

# Annual Quality Assurance Report (AQAR)

of



## R.B.D. Mahila Mahavidyalaya

{Accredited by NAAC: Grade "B" (CGPA-2.76)}

Bijnor- 246701(U.P) India

*Academic Session: 2016-17*

*Submitted to*



### **NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560072 India

Submitted by

**Internal Quality Assurance Cell (IQAC)**

**R.B.D. Mahila Mahavidyalaya**

**Bijnor- 246701(U.P) India**

Ph:0134226211, Email: rbdgirlspg@gmail.com, Website : <http://www.rbdgirls.in>



## Vision

“Contributing to evolvement of a humane learning society through women education and empowerment.”

## Mission

“Becoming a centre of excellence in women-friendly education and empowerment by promoting advanced level teaching, training, research, capacity building and women values in national and global contexts.”

## Objectives

The **Vision** and the **Mission** of the institution are exemplified in the **Motto** of the College- “**Yoga, Karmashu Kaushalam**” (Consciousness, Concern and Competence). The institutional motto stated in the college emblem envisages the expected transformation of each student through advancement of consciousness (Knowledge & Values), activation of conceptual and operational concerns (Devotion to Work) and empowerment with physical, intellectual, emotional, moral and spiritual competencies (Skills).

## Value Framework

To promote the following core values:

- *Contributing to National Development*
  - *Fostering Global Competencies among Students*
  - *Inculcating a Value System among Students*
  - *Promoting the Use of Technology*
  - *Quest for Excellence*
-

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	RBD MAHILA MAHAVIDYALAYA , BIJNOR
1.2 Address Line 1	OPP. BSNL HEAD OFFICE, BAIRAJ ROAD BIJNOR
Address Line 2	POST & DISTT.- BIJNOR
City/Town	BIJNOR
State	UTTAR PRADESH
Pin Code	246701
Institution e-mail address	rbdgirlspg@gmail.com
Contact Nos.	01342262116
Name of the Head of the Institution:	Dr. Rashmi Trivedi
Tel. No. with STD Code:	01342-262116
Mobile:	7017998734
Name of the IQAC Co-ordinator:	Dr. Zakiya Rafat
Mobile:	7017997909
IQAC e-mail address:	rbdgirlspg@rediffmail.com
1.3 NAAC Track ID (For ex. MHC0GN 18879)	11350
1.4 NAAC Executive Committee No. & Date:	NAAC/ MSS/NR-12-IEQA/2010/June 29 <sup>th</sup> 2010
1.5 Website address:	www.rbdgirls.in



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Web-link of the AQAR:

<http://rbdgirls.in/content-image/AQAR-2016-17.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.76	2010-11	2016

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

11/02/2011

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

2016-17

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

- AQAR \_\_\_\_\_ (06/02/2019)
- AQAR \_\_\_\_\_ (15/05/2019)
- AQAR \_\_\_\_\_ (05/02/2019)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management



Others (Specify)

BCA

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

MJP ROHILKHAND UNIVERSITY, BAREILLY (UP)

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

Autonomy by State/Central Govt. / University

UNIVERSITY

University with Potential for Excellence

--

UGC-CPE

--

DST Star Scheme

--

UGC-CE

--

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

00

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

--

2.8 No. of other External Experts

--

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

02



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2.11 No. of meetings with various stakeholders: No.  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 acts as a local peer has been involved in helping the principal & other committees.
- IQAC gives valuable suggestions for activities & maintaining the quality of education.
- IQAC looks after academic activities including teaching learning evaluations.
- IQAC is motivating teacher on quality improvement.
- IQAC encourage the research based work culture.
- IQAC recommends student centric core procedures.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• To conduct the meeting of IQAC</li> <li>• To enrich library and laboratories</li> <li>• To make efforts for beautification of campus</li> <li>• To conduct Orientation Programme for 1<sup>st</sup> year students</li> <li>• To encourage the faculty</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted 3 meetings of IQAC in a year</li> <li>• Purchased new books, reference books, equipments and raw materials for practical as per requisitions.</li> <li>• Tree plantation done by students and teachers</li> </ul>



members to participate in orientation and refresher courses and present papers in conferences and seminars	<ul style="list-style-type: none"><li>• Orientation programme organised by different departments</li><li>• Faculty members presented papers in State, National and International conferences and seminars.</li><li>• Faculty members have got chapters edited, compiled and books published in their names</li></ul>
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2.16 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

