mechanism of internal assessment for all courses and subject as per the directives/guidelines of **Bundelkhand University, Jhansi.**

For determining the institute level marks, university has given breakup of marks in the syllabus copy itself. Institute level marks and it break up varies from subject to subject. Some course gives emphasis on assignment and viva-voce and some on test also conducted along with short project work activities etc.

Internal assessment system prescribed by **Bundelkhand University, Jhansi**, is adopted by the institute for the evaluation of the students.

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

Response:

At Institute level:

The students having grievances regarding evaluation process or every doubt is made clear by showing his performance in the answer sheets. The college has implemented effective and active mechanism for the redressal of grievances of the students regarding the internal assessment. The mechanism is transparent, time-bound and efficient. The students can approach the concerned subject teachers. Once the internal assessment marks are released, they can have right to get them clarified, why the lower marks are given in the particular subject. The faculty distributes evaluated answer scripts of class tests and assignments to students and any clarifications or grievances are addressed by the concerned faculty within a period of 5 days. If any discrepancy is brought to the notice, the concerned faculty will resolve it and the necessary corrective action is initiated. If a student is not satisfied with the marks awarded even after resolved by the faculty, student may represent same to the HOD and Principal.

At University level:

Students can express grievances by applying for the following evaluation procedure:

Exam Form Filling and Correction if Need: According to the guideline of the University, the students are informed to fill examination forms within a time. The concerned person submits online the students' information to the University. The university then provides check list to the institution. The concerned person looks into the list and checks name, subject, class, and date of birth of the students. He corrects the information and submits that check list to the University.

Re-valuation & Recounting: If student are not satisfied with the marks awarded, they can online apply for recounting within a week from the declaration of result through University website. The received grievances are submitted to university by the institute along with prescribed fees recovered from the students. The university declares time frame every year for submission of marks related grievances and declaration of results. Continuous Internal Evaluation system for evaluating the academic performance of the students is done by referring guidelines given by the Bundelkhand **University, Jhansi**

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

Vision and Mission statements are shown on the college website and various places like entrance of the Institute, Corridor, Principal Cabin, Trustee Cabin, Library etc.

Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) have been defined by Institute. PEOs, POs and PSOs are circulated on college website, at the entrance of the Institute, Corridor, Principal Cabin, Trustee Cabin, Library and Course Files of Teachers.

The course outcomes are written by the respective faculty member of the institute . All the faculty members were maintaining COs in their course files. COs are discussed by faculty members in the classrooms during introductory lecture of respective Subject /Course.

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The attainment of various outcomes like COs, POs, PSOs and PEOs is carried out in four stages namely: Planning, Implementation, Evaluation and Action Taken.

1. Planning:-

Various outcomes are defined and a correlation is established between outcomes and tools used.

A mapping matrix is prepared in this regard for every CO, PO and PSO in the program including

the elective subjects.

2. Implementation:-

An individual faculty member use different direct tools like Class Tests, University Exam,

Assignments, Seminars, Projects etc., for the evaluation of Course outcomes(COs).

Principal evaluates POs and PSOs by using evaluation of COs and Indirect Tools like Surveys/

feedback from Alumni, Employer, Parents, Teachers and Students etc. PEOs are also evaluated by

using Indirect Tools only.

3. Evaluation:-

Attainment of all outcomes are calculated and compared with expected level of attainment decided

by subject teacher for COs and Principal for POs, PSOs and PEOs.

4. Action Taken:-

If attainment was up to the expectation then appreciation is extended to the concerned faculty

member and in case of deviation from the expected attainment of outcome necessary corrective

actions are initiated to improve the outcome as per expectations.

2.6.3 Average pass percentage of Students during last five years

Response: 77.32

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
327	343	306	8	0

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
350	355	317	8	0

File Description	Document
Institutional data in prescribed format	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.67

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.67

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	4

File Description	Document
Institutional data in prescribed format	[View Document]

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 12

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	2	1	2

File Description	Document
Institutional data in prescribed format	[View Document]

3.2 Research Publications and Awards

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

Response: 0.22

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	10	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.28

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	7	1	0	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3 Extension Activities

3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

In view of its social accountability, the institute, through its Extension Activity Cell, has made lot of efforts to sensitize the students about social responsibilities by asking them to participate in several activities conducted.

Major activities undertaken are: Tree plantation, Swachh Diwas, Healty Village Clean Village Campaign, Blood Donation, Health checkup, Women Empowerment, Tobacco Awareness, Higher Education Awareness and Nirmal Ganga Awareness Program etc.

Highlights of the extension activities conducted by Institute:

Sr. No.	Particular	2019-20	2018-19	2017-18	2016-17	2015-16
1	Number of Activities	20	18	14	10	9
2	Number of Awards/Recognitions	03	04	04	03	04
3	Number of Students Participated	100%	100%	100%	100%	100%
4	Number of Faculty Participated	100%	100%	100%	100%	100%

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 18

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	4	4	3	4

File Description	Document
Institutional data in prescribed format	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 71

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
20	18	14	10	9

File Description	Document
Institutional data in prescribed format	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 100

3.3.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1217	1313	1295	636	90

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File Description	Document
Institutional data in prescribed format	[View Document]

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 62

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

2019-20	2018-19	2017-18	2016-17	2015-16
22	20	12	6	2

File Description	Document
Institutional data in prescribed format	[View Document]

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 51

3.4.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
18	15	10	6	2

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

The institute owns a well-developed infrastructure which fulfills the requirements stated by **Bundelkhand University, Jhansi** and other statutory bodies to fulfill the need of all stakeholders.

