The Annual Quality Assurance Report (AQAR) of the IQAC

1. Details of the Institution

1.1 Name of the Institution

> Dayanand Arya Kanya Mahavidyalaya

1.2 Address Line 1

> Near Janta Hospital

Address Line 2

> Jaripatka

City/Town

> Nagpur

State

> Maharashtra

Pin Code

> 400014

Institution e-mail address

> aryawani.ngp@gmail.com

Contact Nos.

> 0712-2633233/2631353

Name of the Head of the Institution:

> Dr. Vandana Khushalani

Tel. No. with STD Code:

> 0712-2633233 / 2631353

Mobile:

> 9373282064

Name of the IQAC Co-ordinator: | Mrs Parineeta Harkare

Mobile: | 9765560502

IQAC e-mail address: | parineeta.harkare@gmail.com

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

1.4 **NAAC Executive Committee No. & Date:** | EC/57/RAR/46 dated 30/11/2011

1.5 Website address: | dakmnagpur.edu.in

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		28/02/2005	5 years
2	2nd Cycle	B	2.70	30/11/11	20/11/16
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | 30/06/2004

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 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____ _____ (DD/MM/YYYY)4
   ii. AQAR_____ _____ (DD/MM/YYYY)
  iii. AQAR__2011-2012_____ _____02/05/2012_____ (DD/MM/YYYY)

iv. AQAR__2012-2013_____ _____24/12/2013_____ (DD/MM/YYYY)

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)   M.Com, MA

1.12 Name of the Affiliating University *(for the Colleges)*   RTM Nagpur University

1.13 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

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2. 6 No. of any other stakeholder and
      community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

01

2.9 Total No. of members

14

2.10 No. of IQAC meetings held   04

2.11 No. of meetings with various stakeholders: No.   01   Faculty   02

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

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

1) Technical awareness created & used.

2) Now Teaching Learning methods adopted.

3) Guidance sought from exports.

4) Conferences attended.

6) Books and journals enhanced.

7) Student progression and placement.

8) Network, technical facilities used by non teaching staff.

9) Lectures arranged.

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
IQAC meetings	Meetings were held as planned and important matters discussed. Academic

	Calendar chalked out.
Proposal of Conference will be sent	In Progress

2.15 Whether the AQAR was placed in statutory body   Yes ✔   No ☐

Management ✔   Syndicate x   Any other body x

Provide the details of the action taken

> Suggested to prepare & submit proposal for one day conference related to IQAC.

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	3	-	-	-
UG	3	-	-	05
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	02	-	-	-
Others	03	-	-	-
Total	11			05

Interdisciplinary	04	-	-	-
Innovative				

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

Pattern	Number of programmes
Semester	3
Trimester	Nil
Annual	05

1.3 Feedback from stakeholders*   Alumni [x]   Parents [x]   Employers [x]   Students [✔]
   (On all aspects)

   Mode of feedback   :   Online [x]   Manual [✔]   Co-operating schools (for PEI) [x]

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

   At University level

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

   Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	10	9	-	-

2.2 No. of permanent faculty with Ph.D.   07

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	Nil	09	Nil	-	-	05	Nil	24	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty   06   06   05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	42	04
Presented papers	Nil	08	Nil
Resource Persons	-	01	-

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

- Use of ICT in class and database in library

- Power Point Presentations ,

- Smart classrooms,

- Teaching moduless

- Interactive learning facilities and learning sources

- Informative videos respective to the subject shown

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution

Annual Exam Pattern of RTMNU followed

 First Term & Second Term Home Exam conducted

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

01   -

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			
		Distinction %	I %		Pass %
BA	365	4.38%	3%		24.92%
B Com	397	16.37%	2.77%		39.68%
BCCA	97	16.49%	11.34%		59.57%

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

Meeting with staff members held every quarter

Feedback from staff taken about ongoing learning process.

Instructions given to make necessary amendments .

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	Nil
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	09	Nil	Nil	08
Technical Staff	-	Nil	Nil	04

Criterion – III

3. Research, Consultancy and Extension

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

College conducts value added programs

. Skills oriented programme.

Faculty competency, training program,

Staff development program.