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## 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	02	---	---	---
PG	07	---	05	---
UG	05	---	04	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	02	---	---	---
Certificate	---	---	---	---
Others	---	---	---	---
<b>Total</b>	16	---	09	---

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	---
Annual	15

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

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

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

*Syllabus is provided by the affiliating university (MJPRU, Bareilly), and no revision/undate was done in 2016-17*

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	06	01	05	---	---

2.2 No. of permanent faculty with Ph.D.

06

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
00	07	-	-	-	-	-	-	00	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

--

49

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	00	00
Presented papers	13	08	00
Resource Persons	00	00	00

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

- Teaching faculty and students are encouraged to use latest technology such as internet facilities in teaching learning processes.
- Smart Board, Visualizer, were used in teaching
  - Electronic Media and Social media platforms like Whatsapp and facebook were extensively used for P.G. students for delivery of educational content.
  - To boost self confidence among students, departmental seminars and presentations were conducted on regular basis.
  - Students were exposed to various Open Educational Resource Materials.
  - Special classes were organized for graduation and postgraduate students to inculcate basic computer literacy.
  - Designing of e- content.
  - Preparation of assignment for U.G. and P.G. students.

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

180

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

- MCQ Tests were conducted time to time.
- Unit test and pre-university examinations were conducted.



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

03	Nil	Nil
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2.10 Average percentage of attendance of students

80.74%
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Passed	Pass %
B.A.	528	481	91.10
B.C.A.	13	13	100.00
B.Ed.	62	62	100.00
B.Sc.(Home Science)	65	62	95.38
M.A. (Hindi)	5	5	100.00
M.A. (English)	102	101	99.02
M.A. (Home Science)	34	34	100.00
M.A. (Sociology)	74	68	91.89
M.A. (Political Science)	43	42	97.67
M.A. (Urdu)	84	83	98.81
M.A. (Drawing and Painting)	47	47	100.00
M.Sc.(Home Science)	27	27	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: IQAC plays a crucial role in the development of teaching and learning process. In this context IQAC has taken the following efforts for students and teachers:

- IQAC ensures the effective implementation of the instructions given by the university.
- IQAC monitors and supervises the teaching and learning processes.
- IQAC circulates the articles related to teaching and learning process and also creating learning environment in classrooms which motivate creative and scientific temper among students



2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	08
Others (Research Workshop)	01

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	02	02	00	04
Technical Staff	02	00	00	01



### Criterion – III

### 3. Research, Consultancy and Extension

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

- Faculty members are encouraged to take up major and minor research works for their underfunding agencies like UGC, NHRC, ICSSR, and other agencies
- Faculty and students are motivated to attend seminars, conferences and workshops.
- Encourage and motivate various faculty members to involve in research work, projects and publications.
- Multifarious faculty members of the college were registered as Research Guides.
- New Research Ideas and concepts were brought forward by the Faculty and researchers in the conferences organized by the college.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	00	00
Non-Peer Review Journals	00	03	00
e-Journals	00	00	00
Conference proceedings	00	00	00

#### 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	--	--	--	--



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Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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



Total	International	National	State	University	Dist	College
05	00	00	00	00	05	00

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. Of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

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

Plantation

Blood Donation Camp

Swatchta Pakhwada

Child Right Awareness Rally

Voting Right Rally

Seven Day Camp ( Beti Bachao Beti Padhao Awareness Rally)



## 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	2.1 Acres 2044.32SqMtr	--		2.1 Acres 2044.32SqMtr
Class rooms	27	--		27
Laboratories	08	--		08
Seminar Halls	01			01
No. of important equipments purchased ( $\geq$ 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