The entire campus is spread over 7.48 acres with built up area of 7512 Sq. mtr.

The Institute focuses on developing good and modern infrastructure like classrooms, laboratories, library with reading room, internet facility, parking facility, etc.

Key features of the Institute:

- Well-furnished, spacious, ventilated and illuminated class rooms, laboratories , computer laboratory, tutorial rooms and other student support facilities as per University requirements.
- High end computers with internet facility and centralized LAN connection. Separate computer laboratory facility is provided for students to carry out project work, online exams and to fill examination and scholarship forms online.
- Entire campus has been made wi-fi enabled.
- Institute has sufficient classrooms for efficient teaching–learning process and majority of classrooms are equipped with ICT facilities.
- Central Seminar hall with ICT facility is available to conduct training programs, guest lectures, workshops, seminars , conferences, FDPs and other related activities.
- Well-developed library, with collection of books, journals, magazines, CD's, E-books etc. as per university norms.
- Library also includes separate reading room, reference and digital section for accessing E-books, E-journals and online open source books.
- Support and safety facilities like continuous power backup, diesel generator, fire extinguishers, water coolers with water purifier, CCTVs at key locations are available.
- Institute has green landscaping with lawn, garden etc.
- In-house housekeeping staff is appointed to maintain cleanliness in the campus.
- Separate girls and boys common rooms are available in the campus.
- Provision for Xerox center is made in campus.

The institution constantly and continuously expands and upgrades the required infrastructure facilities, in view of the changes of the University syllabus. The Institute has planned and constructed the infrastructure which facilitates the curricular and co-curricular and extra-curricular activities. College has an effective policy in order to create and enhance the infrastructure that facilitates effective teaching and learning.

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

Response:

Every year, to promote the extra- curricular abilities of the students during Annual Sports and Cultural Festival, the institute organizes sports and cultural event.

- **Sports**: The institute has its own exclusive large playground for various outdoor games like Cricket, Volley ball, Kabaddi, Kho-Kho,etc. A dedicated indoor complex is also available for indoor games like Bad Minton, Table Tennis, Carom & Chess etc. Institute promotes the students to participate in Intercollegiate, North Zone interUniversity/All India interUniversity, State and National level sports competition every year.
- **Cultural**: Members of Students' Council organizes various cultural activities as per dates talent proposed in Academic Calendar. It provides the platform for students to show their in on-stage activities like Dance, Singing, Drama etc. Institute promotes the students to participate in Intercollegiate, Intra-collegiate, North Zone interUniversity/All India interUniversity, State and National level cultural competition every year. Institute has Seminar Hall or Open Auditorium in lawn is prepared at the time of Annual Gathering.
- **Yoga and Meditation Center:** Institute has established 'Yoga Center' and appointed domain expert to make aware students and faculty members about benefit of Yoga. Additionally, few faculty members are also well versed with yoga and meditation practices.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 22

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 37.27

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
22.95	45.74	17.04	6.73	72.49

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The college has a well developed library equipped with Integrated Library Management System that is AUTOLIB. Library has a good collection of books both for courses run in the college and for competitive examinations besides subscription to standard journals and newspapers in Hindi and English. It also has provision for separate reading sections for teachers and students, reference and digital section for accessing e-books, e-journals and online open source books. Library is open for users from 10.00 AM to 04.00 PM. Total number of books in the library are 11912 The college also has membership of N-List programme of INFLIBNET centre to provide unlimited e-resources to our students and teachers.

The library provides following facilities and services:-

- **Easy circulation**: There is a set method of issuing books to students, staff and other users. A special issue register is maintained by the attendant under the guidance of librarian. Taking the number of copies of particular book available and its demand, priority is given to the one who demanded it first.
- **Issue return period**: The students are given a 7 day issue retaining period normally which can be extended for another 7 days by renewing it. There is no such time limit for staff members.
- **Reading section facility**: There are separate reading sections for students and staff in the library besides a newspaper reading section which is common to both.
- **Digital Section**: The library also houses a computer lab wherein 2 computers are kept for students' use exclusively. The librarian monitors the computer lab.
- **OPAC**: Online Public Access Catalogue (OPAC) allows users to browse a book by author, title, publisher or any keyword.
- **Book bank facility**: Book bank facility is one of the best practices of the institution. This is primarily used by students and alumni preparing for competitive examinations. The facility has started showing results.
- **Printing and reprography services**: library users, particularly regular college students are also provided with printing and reprography services free of cost.

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]()

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 3.33

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
1.93	5.13	2.19	2.48	4.93

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]()

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 15.14

4.2.4.1 **Number of teachers and students using library per day over last one year**

Response: 193

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Institute provides computing facility with required configuration for computer system. These are distributed among the various departments for academic and administrative work. The institute has high speed internet of 100 Mbps to cater the need of academics as well as allied processes.

