

Kanohar Lal P.G. Girls Degree College, Meerut



**Annual Quality Assurance Report
2017-18**

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

Kanohar Lal Girls Degree College

1.2 Address Line 1

Sharda Road

Address Line 2

Brahampuri

City/Town

Meerut

State

Uttar Pradesh

Pin Code

250002

Institution e-mail address

klsmmv@kanohar.org

Contact Nos.

0121-2518472

Name of the Head of the Institution:

Dr. Kiran Pradeep

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.30	2011	07/01/2016
2	2 nd Cycle	B+	2.31	2016	04/11/2021
3	3 rd Cycle	----	----	----	----
4	4 th Cycle	----	----	----	----

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

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR 2011-13 submitted on 11/10/2013
- ii. AQAR 2013-14 submitted on 10/06/2015
- iii. AQAR 2014-15 submitted on 08/03/2016
- iv. AQAR 2015-16 submitted on 26/07/2018
- v. AQAR 2016-17 submitted on 15/10/2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Chaudhary Charan Singh
University, Meerut

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

14

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

2.4 No. of Management representatives

03

2.5 No. of Alumni

2.6 No. of any other stakeholder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Alumni

Others

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

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC acts as a quality circle for our college. Involvement of the external and committee members in the panel of IQAC has helped the college in many ways. IQAC has played a vital role in the administrative and academic functioning of the college. It has led to:

- Increased coordination among different stakeholders like management, principal, faculty and staff. Regular meeting of IQAC have helped to have direct communication between management, faculties, Principal, students and staff. Which have led to many positive changes and led to good practices in our college like distribution of time table to student at the time of admission, giving subject induction to students and having departmental induction in each department to familiarise the students with college and departmental rules, library procedure etc. We are able to be proactive due to IQAC.
- Developing co-ordinated thinking and team work in the institute.
- Alignment of different activities of different departments. Many departments conduct different activities in which students of other department's also participate like remedial classes for Hindi spelling are conducted for whole college students by Hindi department, cultural event is organised by Music department for the whole college.
- Direct communications has led to minimum grievances and have positively motivated our faculties which have resulted in decreased rate of retrenchment.
- Institute also became aware about the changes in the external environment and helps in the implementation of the changes in the college.
- Guest lecture was organised on Demat account and various types of credit cards by SBI for students and teachers.
- Guest lecture was organised on NPS and Atal Pension Yojna.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • Orientation program of the faculty is to be done. • Induction program of the students should be done within a week of the starting of the classes. • Use of ICT should be increased in teaching. • Efforts should be made to involve more and more students in our annual educational event 'Saarthak' and to use games and models. • Efforts should be made to increase participation of parents in Saarthak. • More and more students should be encouraged to participate in sport activities in and out of the campus. • Sports day will be celebrated. • Remedial classes for spellings continued to be conducted by Hindi department. • Guest lecture will be organised on Personality Enhancement. • Guest lecture will be organised on Healthy Bones and PCOS. • Guest lecture will be organised on Women Safety. • Awareness program will be on Leprosy. • Teachers Day will be celebrated. • International Women day will be celebrated. • Accounts Olympiad will be conducted in Commerce department. 	<ul style="list-style-type: none"> • Two day orientation program was done of the faculties before the starting of the regular classes. • Induction program was conducted by every department within a week of the starting of the classes. • Departments have increased the use of ICT in their teaching. • Increasing number of students is getting involved in 'Saarthak' and more games and models are being displayed. • Number of parents visited Saarthak have increased. • Numbers of students participating in sports activities have increased in and out of the campus and students have won prizes. • Sports day was celebrated. • Remedial classes were conducted by Hindi department. • Guest lecture was organised on Personality Development. • Guest lecture was organised on Healthy Bones and PCOS. • Guest lecture was organised on Women Safety. • Awareness program was conducted on Leprosy. • Teacher's day was celebrated. • International Women Day was celebrated. • Accounts Olympiad and seminar on GST was conducted by Commerce Department.

