

Name of IQAC Co-ordinator

Email:

### 1. Kindly provide the details of the institution

Name of Institution:

Year of Establishment of the Institution:

Address Line 1:

Address Line 2:

City/Town:

State:

Postal Code:

Email Address:

### 2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:

Current Grade:

CGPA:

### 3. Institutional Status

Affiliated Permanent

### 4. Contact Person Details

Name of Head of Institution:

Contact Phone:

Email:

Website URL:

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**CONCLUDING REMARKS**

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

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committee  
 recommendations  
 implemented (Total)

Number of NAAC peer team recommendations implemented

Number of UGC/any other expert committee recommendations implemented

Number of review committee recommendation under implementation

Number of NAAC peer team recommendations under implementation

Number of UGC/ any other expert committee recommendations under implementation

**7. Faculty Details ( Enter a number; 0 for nil)**

Total faculty strength required as per norms for all programmes

Total faculty on rolls

Faculty added during the year

Faculty positions vacant

Faculty left during the year

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## SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

**5. Number of academic programmes existing ( Enter a number; 0 for nil)**

Undergraduate (BA/B.Sc./B.Com etc.)	<input type="text" value="9"/>
Post Graduate (MA/M.Sc./M.Com etc.)	<input type="text" value="1"/>
Research Programmes (M.Phil/P.hD)	<input type="text" value="1"/>
Certificate Programmes	<input type="text" value="2"/>
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	<input type="text" value="0"/>
Other value added programmes	<input type="text" value="0"/>
Any other programme offered (Specify)	<input type="text" value="0"/>

**6. Details on Programme Development ( Enter a number; 0 for nil)**

New programmes added during the year	<input type="text" value="02"/>
New programmes designed	<input type="text" value="0"/>
Programmes under revision	<input type="text" value="0"/>
Interdepartmental collaborative programmes	<input type="text" value="0"/>
Inter institutional collaborative programmes	<input type="text" value="0"/>
Number of review	<input type="text" value="0"/>

Total number of visiting faculty

Total number of guest faculty

### 8. Qualification of Faculty

PhD and Above

MPhil

Masters

Any other (Specify)

### 9. Faculty qualification improvement

PhD awarded to existing faculty

MPhil awarded to existing faculty

Any other degree awarded to existing faculty

### 10. Administrative Staff Details ( Enter a number; 0 for nil)

Administrative staff (total sanctioned)

Administrative staff (Actual strength)

Added during the year of reporting

Left during the year

Number of posts vacant

### 11. Technical Support Staff Details ( Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)

Technical Support

Staff (Actual strength)

Added during the year

Left during the year

Number of posts vacant

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**SECTION II**

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

**12. Establishment details**

Year of establishment of IQAC

DD	MM	YYYY
<input type="text" value="01"/>	<input type="text" value="09"/>	<input type="text" value="2004"/>

**13. Composition of IQAC ( Enter a number; 0 for nil)**

Number of IQAC members	<input type="text" value="12"/>
Number of Alumni in IQAC	<input type="text" value="1"/>
Number of Students in IQAC	<input type="text" value="2"/>
Number of Faculty in IQAC	<input type="text" value="2"/>
Number of Administrative Staff in IQAC	<input type="text" value="1"/>
Number of Technical Staff in IQAC	<input type="text" value="1"/>
Number of	<input type="text" value="1"/>



Management  
Representatives

Number of External experts in IQAC

Number of any other stakeholder and community representatives

**14. IQAC Meetings**

Number of IQAC meetings held during the year

**15. Whether Calendar of activities of IQAC formulated for the academic year**

Yes

**16. IQAC Plans for Development ( Enter a number; 0 for nil)**

Number of academic programmes proposed

Number of value added programmes proposed

Number of skill oriented programmes proposed

Number of faculty competency and development programmes proposed

Number of other staff development programmes proposed

Number of student mentoring

programmes  
proposed

Number of co-  
curricular activities  
proposed

Number of inter  
departmental  
cooperative  
schemes proposed

Number of  
community  
extension  
programmes  
proposed

Any other  
programmes  
proposed (Specify)

### 17. IQAC Plans for development & Implementation ( Enter a number; 0 for nil)

Number of  
academic  
programmes  
implemented

Number of value  
added programmes  
implemented

Number of skill  
oriented  
programmes  
implemented

Number of faculty  
competency and  
development  
programmes  
implemented

Number of other  
staff development  
programmes  
implemented

Number of student  
mentoring

programmes implemented

Number of co-curricular activities implemented

Number of inter departmental cooperative programs implemented

Number of community extension programmes implemented

Any other programmes suggested that are implemented (Specify)

**18. IQAC Seminars and Conferences ( Enter a number; 0 for nil)**

Number of seminars/ conferences/ workshops organized by IQAC within the institution

Number of participants from the institution

Number of participants from outside

Number of external experts invited

Number of external conferences/seminars/ workshops on institutional quality attended

Number of events conducted with IQACs of other institutions as

collobrative  
programes

**19. Did IQAC receive any funding from UGC during the year ?**

Yes

No

**20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)**

Amount Received from UGC

Amount Received from any other source including the college management

**21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)**

The IQAC suggested  
\* To review the result and Improve the result

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## SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