Key Features:

- Separate computer laboratory, to facilitate internet access for all the students, staff and faculty members. This facility enables users to access meaningful information available online.
- E- Governance system by use of ERPs is implemented in Administration office, Library and for Academic Processes usable by faculty as well as students.
- LCD Projectors, Printers, Scanners, CCTV, Wi-Fi, LAN and Internet facility etc. are also available for effective teaching learning process.
- Digital section in Central Library, with high speed internet connection, helps the students and faculty to browse videos, e-journals, e-magazines, e-newspapers etc.
- All these equipments are provided power backup by UPS ,Solar power and 20 KVA diesel generator.
- All ICT facilities are updated as and when the need arises to do so.
- CCTV cameras installed at key locations keeps surveillance of the entire building and campus.
- All area are as like principal cabin, trustee cabin, meeting room, Class room, Administration Block etc. are provided power backup by Solar.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 30:1

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 23.21

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

2019-20	2018-19	2017-18	2016-17	2015-16
25.24	37.07	15.45	7.60	12.85

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

The institute has well established system and procedure for maintaining and utilization of physical, academic and support facilities. For the maintenance of these facilities, a systematic policy is adopted through making budgetary provision and subjected approval of local management committee/CDC.\

Laboratories (Computer Laboratory/ Science Laboratories)

- The labs in the institute are administered by Laboratory In-charge (a faculty) and Laboratory Assistant.

- Recurring and non recurring register is maintained by every department.
- In case of any maintenance/repairs, the Laboratory In-charge initiates the appropriate corrective action in consultation with the principal of the institute.

Utilization of support facilities:

- The infrastructural and resources utilization of the institute are administered by the Principal.
- Head of departments are allowed to put up to the principal of the institute requirement if any with regards to extension, renovation, alteration, relocation etc. of the available resources and facilities.

Sport / Ground Maintenance

1. A faculty designated as Director/H.O.D- Physical Education is assigned the responsibility of maintaining sports accessories and supporting accessories of indoor and outdoor games.
2. Maintenance of ground, sport kits and all consumable items are brought from outside vendor as per the requirement.

Library: All security measures are taken as per rules of library science. A fire extinguisher system is available in the library. We follow open access system. For the security reason, we maintain property counter. Book Binding is done as per need annually. Activities like fumigation and keeping library clean is done frequently by library staff. The library is secured by providing additional channel gate.

Computers: Computers, printers, scanners computer software and hardware are maintained as per

requirement. Office automation software is covered under AMC, Antivirus is updated regularly.

Classrooms: Class rooms are well maintained and kept neat and clean by our college employees.

Electricity material and furniture are maintained by local service providers on hired as per requirement.

IT Facilities

Institute has appointed computer technician to maintain the IT facilities in the Institute which includes maintenance of computers, LCD Projectors, Printer, Scanner and other peripherals.

Electrical Maintenance

All the electrical maintenance of the peripherals, equipments, infrastructure and power related resources available in the institute are carried out by electrician hired from outside as per need.

Garden

Institute has employed a dedicated gardener and support staff who take care of garden, lawn and the indoor plants placed at various locations in the institute.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 56.1

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
686	591	707	460	47

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 5.84

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
119	84	81	43	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 33.39

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

2019-20	2018-19	2017-18	2016-17	2015-16
576	569	471	254	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

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

5.2 Student Progression

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

Response: 24.41

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

2019-20	2018-19	2017-18	2016-17	2015-16
85	89	72	4	0

File Description	Document
Institutional data in prescribed format	[View Document]()

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 69.71

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 244

File Description	Document
Institutional data in prescribed format	[View Document]()

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 60

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

2019-20	2018-19	2017-18	2016-17	2015-16
60	75	65	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government**

examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
60	75	65	0	0

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 52

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
33	9	9	1	0

File Description	Document
Institutional data in prescribed format	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

Being an Institution, the guidelines and instructions of state higher education department and the **Bundelkhand University, Jhansi**, every year student council in formed through election or nomination as the case may be. The student council and the student representatives take an active part in the academic and administrative committees.

The main objective of forming the student council is to develop the leadership qualities in students and to organize sports and cultural and extension activities every year. The Members of Student Council are part of various committees like Curriculum , Feedback, Enrichment, PTM, Research, women empowerment,

Infrastructural maintenance ,handling grievances, IT facilities, Library, Anti ragging, SHE cell, student's welfare, Sports, Cultural, Personal Counseling, Alumni etc.

Students' role in Academic bodies:

Study Group: The main objective of the college is to achieve Excellency in academics, for which the student forum study group among themselves with a mentor taking initiative to help them in achieving the goal. Students are divided into groups with one or two mentors giving attention to the students who are involved in Sports, , NSS, and Cultural and under performers.

Library: Members of the council give inputs about development and improving the efficiency of the operations of the library. Inputs about latest books, Journals, etc., is provided to the library.

Simulation programs: The students take initiatives to conducts different competitions from academics to cultural, to provide the other students, a platform to exhibit their talents and to be aware with the competitive environment at state and national level.

Students' role in administrative bodies:

Members take active role in the following areas.

NAAC: Members give inputs and suggestions to make the NAAC work effective. Anti-ragging: Members are involved in various committees to educate fellow college mates in handling ragging cases.