 Student mentoring program

Inter department collaborative program

Community extension program

All the above programs exist in the college

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06	08	0	01
Outlay in Rs. Lakhs	4,35,000	4,84,000	-	70,000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	30	-
Non-Peer Review Journals	Nil	30	-
e-Journals	Nil	Nil	-
Conference proceedings	Nil	08	12

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 *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. | 04 | Chapters in Edited Books | 02 |

ii) Without ISBN No. | Nil |

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 | Nil |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons | 02 |

3.13 No. of collaborations   International | Nil | National | 04 | Any other | Nil |

3.14 No. of linkages created during this year | Nil |

3.15 Total budget for research for current year in lakhs :

From Funding agency | Nil | From Management of University/College | Nil |

Total | Nil |

| Type of Patent | | Number |

3.16 No. of patents received this year

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

    04

    and students registered under them

    04

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

    Nil

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   195   State level

    National level   International level

3.22 No. of students participated in NCC events?

    University level   36   State level   -

    National level   02   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   02   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

- Cleanliness Drive under taken under NSS unit

- Blood Test & Haemoglobin testing camp organised under Health Cell.

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	0.67 Acre	Nil	Nil	
Class rooms				
Laboratories	03	Nil	-	
Seminar Halls	01	02	-	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	
Others	-	-	-	

4.2 Computerization of administration and library

Computerized office by using Masters Software
Computerized Library by using   Libman Software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books (2013-14) (2014-15)	5431 5531	101023 121121	100 150	20098 35000	551381 5781	121121 156121
Reference Books	6542	190000	50	33000	6592	220000

	6592	22000	56	15000	6648	235000
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	154	10008	04	516	158	10554
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	70	02	-	-	-	-	-	-
Added	02	-	-	-	-	-	-	-
Total	72	02	-	-	-	-	-	-

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

Students and teachers provided computer and internet facilities.

4.6 Amount spent on maintenance:

i)   ICT

19,000

ii) Campus Infrastructure and facilities

Nil

iii) Equipments

18,000

iv) Others

Nil

Total :

37,000

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> 1) Students guided and provided question Bank for improving percentage in examination.
>
> 2) Lectures arranged regarding information for qualifying NET/SET and other competitive exams.

5.2 Efforts made by the institution for tracking the progression

> Alumni Association exists in the college for tracking student progress

5.3 (a) Total Number of students

Total UG + PG = 922

UG	PG	Ph. D.	Others
354	68	-	-

(b) No. of students outside the state

> Nil

(c) No. of international students

> Nil

Men

No	%
Nil	

Women

No	%
922	100

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
396	317	27	120	Nil	924	356	317	22	152	Nil	922

Demand ratio [   ]   Dropout %   [5.8]

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

> Nil

> Nil

No. of students beneficiaries

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

> Programmes Organised 09 - Under career Guidance programmes arranged on banking, jewellery making, baking, mural, LIC & other industrial jobs.

No. of students benefitted | 60

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

> Womens Cell – Under the cell lectures arranged on female foeticide, Pre marriage councelling, gender discrimination.

5.9 Students Activities

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

State/ University level | 61 | National level | 07 | International level | -

No. of students participated in cultural events

State/ University level | 116 | National level | - | International level | -

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

Sports : State/ University level | 02 | National level | 07 | International level | nil

Cultural: State/ University level | 16 | National level | Nil | International level | Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	551	2015576
Financial support from other sources	102	30860
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 | 01 |

5.13 Major grievances of students (if any) redressed: 1) Drinking Water 2) Parking   3) Toilet 4) Canteen

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> To cater to needs of minority and backward class students.
>
> To install spirituality and provide value based education to students.
>
> Provide education in safe environment for girls

6.2 Does the Institution has a management Information System

Yes MIS exists in the institution in the following ways.

1) Administrative procedure- Annual Adult presence of management members on committees.

2) Student Admission – Management tracks admission procedure. Fees and funds provided to needy students. Cut off marks for admission according to the faculty is decided caste wise quota for students in admission process monitored.

3) Evaluation – Test Exam. Term Exam and Annual Examination (RTMNU) Results observed for corrective action Attendance record maintained which is monitored by management.