- Annual accounts, financial statements, salaries received from the government, Provident funds, Arrear bills (Excel format), income tax have been computerized through administration office.
- The functioning of library is fully computerised.
- College campus was made fully Wi-Fi enabled this year.
- Computers with all in one Printer and Speakers were provided to each department and office.
- Admission and Examination Process was made Fully Digital.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17322	1836192.49	803	74688	18125	1910880.49
Reference Books	8427	1602470.66	85	27500	8512	1629970.66
e-Books	0	0				
Journals	84	8670	15	1140	99	9810
e-Journals	0	0				
Digital Database	0	0				
CD & Video	20	1300			20	1300
Others (specify)	0	0				



4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	73	56				04	11	02
Added								
Total	73	56				04	11	02

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

- Online fee payment (Academic) for students.
- Internet access to staff and students in the campus.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.29683
ii) Campus Infrastructure and facilities	2.52046
iii) Equipments	00
iv) Others	14.15579
<b>Total :</b>	<b>16.97308</b>





## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Internal Quality Assurance cell has organized many awareness programmes to enhance the quality of education in the institution.

- Every year it updates the prospectus/ Magazine and distributes them to the students. They help the students to know about various scholarships, fee structure, facilities at the college premise etc.
- They also guide the students about various innovative practices in the college.
- Orientation programme for the fresher is proposed in the beginning of the Session to provide information about management, college, various academic programmes, organizations and innovative programme and other activities.
- Circulating the information through notice.

#### 5.2 Efforts made by the institution for tracking the progression

In order to upgrade the progress of the students, college IQAC monitors the following activities.

- Maintaining the healthy teacher-students relationship.
- Monitors the activity of the exam section of the college in conducting practical and theory Examination.
- Principal and managing committee continuously monitor the progress of the college.

#### 5.3 (a) Total Number of students

UG	PG	Ph.D	Other
1227	695	03	0

#### (b) No. of students outside the state

--

#### (c) No. of international students

00

Men	No	%	Women	No	%
	-	-		-	-

No	%
-	-

Last Year (2015-16)							This Year (2016-17)						
General	SC	ST	OBC	Min.	Physically Challenged	Total	General	SC	ST	OBC	Min.	Physically Challenged	Total
307	530	-	759	1067	-	2663	361	504	-	731	1232	-	2828

Demand ratio

Dropout %



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

- |  |
|--|
| <ul style="list-style-type: none"> <li>▪ Coaching for career counselling</li> <li>▪ Coaching for Remedial classes</li> </ul> |
|--|

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input style="width: 30px; text-align: center;" type="text" value="X"/>	SET/SLET	<input style="width: 30px; text-align: center;" type="text" value="X"/>	GATE	<input style="width: 30px; text-align: center;" type="text" value="X"/>	CAT	<input style="width: 30px; text-align: center;" type="text" value="X"/>
IAS/IPS etc	<input style="width: 30px; text-align: center;" type="text" value="X"/>	State PSC	<input style="width: 30px; text-align: center;" type="text" value="X"/>	UPSC	<input style="width: 30px; text-align: center;" type="text" value="X"/>	Others	<input style="width: 30px; text-align: center;" type="text" value="X"/>

5.6 Details of student counselling and career guidance

- |   |
|---|
| <ul style="list-style-type: none"> <li>• There is career guidance and counselling cell in the college. This often guides the students about various recruitments, organizes guest lecturers in career guidance. It always favours the students in career opportunities. It also counsels the students who bring the queries.</li> <li>• Conducting orientation programs before every session for graduate and post graduate students to provide detail information about their course, various activities of college, examination procedure and attendance.</li> <li>• Career and employment information are very much important for students as it guide them towards career awareness .Students of rural areas have no opportunity to go for professional counsellor. In this regard Career Counselling Cell play a vital role. Our college also has Career counselling cell, which organizes many career related seminars, lectures and programs to make student aware and confident.</li> <li>• Every department/faculty of the college conducted career counselling session time to time.</li> <li>• Different advertisements regarding vacancies, opportunities, scholarship, and fellowship were displayed on the departmental and college notice boards.</li> </ul> |
|---|