Women Empowerment: The Members are a part of the SHE (Sexual Harassment Elimination) cell and organize various programs (International Women's day) for empowerment of women.

Alumni: Members are also part of alumni association, and contribute in making the alumni strong in all its activities.

Infrastructure: They provide input, suggestions to make infrastructure more ambient and help in maintaining the campus clean and neat.

Students' grievances: Members take active role in various committees to handle and solve various grievances of the students. As and when the grievance is received by the Department, an AD-Hoc committee is setup to look into specific problems and resolved.

Equal opportunity Cell and Gender sensitization: The Student Council conducts lectures on gender sensitization.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.6

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3	4	3	2	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Institute conducts the Alumni Meet every year for interaction and exchange of knowledge base acquired by passed out students working in various fields and sector of Indian economy.

Alumni contribute and assist institute for-

1. Conduction of Personality Development Programs

2. Career Counseling

3. Industry Institute Interaction

4. Placement Assistance

5. Summer Internship Assistance

6. Project Assistance to final year students etc.

Apart from above non-financial agenda, during the recent alumni meet it has also been decided to assist and help the institute by means of financial inclusion as per willingness of individuals and to form registered alumni association of the institute.

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

Response: A. ? 5 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

As far as the effective leadership being in tune with the vision and mission of the institute is concerned, the college Management Committee takes care of planning, sanctioning, monitoring and evaluating academic and administrative wings' working. The working of Management Committee is made more transparent and effective as representatives in it are the members from the staff and different stakeholders. Major decisions like sanctioning of budget, introducing new courses, appointment of temporary teachers, implementation and evaluation of teaching learning process are taken by Management Committee.

The head of the institution plays the major role in executing the decision taken by the Management Committee, with the help of IQAC of the college.

The college governance tries to attain the vision and mission through

a) Perspective plan: Long term development to be implemented in the form of Future plan of the college.

b) Academic Quality: To achieve academic excellence, the college put in the assessment process which ensures the enhancement in quality of academics.

c) Students' Participation: Emphasis has been laid on the student centric approaches by involving more and more students in day to day activities of the college.

d) Implementation of Government & Institutional Schemes: GOI scholarships, State Govt. Scholarship along with Institutional Scholarship, are in practice for the welfare of the students.

e) Organizing curricular, co-curricular and extracurricular Activities: Round the year students are exposed to curricular, cocurricular and extracurricular activities.

f) Amenities and infrastructure: Keeping pace with the increasing number of students in the college, the new material is being added to infrastructure.

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

As mentioned in the previous section the college governance and management operate at three levels – the overarching Trust management, the principal and the various committees and cells. Roles and

responsibilities are distributed across these three levels, with the lower levels looking after more specific and smaller aspects of governance and management than the higher.

The management system of the institution is highly decentralized and participatory in nature. The higher level of management allows considerable autonomy, but also provides adequate support, to the lower level in its functioning.

The college works on the principles of teamwork, collective responsibility and participatory management. For various aspects of the daily work of the college, there are committees and sub-committees to look after the work. There are similar mechanisms for overall coordination and monitoring.

In case of academic matters, the heads of various departments are involved. For administrative matters, the Principal and Office Superintendent together with the coordinators are involved. For financial matters the Principal and various committees hold the responsibility of management and monitoring. In all these matters, there is adequate representation of the teaching and the non-teaching staff, and in some cases, of students and alumni.

The planning and decision making at all levels is collective and collaborative. The teaching staff also contributes to various administrative responsibilities. The heads of various departments enjoy autonomous responsibility of their departments and they in turn work collectively with the departmental staff members to manage their affairs.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Strategic Plan is made for the development of for effective academic and administrative functioning of the institute prior to the NAAC Accreditation, the institution has upgraded/ procured on the following fronts:

- The institution installed College Management System (ERP) for the smooth functioning of the administration.
- Automation of the library was initiated by purchasing Library Management Software.
- All laboratories were modified as per latest norms and curriculum requirement.
- Reprographic facility added in the library.
- Books were purchased as per latest curriculum
- N-list Subscription has been taken.
- Membership of Shodhsindhu and Shodhganga has been taken.
- LCD Projectors were brought to use in the classrooms.
- CCTV Surveillance upgraded.

The institution has been implementing a strategic plan for the overall development of the institution. The development of the institution in regards of NAAC is the best example of the successful implementation of the strategic plan for the effective academic and administrative functioning

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The college functions under the supervision of the Management Committee whose powers are defined by the Bundelkhand University, Jhansi. The names of the Management Committee and tenure is finally approved by Bundelkhand University, Jhansi. Principal is the chief executive and administrator of the college who coordinates all the activities of the college. Principal is also the ex-officio chairperson of the college which functions through various committees to carry out various functions of the college.

Organization Structure:-

Academic Staff :- Principal,Assistant Professor, Laboratory Assistants, Laboratory Attendants .

Office:- Office Superintendent, Senior Clerks, Junior Clerks, Computer Operators, Peon, Driver, Gardner.

Library:- Librarian, Library Assistant, Library Attendant.

Recruitment Procedure:- Recruitment of teaching and non-teaching staff is done by the Panel sanctioned by Bundelkhand University, Jhansi.

Promotion:- There is a promotional procedure determined by the University which is duly followed by the institution.

