The Annual Quality Assurance Report (AQAR) of the IQAC (2016-17)

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

S.M.M. TOWN P.G. COLLEGE, BALLIA

1.2 Address Line 1

CIVIL LINES

Address Line 2

City/Town

BALLIA

State

UTTAR PRADESH

Pin Code

277001

Institution e-mail address

principalsmmtd@yahoo.com

Contact Nos.

09415254663, 07905420488

Name of the Head of the

Institution:

DR. KRISHNA KANT MISRA

Tel. No. with STD Code:

09415254663

Mobile: 09415254663

Name of the IQAC Co-ordinator: DR. DAYALANAND ROY

Mobile: 09450776526

IQAC e-mail address: dayala@rediffmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)   **07705**

1.4 Website address: www.smmtdcollege.org

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.5	2011	2016
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   13.11.2011

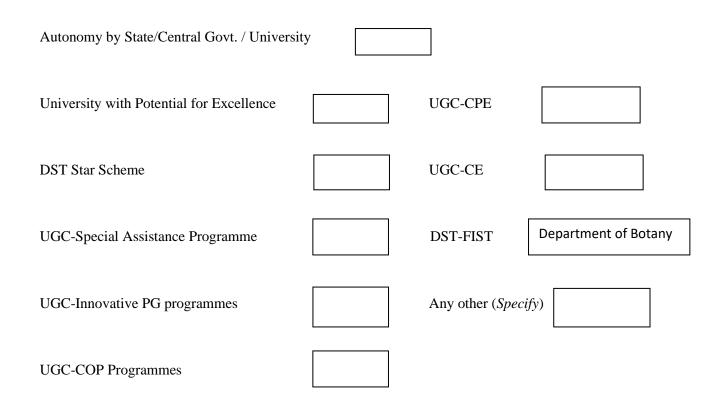1.7 **AQAR for the year** *(for example 2010-11)*   2016-17

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

i.   AQAR 2012-2013   28/04/2014
ii. AQAR 2013-2014   19/11/2014
iii. AQAR 2014-15   22/11/2015
iv. AQAR 2015-16   29/11/2016

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution   Yes [ ]   No [ ]

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

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

                        Urban [√]   Rural [ ]   Tribal [ ]

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

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

1.10 Type of Faculty/Programme

Arts [√]   Science [√] Commerce [√] Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [√] Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   Agriculture

1.11 Name of the Affiliating University *(for the Colleges)*   Mahatma Gandhi Kashi Vidyapeeth, Varanasi, U.P.

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence   UGC-CPE

DST Star Scheme   UGC-CE

UGC-Special Assistance Programme   DST-FIST   Department of Botany

UGC-Innovative PG programmes   Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   08

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives   02

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
      community representatives   02

2.7 No. of Employers/ Industrialists   02

2.8 No. of other External Experts   01

2.9 Total No. of members   14

2.10 No. of IQAC meetings held

| 02 |

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

Non-Teaching Staff Students | | Alumni | | Others | |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | | International | | National | | State | | Institution Level | |

(ii) Themes | |

2.14 Significant Activities and contributions made by IQAC

IQAC has initiated to prepare an effective academic calendar, restarted student feedback programs in some departments, collecting personal profiles and departmental profiles, initiated internal examinations, started PG classes in in 4 new subjects (Chemistry, Geography, Defense and Strategic Studies, Biotechnology) in 2015-16 and proposed to start PG classes in 4 new subjects (Music, Urdu, Maths, Physics). By the initiative taken by IQAC the college is going to hold convocation in January 2018.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To regulate academic calendar,	Achieved to some extent
To intensify internal assessment	Achieved to some extent
To start tutor-ward system	Language lab is function, PG classes in Geography, Chemistry, Biotechnology and Defence studies started,
To strengthen placement cell and language lab, fully digitalize the library, start PG classes in 4 new subjects.	Digitalization of library is almost completed.
To conduct Convocation	Scheduled in January 2018

* Attach the Academic Calendar of the year as Annexure.

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

Management [√]   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Management is considering the proposals made and executing the decisions taken.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	03			
PG	16			

UG	36			
PG Diploma				
Advanced Diploma	11 (Under Rajarshi Tandon Open Univ.)			
Diploma				
Certificate	4 (RTOU)			
Others				
Total				

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options- Flexibility as prescribed by University norms is available

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	In all 16 PG subjects and B.Ed
Trimester	-
Annual	36 (In UG)

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

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

*Please provide an analysis of the feedback in the Annexure

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

> Our university has adopted the unified UGC syllabus at UG level. At PG level from the academic year 2013-14, semester system has been adopted in all 16 subjects and syllabi have accordingly been revised.