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

<p>Gender sensitization programmes were organised during NSS/NCC camp activities outside the college to promote gender sensitization in a society as a whole.</p>
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**5.9 Students Activities**

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

**5.10 Scholarships and Financial Support**

	Number of students	Amount
Financial support from institution	23	26000
Financial support from government	2293	Scholarships were directly transferred to students bank accounts by The Department of Social welfare, Government of U.P
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

5.13 Major grievances of students (if any) redressed:

- Hygiene problem in Toilet
- Transportation Problem
- Hostel for outsider especially B.Ed.



## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **Vision**

“Contributing to evolvement of a humane learning society through women education and empowerment.”

##### **Mission**

“Becoming a centre of excellence in women-friendly education and empowerment by promoting advanced level teaching, training, research, capacity building and women values in national and global contexts.”

##### **Objectives**

The **Vision** and the **Mission** of the institution are exemplified in the **Motto** of the College- “**Yoga, Karmashu Kaushalam**” (Consciousness, Concern and Competence). The institutional motto stated in the college emblem envisages the expected transformation of each student through advancement of consciousness (Knowledge & Values), activation of conceptual and operational concerns (Devotion to Work) and empowerment with physical, intellectual, emotional, moral and spiritual competencies (Skills).

#### 6.2 Does the Institution has a management Information System

Yes. MIS is in place:-

- Monthly attendance record of students.
- Meeting of various committees.
- IQAC, were organized for discussion making.

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

##### 6.3.1 Curriculum Development

- Teaching plans & methodologies.
- Subject allocation as per specialization of teachers.
- Feedback from students.
- Few members are in Board of studies of University.
- Few members are subject expert in other institutes.

##### 6.3.2 Teaching and Learning

- Preparing and following teaching plans-as according the academic calendar.
- Use of modern teaching aids.
- Library facilities.



### 6.3.3 Examination and Evaluation

Different types of evaluations methods and transparency is achieved. University appointed college examination officers to ensure smooth conduction of exams.

- Student's performance and problems if any of discussed in departmental meeting.
- Conduction of group discussion and class-room seminar.
- Participation in departmental activities and internal projects.

### 6.3.4 Research and Development

Faculty members are encouraged to participate in conferences/ seminars/workshop etc.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Laboratories and Library are updated.
- ICT based instruments and computers are purchased and used.

### 6.3.6 Human Resource Management

A student being as a prime HR, the college strives to develop this resource through variety of activities like N.S.S. social and cultural activities, Besides regular teaching the college provides a number of other support services which contribute significantly in the development of Human resource.

### 6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non teaching staff is done on the basis of type of post created, strictly by following the rules and regulations laid down by the Government, University and UGC.  
The temporary teaching and non-teaching staff for non-grant or skill development or other courses are recruited by following all rules and regulations too.

### 6.3.8 Industry Interaction / Collaboration

N/A



6.3.9 Admission of Students

- Students are selected for admission on the basis of past academic record, interviews or a combination of three depending on the course to which admission is sought.
- Merit lists are generated based on 10<sup>th</sup> +2 marks and weightage for various categories GEN/OBC/SC/ST.
- As the college is an aided institution, admission of students is done as per Government norms. 50% of the seats are filled as per the Government policy of reservation.

6.4 Welfare Schemes

Teaching	--
Non teaching	--
Students	Admission fees in instalment for poor students

6.5 Total corpus fund generated

It's an Aided College. Thus majority of fund for development of college is received by state Government.

6.6 Whether annual financial audit has been done    Yes     No

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

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

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

- The following reform measures have been adopted:
- Online annual Examination results.
  - Online registration of improvement/supplementary Examinations.



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

- The past students of the college, working in diverse fields and having key positions in the society, are members of alumni association. The alumni of our college are working in various Government and non government organization and are well placed.
- The successful alumni are invited by various department and they interact with present students and motivate them.

