The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR for the year

2013-14

1. Details of the Institution

1.1 Name of the Institution

SRI PRATAP COLLEGE

1.2 Address Line 1

MAULANA AZAD ROAD

Address Line 2

City/Town

SRINAGAR

State

Jammu and Kashmir

Pin Code

190001

Institution e-mail address

Spcsgr1905@gmail.com

Contact Nos.

0194-2476828

Name of the Head of the Institution:

Prof. (Dr.) Yaseen Ahmad Shah

Tel. No. with STD Code:

0194-246828

Mobile:

9419010839

Name of the IQAC Co-ordinator:

Prof. Manzoor Ahmad Wani

Mobile:

| 9419018024 |

IQAC e-mail address:

| Iqac.spc@spcollege.co.in |

1.3 **NAAC Track ID**

| |

OR

1.4 **NAAC Executive Committee No. & Date:**

.

| EC/33/295 Dated:16-09-2004 |

1.5 Website address:

| www.spcollege.co.in |

Web-link of the AQAR:

| www.spcollege.co.in/NaacDoc.aspx |

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	8.3	2004	05 yrs
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

| 08/03/2010 |

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

   i. AQAR 2010-11 submitted to NAAC on 17-09-2015
  ii. AQAR 2011-12 submitted to NAAC on 17-09-2015
 iii. AQAR 2012-13 submitted to NAAC on 18-09-2015

1.9 Institutional Status

University   State ☐   Central ☐ Deemed ☐   Private ☐

Affiliated College   Yes [√]   No ☐

Constituent College   ☐ Yes ☐   No

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education [√]   Men ☐   Women ☐

Urban [√]   Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) [√]   UGC 12B [√]

Grant-in-aid + Self Financing ☐   Totally Self-financ ☐

1.10 Type of Faculty/Programme

Arts ☐   Scien [√]   Commerce ☐   Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   .

1.11 Name of the Affiliating University *(for the College*   University of Kashmir, Srinagar-6

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	03
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	0
2.4 No. of Management representatives	01
2.5 No. of Alumni	0
2. 6 No. of any other stakeholder and community representatives	0
2.7 No. of Employers/ Industrialists	NIL
2.8 No. of other External Experts	0
2.9 Total No. of members	5

2.10 No. of IQAC meetings held   04/year

2.11 No. of meetings with various stakeholders: No. 06   Faculty 02

Non-Teaching Staff Students [02] Alumni [01] Others [01]

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

- The IQAC in consultation with Academic Affairs Committee worked out modalities for the conduct of midterm test, as part of continuous assessment of B. G. Ist year students
- The IQAC, besides the direct feedback received from the students on the prescribed proformas, decided to install grievance boxes for students to drop-in their suggestions through them.

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
	Annexure 1

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [　]   No [√]

Management [　]   Syndicate [　]   Any other body [　]

Provide the details of the action taken

Annexure I

PART B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	02			
UG	02			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	04			

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	01

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.

> Yes, regular syllabi revision/update meeting conducted in University (Affiliating)
>
> Syllabus revision is a regular feature which is revised at least once in three years. However, for some subjects like Env. & Water Management, P.G Environment it is

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

> NIL

Criterion – II 2013-14

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent

Total	Asst. Professors	Associate Professors	Professors	Others
67	39	28	-	-

faculty

2.2 No. of permanent faculty with Ph.D.

21

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
-	44	-	12	-	-	-	-	-	56

2.4 No. of Guest and Visiting faculty and Temporary faculty

-		03		30

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	2	-
Presented	-	6	3
Resource Persons	-	1	-

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

- Model making adopted as an innovative practice.
- Smart classrooms in place for interactive teaching.