<ul style="list-style-type: none"> • Seminar will be organised on GST by Commerce Department. • Movie screening of William Shakespeare plays will be done in English department. • PTM will be conducted during the session. • Workshop will be organised on printing and Interior decoration by Home Science Department. • Hindi Diwas will be celebrated by Hindi department. • Workshop will be organised on waste material. • Different creative competitions will be conducted by Drawing and Painting Department. • Workshops will be conducted on stitching, embroidery and Pot making by B.Ed department. • Awareness program will be organised on AIDS. • Students will be made aware about AIDS through videos on AIDS/HIV. • According to their need Industrial visits will be organised for departments. • Guest lecture will be organised on “Personality Enhancement with positive attitude.” • Students will be made aware about their voting rights and its importance through essay, slogan, nukar natak and poster competition. • Visits will be organised to exhibitions for Home Science and Drawing department. • Nutrition week will be celebrated by home science department. • Students will be made aware about various career prospects in their respective subjects. • Recreational tour will be organised for 	<ul style="list-style-type: none"> • Movie screening was done by the English department. • PTM was conducted by B.Ed department. • Workshop was organised on Printing and Interior Decoration by Home Science department. • Workshop was organised on waste material. • Competitions were conducted by Drawing Department. • Workshop was conducted on stitching, embroidery and Pot making by B.Ed department. • Awareness rally was organised on AIDS and students were also made aware through videos. • Industrial visit was organized for Commerce Department. • Talk was organised on Digital and Cashless Banking. • Guest lecture was organised on personality. • Awareness week was celebrated for voting rights and various activities were conducted during the week. • Students and faculties of drawing department visited exhibitions. • Nutrition week was celebrated by Home Science Department. • Students were made aware about various career prospectuses in their subjects. • Recreational Tour to Delhi was organised. • Guest lecture, video lecture were organized on Resume making and interview skills.
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<p>the students.</p> <ul style="list-style-type: none"> • Guest lecture/workshop on resume making and interview skills should be organized. • Students should be encouraged to become computer friendly. For this purpose all departments should encourage and motivate their students to learn computer. • An alumni meet should be held during the session. • Farewell party will be organized during the session. • Cultural program should be organized during the session. • Workshop on meditation will be organised. • Micro teaching and simulated teaching will be conducted for B.Ed students. • Students of B.ed Department will go to Parliament to see its working. • Workshop on pollution by B.ed Department. • Seven days camp of NSS will be organised. 	<ul style="list-style-type: none"> • Guest lecture was organised on different government and non- government career prospects. • Lecture was organized for commerce students to make them aware about the different career prospectus after B.Com. • Students are encouraged and motivated to use more and more of computer. • An alumni meet was conducted for the old students of the college. • Farewell party was organized at the end of the session. • Cultural program was organized during the session. • Three day's workshop on Meditation was organised by B.Ed department. • Students of B.Ed went to Parliament on a visit. • Scout and Guide camp was organised. • Micro teaching and simulated teaching was conducted for B.Ed students. • Seven days camp of NSS was organised.
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** Refer to Annexure (i), (ii)*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	-----	-----	-----
PG	02	----	06	-----
UG	12	-----	01	-----
PG Diploma	-----	----	----	-----
Advanced Diploma	-----	----	----	-----
Diploma	-----	----	----	-----
Certificate	----	----	----	-----
Others		----	B.Ed	-----
Total	16	----	08	-----

Interdisciplinary	-----	-----	-----	-----
Innovative	-----	-----	-----	-----

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

Pattern	Number of programmes
Semester	M.A., M.Com.
Trimester	-----
Annual	B.A., B.Com., B.Ed.

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

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

**Please provide an analysis of the feedback in the Annexure*

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

NO

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
8+1 (Ass. Librarian)	01+01=02	07	---	----

2.2 No. of permanent faculty with Ph.D.

07+01 (Assistant Library)

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	---	---	---	---	---	---	---	---	---

2.4 No. of Guest and Visiting faculty and Temporary faculty

01 (Guest) 40 (Teachers) 41

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	----	----	----
Presented	----	----	----
Resource Persons	----	----	----

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

Most of the practices which have been introduced in the last few sessions were carried forward in the current session. An educational two day event “Saarthak” was organized at the college level in which each department participated. Saarthak has helped our students twofold: academic and non-academic. It has helped the students in understanding difficult topics of the subjects through activities, models and games. Students learn to work in a team; they gain confidence and improve their communication skills by presenting their topics and answering the queries of the visitors.

Other innovative processes used in teaching and learning by different departments are:

- Remedial classes of Hindi language had been incorporated in the time table to improve the Hindi spellings of the students.
- Video lectures have been conducted in the different department.
- Different educational activities such as quiz, competitions, guest lectures, workshop, seminars etc were conducted regularly during the session.
- ICT is being used regularly by students and teachers in teaching and learning.
- Macro teaching of B.Ed students has been done through PPT.
- To encourage book reading and to aware students about current affairs news period and library period has been incorporated in the time table.
- Students were sent on industrial visits and exhibitions for practical understanding of their subjects.
- Use of ICT has been made compulsory for B.Ed students.
- English department shows plays and movies for various writers of their syllabus.
- Drawing department regularly conducts video classes and demonstrations for students.
- Prior to their formal classes students are made aware about their subject and syllabus through subject induction.
- Weekly tests and pre-university exams are taken of B.Ed students.
- Half yearly exam was conducted for B.A and B.Com.
- Students were taught to download and use different apps like dictionary, navigator, book my show and subject related apps.
- Students are made aware through Nukar Natak.