6.12 Activities and support from the Parent – Teacher Association

N/A

6.13 Development programmes for support staff

The support staff plays an important role in the development of the institution. Taking into consideration their health and recreation following activities have been introduced

- College has different administrative committees, which consult and guide the support-staff in different activities.
- College has organized ICT training to teaching and Non-teaching staff at regular frequencies.

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

Institution is located in Grassland of plain area having fertile landscape and crowded with variety of trees and vegetation. The frontal part of the college surrounded by ornamental plants giving an eco-friendly outlook

- Cleanliness drive on various days.
- The students and the floor peons are instructed to put off the lights and fans when not required.



## 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.

The college periodically introduces new and innovative courses in its curriculum. These courses are introduced by various departments to cater to the different needs of the students.

- Examination reforms implemented.
- Special efforts are made for the fluency of English for students.
- Orientation programme for the fresher's in the beginning of the year to be initiated.
- Short term training programmes like basic computer knowledge were conducted.

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

Different departments and college as a unit planned for various programmes for which the action taken report is mentioned below:-

- Renovation of existing washrooms for girls.
- Health Check-up & Voting Awareness programmes were done.
- Rallies and awareness programmes were organised through NSS unit on Beti Bachao -Beti Padhao, Mission Indradanush , blood donation, total sanitation.
- Smart class teaching has been promoted.
- Organise a national level research workshop.

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

Initiatives taken by the college and management to promote best practices mentioned as under.

- Tree Plantation, swachta pakhwada, Blood Donation Camp by NSS unit.
- National Workshop .

7.4 Contribution to environmental awareness / protection

Activities initiated in the college premises for environmental awareness/protection are given below:-

- All classrooms are well ventilated which minimises the use of energy.
- NSS students organised rallies in the villages related to total sanitation.
- "Vanmahotsava" is organised by planting in the college premises.
- Environmental studies subject is compulsory for the first year students.





7.5 Whether environmental audit was conducted? Yes  No

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

1. Good academic excellence
2. Students stand in Merit-list in university examinations.
3. Faculties involved in paper publication in National/International conferences.
4. Well Qualified staff, good result tradition.

**8. Plans of institution for next year**

- To beautify the college campus.
- To improve infrastructure facility.
- To enrich the library with new periodicals, journals and reference books.
- Research committee planned to organise national level seminar or workshop.
- Physical Education department planned to start Gymnasium for the students.
- To implement water harvesting system at college campus.

*Dr. Zakiya Rafat*

*Coordinator, IQAC*


*Dr. Rashmi Trivedi*

*Chairperson, IQAC*

\*\*\*



ANNEXURE- I  
NAAC Quality Profile



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

## Quality Profile


Name of the Institution : Rani Bhagyawati Devi Mahila Mahavidyalaya  
Place : Bijnor, Uttar Pradesh


Criteria	Weightage (W <sub>i</sub> )	Criterion-Wise Grade Point Averages (Cr <sub>i</sub> GPA)	W <sub>i</sub> X Cr <sub>i</sub> GPA
I. Curricular Aspects	050	2.80	140
II. Teaching-Learning and Evaluation	450	2.93	1319
III. Research, Consultancy and Extension	100	2.30	230
IV. Infrastructure and Learning Resources	100	2.95	295
V. Student Support and Progression	100	3.00	300
VI. Governance and Leadership	150	2.40	360
VII. Innovative Practices	050	2.30	115
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 2759$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{2759}{1000} = 2.76$$