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

172

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

NIL

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

19

2.10 Average percentage of attendance of students

83

2.11 Course/Programme wise
 distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
PG Env. Sci	15	-	66.6	33.4	-	100
PG Chem.	9	-	33.3	33.3	33.3	100
B.Sc.	435	-	15.1	53.1	20.4	88.6
B.Sc.IT	23	-	34.8	-	-	34.8

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

- Through Periodic meeting with teaching staff.
- By analysis of the feedback received from the students through Academic Affairs Committee.
- Result evaluation and fixing the responsibility of lacunae if any

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	7
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	1
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	14
Others	6

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	17	12	-	05
Technical Staff	40	37	-	37

Criterion – III

3. Research, Consultancy and Extension

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

- Motivation for research by promoting student and faculty research projects
- Research sensitization by organising extension lectures related to research schemes and research initiatives
- Encouraging innovative model making by the faculty and the students
- List of faculty research publications in the IQAC newsletter.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	02
Outlay in Rs. Lakhs	-	25 lac	-	2.5 crore 19 lac

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	17	-	-
Non-Peer Review Journals	-	01	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range   0.75-9.8   Average   3.73   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	2010 till date	MOEF, GOI	25 lac	15 lac
Minor Projects	-	-	-	-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

15 lac

3.7 No. of books published i) With ISBN No. | 08 | Chapters in Edited Books | 09 |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from: **N.A**

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) | State Govt. |

3.10 Revenue generated through consultancy [ ]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	-	-
Sponsoring agencies	-	ICSSR, Chandigarh	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource pe| 08 |

3.13 No. of collaborations   International | - | National | 02 | 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	01
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	Distt	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides   01

and students registered under them   Nil

3.19 No. of Ph.D. awarded by faculty from the Institution   02

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

JRF   -   SRF   02   Project Fellows   -   Any other   01

3.21 No. of students Participated in NSS events:

University level   50   State level   50

National level   07   International level   -

3.22 No. of students participated in NCC events:

University level   18   State level   22

National level   07   International level   -

3.23 No. of Awards won in NSS:

University level   01   State level   01

National level   01   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 [15]

NCC [ ] NSS [06] Any other [03]

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

- Frequent visits to leprosy colony for the purpose of creating awareness regarding the environment and personal hygiene. Financial and material assistance is also being provided to the residents on sustainable basis.

- Cleanliness drives are being organized from time to time

- Blood Donation camp

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	24.25 Acres	--	State Govt.	24.25
Class rooms	28	--	State Govt.	28
Laboratories	31	--	State Govt.	31
Seminar Halls	01	--	State Govt	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	10	--	--	10
Value of the equipment purchased during the year (Rs. in Lakhs)	351.25	3.50	State Govt.	354.75
Others	--	--	--	--

4.2 Computerization of administration and library

- e-inventory updated for 71,000 books in library software (SOUL 1)
- Digitization of old and rare books, pre1952 collection started
- Computers installed in all the sections of administrative department

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	72254	4191569	765	265999	73019	4457568
Reference Books	7764	634650	140	84000	7904	718650
e-Books	51746	20000	97000	5000	97000	25000
Journals	11	18000	11	4800	11	22800
e-Journals	2154	20000	3846	5000	6000	25000
Digital Database	--	--	--	--	--	--
CD & Video	69	Gratis	15	Gratis	84	Gratis
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	125	08	10	01	--	01		
Added	16	--	--	--	--	--		
Total	141	08	10	01	--	01		

-

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

- Anti-Plagiarism sensitization of faculty and students.
- Hands on practice for faculty for accessing e-journal and e-books.
- Internet access to departments and necessary training for the sam

4.6 Amount spent on maintenance in lakhs :

   i) ICT

| 1.36 |

    ii) Campus Infrastructure and facilities

| 79.26 |

  iii) Equipments

| 0.65 |

   iv) Others

| 16.21 |

Total:

| 97.48 |

Criterion – V (2013-14)
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ➢ Display of existing student support services in the information brochure
> ➢ Information on the college website about the student support services
> ➢ Information on the college IQAC news letter about the existing newly established facilities.
> ➢ Group awareness among the students encouraging the use of the existing facilities and feedback regarding the need for new ones.