2.7 Total No. of actual teaching days during this academic year 214

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

No Reforms initiated by the university.

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

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise

Title of the Programme	Total no. Of Students	Total no. of students appeared	Division						
			I	II	III	Back	Absent	Fail	Pass %
B.A.	266	266	42	172	43	8	NIL	1	96%
B.Com	136	136	48	71	10	05	02	NIL	100%
B.Ed	26	26	26	NIL	NIL	NIL	NIL	NIL	100%
M.A. (Drg.&Ptg.)	15	15	15	NIL	NIL	NIL	NIL	NIL	100%
M.A.(Psychology)	10	10	10	NIL	NIL	NIL	NIL	NIL	100%
M.A.(Economics)	09	09	01	07	NIL	01	NIL	NIL	72%
M.A. (Home Sci.)	13	13	12	01	NIL	NIL	NIL	NIL	100%
M.A. (Hindi)	22	22	05	17	NIL	NIL	NIL	NIL	100%
M.A. (Political Sci.)	14	14	13	01	NIL	NIL	NIL	NIL	100%
M.A. (English)	13	13	07	06	NIL	01	NIL	NIL	92.3%
M.COM	14	14	09	05	NIL	NIL	NIL	NIL	100%

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

IQAC brings the principal, faculty and management on one platform. It helps in planning, decision and gives ideas to improve the quality of the academic environment of the college. IQAC coordinates with the different cells and committees of the college and provides guidance, suggestions, resources as and when required. It helps in the academic planning of the session. In the Ist IQAC meeting of the session academic planning of the whole session is presented and discussed. In the IInd and IIIrd IQAC meetings of the session the planning implemented is monitored and reviewed and necessary changes required are done in the planning for the remaining session. In the IVth IQAC meeting of the session overall working of the academic session is reviewed and preliminary planning of the next academic session is done.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	01	NIL	01
Technical Staff	NA	NA	NA	NA

Criterion – III

3. Research, Consultancy and Extension

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

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----	----	----	----
Minor Projects	----	----	----	----
Interdisciplinary Projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students research projects (<i>other than compulsory by the University</i>)	----	----	----	----
Any other(Specify)	----	----	----	----
Total	----	----	----	----

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. Of conferences organized by the Institution

Level	International	National	State	University	College
Number	----	----	----	----	----
Sponsoring agencies	----	----	----	----	----

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
----	----	----	----	----	----	----

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

Extension activities were conducted by the NSS throughout the year. Some of them are:

- Under “Swacchata Abhiyan” students spread awareness about the importance of cleanliness.
- Awareness was done about the importance of AIDS and Leprosy and its Myths.
- Awareness was done about Voting Rights through awareness week.
- Water was kept for birds in summer throughout the campus.
- Tree plantation was done.
- Rally was organized to aware the society about the cleanliness.
- One day drinking water distribution camp was organised by Rover Rangers group.
- Students of Malin Basti were given English speaking training and awareness was done through Nukar Natak on Beti Bachao.
- Cleanliness and gardening was done in Shiv Mandir near college.
- Students of NSS held seven days camp in nearby locality of college to provide social service to society.
- Student of Psychology of 11th & 12th of TDKL were given lab visit to understand apparatus.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.07acres	---	---	-----
Class rooms	28	----	---	----
Laboratories	03	----	----	----
Seminar Halls	01	----	----	----
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	---	04	----	----
Value of the equipment purchased during the year (Rs. in Lakhs)	---	102050	----	----
Others	-----	14000	----	----

4.2 Computerization of administration and library

- Administration office is computerized.
- Library has been made automated. Books are issued online.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30421	---	NIL	---	30421	---
Reference Books	1988	---	---	---	---	---
e-Books	---	---	---	---	----	---
Journals	472	---	35	---	507	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	102	---	---	---	---	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Laptop	Printers	Internet modem	Projector screen	Speakers	Projector
Existing	54	14	13	10	03	08	06
Added	00	01	00	00	00	00	00
Total	54	15	13	10	03	08	06

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

Every department has computers and internet connection. Internet browsing is available to all the faculties, students as well as the staff of the college at the computer centre and in their respective departments during working hours of the college.

