

# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**SRI TIKA RAM KANYA MAHAVIDYALAYA**

NEAR GANDHI EYE HOSPITAL RAMGHAT ROAD

202001

[www.trkpgcollege.com](http://www.trkpgcollege.com)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Sri Tika Ram Kanya Mahavidyalaya is located in urban part of Aligarh city. It is on the main arterial road called Ramghat Road. It is 135 kms from Delhi and 85 kms from Agra, the city of Taj Mahal and a wonder of the world. Sri Tika Ram Kanya Mahavidyalaya is a Government Aided (Grant-in-Aid), Post Graduate women's college affiliated to Dr. Bhim Rao Ambedkar University which is situated at Agra.

Sri Tika Ram Kanya Mahavidyalaya is one of the two women colleges in the city. Our college is a 100% girl's college with students coming from varied economic and educational backgrounds. Majority of the girls pursuing higher education are first generation learners with absolutely no educational backgrounds at home. A distinctive aspect of our college is that all the faculty posts are reserved for women candidates only.

### Vision

The college was started by a great visionary, Lala Tika Ram ji who was a very reputed and respected businessman of the city of Aligarh. He believed that the relevance of higher education can be fully established by educated women who are fundamental in the creation of an educated and progressive society. To make his vision and dream a reality Lala Tika Ram ji donated a lot of land for the construction of the school building which started with Hindu Girls Education Society. The motto of our college is 'Tamsa Maa Jyotirgamay', which means 'From Darkness to Light'. This motto is in complete harmony with the vision and mission of our college.

### Mission

The college started in 1957 with the vision to provide higher education to girls of Aligarh and neighbouring districts, in the subjects of Arts and Humanities. In 1963, it expanded its mission to provide higher education to girls in Science. The college got permanent affiliation from the University, for all courses. The college has permanent affiliation from NCTE for a two year B.Ed. course. Out of eighteen departments, six departments offer post graduate courses. Presently, we are offering self-finance courses in Bachelor of Commerce, Master of English, Hindi, Home-Science and Psychology. This year the college has a registered IGNOU as well as NIOS centre.

We figure among the 17% of the eligible colleges in the country who have been accredited by NAAC (first cycle). As openly accepted by the state agency, RUSA, percentage of girls undertaking higher education is 16.5% as against 20.9% of boys. It therefore becomes the moral responsibility of the state to provide facilities and funds in institutions like ours which have been promoting girls' education since the last 50 years.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

The major strength of our college is our extremely educated 'Management', dedicated to its multidimensional growth. A major strength of our college is its status as a women's college. The college is spread over a total land area of 4526.872 acres, with undisputed ownership and in possession. The college has about 20 staff quarters. All quarters are occupied either by teaching or non teaching staff. The college has a girl's hostel, within the premises, with an intake capacity of 200 girls. We have highly dynamic, proactive and hard working teachers and an experienced non-teaching staff. There is a strong inbuilt element of discipline in all stakeholders which makes our college one of the most dedicated and disciplined colleges of DBRA University. Our college is situated in the heart of the city which makes it accessible via railways, roadways. The facilities of bank, post office, hospital services are within the radius of one kilometre. The international airport is about 135 kilometres and is well connected by Yamuna Expressway. We figure among the 49% of the colleges registered under 12B / 2F by the UGC.

### **Institutional Weakness**

DBRAU has a large number of colleges under its fold and designing a curriculum which can geographically and demographically salvage the local advantages of the college's needs expertise. All colleges follow a common curriculum with no scope for vocation, research and innovation. There is delay in declaration of results and a huge generation of erroneous results. There is lack of strict rules of university regarding attendance, yet our college maintains students' attendance record to maintain discipline, regularity and better teaching-learning process. Permanent faculty strength is inadequate. The UP government is not approving regular PG courses. It becomes difficult to run PG in self financing scheme in Science and Commerce due to huge expenditure of establishment and low paying capacity of students. The library component of our institution does not meet the standards as expected of an institute of higher education. Teaching – Learning facilities are inadequate with some access to current literature, journals and books. The library needs ILMS software and related infrastructure. This creates obstacles in access of books and journals to students. The building is about 40 years old and needs liberal funding for maintenance. There are two posts for librarians lying vacant. In absence of the librarians it would be a financial waste to purchase resources that will not be put to optimal use. The college hostel lacks facilities after being in-house and due to security sanctions many students opt for tenancy. The percentage of employability becomes less due to poverty, cultural aspects and traditional beliefs.

### **Institutional Opportunity**

There is an immense scope of extending the infrastructure of the college as the management has ownership and possession of undisputed land. New academic blocks, car and scooter parking and many such facilities can be constructed for educational and vocational purposes. Renovation of administrative building, maintenance of infrastructure and enhancement of consumer services will enable quantum growth of this institution. A major opportunity which our college can capture is the implementation of a number of vocational courses which will enable the girls to apply their textual knowledge to professional pursuits. This is the only possible route whereby we can make our students employable. The strategic location of the city of Aligarh from Delhi is an important advantage. It is about 135 kms and takes about two hours or so to reach the capital. It is comfortably connected to Lucknow, the state capital, by the railways. The schemes provided by funding bodies for girls' institutes are all applicable to our institution. It is possible to create opportunity and environment to enable to capture research and innovation to sustainably harness the growth of this institution. The managing committee of the college comprises of visionaries which is both our strength and opportunity to grow into a socially proactive institute.

## **Institutional Challenge**

A major challenge / threat to our institution are highly imbalanced student- teacher ratio. There are a number of faculty posts lying vacant. The college has recruited large part time faculty to reduce the ratio and is draining its developmental funds towards their salaries. Our college hostel is striving to exist and the primary reason being safety norms and restrictions. The hostel needs to revamp its infrastructure like installation of solar heaters and maintenance of rooms. To accrue funds for these facilities is a challenge. The students come to our college from rural areas. Due to rural background at home these girls find it difficult to keep abreast with present technology at home. It is challenging for teachers to implement new teaching strategies. The students coming from rural areas have to endure a lot of eve teasing, harassment and fear while travelling by city bus service to the college in early hours or late evenings. This makes the attendance of these girls poor. The college can extend the facility of bus transport to certain points. The college needs a lot of funds for all this up gradation and this is a major challenge. It is a challenge to maintain the academic atmosphere of the institution. The teaching and non teaching staff that joined service after April 2005 has not been inducted in any pension scheme. Due to government policies the teachers have to suffer for their promotions and have to engage themselves in activities of association.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The curriculum is designed and imposed by the university on affiliated colleges. The members of the BOS of respective subjects are appointed by the university in order of their service seniority. These senior members of respective subjects are involved in the process of revision, planning and execution of the curriculum. The college is responsible for effective delivery of curriculum. The university maintains the system of annual examinations for affiliated colleges.

To integrate social issues like environment, human values, national pride and gender dignity, the curriculum of undergraduate program has one compulsory paper in each year of its three year program. The three papers are 'Physical Education', 'Rashtriya Gaurav' and 'Environmental Studies' for first, second and third year respectively.

The IQAC of the college provides feedback forms to all the departments of the college. Aspects related to student satisfaction on infrastructure, teaching, library, hostel, sports and facilities are asked in the feedback form. The faculty members are expected to get the feedback from the classes being taught by them and submit the filled forms to the IQAC. The feedback forms are statistically analysed and reviewed. The details are uploaded on the college website.

### **Teaching-learning and Evaluation**

The students from neighbouring states are nil.

The admission of students is done by adhering strictly to the reservation policy stated by the government for HEI's.

The enrolment of students is highly pitched against the existing faculty strength and the departments face issues in elevating the academic benchmark of admitted students.

Teachers in Arts and Humanities make the use of ICT as per the requirement of topic. The teachers in science department are using PowerPoint in regular classroom teaching and laboratory activities.

The college had fifty seven sanctioned posts by the government till 2015. In 2017, eight new assistant professors were posted by the commission in our college. In addition we have 8 temporary faculty and 29 part time/adjunct faculties. The present teacher to student ratio is 1:43. There are no appointments of teachers from neighbouring states.

There is no CBCS or CIE system. The schedule of examinations and declaration of results, by the university has been dismal. Examination related grievances have been many and complicated. The college has been proactive in trying to assuage the issues.

The results are uploaded on the university website and the affiliated college can access the results using password. The results are accessed individually. The task of accessing the result of 4000 girls is very cumbersome.

The university has made on line registration mandatory.

### **Research, Innovations and Extension**

The departments of Music and Drawing/ Painting have been doing research since a long time. The department of English has been registering research scholars for research on Dalits, Gender equality and Subalterns since 2008. English, Hindi and Music departments have generated seven doctorate scholars. No entrance examination for Ph.D. enrolment has been conducted by DBRAU since 2010. Some faculty members are registered Ph.D. supervisors of private/self-finance universities and few are Ph.D. thesis evaluators also.

In 2011, the college received two Minor Research Projects sanctioned by the UGC to the departments of Chemistry and Botany for two years.

Our college has no collaborations with industries, ministries or universities. In 2012, the department of chemistry started a non financial 'Chemical Education Exchange Program' (CEEP) with chemistry department of University of Pittsburgh at Johnstown, Pennsylvania, USA, in areas of chemical education, food and nutrition etc. Introduction of skill based vocational programs in our college can create an innovation ecosystem and an incubation centre.

The college held a regional seminar on 'Women Empowerment through Education' in December 2016 and a National workshop on 'Management of Academic Stress' in January 2018 with financial support from the college management.

In the last five years, the faculty members have published many papers, books and chapters in books at National and International levels.

The college conducts many extension programmes under NCC, NSS and Rovers and Rangers. The college is involved in 'Swacchh Bharat Abhiyaan', 'Zila Vidhik Pradhikaran' (District Legal Services Authority) and 'Matdaata' awareness programmes.

### **Infrastructure and Learning Resources**

The management and the institution have tried to flush the college with generators, computers, LCD projectors, Wi-Fi facility, new classrooms and washrooms. However, many important projects concerning IDP are on hold due to paucity of funds.

Automation and digitization of the library is much needed. Indigenous programs and processes have been devised for the purpose. Two posts for librarians are lying vacant.

The college has a Broadband (BSNL) and a Wi-Fi (JIO) making the whole campus Wi-Fi friendly. This makes the regular uploading of college activities, important university notifications, AQAR's, AISHE details on the college website easy.

The college is under CCTV surveillance 24x7. The college has fire extinguishers in laboratories.

The campus has three solar street lights.

There are two big compost pits in the campus.

The central lawn of the college is low-lying area and promotes 'Rain Water Harvesting'. Also a 'Pokhar' at one end of the college is also serving as a natural underground 'Recharge' system.

Almost 50% of the electrification in the campus is now through LED bulbs/tubelights.

The process of dispensing with solid waste and liquid waste are all in place in the college. Since all electronic equipment available in the college is purchased by the UGC grant the college is not in a position to dispense of with the e-waste at its own discretion.

### **Student Support and Progression**

Approximately 50% students get benefitted by scholarships given by the government. The money is sent directly to the students account number.

The students graduating from here pursue higher studies or research. A very important student welfare facility which our college needs is the 'Coaching and Guidance' for competitive exams and skill development. The teachers provide personal counselling to students regarding employment and higher studies and competitive examinations. Yoga and meditation camps are regularly held in the college under the aegis of NSS and NCC.