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

> Day care centre has been introduced. Language laboratory under progress.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	13	34	-	

2.2 No. of permanent faculty with Ph.D.   39

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	77								77

2.4 No. of Guest and Visiting faculty and Temporary faculty   [ ] [ ] 32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03		
Presented papers	01	07	
Resource Persons		01	

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

Three departments have been given integrated learning boards. Many departments are using projectors

2.7 Total No. of actual teaching days
during this academic year   176

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

Central evaluation is done

At the university

2.9   No. of faculty members involved in curriculum
       restructuring/revision/syllabus development

42		

       as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

73 %

2.11 Course/Programme wise
       distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I	II	III	Pass %
B.Sc Maths	678		26	66	08	70
B.Sc. Bio	474		23	67	10	69
B.Sc Ag	513		44	42	14	80
BA	4371		10	73	17	69
B.Com	1053		29	65	06	70
PG(Zool, Bot)	143		41	49	10	70
PG (Others)	1037		18	72	10	80

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

 Members of IQAC remain in constant touch with faculty and students to monitor their problems.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	03
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	52	24	-	-
Technical Staff	22	08	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC is making all efforts to equip the departments with necessary amenities to enhance their research/academic activities.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	1.97200			

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	04	20	
Non-Peer Review Journals		02	
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

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

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

3.7 No. of books published   i) With ISBN No.   08   Chapters in Edited Books   04

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP   CAS   DST-FIST

DPE   DBT Scheme/funds

3.9 For colleges   Autonomy   CPE   DBT Star Scheme

INSPIRE   CE   Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution-

Level	International	National	State	University	College
Number		01			
Sponsoring agencies					

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

3.13 No. of collaborations   International   National   Any other

3.14 No. of linkages created during this year [   ]

3.15 Total budget for research for current year in lakhs:

From Funding agency [   ]   From Management of University/College [   ]

Total [   ]

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institution who are PH.D. Guides and students registered under them-

No of Ph.D. guides	No. of students registered
03	06

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

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

JRF [   ]   SRF [   ]   Project Fellows [   ]   Any other [   ]

3.21 No. of students Participated in NSS events:

University level [2]   State level [   ]

National level [   ]   International level [   ]

3.22 No. of students participated in NCC events:

University level		State level	3
National level		International level	

3.23 No. of Awards won in NSS:

University level		State level	
National level		International level	

3.24 No. of Awards won in NCC:

University level	1	State level	
National level		International level	

3.25 No. of Extension activities organized

University forum		College forum			
NCC	21	NSS	06	Any other	

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

Various extension activities have been organized through NCC and NSS.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.57 acres			8.57 acres
Class rooms	70			
Laboratories	20	2		22

Seminar Halls	2	1		3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Under Progress

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	83900		1781	300000	85681	
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	50		Broad Band			6		
Added			Wi-Fi campus					
Total	50							

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

Many of the departments have been equipped with computer and internet facilities.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   `0.5  lakh`

   ii) Campus Infrastructure and facilities   `1.0 lakh`
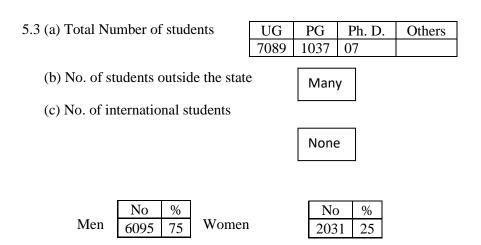
   iii) Equipments   `-`

   iv) Others   `-`

                                      Total :   `1.5  lakhs`

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Our college publishes annually Students' Instruction Manual in which all information related to the academic, administrative and students' welfares as support Service are given.

5.2 Efforts made by the institution for tracking the progression

> In all departments at PG level, we have initiated internal assessment programmes. We are planning to initiate it at UG level too.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
7089	1037	07	

   (b) No. of students outside the state   `Many`

   (c) No. of international students   `None`

	No	%			No	%
Men	6095	75	Women		2031	25

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3870	860	290	2290	70	7307	2508	1054	578	3936	60	8126

Demand ratio   UG-1/2, PG-1/2.5   Dropout %

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations- Many, but data not available

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

A career and counselling cell is functioning in the college, that organises various lectures and campus interviews from time to time.

No. of students benefitted   many

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	28	05	

5.8 Details of gender sensitization programmes

It is done through various NSS and NCC activities.