4) Library records and office records monitored.

5) Research Activity – Conferences, Seminars, Research projects, Publications by teachers encouraged and made mandatory.

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

6.3.1 Curriculum Development

1) UGC sponsored Career Oriented Program in Fashion Designing and Functional Hindi Conducted.

2) Spoken English short term course conducted.

6.3.2 Teaching and Learning

1) Production of teaching module.

2) Interactive learning facilities.

3) Expert guidance.

4) Technical awareness created.

6.3.3 Examination and Evaluation

Ist Term, IInd Term (College Level exmas)

Annual Exam. (RTMNU)

Results prepared and analysed

6.3.4   Research and Development

> 1) Minor Research Projects ongoing and completed.
>
> 2) Literary voices, Aryawani, Vishleshaka, ISBN Journals and magazines published.
>
> 3) Books, paper published in journals and proceedings.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> 1) Llearning sources, books & journals availabel.
>
> 2) Use of ICT promoted & smart class rooms provided.
>
> 3) Computer labs with interactive board, LCD and latest softwares.

6.3.6   Human Resource Management

> 1) Good work is recognized and appreciated.
>
> 2) Self approval for teachers, confidential report of teachers and students evaluation by teachers is in place.

6.3.7   Faculty and Staff recruitment

> Permananent fully qualified staff exists.
>
> Fully qualified staff recruited as per UGC norms.
>
> Qualified faculty on contract basis appointed.

6.3.8   Industry Interaction / Collaboration

> Industrial visits organised and lectures by industry experts arranged. Collaboration with Government sponsored Preservation classes.

6.3.9   Admission of Students

> Admission Committee formed,
> Pre Admission Counselling done.
> Chairperson decides cut off marks
> Freedom of selection of subjects prior to marks scored given.

6.4 Welfare schemes for

Teaching	Group Insurance
Non teaching	Group Insurance
Students	

6.5 Total corpus fund generated

> Nil

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	Yes	CA	Yes	Mgt

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?

> Online timetable for examination available
>
> Bar code system of answer sheets
>
> Spot valuation system
>
> Online results declared
>
> Revaluation facility, Xerox of answer sheets facility for students

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

1) Alumni participation in organising and conducting academic and cultural events.

6.12 Activities and support from the Parent – Teacher Association

1) Parent Teacher interaction through meetings for providing information about their wards progress and attendance.

2) Parents attend and participate in academic and cultural events.

6.13 Development programmes for support staff

1) Computer literacy and training programmes organised for support staff.

2) Encouraged to attend relevant conferences and programmes.

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

1) Environment Studies programme held in college.

2) Use of plastic products is hazardous awareness created in this area.

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.

1) To improve working knowledge of students field visits are organised.

2) Practical knowledge is emphasized.

3) More interactive programs are organised to improve bonds with society.

4) CCtv cameras are installed and more measures are adopted to create safe environment

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

Completion of planned goals related to academic and other events was compared and suggestions were given for their completion in future.

The proposal for conference is prepared and is under process to be sent for approval

7.3 Give two Best Practices of the institution

1) Many certificate course options are available.

2) 7 day subject orientation program for freshers.

7.4 Contribution to environmental awareness / protection

Environmental Awareness program is run in the college.

Guest lectures arranged to improve environmental awareness of students.

Visits are arranged for students to acquaint them about nature and environment and to protect their planet earth

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

Strength.

1) Dedicated & Committed teachers and principal.

2) Location in the heart of the city hence girls are safe.

3) Value based education is provided

Weakness.

1) Lack of ICT

2) Problem of grass root poverty & low paying capacity.

3) Language problems.

Opportunities

1) Have maximum use of ICT.

2) Now PG programs and add on courses.

Challenges

1) Making each student computer literate.

2) Making each student skill communicator before leaving the college.

Plans of institution for next year

> 1) Development of language lab.
>
> 2) Basic training in computer will be provided to all students.
>
> 3) Health awareness programs and health check up camps like sickle cell and thalassemia held for students.
>
> 4) Clean toilets will be provided to students.
>
> 5) Smart class room will be provided to student.

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Annexure I