The 'Proctorial Board' of the college is the largest committee consolidated by the Principal. The committee comprises of extremely active and versatile teachers who ensure discipline in the campus during the progress of the academic session. Till date no complaint of ragging or sexual harassment has been lodged with the Proctorial Board.

All departments of the college establish a 'Departmental Students Association'. All kinds of activities are managed by the students association. The sports activities are however a college activity and they are managed by the 'Sports Committee' of the college.

In 2003 the college started a registered 'Alumni Association'. The Alumni Association was started by the then Principal, Dr. Manju Saraswat, who was an old student of this college. The 19th of December is celebrated as the 'Alumni Day' of the college. This day marks the induction of new students into the association with a membership fee of Rs. 100.00.

### **Governance, Leadership and Management**

The managing committee is the appointing authority for all faculty posts and the Principal's post, being approved by the Uttar Pradesh Higher Education Service Commission.

Teachers get Duty Leave (DL) to attend Orientation/Subject Refresher Programs.

The college does not extend the facility of Financial Support and Duty Leave (DL) to teachers who go for conferences/workshops etc. outside the purview of Dr. Bhim Rao Ambedkar University.

The college undergoes annual Internal Audit. The last External Audit was in May 2018.

All interconnected concrete roads in the college have been made by the contribution local MLA's and MLC's. Social service clubs and college Alumni have donated women friendly facilities like Sanitary Napkin Dispenser, water cooler etc. The department of Home Science runs a weekly 'Food Café' and department of Drawing and Painting puts up an annual exhibition of paintings.

The head of the institute receives the requirements from the respective departments. Upon approval from the Principal, the requirement is forwarded to the secretary/treasurer. After sanction or rejection of the requirement, the documents come back to the Principals office. The office then forwards the documents to the department for necessary action.

IQAC conducted the entrance examination for undergraduate classes in 2016-2017 and 2017-2018. Another contribution of the IQAC has been the Regional Seminar on 'Role of Higher Education in Empowering Women in India' and a National Workshop. In 2017, the IQAC successfully handled the promotion of nine teachers under CAS and two faculty members under API.

### **Institutional Values and Best Practices**

The 22nd of December is the 'Founder's Day'. The college annually holds a week long founders Day celebration to commemorate the efforts of Lala Tika Ram Ji.

The college conducts a number of gender equity and self-worth programs throughout the year.

We contribute to the social cause of 'Beti Bachao Beti Padhao'. A special program is always fixed for the Eighth of March (Women's Day).

The college has environmental sensitivity and has a luxuriant green cover with about 50 % area under green cover of lawns and trees. We have a number of trees like Gul Mohar, White fig, Eucalyptus, Bougainvillea, Apocynaceae, Ashoka, Amaltas and many more.

The college is strongly motivated to use funds for differently-abled persons. As stated earlier many important and sustainable projects are on the anvil and need funds to be executed. Presently a few ramps are spread over the entire campus for making it wheelchair friendly.

The college makes sincere effort to promote national consciousness, human values and historical pride in all its stakeholders by hosting cultural programs.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SRI TIKA RAM KANYA MAHAVIDYALAYA
Address	Near Gandhi Eye Hospital Ramghat Road
City	ALIGARH
State	Uttar pradesh
Pin	202001
Website	<a href="http://www.trkpgcollege.com">www.trkpgcollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Associate Professor	Sangeeta Kumar	0571-2742202	9219402438	-	sangeeta_iitk@yahoo.co.uk
Principal(in-charge)	Lucky Gupta	0571-2406116	9358957724	-	strkmnaac@gmail.com

Status of the Institution	
Institution Status	Self Financing and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1957

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Uttar pradesh	Dr. B.R. Ambedkar University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	01-07-1961	<a href="#">View Document</a>
12B of UGC	01-07-1961	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	<a href="#">View Document</a>	11-01-2018	24	

**Details of autonomy**

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

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Near Gandhi Eye Hospital Ramghat Road	Urban	4526.872	8400

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	INTER	English	1920	1012
UG	BA,Hindi	36	INTER	Hindi	1920	718
UG	BA,Music	36	INTER	Hindi	1920	142
UG	BA,Drawing And Painting	36	INTER	Hindi	1920	245
UG	BA,Home Science	36	INTER	Hindi	1920	329
UG	BA,Psychology	36	INTER	Hindi	1920	268
UG	BA,Sanskrit	36	INTER	Hindi	1920	64
UG	BA,Sociology	36	INTER	Hindi	1920	576
UG	BA,History	36	INTER	Hindi	1920	229
UG	BA,Economics	36	INTER	Hindi	1920	365
UG	BA,Political Science	36	INTER	Hindi	1920	320
UG	BA,Education	36	INTER	Hindi	1920	465
UG	BSc,Botany	36	INTER	English + Hindi	540	412
UG	BSc,Chemistry	36	INTER	English + Hindi	540	335

UG	BSc,Zoology	36	INTER	English + Hindi	540	430
UG	BA,Physical Education	36	INTER	English + Hindi	1920	26
UG	BSc,Physical Education	36	INTER	English + Hindi	540	36
UG	BEd,Teacher Education	36	INTER	English + Hindi	140	116
UG	BCom,Com merce	36	INTER	English + Hindi	540	519
PG	MA,English	24	UG	English	160	143
PG	MA,Hindi	24	UG	Hindi	160	106
PG	MA,Music	24	UG	Hindi	120	12
PG	MA,Drawing And Painting	24	UG	Hindi	120	49
PG	MA,Home Science	24	UG	Hindi	120	75
PG	MA,Psychology	24	UG	Hindi	120	71
Doctoral (Ph.D)	PhD or DPhil,English	60	PG	English	8	0
Doctoral (Ph.D)	PhD or DPhil,Hindi	60	PG	Hindi	8	0
Doctoral (Ph.D)	PhD or DPhil,Music	60	PG	Hindi	8	0
Doctoral (Ph.D)	PhD or DPhil,Drawing And Painting	60	PG	Hindi	6	0

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				63			
Recruited	0	0	0	0	0	0	0	0	0	42	0	42
Yet to Recruit	0				0				21			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				42			
Recruited	0	0	0	0	0	0	0	0	0	37	0	37
Yet to Recruit	0				0				5			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				45
Recruited	36	5	0	41
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	12	0	0	12
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	3	0	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	1	0	0	0	0	1
Ph.D.	0	1	0	0	30	0	0	5	0	36
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	1	0	0	4	0	5

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	2	0	0	5	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	10	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	19	0	19

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	4		4		8

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Doctoral (Ph.D)	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	2900	0	0	0	2900
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	456	0	0	0	456
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	762	532	799	684
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	1185	1237	1450	1412
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	1951	2028	1352	1246
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	11	0	14	14
	Others	0	0	0	0
<b>Total</b>		<b>3909</b>	<b>3797</b>	<b>3615</b>	<b>3356</b>

### 3. Extended Profile

#### 3.1 Program

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

Response : 29	File Description	Document
	Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	29	29	29	28

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3356	3615	3797	3909	3669
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

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

2017-18	2016-17	2015-16	2014-15	2013-14
2000	2030	1935	1845	1755
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

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

2017-18	2016-17	2015-16	2014-15	2013-14
NA	1174	1322	1452	1009

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
42	34	35	39	40

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
63	63	57	57	57

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

Response : 55

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

2017-18	2016-17	2015-16	2014-15	2013-14
163.26624	124.38875	219.21019	175.84077	113.611119

#### Number of computers

Response : 35

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

An affiliated college does not have the freedom to design its own curriculum. The revision and redesigning of the existing curriculum is under the purview of the Board of Studies of different subjects at the university level. External subject experts are invited for discussions in the Academic Council of the university. The curriculum is finally approved by the Executive Council of the university. Feedback on the curriculum for the previous year is analyzed and remedies are incorporated into the curriculum planned by the academic council of the forthcoming session.

Senior faculty members of our college are members of the Examination Committee as well as the Academic committee of the affiliating university and are involved in bringing about reforms in the examination and evaluation system.

The institution makes 100% effort for effective and meaningful curriculum delivery.

- Our college begins at 9.15 a.m. and operates till 4.00 p.m. The duration is divided into nine equal slots of 45 minutes each. The institution has a six day week. Each faculty member is allotted a workload of 24 periods per week.
- At the outset of the session the Principal creates a committee, comprising of a set of teachers, who are adept in the comprehensive designing of the college timetable. The timetable of Arts, Science and Commerce are designed separately.
- A copy of the timetable is submitted to the Principal by the Heads of the Departments. The Principal ensures the punctuality and duration of the stay of each faculty member. The old timetables are maintained by respective departments.
- Majority of students opt for Hindi and English as their main subjects. These subjects are no longer compulsory. The language lab is used to deliver the curriculum efficiently by discussion and critical analysis.
- The faculties are advised to make intensive use of ICT/language laboratory to make the curriculum delivery more effective and time friendly.
- The implementation of the curriculum is dependent on the initiatives of departments and monitored by the department head from time to time.
- The college maintains record of the leaves granted to teachers under different heads. The leave record of each teacher is maintained and documented individually. This record starts from the joining date of the

teacher.

- The tabulation of working/teaching days of a teacher against working/teaching days of the college is maintained by individual teachers.
- The annual result of our college is compared to the result of other aided colleges of the university in order to assess the teaching standards and curriculum delivery of teachers.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 15

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 78.95

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	7	7	5	6

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 75.86

1.2.1.1 How many new courses are introduced within the last five years

Response: 22

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>

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

**Response:** 0.36

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

2017-18	2016-17	2015-16	2014-15	2013-14
61	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

S.NO.	FACULTY	CORE SUBJECT	DEGREE	CROSS CUTTING ISSUE
1	Science	Botany	B.Sc.	Environment and Sustainability
		Chemistry	B.Sc.	Environment and Sustainability
		Zoology	B.Sc.	Environment and Sustainability
2	Arts	English	B.A.	Gender issues, Human values, E
		Hindi	B.A.	Gender issues, Human values, E
		Sanskrit	B.A.	National identity
		History	B.A.	National identity
		Political Science	B.A.	Human values, Gender bias
		Economics	B.A.	Environment, Professional ethic
		Sociology	B.A.	Human values, Gender, Environ
		Music	B.A.	Gender, Human values, Nationa
		Psychology	B.A.	Gender stereotypes, Human Val
		Drawing and Painting	B.A.	Gender styles,
		Home Science	B.A.	Gender issues, women nutrition
		Education	B.A.	Human values
		Physical Education	B.A.	National pride, Women health
3	Commerce	Commerce	B.Com.	Human values, Finance
4	Education	Bachelor of Education	B.Ed.	Human values, Gender issues

S.NO.	FACULTY	CORE SUBJECT	DEGREE	CROSS CUTTING ISSUES
1	Arts	English	M.A. (Self Finance)	Environment, Professional ethic
		Hindi	M.A. (Self Finance)	Environment, Professional ethic
		Music	M.A. (Aided)	Environment, Gender
		Psychology	M.A. (Self Finance)	Environment, Professional ethic
		Drawing and Painting	M.A. (Aided)	Environment, Professional ethic
		Home Science	M.A. (Self Finance)	Environment, Professional ethic

**File Description**

**Document**

Any Additional Information

[View Document](#)

Link for Additional Information

[View Document](#)

#### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last

**five years**

**Response: 3**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 3

<b>File Description</b>	<b>Document</b>
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships**

**Response: 1.34**

1.3.3.1 Number of students undertaking field projects or internships

Response: 45

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response: D. Any 1 of the above**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

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

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed****D. Feedback collected****Response:** C. Feedback collected and analysed

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 96.3

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3356	3615	3797	3909	3669

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4000	4060	3870	3690	3510

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2000	2030	1935	1845	1755

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

The college caters to girls primarily from semi rural areas and villages. The enrolment percentage of girl students is very high in our college and at times exceeds the saturation limit. Presently we are educating 4000 girls annually.