**27. Student Details and Support Mechanisms**

The total intake of students for various courses (Sanctioned)	<input type="text" value="570"/>
Actual enrollment during the year	<input type="text" value="310"/>
Student dropout percentage during the year	<input type="text" value="5"/>
Success percentage in the final examination across the courses	<input type="text" value="60"/>
Number of academic distinctions in the final examination and percentage	<input type="text" value="10"/>
Number of students who got admitted to institutions of national importance	<input type="text" value="0"/>
Number of students admitted to institutions abroad	<input type="text" value="0"/>
Number of students qualified in UGC	<input type="text" value="0"/>

NET/ SET

Number of students qualified GATE/ CAT/ other examination (Specify)

**28. Does student support mechanism exist for coaching for competitive examinations?**

No

**29. Student participation, if response is yes to Qn. 27**

Number of students participated

**30. Does student counselling and guidance service exist ?**

Yes

**31. Student participation, if answer to Qn. 29 is yes**

Number of students participated

**32. Career Guidance**

Number of career guidance programmes organized

Percentage of students participated in career guidance programmes

**33. Is there provision for campus placement?**

Yes

**34. If yes to Qn. 32**

Number of students participated in campus selection programmes

Number of students selected for placement during the year

### 35. Does gender sensitization program exist ?

Yes

### 36. If Answer is Yes to Qn 34

Number of programmes organized

### 37. Student activities

Number of students participated in external cultural events

Number of prizes won by students in external cultural events

Number of cultural events conducted by the institute for the students

Number of students participated in international sports and games events

Number of students participated in national level sports and games events

Number of students participated in state

level sports and  
games events

Number of students  
participated in  
university level  
sports and games  
events

Number of prizes  
won by students in  
international sports  
and games events

Number of prizes  
won by students in  
national level sports  
and games events

Number of prizes  
won by students in  
state level sports  
and games events

Number of prizes  
won by students in  
university level  
sports and games  
events

Number of sports  
and games events  
conducted by the  
institute for the  
students

### 38. Composition of students

Percentage of  
Scheduled Caste

Percentage of  
Scheduled Tribe

Percentage of other  
backward  
communities

Percentage of  
women students

Percentage of



physically challenged

Percentage of rural students

Percentage of urban students

**39. Scholarships and Financial Support**

Number of students availing financial support from the institution

Amount disbursed as financial support from the institution

Number of students awarded scholarship from the institution

Number of students received notable national/international achievements/recognition

**40. Student initiatives**

Number of community upliftment programmes initiated by students

Number of literary programmes initiated by students

Number of social action initiatives based on science / environment initiated by students

Number of student research initiatives

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**SECTION V**

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

**41. Whether perspective plan for overall developmental activities is created ?**

- Yes  
 No

**42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?**

- Yes  
 No

**43. Whether benchmarking is created for institutional quality management efforts ?**

- Yes  
 No

**44. If the answer to Question <sup>43</sup>42 is Yes, please list the benchmarking in various areas of development in bullet format****45. Is a Management Information System (MIS) in place ?**

- Yes  
 No

**46. If answer to question 44 is Yes, please provide details of MIS applied to**

**1. Administrative procedures including finance**

**2. Student admission**

**3. Student records**

**4. Evaluation and examination procedures**

**5. Research administration**

**6. Others**

**(enter the respective details corresponding to the serial numbers)**

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**47. Existence of learning resource management**

	Yes	No
e-database in library	<input type="radio"/>	<input checked="" type="radio"/>
ICT and smartclass room	<input checked="" type="radio"/>	<input type="radio"/>
e-learning sources (e-Books, e-Journals)	<input checked="" type="radio"/>	<input type="radio"/>
Production of teaching modules	<input checked="" type="radio"/>	<input type="radio"/>
Interactive learning facilities	<input checked="" type="radio"/>	<input type="radio"/>

**48. Internal resource mobilization : Kindly provide the amount contributed**

Research	<input type="text" value="50000"/>
Consultancy and training	<input type="text" value="5000"/>
Student contribution	<input type="text" value="0"/>
Alumni contribution	<input type="text" value="5000"/>
Wellwishers	<input type="text" value="0"/>

**49. Infrastructure and welfare spending: Please specify the amount**

Amount spent for infrastructure development	<input type="text" value="800000"/>
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Amount spent for student welfare

Amount spent for staff welfare

**50. Is delegation of authority practiced**

- Yes
- No

**51. Does grievance redressal cell exist ?**

	Yes	No
Faculty	<input checked="" type="radio"/>	<input type="radio"/>
Students	<input checked="" type="radio"/>	<input type="radio"/>
Staff	<input checked="" type="radio"/>	<input type="radio"/>

**52. Grievances received from faculty and resolved ( Enter a number; 0 for nil)**

Number of grievances received

Number of grievances resolved

**53. Number of grievances received from students and resolved ( Enter a number; 0 for nil)**

Number of grievances received

Number of grievances resolved

**54. Number of grievances received from other staff members and resolved ( Enter a number; 0 for nil)**

Number of grievances received

Number of grievances resolved

**55. Has the institution conducted any SWOT analysis during the year**

- Yes  
 No

**56. The SWOT analysis was done by internal or by external agency**

- Internal  
 External

**57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)**

1. Best Infrastructure
2. Efficient and experienced faculty

**58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)**

1. Not getting meritorious students
2. Situated in the outskirts- No transport facility

**59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)**

1. opportunity for growth and excellence
2. opportunity for skill development

**60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)**

1. Getting meritorious students
2. Insufficient admission for science department

**61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)**

1. Produced university ranks
2. Improved Infrastructure

**62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)**

\* NAAC Assessment facilitates quality Improvement

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