Grievance redressal mechanism:- There is a grievance redressal committee at institute and university level which resolves grievance of stake holders.

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

Need based Training Programmes are arranged by the Institute for the faculty. Faculty members are permitted to attend Training Programs like Technical & Non-Technical Training programs conducted at institution level. PF and NPS facility is given to every teaching and non-teaching staff by the State Government. IQAC has set the norms for professional development of faculty members and non-teaching staff and supports them for following actions: -

- Pursue Higher Studies and do Ph.D.
- Attend FDP in their field of interest.
- Attend and present research papers in National/International Conferences, Publish research papers in refereed Journals, Organize seminar, Guest Lecture.
- Encourage acquiring higher professional qualification by non-teaching Staff.
- Organize training for non-teaching staff to upgrade their skills.

Though the College is private College, the institution has effective welfare measures for teaching and non-teaching staff.

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

Response: 16.22

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

2019-20	2018-19	2017-18	2016-17	2015-16
16	12	15	1	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response: 2

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 0

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

The Institute strictly follows all the basic recruitment and promotional policies as stipulated by Bundelkhand University, Jhansi. Each and every regular faculty member completes the self-appraisal procedure every year. Self appraisal is done on the basis of the following points:-

- Teaching learning process evaluation Specific duties / tasks assigned by Heads of the Department.
- Contribution for the benefit of student/ staff / Awards/ Rewards obtained by the faculty and staff.
- Contribution towards Curricular, Co-curricular Extra-curricular and Extension activities,
- Execution of exam duties assigned by Bundelkhand University, Jhansi.

The Principal always plays a vital role in the performance appraisal of the staff. Annual increments and promotions in the grades are all implemented by the Manager on the basis of an individual performance indicated in the appraisal report.

1.Performance Appraisal of teaching staff –

There is a performance appraisal system for teaching staff of the college. Every regular teaching staff has to fill up and submit his/her C.R. (Confidential Report) every year to the Principal. The Principal of the institution checks every CR of the teaching staff and mark his/her opinion and send it to the Manager for further actions.

1.Performance Appraisal of Nonteaching staff-

There is a performance appraisal system for non-teaching staff of the college. Every regular non-teaching staff has to fill up and submit an C.R. (Confidential Report) every year. The principal of the institution checks every CR of the non-teaching staff.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has constituted committees to check and examine the financial transaction in the college. There is a provision of physical verification of all the consumable and non-consumable items in college if self. Physical verification is conducted at the end of every academic year. The pre-audit is conducted in the college to facilitate the process of general audit.

Manager monitors the expenditure in accordance with the provisions made in the budget or by the resolutions of the concerning committees. He discusses with the Principal on the developmental plans and their ways of implementing for the progress of college. The college undergo, every year, for audit of the financial affairs.

Internal Audit-

The college gets its accounts audited internally from the Accountant of the institution.

External Audit-

Chartered Accountants Firm is appointed as external auditor of the college. Firm conducts external audit after completion of the financial year.

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 9

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	9.00

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Sources of funds:

Tuition Fee collections from the students. Such collections from the students are kept as the fixed deposits in Institutional bank accounts. Part of the fixed deposits is used to mature for the period of 30 days or less and part of them is for long term period like 1-2 year.

Mobilizations of funds:

Fee collected from students is used for payment of monthly salaries and other recurring and nonrecurring expenses of the Institute.

Funds utilization strategies:

- Ensure optimal utilization of the resources according to the plan.
- According to financial requirement of each department, budget amount is used to be allocated annually and such budget is reviewed from time to time.
- Monitoring the establishment of the infrastructure, purchase of equipment's for various labs.
- Periodic monitoring the utilization of the funds allocated to the departments.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Practice I

- To take membership of e-ShodhSindhu and Shodhganga

Resolution:

It was brought to the notice of all IQAC members that membership of e-ShodhSindhu and Shodhganga is required to enable faculty and students e-resources available related to library.

Thorough discussion was made and it was decided to take membership of e-ShodhSindhu and Shodhganga. This responsibility is given to Mr. Anuj Hundet for taking membership of e-ShodhSindhu and Shodhganga and instructed to submit report to IQAC.

Evidence of Success:

Institute level membership of e-ShodhSindhu and Faculty level membership Shodhganga is taken.

Practice II

Agenda: Restructuring stakeholder feedback mechanism.

Resolution:

Dr. Sunil kumar (Principal) Proposed that presently there is different mechanism for collecting stakeholder feedback, so there is need of change in mechanism as per NAAC institute level. Thorough discussion was made and it was decided that change in mechanism at institute level must be made for collecting, analyzing and implementing feedback of all stakeholders. Prof. Indubala-given responsibility to modify existing feedback forms and come up with new mechanism.