The learning levels of students have great disparity. In addition to the teaching-lecture method teachers make use of various innovative techniques to bring slow learners at par with average learners.

- The college holds 'Entrance Examination' for students seeking admission in the undergraduate programs (B.A. and B.Sc.). The examination helps prepare students for the undergraduate course as well as makes them aware of their adequate academic level in class. The students who are selected in the entrance test are admitted on basis of the merit list drawn on marks obtained in the entrance examination as well as marks obtained in the last qualifying examination.
- The English department organizes activities like Drama reading, enactment of plays. The Hindi department organizes creative writing, poetry recitation. The Sanskrit department organizes Sanskrit 'Shloka' competition and the Music department organizes Vocal, Sitar and Tabla competitions.
- The students are regularly taken on field / study tours.
- Majority of the departments have viva voce or small multiple choice question tests, throughout the academic session. This makes the students aware of their preparatory levels.
- Many faculty members invite academicians/professionals to deliver talks which help in giving an insight to students about their learning levels.

- The science department organizes group activities to club slow learners with confident students. The Chemistry department organized 'Poster Presentation' in which about 100 girls participated. The Botany department has 'Project Activity' in groups.
- The students are free to get their academic issues/doubts resolved by the teachers. The college provides counselling to commerce students through workshops and seminars.
- Official remedial classes have been discontinued. However the teaching staffs is involved in providing extra guidance to interested students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.2.2 Student - Full time teacher ratio

**Response:** 79.9

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

#### 2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The technique of traditional education has been a teacher-centred approach to learning. Student-centred teaching strategies are not being employed in the corridors of state run universities and hence the quality of education and the learning outcomes of students are poor. Our college employs a number of student centered teaching strategies, as is required by the syllabus, using a combination of all available ICT resources and the dedication of our teachers.

Teachers use a variety of student centered techniques to promote participative learning.

- In English and Hindi subjects, teachers use a number of ICT tools to make their content intelligible by involving students in participative learning through mobile-sharing, videos, documentaries, interviews etc.
- In B.A.(III) of Hindi there is a complete unit on 'Bhaasha Vigyaan and Prayojan Moolak Hindi'

dedicated to internet, Netscape navigator, Browsing, Internet Explorer, Downloading, Scanning, Computer Hardware and Software.

- In B.A. (III) English there is a complete paper 'Structure of English' based on Language software and use of CDs to teach dramas, poetry and documentaries.
- There are many core subjects like Chemistry, Botany, Zoology, Home Science, Drawing and Painting, Music, Psychology in the college which have prescribed experiential learning in their course syllabus.
- In the science subjects approximately 13.5 hours / week are devoted to experiential learning. In the practical classes in science subjects, a number of experiments are explained via PowerPoint or through internet pictures/images.
- In Chemistry many topics are covered via presentations. A major goal achieved by this method is that the student learning is visually aided and three dimensional and slow learners have shown remarkable improvement in quiz tests that follow the topic. The technique is extremely time effective.
- The Botany department takes a study tour occasionally and has involved the final year students in project activity.
- The departments of Political Science, Economics, History, Sociology, Education, Psychology and Sanskrit organize invited lectures from professionals, involve students in group discussions, debates, student seminars, assignments, field tours, project work and quiz competitions.
- The Home Science department holds various competitions and exhibitions on the products created. The department also holds a 'Café' for a week to promote culinary skills and generate fund for the department.
- The Drawing and Painting department holds annual exhibition of paintings made by UG and PG classes. These paintings are open for sale. This activity provides impetus to the students to improve their work.
- The music department uses a number of electronic musical instruments which assist in 'Sur' and 'Taal'. The department actively uses mobile sharing to listen to ragas and lyrics.
- In the Commerce department the teachers organize student seminars, quizzes and presentations.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 57.14

#### 2.3.2.1 Number of teachers using ICT

Response: 24	
File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 79.9

#### 2.3.3.1 Number of mentors

Response: 42

### 2.3.4 Innovation and creativity in teaching-learning

Response:

Students seeking admission in our college come from semi rural backgrounds and majority are 'First Generation Learners'. There is lack of primary and secondary education at home. They are ignorant about their food requirements and calorie consumption. They face gender inequality in nutrition and work distribution. They are low on self esteem and self worth. These students do not have access to the internet at home.

The faculty periodically devises and adopts innovative teaching methods so as to (1) motivate girls to do pre-class preparation (2) improve comprehension in subject (3) encourage them to write (4) help them in university examinations and (5) introduce them to the world of internet and technology.

Some interesting techniques adopted by faculty members are mentioned here.

- 'Student Seminars' are organized by all departments. Student seminar is an out-of-syllabus activity in which the topic may or may not be from the syllabus. Student seminars (a) encourage student research and education on social, political, gender sensitive and progressive topics (b) heighten their personal and societal awareness (c) promotes them to take centre stage and public speaking (d) introduces them to information technology and power point presentations.
- Department of English conducts a number of activities some being essay writing, poetry and prose recitation. The department stages plays on gender issues and social evils written by eminent writers like Vijay Tendulkar, Mahesh Dattani and Shakespeare. One extremely creative teaching technique was 'Paint a Poem'.
- Department of Hindi conducts a number of programs like recitations, essay competitions and stage a number of plays based on women centric themes.
- Department of Music has intercollegiate vocal, sitar and dance competitions.

- Department of Drawing /Painting hold a number of activities of academic and social awareness throughout the year. They have painting exhibitions, painting and rangoli competitions on ‘Beti Padhao, Beti Bachao’, ‘Matadata Divas’ and many more.
- Department of Home Science holds a number of activities like ‘Rangoli’ competition, ‘Food Café’ etc. to make girls aware of socio-economic activities.
- Department of Psychology organizes group discussions, seminars and clinical psychology programs for PG students.
- Department of Chemistry maintains a ‘Wall-Paper’ scheme. The scheme involves adorning the departmental notice boards with selected articles written by the students. The article gets published in the college magazine titled ‘USHA’.
- Department of Botany assigns ‘Project’ to the final year students. This effort is commendable as the students are prepared for research work in post graduate classes.
- Departments of Political Science, History, Economics, Sociology, Education, Zoology are involved in activities like quizzes, essay writing and debates.

## 2.4 Teacher Profile and Quality

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

**Response:** 64.13

#### File Description

#### Document

Year wise full time teachers and sanctioned posts for 5 years

[View Document](#)

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 93.43

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
37	33	34	37	36

#### File Description

#### Document

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

**2.4.3 Teaching experience per full time teacher in number of years****Response:** 16.9

## 2.4.3.1 Total experience of full-time teachers

Response: 710

**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 34.21

## 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	5	1	2

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)

Any additional information

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

## 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description****Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

Dr. Bhim Rao Ambedkar University does not practise CBCS/CIE system for affiliated colleges. Therefore, we do not have semester system in any of our college UG and PG programs.

Being an affiliated college we follow an annual system of written examination in which we are a part of central evaluation system established by the university.

- 75% of question papers of theory for annual written examinations are set by the teachers from our university. About 25% of question papers of theory for annual written examinations are set by the teachers from other universities. This is the only evaluation mechanism to assess the performance of a student in a program.
- The practical examinations are internally managed by the institution. The university appoints an external examiner as well as an internal examiner (from the institution). To make the practical evaluation robust, the internal examiner can request the external to take factors like attendance, regular performance, discipline and percentage of the candidate in the previous year into consideration.
- The university has introduced one OMR paper in every subject, in all UG programs, from the session 2016-2017, in annual written examinations, to improve learning outcomes of students.

We totally agree that there should be a mechanism of CIE for students in all programs either in annual system or semester system. There will be a drastic improvement in class attendance, academic and co-curricular performance and discipline and student teacher interaction at all institutional levels.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

We are an affiliated college and follow an annual examination system established by Dr. Bhim Rao Ambedkar University at Agra.

- The theory examination copies are centrally evaluated in the university premises at Agra, in the presence of observers. To maintain frequency and credibility in assessment of answer copies an examiner can evaluate only a fixed number of copies.
- College ensures strict invigilation during examination by the room invigilators. There are CCTV cameras located strategically in all classrooms. The internal flying squad (assigned by the college) and the

university flying squad work stringently to check and curb unfair means.

- The practical examinations are internally managed by the institution. The university appoints the external as well as the internal examiner. At times the external examiner may define the experiment to be given to students for his personal assessment of their learning levels.
- The Internal examiner is aware of the learning outcomes of its students and while evaluation of practical copies keeps in minds that there should not be great disparity between the theory and practical marks of the student.
- The university ensures timely uploading of examination results on website.
- The university releases notices regarding fair and fast evaluation during examination days. All relevant information is communicated by the Principal to the teaching as well as non-teaching staff through a Whatsapp group.
- The university has re-examination system to improve the university and students result.
- Information concerning students is displayed on the notice board or on the college website.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

#### Response:

The past history of the university regarding schedule of examinations as well as declaration of the examination results for all courses has been dismal. Examination related grievances have been many, varied and complicated. The examination related grievances started with the onset of digitalization of evaluation, results and mark sheets and the role of private agencies in this context.

The last two years saw the timely execution of examination and declaration of results.

- The college cannot directly resolve examination related grievances.
- The college has been proactive at its end in trying to solve examination related grievances for the benefit of the girls who pass out and need to apply in different institutes for higher education or for girls who have cleared competitive exams and are in the process of seeking admission where they need their university mark sheet. All applications of the aggrieved students are forwarded by the principal to the concerned clerk who keeps regular contact with the university authorities in this regard. At the university end the mechanism to deal with queries is neither transparent nor time bound.
- The results are uploaded on the university website and the affiliated college can access the results using

password. The university does not forward a hard copy/cross list/ enrolment number of students to the colleges. Due to deficient IT services and lack of upgraded software the college has issues in accessing the compiled result of the college for all programs. The college has to access all results of students individually by their roll number.

- Last two years the 'Aadhaar Id Number' of each student seeking admission has been made mandatory. This year the university made on line registration mandatory.
- The university has implemented OMR pattern in examinations and 'Coding' system for the evaluation of answer books to reduce student grievances.
- In spite of many strategies/efforts the mechanism to solve queries has not streamlined. Hopefully, in the coming years the examination related grievances will be less.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 2.5.4 The institution adheres to the academic calendar for the conduct of CIE

##### Response:

The Academic calendars are systems that define the landmark dates that drive day-to-day administrative, political and academic businesses at an institution.

Ours being an affiliated college of Dr. Bhim Rao Ambedkar University (state university) at Agra is under the wing of the academic calendar followed by this university. As mentioned and elaborated earlier there is a lot of pressure of different types of colleges on this university. Starting from the release of admission forms to the declaration of results the university finds it incapable of adhering to a drop dead line and there is an extension of duration and adjustments. The college accordingly shifts and adjusts to accommodate the flexibility of the University academic calendar.