4.6 Amount spent on maintenance in lakhs:

i) ICT	77042
ii) Campus Infrastructure and facilities	779952
iii) Equipments	----
iv) Others	12773
Total:	8, 69,767

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph.D.	Others
1399	249	05	---

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
NA	---

Women

No	%
100	%

Last Year						This Year					
General+ Minority	SC	ST	OBC	Physically Challenged	Total	General+ Minority	SC	ST	OBC	Physically Challenged	Total
231 +159	537	NIL	722	01	1650	258+156	456	---	777	01	1648

Demand ratio - -----

Dropout % -----

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

Students of B.Ed are given TET classes during the session. They have been incorporated in their time table.
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No. of students beneficiaries

54

5.5 No. of students qualified in these examinations

NET

 SET/SLET

 GATE

 CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

To counsel and guide the career of student's different activities were conducted during the session:

- Basic Computer proficiency classes were conducted.
- Students were made aware about different job prospects.
- Workshop was conducted on resume making.
- Students were made aware about different career prospects in their respective subjects.
- Students were taught basic interview skills.
- Students were made aware about different job sites and were taught to enrol in it and how to upload their resume.
- Workshop was organised on Different Techniques of Printing and Interior Decoration to help them in self employment.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
----	----	----	-----

5.8 Details of gender sensitization programmes

- Lecture was conducted on Chota Parivar Sukhi Parivar.
- Talk was organised on Beti Bachao Beti Padao.
- Talk on Celebrating Girl child.
- Students were made aware about POSCO. Guest lecture was conducted on Naari surakshaavemSamman by the police department.
- Guest lecture was conducted on how to handle challenges faced by women.
- On international women day prominent females belonging to local area were invited. They shared their experiences with the students and motivated them to realize their dreams and face challenges.
- Guest lecture was organised on Prevention and cure of Leprosy.
- Poster competition was held on AIDS and students were made aware through videos and talks.
- Guest lecture was conducted on PCOS.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	----	----
Financial support from government	----	----
Financial support from other sources	----	----
Number of students who received International/ National recognitions	----	----

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students 03

5.13 Major grievances of students (if any) redressed: No major grievances were reported during the session

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision and Mission:

Provide education to equip our students for playing a meaningful role at home, workplace and in society with emphasis on education for employability.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

Curriculum is developed by the board of studies in the university. Suggestions are given and sent by our senior faculty members who are the member of the Board of Studies.

6.3.2 Teaching and Learning

- A two day annual event “Saarthak” is an educational event. In this event students display the topics related to their syllabus through charts, models and games, which helps them to prepare their subject in a better way. This event makes the students more confident & knowledgeable about their subject. It provides the student’s activity based learning.
- A slot has been provided in the time table to conduct different activities like debate, extempore, seminars, quiz etc.
- Faculties are motivated to teach students through ICT.
- Free computer learning is provided to students to make them computer literate and motivate them to learn through ICT.
- Students are encouraged to search material online.
- Lectures by senior students are also arranged to motivate students.
- Video lectures are shown to students to make the lecture interesting.
- Half yearly exam was conducted for B.A and B.Com.
- Students were taught to download and use different apps like dictionary, navigator, book my show and subject related apps.
- Industrial visits are organised for students which helps them in having practical experience of the subject.
- Students are taught through video tutorials and online lectures.
- Visual dictionary was shown to the Drawing students.
- Different creative competitions are organised to develop the creativity of the students.
- Different Olympiads are conducted to enhance knowledge of the students.

6.3.3 Examination and Evaluation

NA

6.3.4 Research and Development

Faculties & students are provided with necessary facilities required for research like library, computer lab and internet.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Issue of books to the students is done by computer.
- Fully functional and internet enabled computer lab is in the campus where students classes are held regularly as per the need.
- Renovation of the campus has been done throughout the year.

6.3.6 Human Resource Management

- Two days induction program is conducted for the faculties before the starting of the classes.
- Computer with NET has been provided in the department so that teachers can search about their subject on net and gain knowledge which helps them to be a more efficient and effective teacher.
- Grievances of our staff are taken care of. There is open door policy in our college. Any member of our staff whether teaching or non-teaching can approach principal regarding their grievance and the problem is taken care of immediately.
- Guest lecture was organised on NPS and Atal Pension Yojana for teaching and non-teaching staff.
- Yearly function is done for teaching and non-teaching staff.
- Faculties can consult the college doctor for their ailments.

6.3.7 Faculty and Staff recruitment

Faculty recruitment was done before the starting of the classes so that the teaching does not get affected and classes can start on time. No post was left vacant in the session. Best available staff had been kept and they are given all support from the management to grow and learn.

6.3.8 Industry Interaction / Collaboration

As the members of the committee are industrialist there is regular interaction with the industries.

6.3.9 Admission of Students

Admission is done on the basis of merit and reservation as per the government rule. College does not have any role to play in it. It is done by the university.

6.4 Welfare schemes for

Teaching	----
Non teaching	----
Students	----

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

One day function is organised in a year in which they are rewarded & motivated. Employees' State Insurance facility has started which has given them and their family the facility of Provident Fund & Medical benefits.