5.2 Efforts made by the institution for tracking the progression

- The contact details of the students are being updated and efforts are being made to stay in touch with the students to know about their progression after they pass out from the institution.
- The goals not achieved are critically analysed and the shortcomings in achieving them are discussed for future accomplishment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1931	54	-	-

(b) No. of students outside the state

| NIL |

(c) No. of international students   NIL

Men	No	%		Women	No	%
	1702	85.74			283	14.26

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2292		180	30	02	2504	1787		174	21	03	1985

Demand ratio   Dropout % 24.49

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

NIL

No. of students beneficiaries   *NIL*

5.5 No. of students qualified in these examinations

NET 01 SET/SLET ☐ GATE ☐ CAT ☐

IAS/IPS etc ☐ State PSC ☐ UPSC ☐ Oth ☐

5.6 Details of student counselling and career guidance

- Seminar on Art of success: Chanakya IAS Academy Delhi (5th June, 2013)
- Seminar on preparation of IAS exams: ASCENT Group (7th June, 2013)
- Session on Career options after Graduation: career Launchers, Sgr (27th August, 2013)
- Awareness Camp for various schemes for educated youth: JKEDI (10th September, 2013)
- Campus to corporate learning program: AIRCEL (13th September 2013)
- UDAAN selection Drives by NSDC: (Nov-Dec,2013)
  - Future learning Group
  - Talisma Group
  - Rooman Group
  - IIFL
  - PINKERTON and International College
  - GUMBI software
- Two days seminar for convenors of career counselling cell from various colleges (December, 2013)

No. of students benefitted

560

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	393	56	NIL

5.8 Details of gender sensitization programmes

NIL

5.9 Students Activities

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

State/ University level   27   National level   -   International level   -

No. of students participated in cultural events

State/ University level [20]   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 [02]   National level [ ]   International [ ]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	101	136000
Financial support from government	73	567840
Financial support from other sources	NIL	
Number of students who received International/ National recognitions	NIL	

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 [01]

5.13 Major grievances of students (if any) redressed:
   • Construction of facility for clean drinking water
   • Beautification of girls park
   • Renovation of girls room
   • Construction of multi-purpose court
   • Up-gradation of Gymnasium

- Empowered anti ragging cell
- Empowered sexual harassment cell

Criterion – VI

6. Governance, Leadership and Management

VISION: To strive, to seek, to find out, not to yield

MISSION: To enable the students to think logically, analytically and critically in order to inculcate scientific temper in them

To realise ones potential for self-development in terms of physical, emotional, intellectual and moral attainments through educational experience

To enquire a comparative capability to appreciate and imbibe the emerging values of contemporary times such as concern for ecology, equity, credibility, harmony and cultural pluralism

6.2 Does the Institution has a management Information System

Yes, MIS in place in the institution.

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

6.3.1 Curriculum Development

The curriculum design is set by University of Kashmir, besides College faculty members are constituent members of the BOS (Board of studies). Our Teachers have won accolades at state level in academic transaction and innovative designs. Some of the faculty members have designed their own innovative models to inspire students and make academic transaction more user friendly. Online e- resources to supplement/ complement the study material. Library reference work, armed with feedback from students

6.3.2 Teaching and Learning

- Effective use of Edu Sat
- Intellectual interactions
- Blend of classical and modern classroom teaching
- Laboratory work with latest instruments of concerned field.
- Presentations, seminars, Workshops are regular feature.
- Field study and Project works
- Remedial classes, assignments, Tutorials and occasional coaching classes.

6.3.3 Examination and Evaluation

- Examination and evaluation are prerogative of University Of Kashmir but internal assessments are regulated by concerned departments.
- Mid-Term tests
- Viva, Group discussions
- Annual/ Biannual University Examinations
- Weaker Students are assisted during remedial classes for improvement.
- Students having deficiency in attendance are allowed to complete attendance through extra classes

6.3.4 Research and Development

- Two Day National Seminar on **Natural Resources of North-west Himalaya: Threats, Evaluation and Conservation (26th-27th March, 2014)**
- Extension lectures to provide platform for budding scientists
- Awareness lecture regarding anti plagiarism web tool ''TURNITIN'' especially for researchers are writers
- Extension of Laboratory and library facilitation to pursue research
- To inculcate and enhance scientific temperament among students various departments are promoting poster and model preparations.
- Participation of National and state level seminars, workshops and conferences.
- Syllabus oriented regular field studies.
- Continuation of research based project within institution.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library
- The number of books rose to **80934** in total in addition to other activities of library
- Xerox facility for students at subsidised rates.
- Internet access of e-books, e- journals etc. to staff and students as well.
- Library is constantly in pursuit of up gradation in terms of books, journals reference books, e-books, e-journals and other allied infrastructure.
- Automation in full swing

ICT
- New Computers of high configuration installed
- Digitization of records
- Access to college information through website
- Planning to install digital display board and smart class room.
- Up gradation of conference hall
- Well established Edu-sat laboratory.