The University academic calendar contains cancellations of dates, release of drop deadlines for documents to be uploaded or withdrawn along with other landmark dates that vary, depending on the locational conditions.

The college in all aspects has to adhere strictly to the academic calendar of the university if at all it is released before the beginning of the academic session.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

The three levels of outcomes as stated in the SSR are 'Program Outcomes', 'Program Specific Outcomes' and 'Course Outcomes'. None of these three levels of outcomes are listed in the university website. However, as is mentioned they can be developed and uploaded on the institute website. The program outcomes of all courses at the undergraduate level are the same irrespective of the course. Similarly, program outcomes of all at the post graduate level are the same irrespective of the course.

#### Program Outcomes of Undergraduate Courses

The student should be absolutely clear about the subject area which she needs to pursue for higher studies. The student needs to be focussed on the interdisciplinary/applied frontiers of the subject area.

The student should be able to speak, pronounce, write, read and listen with clarity either in person or through electronic media in at least one language either English or Hindi and be capable of communicating and connecting to the world through internet, books, writings and society.

The student should be critical thinker. The student should be able to identify the problem areas in the course of study. She should have the capability to study a concept from a variety of perspectives.

The student should be proud of her gender and should demonstrate equity centered temperaments at home and college.

The student should be conscious about personal and societal health and environment.

The student should have a sense of national identity and pride.

The student should have her moral and human values in place.

#### Program Outcomes of Postgraduate Courses

The student should behave as a global citizen. She should be able to substantially contribute to this highly competitive present world.

The student should be an able analyzer. She should be able to identify frontiers which stimulate mind, identify resources, formulate mechanism to document resources, research literature and analyze.

The student should be able to merge her core subject with other disciplines and indulge in applied frontiers of knowledge and education.

The student should become an academician for life and engage in life-long learning.

The student should understand the social, moral and familial dimensions of one's decisions and accept responsibility for the same.

The **Course Outcomes** for all will be uploaded on the college website.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

The institution has no authority to measure the POs, PSOs and COs of students and thus has no mechanism

to measure the level of attainment of program and course outcomes.

It is responsibility of the affiliating university to specify and define the POs, PSOs and COs for all colleges under its wing offering three years undergraduate program and two year postgraduate program and post them on the website.

The college can assess but it will have no recognition at any level if not certified by the university.

The exemplars from 'Notes' was found to be inadequate.

The mechanism to measure attainments should have been attached as well.

We would be obliged if we could be guided on the types of methods used/employed to measure the attainment of POs, PSOs and COs.

- The attainment of POs of 4000 students.
- The attainment of PSOs of 4000 students studying in 18 undergraduate departments and 6 post graduate departments.
- The COs of all papers of all 18 subjects.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 91.98

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 1216

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1322

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0.53

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.10500	0.10500	0.10500	0.10500	0.10500

File Description	Document
List of project and grant details	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 11.9

3.1.2.1 Number of teachers recognised as research guides

Response: 5

File Description	Document
Any additional information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.26

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 2

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 38	
File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Supporting document from Funding Agency	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The institution has human resource by way of students, faculty and working staff. The managing committee of the college comprises of industrialists and professionals of national and international repute. However, the linkage between college resources and industries for development of products or exchange of knowledge has not been established. The main reason is the paucity of material resources like funds, equipment, facilities etc.

In spite of limitations the departments strive to create funds and explore new dimensions.

Students from Home Science department have been involved in the preparation of handicrafts which are open for sale in exhibitions. Products from waste materials are prepared by students and sold during festivals. The department also runs a week long 'food café'. The Home Science department has been approached by the Lakme Academy for a two day workshop on beauty treatments.

The Drawing and Painting department holds an annual exhibition of paintings and the paintings of PG students are open for sale.

Chartered Accountants have been counselling students of the commerce department.

Old Students Association of the college has put up sale of handicrafts made by our students .

The Botany department demonstrated and sold herbal products.

The Chemistry department started the production of rose water which it continued for two years. The theme was to 'Earn while you learn'. The rose water was prepared, packaged and then marketed by the girls of the chemistry department. Due to shortage of faculty, increase in number of students the preparation of rose water was discontinued.

We are eager to start vocational courses in the college. Only then can an ecosystem for innovation can be established in our college.

Many departments have projects on the anvil in which they have plans to generate funds for the betterment of their courses.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years****Response:** 0**3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description****Document**

List of workshops/seminars during the last 5 years

[View Document](#)**3.3 Research Publications and Awards****3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research****Response:** No**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Response:** No**3.3.3 Number of Ph.D.s awarded per teacher during the last five years****Response:** 1.4**3.3.3.1 How many Ph.Ds awarded within last five years****Response:** 7**3.3.3.2 Number of teachers recognized as guides during the last five years****Response:** 5

File Description	Document
URL to the research page on HEI web site	<a href="#">View Document</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 2.34

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	21	20	23	16

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

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

**Response:** 1.61

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

2017-18	2016-17	2015-16	2014-15	2013-14
14	26	7	5	9

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### **3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years**

#### **Response:**

It was in 1960 that the Kothari Commission first articulated the concept of 'Extension' and the TRINITY of Teaching, Research and Extension.

In 1977 the University Grants Commission first incorporated 'Extension' into its Policy Statement for Higher Education. Our college has the glory of having a NCC unit in our college since its conception. Dr. Mann Sobti, head of the chemistry department, was the first Incharge of the NCC unit of the college. She was succeeded by Dr. Anusuya Singh, head of the drawing and Painting department. Both are super annuated. Both retired as Majors.

One of the goals of the UGC is to transform the university system into an active instrument for social change through the institutionalization of 'Extension' as the 'Third Dimension' and ensuring that the university system is adult learner friendly and pro life-long-learning.

There is this growing realisation that universities and colleges having huge institutional resources-knowledge, manpower-physical facilities have an obligation to elevate the status of the neighbourhood community with particular reference to the diverse needs of all the segments of the society. Our college is not equipped with facilities, infrastructure and technology as is in the IIT's and IIM's. We have human resource and manageable distances. The students and teachers extend their personal resources at personal expense to engage in extension activities. There are many security issues involved with girls moving in the villages with no security support.

Presently we have 160 students (two units) under NCC, about 200 students in NSS and 24 students in Rovers and Rangers. All extension activities are geared to promote women education, open-learning system and non-formal education. All activities and programmes for women development through training, research and consultancy are documented.

Extension activities have been a link between our college and the neighbouring 'basti' (village). The objective has been to extend knowledge and other institutional resources like health experts, lawyers etc. to the women of the community. This would go a long way in creating sustainable support to the women of the 'basti' and transform our stagnated institutionalized education into a dynamic learning activity. It is currently active in gender sensitization in consonance with the mission of this institution.

We are continuously trying to create awareness among the masses, especially women and children, about their voting rights, gynaecological issues, health and hygiene, sanitation, waste management, water conservation, access to information through use of technology, public resource exploitation, illiteracy, employment, gender discrimination and employment opportunities, legal rights of women, 'Swacchh Abhiyaan' to name a few. The teachers use different techniques such as expert interface, health check up

camps, folk media, interactive and participatory programmes, group activities and group discussions. Our focus is to help individuals/families and community as a whole to lead a wholesome and healthy life and bring a change in our neighbourhood.

Extension activity has connected our educated undergraduate girls with the society and developed in them a sense of responsibility towards society. Extension programs have deepened our teachers knowledge through a wider exposure to real life situations.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response:** 49

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

2017-18	2016-17	2015-16	2014-15	2013-14
16	8	7	17	1

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response:** 76

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
26	23	11	11	5

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 44.57

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1764	3264	1473	987	585

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 17

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	4	3	3

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 0**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The college campus was established in 1961 and since then new areas are being added within the college. The management is extremely proactive in fulfilling the infrastructural necessities to meet the demands of the faculty, office and students.

The college library is a two storied building and has a lot of scope for upgradation. The college has an air conditioned, state-of-the-art seminar hall with a seating capacity of 150. The college auditorium is huge with a capacity of 300 to 400. The hall is used for cultural activities.

The college has a language Laboratory shared by the English, Hindi and Sanskrit departments with a capacity of 10 students. The laboratory is equipped with a sound system, software, computers terminal and smart TV.

The Psychology (2 labs) department has a smart TV, projector, sound system and other analytical apparatus.

The music department has a performance hall and demonstration rooms.

The Home Science department has two labs which are used as nutrition and textile laboratories.

There is a painting room in the Drawing and Painting Department.

All post graduate departments have departmental libraries.

The college has well ventilated 40 class rooms with seating capacity of about 40 students. The college has a lecture theatre for the science students which can accommodate 100 students.

The college has three science laboratories for Botany (1), Zoology (1) and Chemistry (1).

The botany department has a botanical garden. The laboratory has autoclaves, electronic microscopes, Laminar flow and microwave equipments and a botanical museum.

The zoology department has an animal room to keep animals for dissection and a zoological museum.

The chemistry department has a separate balance room. It has space for creation of an instrumentation room. The laboratory has Vis spectrophotometers (3), electronic balances(3), magnetic stirrers, oven(2), incubators(1), autoclaves(1), pH meters(2), electronic microscopes(1) and water baths and microwave.

The college has well equipped laboratories for the Home Science (1lab). There is a nutrition lab and a textile laboratory.

The college has two generators of approximately 65 KVA capacities which give excellent electrical backup. The college has a central lush green lawn with an outdoor stage for open air cultural activities. All the departments of the college have computer facility. All PG departments have sound systems, LCD projectors, TV screens and computer facilities.

There are six printers in the college with one being a laser printer.

The office and libraries have photocopiers.

The college has 20 staff quarters for the faculty as well as the non teaching staff.

The college has an all girls hostel with an intake capacity of 200. The girls studying in nearby colleges also seek residence in our hostel.

The entire college is Wi-Fi friendly. The college has the Broadband facility (BSNL), which caters to the hostel and the JIO Net portal which caters to the campus.

The college has already started work on the maintenance and renovation of the Office/Administrative block.

There are six water coolers and all have RO facility.  
 The college has a cycle stand and a scooter stand.  
 The college has a well furnished Guest house in the premises.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

The central part of the college is a lush green area where a number of sports are held during the winter season. The inter-collegiate or intra-university sports like Kho-Kho, Kabbadi, High Jump, Long Jump, Javelin throw, Shot put, Discus are all organized here. The college auditorium also serves as an indoor badminton ground. University selection trials of basketball have been hosted by our college two years ago.

The girls practice for Cricket and Hockey in the grounds.

This area is also available for carrying out all NCC, NSS and other college cultural activities.

The college has a NSS wing of about 200 enthusiastic students.

The NCC has two wings with 160 students.

The Rovers and Rangers have 24 students.

The college has state-of-the-art Basket Ball Court which was inaugurated by the Honourable HRD Minister, Smriti Irani Malhotra on 21st January 2016.

The college has a gymnasium building with modern equipments like:

- Table Tennis tables (STAG) (2)
- Cycle/Exerciser (2)
- Joggers (2)
- Twisters (2)
- Vibrators (2)

- Rowing (1)
- Bench press (1)
- Pommel horse
- Horizontal bars
- Steppers (2) and
- Weighing scale

The college grounds have an outdoor stage for student assemblies, and cultural functions. At the annual founders day the 'Havan' is performed in this premises.