Grade = **B**                      Descriptor = **GOOD**

Date : November 30, 2011

  
 Director

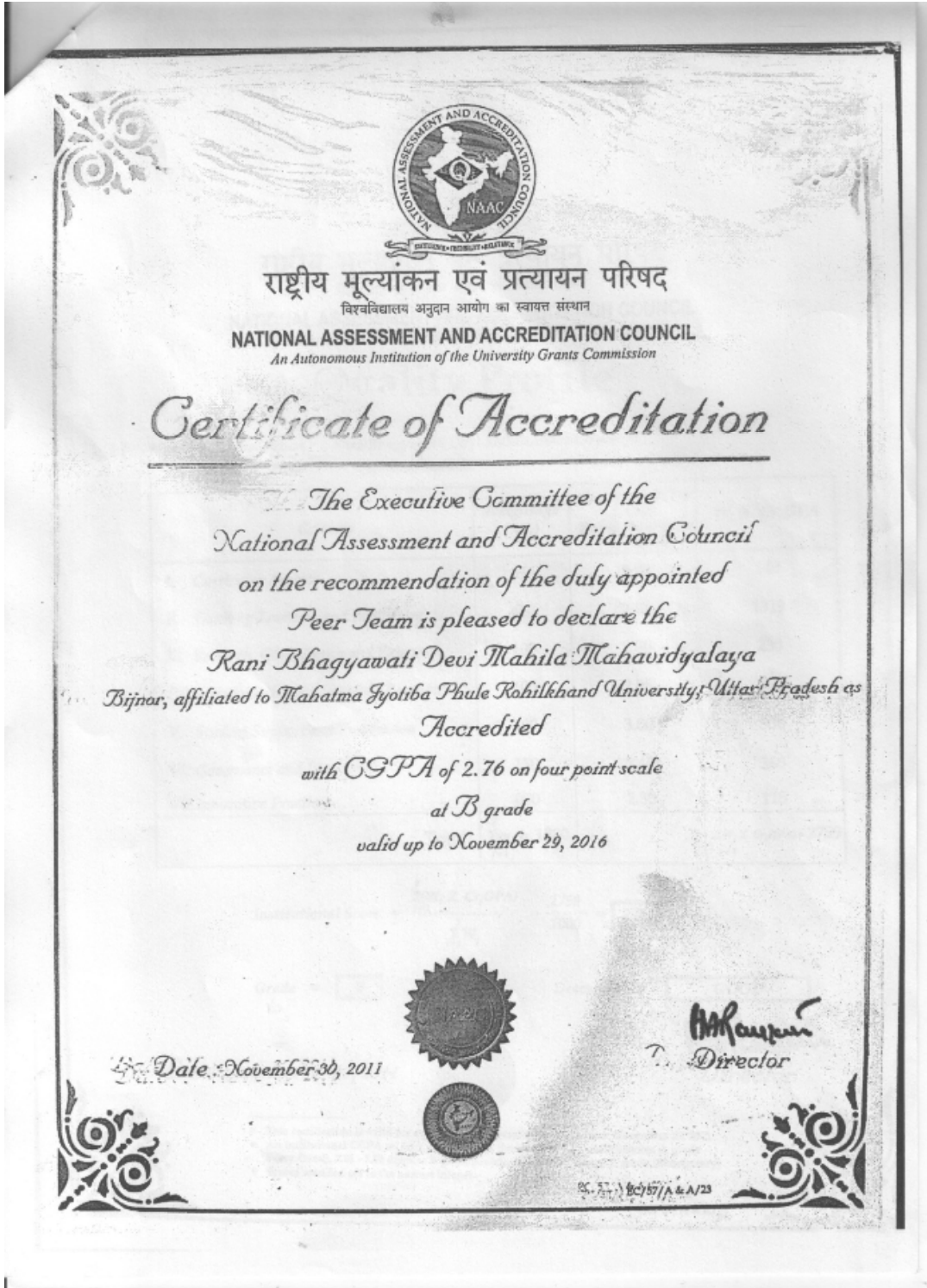


- This certification is valid for a period of Five years with effect from November 30, 2011
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer

BC/57/A & A/23



ANNEXURE- II  
NAAC Certificate





Annexure III  
Minutes of IQAC-2016-17

rights rally, save girl child, women empower-  
ment and organised many curricular  
activities under "Jan Man Gan" &  
"Sanitation week" in collaboration with  
District Administration, Bijnor. Under this  
programme students made wall paintings in  
different areas of Bijnor city, they also  
took part in poster-competition, debate, speech  
slogan writing, essay competition etc.