Physical Infrastructure/Instrument
- Maintenance of already built up area and in addition to that new constructions to cater ever expanding space requirements.
- Broad band and Networking facilities.
- Procurement of advanced instruments as per subjects requirements'
- Broad band Internet
- Metalling of roads across the campus
- Renovation of old boy's hostel.

6.3.6 Human Resource Management

- For smooth functioning and close coordination at different levels new committees are framed keeping in view the utility, experience and contribution during previous year. Permanent members make out a valuable human resource in formation of committees for delegation of institutional work.
- Non-permanent faculty members are appointed through a set mechanism and are important component of our institution.
- To upgrade the knowledge and teaching skills, the deputation of faculty for orientation/refresher through refresher/ summer/winter schools and training workshops.
- Need based engagements of temporary non-teaching staff to perform varied tasks like plumbing, electrical works, masonry, carpentry, gardening, cookery and watch and ward.
- Faculty assistance to newly established colleges for fair and smooth conduct of examinations.

6.3.7 Faculty and Staff recruitment

Since our college is fully Government funded therefore all kinds of recruitments are done, as per the rules laid by state Government.

6.3.8 Industry Interaction / Collaboration

- The interaction/collaboration is carried at local level as per the demands of subject and syllabus.
- The faculty and students of environmental sciences department interacted with Bittu Sehgal founder, Sanctuary Asia magazine organised by the wild life trust of India.
- In collaboration with career counselling cell of the college TATA consultancy services (TCS) organised a campus drive for BPO training under UDDAN Project.
- Jammu & Kashmir Bank Ltd. Held awareness camp regarding services and products offered by the bank.
- Ascent group interacted with college students for civil service prospectus and career.
- Interaction of JKEDI (J&K entrepreneur development institute) regarding self-employment schemes offered by JKEDI.

6.3.9 Admission of Students

- Admission as per statutes of the affiliating University
- Access to admission for all eligible students fulfilling the criteria
- Category quota in place.
- PG admissions governed by university of Kashmir and selections made on the basis of merit obtained in the P. G. entrance test conducted by the university.

6.4 Welfare schemes for

Teaching	• General Provident Fund • NPS • State life Insurance, • health insurance
Non-teaching	• General Provident Fund • NPS • State life Insurance, • health insurance
Students	• Various types scholarships and grants • Hostel facility • Subsidised Hostel facility

6.5 Total corpus fund generated

Rs. 21853835

6.6 Whether annual financial audit has been done   √ Yes   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Principal IQAC Academic affairs committee (Not Formal)
Administrative	Yes	Finance Department	Yes	Principal/ Through committees

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

For UG Programmes   Yes [　]   No [√]

For PG Programmes   Yes [　]   No [√]

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

- The institution comes under provincial educational system, therefore, is subservient to the rules and regulations of statutory body.

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

- Not applicable

6.11 Activities and support from the Alumni Association

- Distribution of Prof. Noor Uddin memorial scholarship by the family of the former alumni for orphans and meritorious student in mathematics.

- Alumni and Union minister Dr Farooq Abdullah paid visit to college.

6.12 Activities and support from the Parent – Teacher Association

- No formal association in place. However, teacher parent interactions take place during the events which are open to all. Such interactions are also need based for the time being.

6.13 Development programmes for support staff

- Time to time training and interaction programmes for over all career development.
- Meetings with worthy Principal for the redressal of grievances.
- For improving the skills of supporting staff in their related fields periodic training are conducted by the college and in association with other colleges
- Computer training programme being conducted by the IT department for teaching C++ Programme to faculty

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

- No smoking zone
- No polythene zone.
- Focus on renewable energy
- Tree talks a regular feature
- Plantation drives carried by college in collaboration with social forestry department and NGOs
- Cleanliness drives by NSS volunteers a permanent activity.
- Accommodation of latest technologies like use of CFL and now LEDs.
- Carpooling an eco-friendly initiative by some departments of college

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

> - Scientific events have been made a regular feature which has helped promote many related projects and activities in the institution.
>
> - The teaching staff who attended orientation/refresher or advocacy framing programmes were asked to share their knowledge skills and information with the rest of the faculty so as to increase the benefit of such acquisition.