The college grounds are used for Yoga camps under the extension activities banner in these grounds. The students and staff of the college enthusiastically joined in with the rest of the world in observing the International Yoga Day on 21st June, 2015.

The Martial-Arts and Self-Defence workshops are also held here.

The college undertakes lectures and workshops in its hall and seminar to expose students and staff to the concepts of good health practices.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

**Response:** 100

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

Response: 55

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 12.7

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.95099	8.08331	22.67488	44.23328	19.59439

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

The library of our college is spread over an area of 229.8942 square meters.

The library was established in the 1980's and is named after the Late Secretary of the Managing Committee, Dr. Vijay Gupta.

It is a two storied building with the office of the librarian and books on the first floor.

The ground floor of the library has two reading rooms, one for UGs and one for PGs and a computer room. There s an additional space which is being renovated for the office of the IQAC, NAAC and the magazine committee.

The library has computers, Internet facilities, and many sets of text books for all subjects are available in the library.

A number of students can be seen reading in the reading room downstairs.

The library maintains an accession register.

The library maintains a register to record the number of persons entering the library daily.

The library is not automated. All ILMS systems are expensive. The officiating librarian has consolidated the list of all the library books present in the cupboards, on MS excel sheet which has made the search for a particular reference book, for a particular subject, comparatively very easy.

Presently two posts of librarians are lying vacant in our college.

### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

**Response:**

Our library maintains an Accession Register. The library maintains a register to record the number of persons visiting the library daily.

Presently two posts of librarians are lying vacant in our college. The officiating librarian has compiled all the library books present in the cupboards, on MS excel sheet which has made the search for a particular reference book, for a particular subject, comparatively easy.

We have some remarkable books in our library.

- Translation of 'ABHIJANAN SHAKUNTALAM', from Sanskrit to Hindi and Sanskrit to English, are rare books in our library.
- Translation of 'NATYA SHASTRA', from Sanskrit to English is also a rare book in our library.
- English version of some plays of Shakespeare has been translated to Hindi, by Prof. O.P. Govil, Department of English, A.M.U.

Our library does not have a collection of special reports or any other knowledge resource for library enrichment.

The library is not automated. All ILMS systems are expensive.

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)****Response:** 0.77

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.53363	.67774	.69133	.62919	.30028

**File Description****Document**

Details of annual expenditure for purchase of books and journals during the last five years

[View Document](#)

Audited statements of accounts

[View Document](#)**4.2.5 Availability of remote access to e-resources of the library****Response:** No**4.2.6 Percentage per day usage of library by teachers and students****Response:** 4.41

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 150

**File Description****Document**

Any additional information

[View Document](#)**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

The college was able to be IT facilitated after the sanction of its first special grant of Rs. 23 Lakhs (approximately) in 2011. With the sanction of its second special grant again of Rs. 22 Lakhs the college departments, office, library, hostel have become IT facilitated.

The college has computers, LCD projectors, electronic printers, sound systems, laptops, photocopiers and many departments have electronic teaching aids as per their requirement.

The college got a 'Broadband' connection through BSNL under the NME (Government Port) in

20122-2012, at the rate of Rs. 250.00 per month. It has unlimited data at slow speed and it also has a fax machine on the same number. This caters primarily to the hostel.

The college campus became Wi-Fi friendly with the installation of JIO Network on 03/06/2016. This is a contract for 9 years.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 95.89

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** 20-35 MBPS

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 19.28

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

2017-18	2016-17	2015-16	2014-15	2013-14
24.81398	18.76924	32.11697	30.42887	38.81544

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

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

##### Response:

Especially in view of the increased student intake due to changing government policies there has been a stress on the logistics in an institution like ours. There is an annual budget provision for maintenance and upkeep of physical infrastructure including equipments.

- A Security Guard ensures unauthorised entry in the college premises and misuse of facilities. College building and campus is under 24 x 7, CCTV surveillance.
- There are two 65 KVA Kirloskar generators which ensure uninterrupted power supply There are two full time electrician-cum-generator operators to attend to minor faults and repairs.
- Maintenance of washrooms, service areas, classrooms and corridors are done through six sweepers.
- Fire extinguishers are installed at strategic locations all over the campus and in departments like Chemistry and Home Science.
- RO purified water coolers have been provided for students and staff at different points in the college and refrigerators are provided in most of the UG/PG departments.
- To make the best use of the available classrooms (40), our college begins at 9.15 a.m. and operates till 4.00 p.m. The timetable of Arts, Science and Commerce are designed separately. There is regular interaction among the Time-table committees and the staff which leads to optimization of the present resources and also leads to planning for the future.
- All laboratories of the science function continuously from 9.15 AM to 4.00 PM making maximum possible use of equipments. Laboratory equipments are calibrated regularly, under expert supervision.
- The departmental computers and IT facilities are in regular use as will be evident from the list of departmental activities being conducted in the college. The office is managing majority of its work on computers.

- The seminar hall is used to its full capacity. A department has to register its program/activity in advance, in the register maintained in the Principals office. The Hall is centrally located and fully air-conditioned.
- The sports practice start from 9.00 AM to 11.00 AM regularly. This provides opportunity to maximum number of students to practice and avail resources. The gymnasium is equipped with many types of equipment as enumerated in 4.1.2.
- The library is operational from 9.15 AM to 4.00PM.
- The process of maintenance of equipment is sequential. The application either for rectification of equipment or for renovation of classrooms is sent to the Principal. In case of small amounts the principal sanctions or allows and the letter is sent to the department for necessary action. The bills are submitted to the office for payments to the concerned party. In case of large amounts the Principal forwards the request/requirement to the Secretary of the Managing Committee for necessary action. In both situations the work is transparent and hassle free.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

**Response:** 49.14

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1929	1950	1772	1870	1459

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0.31

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	4	12	16	15

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

**7. Yoga and meditation****8. Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 12.07

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

2017-18	2016-17	2015-16	2014-15	2013-14
437	535	460	585	200

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 2.37

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
116	114	70	66	63

<b>File Description</b>	<b>Document</b>
Details of the students benefitted by VET	<a href="#">View Document</a>

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** No

<b>File Description</b>	<b>Document</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

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

**Response:** 0.56

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	5	11	16

<b>File Description</b>	<b>Document</b>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 0

#### 5.2.2.1 Number of outgoing students progressing to higher education

**Response:** 1001

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response: 5.05**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	4	0	2	4

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
44	42	36	35	40

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

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

**Response: 48**

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

2017-18	2016-17	2015-16	2014-15	2013-14
12	9	9	7	11

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

In order to involve students in administrative and academic activities and increase student participation all departments of the college encourage the establishment of a 'Departmental Students Association'.

All six post graduate departments have an active students association called the 'Literary Association' where the President and Secretary are from PG classes.

All PG departments hold their respective inaugural and valedictory ceremonies on induction of office bearers at the beginning of the session.

A very befitting ceremony by the English department is felicitation of all office bearers with a 'book'.

The science departments combine to make one 'Science Students Association'.

All the academic, co-curricular and extra-curricular activities of different departments are managed by the respective departmental students associations. There are a number of activities being held in the college at all times throughout the year by all departments. In addition the IQAC and all college committees may also involve students in academic and extracurricular activities.

The students association helps the faculty in successful organization of the event.

Some students are appointed as members of the Proctorial Board. In annual cultural events these students play an active role in maintaining discipline in all programs being held in the college.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

#### Response: 13

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	11	13	13	12

File Description	Document
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

In order to keep the students connected to their 'Alma Mater', the college maintains a registered 'Old Students Association' since 2003. The association was started by our past Principal, Dr. Manju Saraswat, who was an old student of this college. The Old Student Association is registered under the Society Registration Act-21, 1860 of the University.

Initially it started with 23 life members and the initial amount of Rs.35000.

Every year the 19th of December is celebrated as the 'Old Students Day'. This day marks the assemblage of old students as well as induction of new students with a membership fee of Rs. 100.00.

The association functions on its limited resources and is totally self reliant. Association aims to help in the progress of the college so that it can establish desired achievements in all fields.

The Alumni wishes to encourage students for higher studies and employment. It aims towards the academic, intellectual, social, moral, physical and creative development of the student.

The association annually distributes black uniform cardigans to needy students of the undergraduate programs and blankets to the temporary working staff of the college.

In 2012-2013, 'T.R. Got Talent' was organised in which the students were able to showcase their talents and abilities through dance and singing.

In 2013-2014, a seminar on 'Working Women' was organised. Smt. Pratima Singh (senior Congress leader) and Smt. Sudha Singh (C.O. Women Police) were invited as guest speakers.

In 2014-2015, a Classical music programme was organised in which Mrs. Shakuntala Bharti (Mayor of Aligarh) was the chief guest. The star performer of the program was Shri Ishwar Singh, a renowned vocalist, retired from DEI, Agra.

In 2015-2016, the association organised a medical Health Camp with Mithraj Hospital in which Dr. Pratibha Chaudhary (Gynaecologist) and Dr. Shruti Varshney (Orthodontist) advised the students about health, hygiene and care. Free vouchers for check up, in OPD, were distributed to students. A skit competition was organised by the association in which apart from the students, part time teachers also participated. On this occasion a food corner and an exhibition of handicrafts was also organised.

In 2016-2017, the association celebrated its 15th anniversary. The students of music department presented a cultural programme under the guidance of Dr, Braj Rani Sharma (Head), Dr. Prabha Varshney and Dr. Seema Bansal. The association awarded the winners.

In 2017-2018, the association invited Dr. Shobhna Shah, Retired Reader of our college and presently the President of the women wing of the All India Congress Committee and Dr. Bina Agarwal, Head,

department of English, D.S. College at Aligarh. They both gave enlightening talks on 'Women participation in Politics'.

In 2017-2018 the association donated a water cooler with a capacity of 100 litres to the college. It was inaugurated by Shri. Hari Prakash Gupta (Secretary of the Managing Committee of the college).

The OSA has created an asset of about 4 lacs as savings in fixed deposits.

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 15

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	2	3	3	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

The college was started by a great visionary, Lala Tika Ram Ji who was a very reputed and respected businessman of the city of Aligarh. He believed that educated and professional women are fundamental in the creation of an educated and progressive society and only then could the relevance of higher education be fully established. The motto of our college is 'Tamsa Maa Jyotirgmay', which is in complete harmony with the vision and mission of our college. The college has a very proactive managing committee. It comprises of academicians, professionals, industrialists and doctors. They are the backbone of this college and provide necessary guidance and support to the Principal at the time of need.

Keeping pace with central and state educational infrastructure, there has been continuous upgradation of the facilities in the college. A number of perspective plans are in the pipeline. Infrastructure related plans address the need for more space/classrooms and associated modern support systems to facilitate the teaching process, rooms for conducting remedial classes/tutorials where more individual attention could be paid to students. More laboratories for the science departments of the college and bringing post graduation in the science subjects.

The college administration has created a number of committees, managed by the faculty members. All the planning and suggestions are made by the committees. However, the final decision lies with the Principal and the Managing Committee.

Our primary objective is to produce employable and competitive graduates, post graduates and Ph.D.'s who shall be equipped with awareness and intelligence to move out to expansive platforms at national and international levels.