Evidence of Success:

Feedback mechanism is restructured by changing the existing feedback forms of all stakeholders and feedback is sought in new format from Academic Year 2019-20.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

On the initiative of IQAC, the institution reviews and implements teaching learning reforms. IQAC has taken many initiatives for teaching, learning and assessment strategies of the institute for continuous improvement. Some of these include:

- Value Added Programs has been designed and conducted every year.
- Feedback forms related to design and review of syllabus prepared and collected from the stakeholders, analysis is made and relevant actions were initiated.
- Slow Learners and Advanced Learners:- Mechanism For Slow Learners and Advance Learners developed.
- Learning is made student-centric through series of Guest lectures, seminars, presentations and industrial visits.
- Student Mentoring:- Mentoring system for the students to address academic and stress related issues is in place.
- Outcome-based learning:- COs, POs are defined and attainment is calculated.
- Preparation of calendar of event and activities including Sports, Cultural and Extension Activities..
- Library software in the library was purchased along with subscription of N-List.
- ICT facilities enhanced by purchasing of projectors, creation of Computer Lab and increasing internet speed to 100 Mbps.
- Energy Conservation, Waste Management, Green Campus initiatives has been started to make campus green and pollution free.

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed**

and used for improvements
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Institute provides Equal opportunities to all individuals irrespective of gender. The Institute create favourable environment that allows every individual to nurture and flourish their talent with no gender discrimination. The Institute's teaching learning process is more participatory amongst all the students by providing space for individual student to express themselves freely in the classroom. Various co-curricular and extra-curricular activities like debate competition, sports and cultural involve girls students' participation actively.

Institute used to organize various women centric programs like Youth day,Women Empowerment, World Human Right Day, Beti Bachao Beti Padhao etc.

Safety and Security:

- The Institute is having 24X7 CCTV surveillance facilities in the campus at all the key locations to avoid any mischievous happenings in the campus.
- Well-trained and vigilant security guards are stationed at various important checkpoints across the campus.
- It is mandatory for all the students and employees to carry Institutional Identity cards.
- The visitors are issued with temporary passes for entering in Institute campus.
- The counselling is done through Mentor: Mentee scheme available on campus.

Common Room:

Common room facility is provided in the college for girls and Boys students to hold meetings, study, or simply relax.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

    1. Solar energy
    2. Biogas plant
    3. Wheeling to the Grid
    4. Sensor-based energy conservation
    5. Use of LED bulbs/ power efficient equipment

Response: B. 3 of the above

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid Waste Management:-

- Dust-bins are placed in all departments staff rooms, laboratories, library and on every floor of all the blocks.
- Cleaning or emptying the dustbins is being done on a regular basis. All plastic wastes and garbage are collected by our housekeeping personnel and hand over to Gram Panchayat vehicle daily.
- All dead leaves and waste flowers are collected in a pit for the preparation of composite fertilizer.

Liquid waste management:-

      All waste water sewer lines from toilets; bathrooms etc. are connected with Gram Panchayat drainage mains. Waste water of water coolers is used for plants.

E-Waste Management:-

- The college collected e-waste and gives it to computer vendor and avails facility of discount or buy back in next purchase.

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: Any 4 or All of the above

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: C. 2 of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software,**

mechanized equipment

5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The Institute provides education to all students irrespective to their culture, region communal socio economy and gender. The Institute has faculty and staff members from different culture, region and community. The Institute provides same platform to all students, irrespective to their culture, region and community. All students participate together in all activities of the institute like sport, cultural and extension activities.

Sports	Cultural	Extension	Other	
Annual Sport Day	Annual Cultural Day	Tree Plantation	Yoga Day	
	Diwali	Blood Donation	Women's Day	
	Navratri	Swachh Bharat Abhiyan by Swachata Diwas	Independence Day	
		Various Awareness Programs	Republic Day	
		Higher Education Awareness and Career Counselling		
		Health Check Up		

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The Institute organizes various activities in the campus for inculcating values for being responsible citizens as reflected in the Constitution of India. Some of the events celebrated every year are as follows:-

- The Institute celebrates Independence Day on 15th August and Republic Day on 26th January every year. On this occasion, a program comprising of speeches on national importance, patriotic songs and dances used to be organized with full patriotic enthusiasm.
- Various types of Pledge taking activities, as per Government directives, are also organized from time to time in the Institute.
- The Institute also used to organize Integrity Pledge Day on 31st October every year on the birthday of Sardar Vallabh Bhai Patel as the symbol of Unity Day.
- The Institute organizes Swachh Bharat Campaign for the awareness about Swachhata in the neighborhood on the occasion of Gandhi Jayanti.
- Programs imbibing Human Values and Professional Ethics are also organized regularly in the Institute under extension activity cell.
- Institute used to pay respectful homage to Missile Man and Former President of India Dr.APJ Abdul Kalam on his birth and death anniversaries.
- Road Safety Awareness Programs were conducted every year in the Road Safety Week, where students take out rally to educate society about importance of helmet.
- For every Local, Vidan Sabha and Lok Sabha election holiday was given for the students and staff to caste the vote, as well awareness of voting is also spread in neighborhood.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and

other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The institution has developed a habit of celebrating / organizing national and international commemorative days, events and festivals: -

National and international commemorative days: -

1. Independence Day

2. Republic Day

3. International Women's Day

4. Teachers Day (Dr. Sarvapalli Radhakrishnan Birth Anniversary)

5. Library Day (Dr. S. R. Ranganathan Birth Anniversary)

Birth/ Death Anniversaries: -

1. Gandhi Jayanti

2. Ambedkar Jayanti

3. APJ Abdul Kalam Jayanti

Events:-

1. Annual Sports Day

2. Annual Cultural Day

3. Extension Activities

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Best Practice – I

1. Title of the Practice: Community Engagement through Extension Activities

2. Objective of the Practice:

- To promote extension activities in the neighborhood community.
- To develop among students a sense of responsibility towards society.