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

In our college we have ample of open space. We have a big playground for the students. To make campus eco-friendly new plants and grass had been planted. Seasonal plants of flowers, shrubs are also planted to make campus green and beautiful.

Criterion – VII

7. Innovations and Best Practices

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

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

- Two day orientation program was done of the faculties before the starting of the regular classes.
- Induction program was conducted by every department within a week of the starting of the classes.
- Departments are using ICT in their teaching.
- Saarthak was organized in the month of November; every passing year sees the increase in the number of student's participation.
- Guest lecture was Naari Suraksha, Personality development, and PCOS.
- International Women Day was celebrated in the college.
- Numbers of students participating in sports activities have increased and sports day was also celebrated.
- Guest lecture was organized on different career prospects.
- Lecture was organized for commerce students to make them aware about the different career prospectus after B.Com.
- Students are encouraged and use more and more of computer.
- Students went for Industrial visits.
- Students and faculties visited exhibitions
- Teacher's day was celebrated.
- Awareness was done on AIDS and Leprosy and its Myths.
- Nutrition week was celebrated by Home Science department.
- Three day meditation camp was organised by B.Ed students.
- Awareness program was done on voting rights through awareness week and campus adda.
- NSS conducted seven days camp.
- Personality development lectures were conducted.
- PTM was conducted in B.Ed departments.
- Workshop was conducted on Green India.
- Guest lecture was conducted on Chotta Parivar Sukhi Parivaar.
- Recreational tour was organized for the students.
- Farewell party was organized at the end of the session.
- An alumni meet was held.
- Movie screening of plays was done in English department.
- Accounts Olympiad was held in commerce department.
- Workshop was conducted on Printing and Interior Decoration by Home Science department.
- Hindi Diwas was celebrated in Hindi department.
- Seminar was conducted on GST.
- Half yearly exam was conducted for B.A and B.Com.
- Students were made aware about different phone apps.
- Workshop was conducted on Resume making.
- Guest lecture on health issues and fitness was organized by the medical committee.
- Students are encouraged and well maintained lab is provided to them motivate them to learn computer and use it in their learning.
- Students were made aware about the rule of the university regarding short attendance and their parents were informed through phone calls by college regarding their wards short attendance.
- Cultural event was conducted.
- Regular visits by female doctor were done during the session.

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

- Annual educational event “Saarthak”.
- Calling parents of students for short Attendance.

**Refer to annexure (iii)*

7.4 Contribution to environmental awareness / protection

- Efforts were done to convert bio-waste into Khaad. $\frac{1}{4}$ [~~km~~ $\frac{1}{2}$
- Burning of waste is no allowed in the campus.

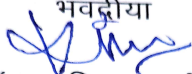
7.5 Whether environmental audit was conducted? Yes No

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

SWOT Analysis	
<p><u>Strength</u></p> <p>Girls College</p> <ul style="list-style-type: none"> • Safe environment of the college • Well qualified teaching staff • Use of ICT in teaching learning process • Geographical location of the college • Organizing annual educational event “Saarthak” • No constraint of resources for teaching. 	<p><u>Weakness of faculty</u></p> <ul style="list-style-type: none"> • Sanctioned number of government faculty not available. • There is vast difference between the salary of government and self-finance teachers, which results in unhealthy environment within the teachers in campus. • Our students come from a background where their parents have lack of awareness about their professional future. • Students come from rural and far of areas; they cannot extend their stay in college if required.
<p><u>Opportunities</u></p> <ul style="list-style-type: none"> • Preparing students for competitive exams. • Aware students about various career prospects. 	<p><u>Threat</u></p> <ul style="list-style-type: none"> • Opening of new private colleges in the city. • Lack of interest of students in traditional stream of BA and MA. • Lack of secure environment in the city.

8. Plans of institution for next year (2018-19)

- Interview of the self-finance faculty will be done before the starting of the next session.
- Two days orientation program will be conducted for the faculties.
- Induction program of the students will be done in their respective departments prior to the starting of the regular classes.
- Students and teachers will be encouraged to increase use of ICT in teaching and learning.
- Students will be given online assignments to make them use computer.
- Efforts will be made to make teaching more effective by using different modes of teaching.
- Educational tour will be organized for the students.
- Recreational tour will be organised for the students.
- Students will be made aware about the rule of the university regarding short attendance and their parents will be informed through letters posted by college regarding their wards short attendance.
- Alumni meet will be conducted in the month of December.
- Different activities like debates, seminars and extempore will be incorporated in the time table and conducted throughout the session.
- Guest lectures on resume making and interview skills will be organized during the session.
- Remedial classes of Hindi language will be incorporated in the time table.
- Guest lecture on health issues should be organized.
- Regular visit of female doctor will be arranged in the campus.
- Workshop should be organized on yoga and meditation.
- Farewell party will be conducted in the month of May.
- Cultural program will be organized in the month of February.
- Awareness will be created among the students about the protection of females.
- Sports day will be organized in January.
- Faculties and students will be encouraged to use INFLIBNET.
- Workshop on resume making will be conducted during the session.
- Saarthak will be organized in the month of November.
- Guest lectures will be organized on women welfare issues.
- One day program for non-teaching staff will be organised by Samata group.
- One day program will be organised for teaching staff by Sankalp group.
- Parliament visit will be organised for B.Ed students.
- Lecture will be organised on NPS and Atal Pension Yojana.
- Students will be made aware about different government policies.