We plan to maintain, consolidate and upgrade existing infrastructure and thereby enhance the working efficiency and intake capacity both of the teaching and the non teaching component as well as the students. Up gradation of college laboratories of practical departments will help in increase of relevant research and innovation in the fields of science, humanities and languages. Up gradation of various institutional buildings viz. administrative block, departmental blocks, library, hostel, canteen, classrooms and construction of a computer block will increase the capacity of our institution to cater to new educational programmes.

The college assigns to research a very important place. Involvement of students in research activities has been increasing steadily over the years.

Following consensus, the college appoints a qualified architect is entrusted with the task of planning the structural elements and overseeing the process of construction. The whole process is made as transparent and clear as is possible by following all the laid down procedures and norms.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The college has a tradition of welcoming participation of all stakeholders in its management. The managing committee of the college comprises of two teaching and two non teaching representatives apart from Principal and all other office bearers and members of the Managing Committee of our college. The term period for the two teaching and two non teaching representatives as members is for duration of two years. By rotation on basis of seniority the two teaching and two non teaching representatives are made members. Therefore all staff gets an opportunity to be a member of the college management. The sole authority/ decision making however is in the hands of the office bearers.

The permanent staff of the college is assigned committees to handle responsibilities of varied nature. The college committees are listed in the college prospectus for the teachers and the office staff for information and awareness of responsibility. The college committee has an Incharge and regular meetings are held with recording of minutes and attendance.

The individual departments generally elect a student's association to ensure support for smooth functioning of departmental activities throughout the year.

The office and the staff come directly under the purview of the Principal. The smooth functioning of office is essential for all administrative and academic decisions and implementation.

The Managing committee of the college supplements the funds for the infrastructure and maintenance in addition to the grants received from the UGC under the Five year Plan. Since the formation of RUSA and AISHE and transfer of partial financial liabilities to the state from the center, the financial contribution by the management has increased. However, our managing committee is leaving no stone unturned in order to upgrade the college infrastructure.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

#### Strategic Plan: The construction of OUTDOOR BASKET BALL COURT

The college got its first Physical Education faculty member in November 2006. Since then the college has been active in inter collegiate sports activities as well as in university and state level sports.

The college has a cricket team, hockey team, Kho-Kho team, Kabbadi team and a Handball team.

The university is being proactive in promoting sports activities and is regularly asking institutions with suitable infrastructure to conduct selection trials in all possible sports so that a versatile and strong university team for girls and boys is established for participation at the national level. There was no basketball team in the college till 2015. At the subsequent university selection trials in the game of basketball, our college had no participation.

- The college has a lot of undisputed land under its possession.
- The managing committee reclaimed a lot of land and created a cycle and a scooter stand. Four wheeler vehicles can also be parked there. With such big grounds, the college has a lot of area for students to practice outdoor sports.
- Dr. Manju Lata, Assistant Professor, is the Incharge of the Sports Committee of the college which comprises of faculty members who are sports enthusiasts and are proactive in promoting sports and games in the college.
- In September 2012 the proposal to create a basket ball court was placed before the Sports Committee in presence of the then officiating Principal, Ms. Anuradha Vats.
- The committee requested the then officiating Principal, Ms. Anuradha Vats, to consider the request and discuss with the Managing Committee.
- The Sports Committee members, Principal and Professor V.P. Mittal, Department of Architecture, A.M.U. visited the land a number of times to ascertain the viability of the proposal.
- The first round of measurements started in 2013-2014.
- In 2015, Dr. Manju Lata requested the officiating Principal Dr. Chandra Kanta Agarwal for the construction of a basketball court.
- The Principal forwarded the request to the Shri H.P.Gupta, Secretary of the Managing Committee of the college.
- The Managing Committee approved the construction of the basketball court on the area approved by the architect Prof. Mittal.
- The college has a contractor, who has a rate list, which is approved by the Managing Committee. The college contractor started construction and completed the ground work in about four months.
- Dr. Manju Lata requested the sports instructor from A.M.U., Mr Wali, to assist her in finalizing the margins and decide on texture of turf.
- The Basket Ball Court was inaugurated by the Union Minister of Human and Resource Development, Smt. Smriti Malhotra Irani on the 21st January 2016.

- In November 2017, the college hosted the first basket ball selection trials of the university. About nine teams participated in all.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

#### ORGANOGRAM OF SHRI TIKARAM KANYA MAHAVIDYALAYA

##### MANAGING COMMITTEE

President – Sh. A.K. Gupta (Chartered Accountant)

Secretary – Sh. H.P. Gupta (CEO, Hicks International)

Principal – Dr. Lucky Gupta (Officiating)

Internal Quality Assurance Committee

(Co-ordinator - Dr. Rekha Arya)

Non Teaching Staff

Office Staff      Class III Staff

Class IV Staff

##### S.No. Committee

1 Entrance Examination Committee

2 Admission Committee (B.A.)

3 Admission Committee (B.Sc.)

4 Admission Committee (B.Com.)

5 Proctorial Board/Discipline Committee

- 6 NAAC Committee
- 7 UGC Purchase Committee
- 8 RUSA Committee
- 9 AISHE Committee
- 10 Sexual Harassment/Anti Ragging
- 11 Games/Sports Committee
- 12 Time Table Committee
- 13 Period Allotment Committee
- 14 Student Welfare Committee
- 15 Student Council Committee
- 16 Cultural Committee
- 17 Library Committee
- 18 Scholarship Committee
- 19 Magazine Committee
- 20 Grievance Redressal Committee
- 21 Building Committee
- 22 Rovers and Rangers (RR)
- 23 National Cadet Corps (NCC)
- 24 National Service Scheme (NSS)
- 25 Debate Committee
- 26 First Aid Committee
- 27 Zilavidhik Pradhikaran Committee
- 28 Advisory Committee
- 29 Alumni Association

30 Garden Maintenance Committee

31 Canteen Committee

NAAC

### **6.2.3 Implementation of e-governance in areas of operation**

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**

**4.Student Admission and Support****5.Examination****A. All 5 of the above****B. Any 4 of the above****C. Any 3 of the above****D. Any 2 of the above****Response:** D. Any 2 of the above

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>

**6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions****Response:**

**The Promotion of fourteen teachers for Stages II, III and IV for AGP of Rs.7000, Rs. 8000 and Rs. 9000**

The Dr. Bhim Rao Ambedkar University had not conducted a College Development Council (CDC) meeting since 2010.

As a result the number of teachers awaiting promotion continued to increase. With the introduction of the API in 2013 and the successive cut-off dates of exemptions from API, the situation added to a lot of speculation and despair.

The IQAC committee took a stand on the status of teachers of college awaiting promotion and decided on the basis of the government notifications that all teachers will fill their forms as per the API format for affiliated colleges with six day week.

Three IQAC committee members were also due promotion and guided all candidates about the mechanism of collection of data.

The IQAC asked the college to furnish details like working days, examination days, examination duties etc. for uniformity and transparency.

Maternity rules were also interpreted so as to make them beneficial for the candidate.

Publications, research articles, magazine articles, books, chapters in books, conference proceedings were segregated and teachers were guided on how to categorize so as get maximum benefit.

The teachers had presented papers at number of conferences and that was beneficial for them in Category III.

With the new cut off date of exemption from API till 28th May 2015, many teachers had to refill their

Proforma with the old format. This involved a lot of work. Many candidates had to fill one Proforma in the old format for one promotion and one Proforma through API for the next promotion.

All filled Proforma had to be sent to the Government Nominee for perusal. The Government Nominee sent the Proforma back to the college after screening them with suitable objections. The objections were all dealt with the concerned clerk very deftly.

The IQAC, the candidates, heads of respective departments, Principal, office clerical staff decided on the formalities and planning of the event.

Finally on the 19th May and 21st May 2017, all the teachers attended the meeting of the CDC, at Dr. Bhim Rao Ambedkar University at Agra. All the teachers who were due for promotion since 2010 were duly promoted.

The IQAC of our college played a very active, transparent, favourable and prompt role in this resolution.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

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

##### Response:

Teachers in the colleges of U.P. are recruited by Uttar Pradesh Higher Education Service commission. The self-finance teachers for six post graduate departments of the college are appointed by the managing committee as per the norms. The part-timer staffs are appointed as per the need of the department. The salaries of these teachers have seen an upward trend. The institution makes good effort to provide faculty support to the departments in order to bring down the Student –Teacher ratio.

The college ensures effective and timely implementation of government incentives/welfare measures offered for the teaching and non teaching staff.

- Child Care Leave
- Maternity Leave
- Medical Leave
- Casual Leave
- Privilege Leave
- Special Casual Leave
- Study Leave
- GPF

- Group LIC
- DA Increments etc.
- All these leaves are taken care of as per the directives of the state government and UGC.

Teachers get Duty Leave (DL) to attend Orientation/Subject Refresher Programs (21days).

The college does not extend the facility of Duty Leave (DL) to teachers who go for National / International conferences / workshops etc. outside the purview of Dr. Bhim Rao Ambedkar University. Teachers have gone abroad for International conferences the expense of their Privilege Leave (PL) and finance.

The college gives support to research projects received by the Principal Investigator. All supporting documents required by the funding agency are given by the institute. The institute also participates in providing its support to independent women researchers of the society.

In 2016-2017, about fourteen faculty members applied for promotion under PBAS.

The Principal, the IQAC and the office, offered great support and guidance for documentation and compilation of the Proforma.

In case of work during vacations, the teaching as well the non teaching staffs is given compensatory casual leave.

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

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>

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

**Response: 0**

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**

**Response: 20.98**

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	10	12	2	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

**6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**

**Response:**

The institution has API criteria based PBAS for the teaching staff as per the norms and notifications from the UGC and the UP State Higher Education Commission.

Section 6.0.1., of the Selection Procedures states, “ The overall selection procedure shall incorporate

transparent, objective and credible methodology of analysis of merits and credentials of the applicants based on weightage given to the performance of the candidate in relevant dimensions and her performance on a scoring system Proforma, based on Academic Performance Indicators (API).”

Section 6.0.2., “The universities may adopt the template Proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these regulations.”

Section 6.0.11., “ The IQAC shall act as the documentation and record keeping Cell for the institution including assistance in the development of the API criteria based PBAS Proforma using the indicative template separately developed by the UGC. As per all the above regulations our college was in the category of six day a week pattern affiliated college.

Recently, the College Management has appointed the present Principal, Dr.Lucky Gupta, through API.

Two teachers were promoted through API in May 2017 out of 14 teachers due for promotion.

The teachers were categorized on basis of their service years. The government order, dated 22nd November 2016, released by the Uttar Pradesh Higher Education Service Commission, was to be considered for the applicability of the applicants to fill the API criteria based PBAS Proforma.

The IQAC was fully equipped with all relevant government orders and exemption criteria.

The college released the number of college working days, number of examination days, vacation days, leaves of teachers from the year 2010 to 2017, for each teacher.

The IQAC also certified the contribution of the teachers in innovation in teaching, contribution to university/college activities and membership of university/college committees.

The category III on research and publications, books and chapters, popular writings, publication of full paper in proceedings was carefully scanned for each teacher and categorized. The IQAC gave full guidance and support to teachers so as to get maximum weightage in every criterion.

The API criteria based PBAS Proforma will definitely go a long way in improving the quality of education in HEI's.