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

Annexure-I

S.No	Plan of Action	Action Taken Report
1.	Admission process	A
2.	University Entrance Coaching for 3rd year students	NA
3.	Annual Faculty Seminar	A
4.	Library stock verification	A
5.	Educational tour	A
6.	World Arbor Day	A
7.	Enrolment of NSS volunteers	A
8.	Annual Road Race	A
9.	Annual Cycle Race	A
10.	Enrolment of NCC cadets	A
11.	Faculty council meet	A
12.	Submission of Annual teaching plan	A
13.	Induction meet	A
14.	Group Tournament	NA
15.	Extension lectures	A
16.	Activity group meeting	NA
17.	World Environment Week Celebrations	A
18.	Special social Service camps	A
19.	Field trip	A
20.	Excursion	A
21.	Inter-college football tournament	A
22.	Memorial lecture	A
23.	Cultural Program	A
24.	Inter college cricket tournament	A
25.	Science workshop	NA
26.	IQAC review meet	A
27.	Practical sessionals	A
28.	Inter-college poetry recitation competition	NA
29.	Essay writing competition	A
30.	Inter-college debating competition	A
31.	Red ribbon club activity	NA
32.	Staff meeting for review of functioning of committees	A
33.	College Athletic meeting	NA
34.	College Annual Day	A
35.	P.G. Internal Assessment and sessionals	A

A= accomplished, NA = not accomplished

7.3 Give two Best Practices of the institution

<div style="border:1px solid black;">

Annexure II

</div>

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

<div style="border:1px solid black;">

- Visit to leprosy colony for environmental awareness
- Cleanliness drives
- World Arbor Day
- World biodiversity Day
- World Environment Week Celebrations.

</div>

7.5 Whether environmental audit was conducted?   Yes ☐ No ☑

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

Annual Calendar

S.No	Plan of Action	Action Taken Report
1.	Admission process	A
2.	University Entrance Coaching for 3rd year students	NA
3.	Annual Faculty Seminar	A
4.	Library stock verification	A
5.	Educational tour	A
6.	World Arbor Day	A
7.	Enrolment of NSS volunteers	A
8.	Annual Road Race	A
9.	Annual Cycle Race	A
10.	Enrolment of NCC cadets	A
11.	Faculty council meet	A
12.	Submission of Annual teaching plan	A
13.	Induction meet	A
14.	Group Tournament	NA
15.	Extension lectures	A
16.	Activity group meeting	NA
17.	World Environment Week Celebrations	A
18.	Special social Service camps	A
19.	Field trip	A
20.	Excursion	A
21.	Inter-college football tournament	A
22.	Memorial lecture	A
23.	Cultural Program	A
24.	Inter college cricket tournament	A
25.	Science workshop	NA
26.	IQAC review meet	A
27.	Practical Sessionals	A
28.	Inter-college poetry recitation competition	NA
29.	Essay writing competition	A
30.	Inter-college debating competition	A
31.	Red ribbon club activity	NA
32.	Staff meeting for review of functioning of committees	A
33.	College Athletic meeting	NA
34.	College Annual Day	A
35.	P.G. Internal Assessment and sessionals	A

A= accomplished, NA = not accomplished

Best Practice:

Title:

Encourage faculty to write science research papers

Objectives:

To increase the number of publications in peer reviewed Journals

To enhance the knowledge about one's subject of specialisation

The context:

Scientific writing and publications are an integral part of academic and professional life. It is a way to enhance the scientific skills of the faculty in a science college.

The practice:

The faculty is encouraged to present papers in the scientific events (National and International) organised in and outside state/country.

The presented manuscripts are published through various means

Evidence of Success:

Faculty achieves professional growth through increased number of publications in journals of repute. The number of publications is increasing each year as is evident by the record of the publications for the past few years.

Our set target is to involve 100% of the faculty in achieving this goal.