3. The Context:

To provide the opportunities to inculcate the qualities among the students to understand social consciousness and problems of communities.

4. The Practice:

Institute Conducts various activities related to environmental protection, cleanliness drive, tree plantation, education awareness, health awareness, personal hygiene, awareness related to superstitions, gender equality, self-defense, women empowerment, etc.

The various activities executed by the institute are listed in the below table:

Academic Year	Number of Activities	Names of the Activities	
2015-16	9	Healthy village and clean village, Tree Plantation, Swachata Divas, Awareness Program on prohibition use all Tobacco, Motivational Program for Disable People, World Human Right Day Awareness Saving & Protection Cow, Indian National Trust for Art an Heritage program.	
2016-17	10	Healthy village and clean village, Tree Plantation,	

		Swachata Divas, Awareness Program on Higher Education Awareness Progra prohibition use all Tobacco, Motivational Program for Disable People, World Human Right DayAwaren & Protection Cow, Indian National Trust for Art and Cultural Heritage prog Day.
2017-18	14	Healthy village and clean village, Tree Plantation, Swachata Divas, Awareness Program on Higher Education Awareness P prohibition use all Tobacco, Motivational Program for Disable People, World Human Right Day Awaren & Protection Cow, Indian National Trust for Art and Cultural Heritage prog Day, Woman Empowerment, Blood Donation, Police Ki Pathshala.
2018-19	18	Beti Bachao, Beti Padao, Voter Awareness Program, Minority Day, Aids Awareness Program Healthy village and clean village, Tree Plantation, Swachata Divas, Awareness Program on Higher Education Awareness P prohibition use all Tobacco, Motivational Program for Disable People, World Human Right Day Awaren & Protection Cow, Indian National Trust for Art and Cultural Heritage prog Day, Woman Empowerment, Blood Donation, Police Ki Pathshala.
2019-20	20	Nirmal Ganga Awarness Programme, Rastra Me Yuvao Ki Bhumika, Beti Bachao, Beti Padao, Voter Program,Minority Day, Aids Awareness Program Healthy village and clean village, Tree Plantation, Swachata Divas, Awareness Program on Higher Education Awareness P prohibition use all Tobacco, Motivational Program for Disable People, World Human Right DayAwaren & Protection Cow, Indian National Trust for Art and Cultural Hertiage prog Day,Woman Empowerment,Blood Donation, Police Ki Pathshala.

5. Evidence of Success: It is observed by performing various activities in the neighbourhood society, Institute has got appreciation by renowned government and non-government agencies in terms of appreciation letters. It is worthwhile to mention that, local media also covered many of the activities mentioned under this practice.

Academic Year	Number of Activities	Awards/ Appreciation Received
2015-16	9	4
2016-17	10	3
2017-18	14	4
2018-19	18	4
2019-20	20	3
Total	**71**	**18**

6. Problems Encountered and Resources Required:

- Funding is the major issue for doing activities on large scale.

Best Practice – II

1. Title of the Practice: Spreading Awareness About Various Scholarships Schemes of State and Central Government and Institutional Scholarship.

2. Objective of the Practice:

- To increase number of students graduating from rural area by spreading awareness about various scholarship schemes of state and national government.

3. The Context:

To provide the right of education to economically backward students who stays away from education stream because of lack of awareness about various schemes of government related to scholarships.

4. The Practice:

Institute conducts various

The various activities to make students aware about scholarship schemes of state and central government have been conducted as well as students were guided about Do's and Don'ts of scholarship form filling. We have observed that, because of sessions conducted, Institute is witnessing increase in reserve category students' admissions as well as economically backward students every year. Analysis of the same is given below.

Academic Year	No. of seats earmarked for reserved category
2015-16	350

2016-17	450
2017-18	450
2018-19	450
2019-20	450

5. Evidence of Success: It is observed that students benefitting from scholarship provided by state and central government has notable count as tabulated below:-

Academic Year	Number of Students benefitted by Government Scholarship	Amount	Number of Students benefitted by Institutional Scholarship	Amount
2015-16	47	930320	0	0
2016-17	460	6061211	43	806320
2017-18	707	16203580	81	1536553
2018-19	591	15909347	84	1593750
2019-20	686	16392520	119	2256750
Total	**2491**	**5,54,96,978**	**327**	**6193373**

6. Problems Encountered and Resources Required:

- To bring seriousness among the students of the deadlines, documents required is difficult task.

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

- The college also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing

teaching learning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society.

- College also strives to create virtuous, meritorious personalities and to prepare professional, creative, and humane students to serve the humanity by setting a commendable tradition of initiative and imagination.
- The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life.
- The institute aims at instilling a sense of self-discipline and accountability among students and developing a respect for democratic, ethical, and moral values. Institute provides the best amenities required for students to enhance their skills, Academics, and Extra-curricular activities and brings out the best in them.
- Guest lectures, Industrial Visits are organized throughout the year, by which the students are exposed to the outside world and all the recent developments and innovations.
- To bring out the concealed talents of the students every year the institution conducts Annual Cultural and Sports Day.
- The institution has provided the best possible facilities in terms of infrastructure for teaching, learning and sports activities to make a student, complete in all dimensions.
- The Classrooms, Laboratories, Library and Administrative office are highly conducive to the overall academic environment.
- The institution has grounds for outdoor games/ sports and indoor game room.