The institution has no PBAS for non teaching staff.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college accounts are internally audited, annually, by a local authorized Chartered Accountant Mr. Nikhil Kumar Mittal of the firm ‘Mittal and Kumar Chartered Accountants’, located at Centre Point.

The articles training under the CA visit the office and scan the accounts to their satisfaction. No reports are prepared till the CA is completely satisfied. The CA does not sign the reports if there is discrepancy to the tune of a rupee. The clarifications and pendency is cleared before the next year. As a norm and as a general routine through many years, there is no pendency at the time of closure of accounts in our college.

The external audit is from the CAG or from the Directorate of higher education. The college has never been under the scrutiny or under the scanner of these auditors. The process of external audit may be similar to that of internal audit except of surprise inspections. The last external audit which the college faced was in 2017-2018. There were trivial objections which were cleared then and there.

Till date there is no recorded objection from either external or internal auditors.

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

**Response:** 0.53

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

2017-18	2016-17	2015-16	2014-15	2013-14
.10500	.10500	.10500	.10500	.10500

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

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

**Response:**

Especially in view of the increased student intake due to changing government policies there has been a stress on the logistics in an institution like ours.

There is an annual budget provision for expenditure on games/sports, library, poor girls fund, examinations, maintenance and repair of infrastructure, construction and renovation of buildings, cultural activities and other development in infrastructure and support facilities/activities related to curriculum.

The college receives funds from three main sources:

1. Students' fees from the aided courses
2. Student fees from the self-finance courses and the
3. Institutional Developmental or Special Assistance Grants from the UGC.

The student fees for practical subjects are more than the fees for non-practical subjects.

There are 17 fund heads for receiving funds from the students' fees from the Aided courses. There are 14 fund heads for receiving funds from the students' fees from self-finance courses.

The funds received by the college from the Aided courses, Self-finance courses and the UGC are maintained and audited separately.

The grants from the UGC were consumed in the year 2013 – 2014. The grants received from UGC were for the civil works, water supply installation, electrification, furniture, verification charges of approving bodies of the government, architects fees etc.

The 'Hindu Girls Education Society' gives an annual 'Endowment Fund' of Rs. 10,500.00 per year.

The college merges this amount in the, 'Maintenance' fund from the fees of students from the aided courses.

The budget provisions for all the multifarious activities are based on the income from these three heads.

The college receives the salary grant of the teachers from the Regional Director of higher education at Agra.

The process of maintenance of equipment is sequential. The application either for rectification of equipment or for renovation of classrooms is sent to the Principal. In case of major expense, the Principal forwards the request/requirement to the Secretary of the Managing Committee for necessary action.

At the end of the session all accounts are tallied so as to be totally compliant with the estimated budgets of expenditure under different heads. The accounts office ensures that there is no pendency to the tune of a rupee.

## 6.5 Internal Quality Assurance System

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

#### Response:

The organizational structure and facilities, more or less, meet the present requirements of the college but enhancement of knowledge through increase in infrastructure and continuous orientation of human resource according to the need of the hour is something that the college IQAC diligently strives for.

- IQAC has been proactive in the development of quality benchmarks/parameters for all departmental co-curricular, extra-curricular, academic and administrative activities since its inception.
- The IQAC has been active in making teachers aware of the need for independent knowledge enhancement and personal technological maturation/upgradation whereby they can contribute to the creation of a learner-centric environment which will be extremely beneficial in providing quality education in basic/core subjects which are offered by our institution.
- The IQAC understands and accepts the need for institutional best/good practices in the development of discipline, culture, regard and affinity for the Alma Mater. The IQAC actively promotes and improvises on the best practices to bring them at par with other reputed institutions of the country.
- The IQAC tries to nurture critical thinking, creativity and scientific temper among the students by introducing them to the versatile academic use of ICT and strives to transform them into life-long learners.

The two best practices, institutionalized, as a result of IQAC initiatives have been

#### (1) Entrance Examination for Undergraduate Programs (B.Sc. and B.A.)

The college conducted its first entrance examination in 2016 in an attempt to improve the quality of students seeking admission in the college. Successive efforts in this direction will surely bring

in qualitative change. The student teacher ratio will also improve. However the funds required to manage an institution like ours will take a setback.

(2) Symposium on UDHR in collaboration with PUCL under the college IQAC

Women Rights Activists and research scholars from AMU talked on Universal Declaration of Human Rights in collaboration with Public Union of Civil Liberties.

(3) Regional Seminar on 'Role of Higher Education in Empowering Women of India'.

The college is sensitive to the status of women in the society and the need for their upliftment. The seminar was directed towards this thought. The IQAC attempts to create an academic and research environment in the college whereby our students become aware of the trends of conferences and seminars and participate in similar activities throughout their academic and professional tenure.

The college management gave seed money of Rs. 25,000.00 to the Principal for this seminar.

(4) National Workshop on 'Management of Academic Stress'.

The department of Psychology under the fold of college IQAC held a one-day national workshop.

The college management gave seed money of Rs. 25,000.00 to the Principal for this workshop.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

The IQAC of our college has been till date under the guidance of teachers with a vision to create an academic and holistic environment in the college, keeping in mind the importance of being adept at using technology, in and outside classroom.

1. The provision of ICT facilities in order to radically change the age old teaching learning processes in class has been the top priority of IQAC.

The two 'Special Assistance' grants received by the college were made by the members of IQAC, Dr. Viniti Gupta (first proposal) and Dr. Rekha Arya (second proposal) and were directed towards the purchase of fourth generation computers, LCD projectors, Printers, Photocopiers, broadband internet etc. for the

faculty and the office. All the facilities of ICT were made available to the college and nearly all departments were flushed with desktops, printers, scanners, UPS etc. Initially the broadband wifi facility was limited to the office and the hostel but as late as 2016 the college got a wifi friendly campus with JIO network.

As of today we have access to JIO wifi in all classrooms, seminar halls, auditorium, office and library. The concerned clerk is aware about the distribution of modems, routers etc. and the signal strength is workable. To make the optimum use of ICT facilities in the college the faculty is being informally being counselled to undertake multimedia and Microsoft office courses in order to be able to use MS word, MS power point and MS excel for paper writing purposes as well as classroom teaching.

2. The IQAC of the college has been encouraging teachers to participate in conferences, seminars, workshops, short term courses etc. The exposure to the latest knowledge is mandatory and the ICT facilities available in the college keeps the faculty updated about the latest in their subjects. Participation of teachers in conferences, seminars, workshops has been phenomenal. The contribution of faculty to publications in terms of books, chapters and papers is on a roll.

When we review our teaching learning processes, structures and methods of operations and learning outcomes of teachers and students from 2007, we seem to have come a long way.

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 42.6

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
64	43	32	36	38

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### **6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**

**Response:**

When we review our teaching learning processes, structures and methods of operations and learning outcomes of teachers and students from 2007, we seem to have come a long way.

At the behest of the IQAC the following innovative methods touched base during the last five years:

- E-Resources through mobile sharing and PowerPoint presentations are used by teachers and students in classroom teaching.
- Teachers try to supplement blackboard teaching with more student interactive methods such as group discussions and group projects.
- Teachers of the science faculty often take theory classes in laboratory to clarify the concepts of the syllabus by demonstration methods.
- Syllabus /non syllabus themed student seminars, quizzes, debates, cultural programs, sports competitions, literary competitions etc. are arranged in majority of the departments.
- The Sports Committee of the college has been hosting university selection trials in Basketball and Badminton since 2016.
- All departments ensure the feedback response from students on the institutional infrastructure, teacher

regularity and curriculum relevance in every academic session.

- The IQAC collects the Proforma for Self Appraisal Report for teachers and departmental report as per the IQAC guidelines to monitor the faculty competency and strength. This data is corroborated to create an annual AQAR which is handed over to the NAAC steering committee of the college to further analyse and create the Self Study Report (SSR).
- The college is proactive in organizing seminars, workshops and invited talks on topics of socio-economic as well as legal relevance for women to enhance the quality of higher education.
- The IQAC has impressed upon all college committees to make their activities transparent through sequential documentation of all programmes and activities held by them in an academic year.
- The IQAC strives to improve the circulation of students in the Library so as to impress upon them the need to read newspapers, magazines and books available in the reading room and an accession register is being maintained by the library.
- The students are asked to provide a soft copy of their article or image and are encouraged and helped in their efforts to contribute articles for the college magazine 'USHA'.
- As of today we have access to JIO wifi in all classrooms, seminar halls, auditorium, office and library. The concerned clerk is aware about the distribution of modems, routers etc. and the signal strength is workable.
- Participation of teachers in conferences, seminars, workshops has been phenomenal. The contribution of faculty to publications in terms of books, chapters and papers is on a roll.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 24

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	6	5	6	3

#### File Description

List of gender equity promotion programs organized by the institution

#### Document

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

#### Response:

The college promotes two of the gender sensitive facilities like

##### 1. Safety and Security –

The college ensures the safety and security of students during the academic hours in college. The college gates generally remain closed during the classes and there are gatekeepers who have instructions regarding permitting external students from entering the college. Also no student can leave the campus before a specified time.

The Proctorial Board is the largest and most dynamic Committee of the college. The members are extremely proactive. They ensure safety and discipline amongst students and address internal quarrels if any.

There are fire extinguishers in all areas of the college. All laboratories are equipped with Fire extinguishers.

Each department has a medical kit.

The police department regularly holds programmes to create awareness regarding security of girls on roads, self defence, helpline numbers and apps for complaints in case of emergency.

##### 2. Counselling –

The college does not have a formal counselling cell per se but many teachers are actively involved in the

informal counselling of the students which is at the request of student. The details of informal counselling by 16 teachers have been mentioned in metric 5.1.3.

3. Common room –

The college had a common room in the past. Due to lack of maintenance and overflowing student strength the common room was converted to a classroom. The girls are encouraged to spend time in the college lawns, library and the college canteen. There are sufficient toilet blocks for students.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 96616

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 96616

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

**Response:**

The college campus is clean and welcoming to outsiders. It is a pleasant experience to wander around in the premises. There are no garbage dumps or offensive odours pervading the air. This is primarily due to adoption of traditional and available waste disposal mechanisms and aggressive management.

**Solid waste Management**

The college campus is interspersed with pits for composting dried leaves, garden waste and hostel kitchen mess.

Waste from lavatories and laboratories (Botany, Zoology, Chemistry, Home Science) is drained into soak pits which are constructed near them.

The use of Arsenic, Cadmium and Mercury is restricted in the chemistry laboratory because there is no fool proof method of safe disposal of toxic metals.

The solid waste from the college is collected for pick up by Nagar Nigam or a private agency called A2Z.

**E-waste Management**

The college has no mechanism to deal with e-waste because all electronic items have been purchased from the UGC grant. The old and redundant electronic systems are stacked in store rooms because no clear guidelines have been issued by the UGC for the purpose.

**Liquid waste Management**

The non-sanitary and the sanitary water flows in drains which circle all the laboratories and the campus. In many places water gets percolated on unpaved ground. There are certain places which make the area unfit for walking.

All the college water channels are connected to the municipal drains of the city. The drains from the washrooms of the second wing are connected to the sewers of nearby locality called 'Chandania'.

Rain water either runs in to underground soil and central lawn or moves in drains. The water logging issues crop up in times of heavy rains.