भवदीया

(डा० किरण प्रदीप)
Principal
Kanohar Lal Postgraduate Girls College
Meerut


Principal

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure (i)

Kanoharlal Postgraduate Girls College, Meerut

Academic Calendar 2017-18

S. No	Event	Date
1.	Interview of Self-finance faculty	Last week of June 2017
2.	Joining of self-finance faculty	03/07/2017
3.	Admission of B.A Ist year and M.A, M.Com Ist semester	According to date given by university
4.	Induction program of teaching staff	4 th and 5 th July 2017
5.	Last date of admission in all classes of B.A., M.A and M.Com	According to university
6.	Starting of classes	According to university
7.	Induction program of the students	Within one week of starting of classes
8.	Celebration of Independence Day	15 August 2017
9.	Formation of different committees in the college	September 2017
10.	Debate/Seminar/workshop/quiz/guest lecturers/academic visit	September 2017 to April 2018
11.	Ist internal exam of M.A and M.Com Ist and IIIrd semester of master classes	September 2017
12.	Celebration of Gandhi Jayanti	2 nd October 2017
13.	Saarthak	November 2017
14.	IInd internal exam of Ist and IIIrd semester of master classes	November 2017
15.	Ist Internal Test of B.A and B.Com	December 2017
16.	External exam of Ist and IIIrd semester of master classes	According to the university
17.	Celebration of Republic Day	26 th January 2018
18.	IInd Internal Test of B.A and B.Com	January 2018
19.	Nukar Natak	February 2018
20.	Guest lecture on career prospectus	February 2018
21.	Sports Day	February 2018
22.	Seven day camp of NSS	February 2018
23.	Last day of B.A and B.Com classes	According to university
24.	End Term exam of B.A and B.Com	According to university
25.	Ist internal exam of M.A and M.Com IInd and IVth semester	February 2018

26.	Cultural Function	March 2018
27.	Viva/practical exam of master classes	March 2018 to April 2018
28.	Alumni Meet	April 2018
29.	IInd internal exam of M.A and M.Com IInd and IVth semester	March 2018
30.	Semester exam of master classes	According to university
31.	Summer vacation	According to university

Annexure (ii)

KANO HAR LAL POSTGRADUATE GIRLS COLLEGE, MEERUT

Students' Feedback Report

[Session-2017-18]

Analysis of this report is based on students’ feedback on course, faculty (Section -A) and overall Evaluation of Programme & Teaching (Section -B):

Section A:

Report on Key findings of Feedback process under 3 points

Students’ Feedback on Quality of Course & Faculty	
Parameter	Key findings of Overall Evaluation
<i>Applicability/relevance to real life situations</i>	<ul style="list-style-type: none"> ❖ Papers of some subjects like Indian economy; Gender, school & Society; Counselling & clinical Psychology, Corporate Financial Accounting are quite applicable and useful for their real professional life , but they didn’t like the papers such as statistics, physiological psychology, managerial economics and history of any respective paper(psychology , Indian painting), because it did not have any provision practical training but only to learn old theories(i.e. students of psychology).
<i>Learning value (in terms of knowledge, concepts, manual skills, analytical abilities and broadening perspectives)</i>	<ul style="list-style-type: none"> ❖ Approximately more than 80% students of almost all the departments rated A & B on this parameter and told us that their course syllabus is capable of cultivating values and broadening their perspectives. ❖ Previously, they were unaware from the practical utilities of some papers but by the time they were introduced with it by teachers through some new innovative methods they started liking it. ❖ They also believe that some papers are quite valuable for them in terms of enhancing the knowledge of concepts, manual skills, analytical abilities and broadening perspectives.
<i>Relevance of textual reading material & additional source material (Library)</i>	<ul style="list-style-type: none"> ❖ Though there are many books in the library, but, still students want that <i>the reserved books should also be issued to them especially those who don’t use smart phones.</i> ❖ The computer lab facilities in the college also help students to search the study material, making presentations etc.