- Improvement of Lib. services. wi-fi, CCTV camera,  
photo-stall machine, etc. wi-fi through Jio etc.
- Students' feedback to improve the quality  
of teachers.
- Campus provides all the modern techniques,  
facilities to all the students.
- Financial aids to students :-
  - = Scholarship through management
  - = Freebooks.
- Alumni Association always in active mode.  
They organise a yearly meeting.
- PTM meeting organised every year.
- Health Camp -
  - o Each student has health card.
  - o Outstanding programme and performance in  
Sports by every students.
  - o Regular Health-check-ups of every student.



⇒ A meeting is held on dated 5<sup>th</sup> May, 2017.

⇒ The chairperson of meeting is Dr. Vidushi Bhardwaj and all other members are present here.

⇒ Dr. Lakiza Rafat Co-ordinator of this meeting start the meeting with greetings to our principal and all other members of the IQAC committee.

### IQAC - Minutes

#### ⇒ Section - A

- Quality Enhancement
- Enhancement of extra Co-curricular Activities
- Personality development

#### ⇒ Section - B

- Highlight of own college goal.
- Provide equal education opportunities
- Education should be based on value education
- Provide eco-friendly environment.
- Innovation of Technology and modernization
- Basic computer course.
- Initiative towards facilities - for overall development.
- Community services - visit to religious places, old age home, community places and field trips as hospitals, visit deaf and dumb children, Aids awareness rally, voting



## NOTICE

IQAC की मीटिंग दि 5-5-17 को प्रातः 11.00 बजे होना सुनिश्चित किया गया है। सभी सम्मानित सदस्य नियत समय पर कॉन्फ्रेंस हॉल में उपस्थित होने का कष्ट करें।

संज्ञा : IQAC द्वारा वर्ष 2016-17 की वार्षिक रिपोर्ट शीघ्र तैयार करने के सम्बन्ध में

1.5.17

डा० रश्मि निवेदी  
प्राचार्या

30

डा० जयश्री रफत  
को-ऑर्डिनेटर

1. डा० विदुषी भारद्वाज (सदस्य) दिनांक 11/5/17
2. डा० सविता मिश्रा " सविता
3. श्रीमती पूजा कुमार " अरुण
4. डा० पूजा निरमनिमा " श्रीमान
5. डा० अरुणा शर्मा " अरुणा
6. डा० प्रिया शर्मा " प्रिया
7. श्रीमती ज्योति चव्वा " ज्योति
8. श्री प्रवीण गुप्ता सदस्य (अ.वि. प्र. समिति)
9. श्री संदीप भटनागर सदस्य (समाज)
10. डा० सूर्यमणि रघुवंशी सदस्य (समाज)



Meeting was attended by the following Members:-  
on 15-7-16.

Name

- |                               |              |
|-------------------------------|--------------|
| 1. Dr. Rashmi Teivedi         | Chairperson  |
| 2. Dr. Zakiya Rafat           | Co-ordinator |
| 3. Dr. Sawita Mishra          | Member       |
| 4. Dr. Vidushi Bhardwaj       | "            |
| 5. Dr. Pooja Niromanija       | "            |
| 6. Mrs Pooja Kumar            | "            |
| 7. Dr. Richa Sharma           | "            |
| 8. Dr. Priya Sharma           | "            |
| 9. Dr. Yash Aggarwal          | "            |
| 10. Shri Parveen Gupta        | "            |
| 11. Dr. Suryamani Raghuvanshi | "            |
| 12. Shri Sandeep Bhatnagar    | "            |



### Section - C

- Each year students hold position in university level.
- Smart class room facilities should be provided.
- Girls hostel should be provided.

### Suggestion by Members

1. Establishment of well furnished and equipped IQAC office for proper working of IQAC cell.
2. Extra efforts should be taken for the students for better placement in different fields.
3. More efforts and activities should be planned and implemented by Guidance and Counselling Unit for the betterment of students career.
4. Various research proposal should be prepared at college level and submitted to research centre and organisations like- ICMR, UGC, ICSSR etc for getting aid after approval.
5. Some more vocational training programmes run by government should be start over here in college.