5. CONCLUSION

Additional Information :

College has a dream of creating a benchmark in imparting education in rural area. The institute aims to produce responsible citizens through extensive training and continuous all-round developmental activities. We, at MSDSM are committed to imbibe true national spirit and ethical values and generate/reflect the same in young generation to become responsible citizens of India.

The Institute involves all stakeholders by organizing parents, alumni and employer meetings. Stakeholders are invited on various committees either to contribute in Academic or Non-Academic issues to keep students upgraded with latest happenings in respective fields. Faculty and staff also have representation on various committees where they contribute in decision making. In the nut shell, the institute is working for betterment of society by involving all of the stakeholders.

Concluding Remarks :

We, most cordially invite the very august NAAC Peer Team, to visit Bhagwan Aadinath College of Education, Maharra, Lalitpur to evaluate and asses the institute for the accreditation purpose and process.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	**Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years** 1. **Academic council/BoS of Affiliating university** 2. **Setting of question papers for UG/PG programs** 3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** 4. **Assessment /evaluation process of the affiliating University** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above
1.4.1	*Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders* *1) Students* *2)Teachers* *3)Employers* *4)Alumni* Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
1.4.2	**Feedback process of the Institution may be classified as follows:** **Options:** 1. **Feedback collected, analysed and action taken and feedback available on website** 2. **Feedback collected, analysed and action has been taken** 3. **Feedback collected and analysed** 4. **Feedback collected** 5. **Feedback not collected** Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during**

last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1913	1032	989	463	79

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
450	450	450	410	79

Remark : Considered clarification document. No. restricted to EP 2.2 for the last 3 assessment years.

4.1.4 | **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

  4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2294988	4574167	1704012	673203	7249163

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
22.95	45.74	17.04	6.73	72.49

4.2.3 | **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

  4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
193266	513723	219262	248491	492925

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1.93	5.13	2.19	2.48	4.93

4.2.4 | **Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**

	4.2.4.1. Number of teachers and students using library per day over last one year Answer before DVV Verification : 193 Answer after DVV Verification: 193
4.3.3	**Bandwidth of internet connection in the Institution** Answer before DVV Verification : A. ?50 MBPS Answer After DVV Verification: A. ?50 MBPS
4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)** **4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
17743831	17380922	15513596 6	5845111	950051

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
25.24	37.07	15.45	7.60	12.85

Remark : Edited based on HEI clarified supporting documents such as certified list of Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary, Income and Expenditure statement certified by CA.

5.1.1	**Average percentage of students benefited by scholarships and freeships provided by the Government during last five years** **5.1.1.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
666	591	707	460	47

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
686	591	707	460	47

	Remark : Edited based on clarified HEI supporting documents such as certified number of students benefited by scholarships and freeships provided by the Government.
5.2.2	**Average percentage of students progressing to higher education during the last five years** 5.2.2.1. **Number of outgoing student progressing to higher education.** Answer before DVV Verification : 246 Answer after DVV Verification: 244 Remark : Edited based on clarified HEI supporting documents such as list of students progressed for higher education, attested by Principal.
5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)** 5.2.3.1. **Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years** Answer before DVV Verification: | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 | | 60 | 75 | 65 | 2 | 0 | Answer After DVV Verification : | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 | | 60 | 75 | 65 | 0 | 0 | 5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years** Answer before DVV Verification: | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 | | 60 | 75 | 65 | 2 | 0 | Answer After DVV Verification : | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 | | 60 | 75 | 65 | 0 | 0 | Remark : Edited based on clarified HEI supporting documents such as list of students qualified for state/national/ international level examinations, attested by Principal.
5.4.2	**Alumni contribution during the last five years (INR in lakhs)** Answer before DVV Verification : A. ? 5 Lakhs

	Answer After DVV Verification: A. ? 5 Lakhs
7.1.2	**The Institution has facilities for alternate sources of energy and energy conservation measures** 1. **Solar energy** 2. **Biogas plant** 3. **Wheeling to the Grid** 4. **Sensor-based energy conservation** 5. **Use of LED bulbs/ power efficient equipment** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above
7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: A. Any 4 or All of the above
7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:** 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: C. 2 of the above Remark : Edited based on clarification report received from HEI. Audit as not done by External auditor, So DVV recommended input.
7.1.7	**The Institution has disabled-friendly, barrier free environment**

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: A. Any 4 or all of the above

7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**
	1. **The Code of Conduct is displayed on the website**
	2. **There is a committee to monitor adherence to the Code of Conduct**
	3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
	4. **Annual awareness programmes on Code of Conduct are organized**
	Answer before DVV Verification : A. All of the above
	Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
59	59	59	54	25

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
168	168	168	168	136

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
272	366	319	08	01

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
350	355	317	08	1

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
58	57	60	60	49

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
58	47	58	47	36

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9547085	11146857.96	6744705.23	3903690	9204843

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
95.47	111.47	67.44	39.04	92.04