<i>Knowledge base of the teacher</i>	❖ Near about 54% in arts and 60% students rated their teachers as very good (conversant and knowledgeable) and 28.37% and 35.71% as good respectively.
<i>Communication Skills</i>	❖ Around 48% to 70% students agreed to the fact that their teachers were good at communication and taught them in a very simplified manner. They deliver their lectures effectively. Only 2.86% in commerce were rated as unsatisfied with their communication skills.
<i>Ability to integrate course material with environment/ other issues</i>	❖ 48.57% students in commerce and 36.48% arts rated their teachers very good on this parameter. Almost all the departments promote their students to become environmental friendly by cleaning their departments, organizing poster/chart competitions, awareness rallies on environmental issue; they organize group discussion/debates/guest lecturers in class as well and teachers try to incorporate current knowledge of the subject & general affairs of the country by discussing it time to time.
<i>Accessibility of the teacher in and out of the class & Ability to motivate students</i>	❖ Teachers of almost all the departments try to give extra time to the students (especially to weak students) to solve their academic problems and sometimes provide personal & vocational counselling (in psychology) too. Students rated their teachers A, B & C on this criterion. Only 1.43% in commerce and 8.12% in arts rated D.

Students' Feedback on Overall Evaluation of Programme & Teaching

Parameter	Key findings of Overall Evaluation
<i>Adequacy of syllabus content</i>	Graduation students rated their course content as very good, but most of the masters (M.A. & M.com) students rated it as good and satisfactory. More than 50% students of B.Ed. rated their courses very good. 60% Students of commerce rated their course as good.

<i>Difficulty level of course content</i>	Most of the students agreed to the fact that their course content was pretty much wide and difficult especially masters because of the limited time due to semester system.
<i>% of Syllabus covered in class</i>	Almost 65% to 75% students of all streams rated that their courses were covered in the class by their teacher.
<i>Availability of Library & course material</i>	The availability of books in the library has increased, but, still students have demand that <i>the reserved books should also be issued to them at least for one day.</i> The improved computer lab facilities in the college also help students to search the study material, making presentations etc.
<i>Preparedness of teacher for class</i>	Most of the students rated their teachers B on this parameter for their preparedness for the lectures.
<i>Communication ability of the teacher</i>	Students of arts, commerce and B.Ed. rated their teachers A & B for their effective communication ability.
<i>Teacher's ability to encourage student participation in class activities</i>	Students from almost all departments agreed that their teachers encourage them to participate in all the activities (academic & curricular) for their overall development.
<i>17 a & b Teacher's method of encouragement</i>	Students agreed that their teacher motivate them Most of the teachers used to promote the students as they encourage them to ask questions, get them involved in discussions in & outside the class.
<i>Level of effectiveness of internal assessment on course grades</i>	Most of the P.G. students were quite satisfied with the evaluation procedure of their teachers.
<i>Regularity & helpfulness of teacher's feedback on students' performance</i>	Most of the students believed that impartial internal assessment would help them in improving their grades.
<i>Discussion with students on assignments</i>	Teacher's regular feedback helped student in improving their performance
<i>Course contributory lecture at the beginning of the session (Yes or No)</i>	Teachers used to have discussions with students on their assignments/projects very repeatedly which steer & help them to accomplish their task efficiently.

7.	शिक्षक की विषय के टॉपिक को अन्य विषयों के साथ जोड़कर पढ़ाने की क्षमता								
8.	क्या शिक्षक कक्षा में व कक्षा के बाद छात्रों को आगे बढ़ने के लिए प्रेरित करते हैं व अपना अतिरिक्त समय भी देते हैं								

Part –B

(Students' overall evaluation of the Programme and teaching)

निर्देश:- इस भाग में आप एक से अधिक उत्तर टिक कर सकते हैं जब तक की वह दूसरे उत्तर को खंडित न करें | यह सूचना केवल पाठ्यक्रम में सुधार हेतु प्रयुक्त की जायेगी |

9. The syllabus of each course was

प्रत्येक पाठ्यक्रम का विवरण (syllabus) था-

- | | |
|-------------------------|---------------------------|
| a) Adequate पर्याप्त | c) Challenging चुनौती भरा |
| b) inadequate अपर्याप्त | d) dull ऊबाऊ |

10. Was the course easy or difficult to understand?

पाठ्यक्रम समझने में सरल या कठिन था ?

- | | |
|------------------------------|-----------------------------|
| a) Easy सरल | c) Difficult कठिन |
| b) manageable नियंत्रण योग्य | d) very difficult बहुत कठिन |

11. How much of the syllabus was covered in the class?

पाठ्यक्रम का कितना भाग कक्षा में पूर्ण किया गया ?