**7.1.6 Rain water harvesting structures and utilization in the campus****Response:**

The college is situated in the low lying area of the city. During rains the entrance to the college is flooded with runoff water from roads as well as overflowing drains. But the water clears very fast after the rain stops. There is no stagnation of water.

The central lawns of the college are low lying and there is a 'Pokhar' at one end of the basket ball court. These two areas serve as natural underground water recharge areas.

The college has a lot of unpaved areas for percolation of water into the soil.

There is one recharge pit for sanitary waste water from the washroom and waste water from three science laboratories viz. Botany, Chemistry and Zoology.

There is one smaller recharge pit in front of the Home Science laboratory. The waste water from the Home Science laboratory goes into the second pit.

There are soak pits for washrooms and these are connected to municipal drains. So no sanitary waste pollutes the underground water.

The college has not installed any formal Rain Water Harvesting Machinery.

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### **Response:**

Going 'green' means adopting routine methods that are environmentally friendly and ecologically balanced and which can help protect the environment and sustain its natural resources for current and future generations. Limited strategies are being incorporated into the institutional planning towards development of a clean and green campus.

Environmental friendly practices and environmental education (compulsory subject) combine to promote sustainable and eco-friendly practices in our college campus.

Majority of the students come to college on bicycles. The traffic of scooters and cars in our college is limited for morning and evening. The movement within the college is on foot and commuting through vehicles is not required.

There is a strong message not to use polythenes on campus. However college needs a strong city administration support to actually implement the banning of polythenes.

The college has been actively promoting the use of LED bulbs as against the traditional tungsten /yellow bulbs. More than 50% electrification is due to LEDs.

The status of underground water table in the city is not good. Our central lawns and the 'Pokhar' are very good underground water chargers and they should have definitely helped in alleviating the situation in this part of this city.

The college campus is lush green with lots of flowering and medicinal trees like Ashok, Gulmohar, Chandani, Eucalyptus, Pilkhun, Neem, Calandra, Lime etc. It is a pleasing sight at first instance. There is landscaping and lawns are well maintained.

The college is interspersed with composting pits. The solid unusable waste is segregated for pick up by municipal garbage collectors.

The leaves and green waste from gardens and lawns is composted for manure. Burning of leaves is restricted and burning of garbage has become an offence in the city.

The college has a number of water drinking and water filling stations. The water bottles can be refilled by students. This reduces the plastic waste in our college.

However, modern green practices like conventional/solar powered campus, green roofs for a pollutant/dust free atmosphere, recycling gadgets and machinery etc. can give us an opportunity to take the lead in redefining the environmental culture of our city.

It can provide us a launch pad to create solutions for our environmental, social and economic

sustainability.

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 0.64

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.05432	1.0411	.98320	.92500	.86000

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response: 28**

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	8	7	4

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

#### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response: 0**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response: Yes**

File Description	Document
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

### 7.1.13 Display of core values in the institution and on its website

**Response:** No

### 7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

### 7.1.15 The institution offers a course on Human Values and professional ethics

**Response:** Yes

### 7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

**Response:** Yes

### 7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

**Response:** 59

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	16	11	8	10

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

The Directorate of higher education at Allahabad releases a notification for mandatory celebration of Gandhi Jayanti and Lal Bahadur Shastri Jayanti on the 2nd of October. The college has to send a video recording to the Regional higher education officer at Agra.

The college celebrates Pt deen Dayal Upadhyaya Jayanti on the 1st Septmber

The college celebrates Sardar Vallabh Bhai Patel Jayanti on the 31st October

The college celebrates Abul Kalam Azad as 'Education day' on the 11th November

The college celebrates the Republic day on the 26th of January and the Independence Day on the 15th of August.. The NCC cadets give a small march past. A short cultural program is held wherein many girls recite and sing songs of national flavour and grit. Many awards are given to outstanding NCC cadets.

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

The general principle of transparency applies that students and staff of the institution should have appropriate access to information about the proceedings of the governing body. Agendas should generally be available for inspection by staff and students. There may, however, be sensitive matters where it is necessary to observe confidentiality.

The college annual report is read out on the 22nd of December, at the Founders Day. We can also consider publishing our annual reports on the college website. This would add to our academic transparency.

The administrative mechanisms are limited to the Principal. However, there have been moments when the teachers wanted to interact with the management directly to apprise them of their problems. At times, such opportunities have been given to teachers.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

**Title of the practice: 'HINDI DIVAS'**

**Objectives of the Practice:** To make students of all disciplines aware of the fact that 'Hindi' will not grow and flourish unless we all start using the language in all walks of life. Celebration of this day actually suggests that all Indian government offices should start replacing English language with Hindi language. The students should respect their mother tongue and use this language in daily life.

**The context:** Every year, the 14th of September, is earmarked for "Hindi Divas", which means that this day is marked to celebrate the beautiful mother tongue 'Hindi' of our country. On 14th September 1949, 'Hindi' was declared as the national language and the 'Devnagari' as the national script of India by the constitution of India. At the behest of 'Rashtra Bhasha Prachaar Samiti' at Wardha in 1953, 'Hindi Divas' started being celebrated all over the country to make people aware of this important decision which attempts to spread the hindi language far and wide. The day marks the award of "Bhasha Samman" and is given to a prolific writer or a promoter of Hindi Language. The citation carries prize money of Rs. 1, 01,000. 'National Language Week' is also celebrated to extend the period of celebrations and promotions.

**The Practice:** The celebrations in our college involve a variety of activities. There is either essay writing competition, quizzes, debates, poetry recitation and composition etc.

**Evidence of Success:** The event is well attended and there are pictures in the gallery showing attendance of students and faculty members in the celebration activities.

**Problems encountered and Resources required:** The major problem encountered is the presence of all students and faculty of the college at the function at the same instance. As the celebration is done within the college timings and all classes are progressing as per the schedule teachers attend the celebration activities as and when they complete their teaching responsibility.

The ICT facilities are available in the college conference hall. Apart from this the college has to invite renowned Hindi experts, academicians and intelligensia for exchange of views and suggestions.

**Title of the practice: 'FOUNDERS DAY'**

**Objectives of the Practice:** Founders' Day is traditionally a very important day in the college calendar when members of the college community – students, management, staff and guests from the society – meet to commemorate those who founded the college and who have bequeathed resources to its development. The chief aim is to actively develop the potential of every student, whether it is academic or any other sphere.

**The context:** Every year the 22nd of December is earmarked as the founder's day of Sri Tikaram Kanya Mahavidyalaya, Tikaram Girls Inter College and Raghubir Bal Mandir.

**The Practice:** The college has been celebrating 'Founders Day Week' since the beginning. The celebrations begin with 'Sports Day' on the 18th of December, 'Alumni Day' on the 19th of December, 'Sanskrit Divas' on the 20th of December and finally the cultural programme of dance, music and skits on the 21st and 22nd of December. In between is also an exhibition of paintings by the department of drawing and painting.

**Evidence of Success:** An atmosphere of celebration fills the college when the students and teachers gather to celebrate the Founder's Day. There is active reporting in the local media who cover it widely. Many pictures of the celebrations throughout the week are displayed in the college magazine 'USHA'.

**Problems encountered and Resources required:** The week long logistics involves student and teacher participation. All committees are actively involved in their responsibilities. This curtails the speed of study and the student attendance dwindles.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

The college was started by a great visionary, Lala Tika Ram ji who was a very reputed and respected businessman of the city of Aligarh. He believed that the relevance of higher education can be fully established by educated women who are fundamental in the creation of an educated and progressive society. To make his vision and dream a reality Lala Tika Ram ji donated a lot of land for the construction of the school building which started with Hindu Girls Education Society. The motto of our college is 'Tanso Maa Jyotirgmay', which means 'From Darkness to Light'. This motto is in complete harmony with the vision and mission of our college.

The college started in 1957 with the vision to provide higher education to girls of Aligarh and neighbouring districts, in the subjects of Arts and Humanities. In 1963, it expanded its mission to provide higher education to girls in Science.

The percentage of girls undertaking higher education is 16.5% as against 20.9% of boys. It therefore becomes the moral responsibility of the state to provide facilities and funds in institutions like ours which have been promoting girls' education since the last 50 years.

The college activities as listed in the AQARs should be an eye opener about the performance of college in accordance with the vision and mission.

Activities are being directed towards upliftment of girls in areas of confidence, knowledge, education, technology, health and nutrition.

Girls are made aware of the evil of gender discrimination at home and in society. They are motivated to speak on this sensitive issue. This makes them aware of the attitudes of elders at home. Such discussions at college give them the confidence to rise above the gender bias.

The college actively promotes use of technology in day to day teaching. This makes them aware of the vast knowledge at their disposal through the internet. Such activities motivate them to work and pursue a vocation of their choice.

There is no distinction amongst girls on basis of caste or religion. It is the state which disintegrates them with their reservation policy. The students who seek admission to the college do so wholly on basis of their merit in entrance exams.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

Dr. Lucky Gupta, Principal, is guest faculty of ICAI of CIRC, Aligarh Branch. She is invited as a resource person by other universities and has authored many books. She has chaired national and international seminars. Her papers have been acknowledged online and offline.

Dr. Chandra Kanta Agarwal, ex-Principal, is a statistician on panel of Gandhi Eye Hospital and is invited as a resource person by universities.

Dr. Shobha Rani Kudesia, ex-Principal, has been awarded by the Lalit Kala Academy many times. She was decorated as 'Taal-Mani' and has given performances in India and abroad.

Dr. Braj Rani, Department of Music, is also a resource person, examiner and paper setter for NET.

Dr. Manju Sharma is the only D.Litt. in Hindi in our university. She has authored a number of books and poems.

Dr. Sangeeta Kumar, Department of Chemistry, gave a presentation at GVS University at Michigan, USA, in 2014, at BCCE of American Chemical Society.

Dr. Rekha Arya, Department of Botany, attended a three months technical training at Harvard University, USA in 2013.

Dr. Seema Bansal, Department of Music, is invited as a resource person.

Dr. Viniti Gupta, Department of Chemistry, gave two presentations at UNC at Greeley, USA, in 2016, at BCCE of American Chemical Society.

Dr. Meenakshi Dwivedi, Department of Teacher Training, presented a paper at Cambridge University, UK, in 2017 and is on the international panel of "Scholar Journal" of Cambridge.

Students of M.A. in Music (Tabla) and H.Sc. got medals in 2013 and 2017.

### Concluding Remarks :

The management, administration and the teachers wish to create a benchmark in the noble mission of girl's education by improving the teaching learning processes. In all honesty it is funding agencies like UGC or RUSA which can propel our college ahead in the field of higher education wherein we can compete with IITs and IIMs in terms of classroom infrastructure, quality education and student-teacher ratio. Our objective is to produce employable and competitive graduates, post graduates and Ph.D.'s who shall be equipped with awareness and intelligence to move out to expansive platforms at national and international levels. We are completely involved in maintaining, consolidating and upgrading existing infrastructure and trying our best to enhance the working efficiency of the teaching, non teaching as well as the student component of institution. Up gradation of college programs, PG programs for science subjects and humanities, increase in number of laboratories will help in increase of relevant research and innovation in the fields of science, humanities and languages. Up gradation of various institutional buildings viz. administrative block, departmental blocks, library, hostel, canteen, classrooms and construction of a computer block will increase the capacity of our institution to cater to new educational programmes.