- Aids awareness rally, Voting rights rally and Save girl child - women empowerment
- Improvement of Lib services. Wi-fi, CCTV camera, Photo State machine etc.
  - Student's feedback to improve the quality of teacher.
  - Campus provides all the modern technical facilities to all students.
  - Financial Aids to students
    - Scholarship through management
    - Free books.
  - Alumni Association always in active mode. They organize a yearly meeting.
  - PTM meeting organized every year.
  - Health Camp.
    - Each student has health card.
    - outstanding performance in sports by college students.
  - ⇒ Counselling cell and Guidance cell always provides facilities to the student.
  - Placement cell provides future opportunities.



- Counselling cell and Guidance cell always provides facilities to the students.
- Placement cell provides future opportunities to every interested student.

### ⇒ Section - C

- Each year students hold position at university level.
- Smart class room facilities should be provided.
- Girls hostel should be provided.

### Suggestion by Members:

- Mr. Sandeep Bhatnagar suggested that meeting should be called quarterly, and agenda of the meeting should be sent with the notice of meeting.
- Dr. Zobia Rafat started the meeting. She started the meeting with greetings to all and discussed all the quarterly reports in brief, she also asked for the suggestions of the members.
- Mr. Sandeep Bhatnagar suggested that we should hire the counsellors for every subject to guide the students for their career planning. A full time counsellor and counselling cell should also be mentioned.



- o Change the pattern of report and an active medical cell should be mentioned.
- o He further suggested that prepare the students to be university toppers.
- o Every now or then and minor or major efforts made by faculties for the development of the student should also be mentioned in IQAS reports.
- o Dr. Zafira Rafat suggested that we should ~~organise~~ organise online sale and presentation of students' paintings, decoration materials etc.
- o She further suggested that we should appoint a mentor for students to connect their personal and academic, educational problems to provide appropriate suggestions to them.
- o Mr. Sandeep Bhatnagar suggested to upgrade facilities skills through professional trainers.
- o Dr. Zafira Rafat suggested that we should ~~organise~~ maintain a separate website for Alumni cell.
- o He further suggested to improve sanitation and canteen facility more and more every year.
- o Mrs. Jyoti Triagi suggested that faculty members update and direct the college website by themselves.
- o Dr. Pooja Mishra suggested that we can plant natural fiber plants to make the students families.



- Dr. Zakira Rafat suggested to enhance the facility of Marshall courts for the students.
- Dr. Vidushi Bharadwaj suggested that there should be a common room ~~and~~ for the students and guest room for the delegates.

Meeting was attended by the following members:

1. Dr. Vidushi Bharadwaj (Chair-person) *[Signature]*
2. Dr. Zakira Rafat (Co-ordinator) *[Signature]*
3. Dr. Savita Mishra (Member) *[Signature]*
4. Mrs. Puja Kumal ( " ) *[Signature]*
5. Dr. Puja Nirmanika ( " ) *[Signature]*
6. Dr. Puja Shasans ( " ) *[Signature]*
7. Mrs. Jyoti Tripathi ( " ) *[Signature]*
8. Mr. Praveen Gupta ( " ) *[Signature]*
9. Mr. Sandeep Bhatnagar ( " ) *[Signature]*
10. Mrs. Suryamani Raghuvanshi ( " ) *[Signature]*



**ANNEXURE- IV**  
***Structure of IQAC-2016-17***

<b>Sr. No</b>	<b>Members</b>	<b>Name's</b>
1.	Principal	Dr. Rashmi Trivedi
2.	Cordinator	Dr. Zakiya Rafat
3.	Member	Dr. Vidushi Bhardwaj
4.	Member	Dr. Savita Mishra
5.	Member	Mrs. Pooja Kumar
6.	Member	Dr. Priya Sharma
7.	Member	Dr. Richa Sharma
8.	Member	Dr. Pooja Nirmaniya
9.	Member	Dr. Yash Agarwal
10.	Member (College Management)	Mr. Praveen Gupta
11.	Member (Industrialist)	Mr. Surya Mani Raghuvanshi
12.	Member (Society)	Mr. Sandeep Bhatnagar