- | | |
|----------------------------|----------------------------|
| a) 85% to 100% 85% से 100% | c) 55 to 70% 55% से 70% |
| b) 70 to 85% 70% से 85% | d) less than 55% 55% से कम |

12. What is your opinion about the library material and facilities for the course?

पाठ्यक्रम के लिए पुस्तकालय में सामग्री और सुविधाओं के बारे में आपकी राय है?

- | | |
|--|-------------------------|
| a) More than adequate पर्याप्त से अधिक | c) inadequate अपर्याप्त |
| b) adequate पर्याप्त | d) very poor बहुत खराब |

13. How well did the teacher prepare for the classes?

शिक्षक ने कक्षा के लिए कितनी अच्छी तैयारी की थी ?

- | | |
|-------------------------------|--------------------------|
| a) thoroughly शुरू से अन्त तक | b) poorly बहुत कम (खराब) |
|-------------------------------|--------------------------|

c) satisfactory संतोषप्रद रूप से

d) indifferently जैसे तैसे , किसी प्रकार

14. How well was the teacher able to communicate?

शिक्षक समझाने में कितनी अच्छी तरह कितना योग्य था? कितनी अच्छी तरह समझ पाना?

a) Always effective हमेशा प्रभावोत्पादक

d) generally ineffective सामान्यतः

b) sometime effective कभी -कभी प्रभावोत्पादक

अप्रभावोत्पादक

c) just satisfactory केवल संतोषप्रद

15. How far the teachers encourage student participation in classes?

शिक्षक कक्षा में छात्र की प्रतिभागिता को कितना प्रोत्साहित करता है?

a) mostly yes आधिकतर हाँ

c) not at all बिल्कुल नहीं

b) sometimes कभी- कभी

d) always हमेशा

16. If yes, which of the following methods were used?

यदि हाँ तो निम्नलिखित में से कौन - कौन सी विधियां प्रयुक्त की गयी ?

a) Encouraged to raise questions प्रश्न पूछने के लिए उत्साहित किया गया

c) encourage discussion outside class कक्षा के बाहर भी परिचर्चा को उत्साहित किया

b) get involved in discussion in class कक्षा में परिचर्चा में सम्मिलित किया गया

d) did not encourage उत्साहित नहीं किया

17. Internal assessment was

आंतरिक मूल्यांकन था

a) Always fair हमेशा निष्पक्ष

c) Usually unfair अक्सर पक्षपात पूर्ण

b) sometimes unfair कभी कभी पक्षपातपूर्ण

d) sometimes fair कभी कभी निष्पक्ष

18 .How often did teacher provide feedback on your performance?

तुम्हारे कार्य पर शिक्षक कितना पुर्निवेशन(फीडबैक) करते हैं?

a) Regularly/in time नियमित/समय पर

d) without any comments बिना किसी डिस्कस किया

b) with helpful comment लाभप्रद टिप्पणी सहित

c) often/late बहुधा देर से

19. Were your assignment discussed with you?

आपको दिया गया नियत कार्य (असाइनमेंट)आपके समय डिस्कस किया गया?

- a) Yes, fully हाँ , पूर्ण रूप से
b) yes, partly हाँ , आंशिक रूप से
c) not discussed at all बिल्कुल डिस्कस नहीं किया
d) sometimes discussed कभी कभार डिस्कस किया

20. Were you provided with a course contributory lecture too at the beginning?

क्या आपको प्रारम्भ में पाठ्यक्रम के साथ सहायक व्याख्यान भी दिया गया ?

- a) yes हाँ
b) no नहीं

21. If you have other comments to offer on the course and suggestions for the teacher you may do so in the space given below or on a separate sheet.

यदि आप पाठ्यक्रम पर कोई टिप्पणी करना चाहते हैं एवं अपने शिक्षक को कोई सुझाव देना चाहते हैं तो नीचे दिये स्थान पर या अलग शीट पर दे सकते हैं ।

Annexure (iii)

Two best practices:

(i) Sarthak:

Sarthak is an annual two day educational event organized by the trust of the college. In this event B.Ed department of the college also participate and put its stall. Students take the topics from their syllabus. Emphasis is given on presenting the topic through charts, games and models. Sarthak helps the students to prepare their topics and also makes the syllabus more creative and easy to understand. Presenting the topics through charts, models and games helps them to understand the topic easily.

Sarthak has developed the interest of the students in their syllabus; learning by doing has made their teaching more effective and interesting. Every year the participation of students is increasing and our students are benefitting from it academically as well as it is also helping in their personality development.

(ii) Calls for short attendance

Parents of Students were informed about their wards shorts attendance through phone calls during the session. Parents were notified about the attendance rule at the time of admission and they were asked to sign on the admission form regarding the attendance.