5.9 Students Activities

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

        State/ University level   02   National level   01   International level

        No. of students participated in cultural events

        State/ University level   National level   International level

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

Sports : State/ University level   2   National level   2   International level

Cultural: State/ University level   National level   International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	38	36000/annum
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level   National level   International level

Exhibition: State/ University level   National level   International level

5.12   No. of social initiatives undertaken by the students   Many

5.13 Major grievances of students (if any) redressed: _All genuine grievances are addressed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

1.1.1 The vision and mission of the Institution

• **To restore the quest for knowledge in our youths** that can help them in their sublimation.

• **To nurture professional skills in our youths** that can help improve the socio-economic status as well as the environment of this area.

• **To metamorphose our students into good, able and skilled Human Resource** that can actively participate in nation building.

6.2 Does the Institution has a management Information System

Yes, Our Principal, two nominated Professors and a ministerial staff are members of managing committee, who effectively work as management information system.

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

6.3.1 Curriculum Development

Curriculum is decided by University. Our faculty actively participates in the various programs.

6.3.2 Teaching and Learning

The college always tries to provide the best possible environment for teaching and learning to both students and teachers.

6.3.3 Examination and Evaluation

Examinations and evaluations are performed by the university.

6.3.4 Research and Development

The college always tries to equip the departments with best possible facilities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Every year large number of recent books are purchased for library. There are large number of computers and a Wi-Fi Internet.

6.3.6 Human Resource Management

1. Regular promotion of teachers and staff.

2. Cooperative society in campus.

3. Temporary teachers too are well qualified .

6.3.7 Faculty and Staff recruitment

1. Permanent faculty appointed by higher education service commission.
2. Staff recruitment as per the norms of state government

6.3.8 Industry Interaction / Collaboration

This area is devoid of any industry

6.3.9 Admission of Students

Admission of the students occurs through common entrance test in both UG and PG classes.

6.4 Welfare schemes

Teaching	Cooperative society, welfare fund schemes
Non teaching	Cooperative society
Students	Student fund for their sports and medical needs

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

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

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

       For UG Programmes   Yes ☐   No ☐

       For PG Programmes   Yes ☐   No ☐

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

N/A

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

N/A

6.11 Activities and support from the Alumni Association

B.Ed and Agriculture faculties have established their alumni associations. They have organized the alumni meets and seminars. Other faculties are in the process.

6.12 Activities and support from the Parent – Teacher Association

Such association is yet to be made.

6.13 Development programmes for support staff

> Support staff are provided with some facilities like uniform.
> Some of them have also been given residential quarters.

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

> We have a green campus.

Criterion – VII

7. Innovations and Best Practices

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

> 1. Internal test started
> 2. Use of ITC enhanced.
> 3. Alumni associations have been established in two faculties.
> 4. PG classes in 4 new subjects have started in 2015-16.
> 5. Admissions have been made online.

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

> Proper classes have started in 4 new subjects at PG level
> and admission process has been made online.

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

> 1. Transparency in management and administration.
> 2. Admission through admission test.
> 3. UGC recommended syllabi adopted
> 4. Semester system adopted at PG level.

numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> 1.Environmental awareness programmes through NSS.
>
> 2.Tree plantation in college campus.
>
> 3. At UG level, a compulsory paper on environmental education.

7.5 Whether environmental audit was conducted?   Yes ☐   No [√]

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

> The college is located in a socially and economically backward region of eastern Uttar Pradesh. There are 12 government aided, 1 government and about 80 self financed colleges in the district, but this is the only college that went under NAAC team inspection in 2010 and got B grade. Our B.Ed department also got B Grade. In 2013, two of its faculties presented papers abroad- Dr D Roy in Oxford, UK and Dr Rajeev Kumar at Istanbul, Turkey. In 2016 too, Dr Rajeev Kumar has presented two papers abroad. Its NSS department has done wonderful job of voter awareness that resulted in significant increase in vote percentage. In 2015, one of the M.Sc. student of Zoology department won gold medal in university and two others secured place in merit list. Again in 2016, another student from the same department – Zoology won gold medal.

8. <u>Plans of institution for next year</u>

> 1. To comply its academic calendar.
> 2. Internal tests to be conducted in more classes.
> 3. To construct alumni association in other faculties.
> 4. Language lab to be inaugurated and made functional.
> 5. To make counselling and placement cell more effective.
> 6. Full computerization of office and library.
> 7. To start PG classes in 4 new subjects.

Name   **Dr. D. Roy**   Name   **Dr. K K Misra**

Associate Professor and Head   *Principal*

Department of Zoology

_____   _____

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

_____***_____